

Board of Education Regular Meeting

December 15, 2016 5:00 PM

Carroll County High School Media Center

1. Call to Order / Roll Call

Attendance Taken at 5:00 PM:

Present Board Members:

Ms. Gwen Chapman

Ms. Carolyn Jones

Mrs. Mona Kindoll

Mrs. Drusilla Maiden

Mr. Rob Spenneberg

Bill Hogan, Superintendent; Doug Oak, Assistant Superintendent/CAO; Jon Conrad, Treasurer; and Tracie Crawford, Board Secretary were also present.

2. Superintendent's Report

- Mr. Hogan recognized Ms. Dru Maiden and Ms. Mona Kindoll for the service that they have given to the board of education. Ms. Dru Maiden served for four years and Ms. Kindoll served for twelve years.
- Mr. Hogan talked to the new board members and asked that they come into the board office on January 2, 2017 to take their oaths and be sworn in and we will have our first meeting of the year on January 5, 2017. At this meeting there will also be an overview of the district as well to help the new board members get familiar with what goes on within the district.
- GRIT-we have been working on our district improvement plan. I have three additional GRIT books if anyone would like to take a book and read it. It's for our students to get them to stick with things and not give up. We will also be doing a book study on this to help our students.
- Quiet Excellence was in the district on Monday. We went over our Baldrige Award application for eight hours. Quiet Excellence role is to guide us. The Baldrige Award takes about five-eight years to receive. We should get level one and it goes all the way up to level four which is down the road at this time. Quiet Excellence helped us with our strategic plan as well.
- Studor Group, is a group that Mr. Conrad and I have listened to twice at this time. They are about organizational structure, processes and systems. They have invited us February 5-7, to attend this seminar in Dallas. The Studor Group has sent us a proposal on areas within our district to help keep things moving.
- KYA- Kentucky Youth Assembly one position that we added was a limited teacher. We added Ms. Williams on a limited contract. Ms. Williams took our groups recently and was well represented. It teaches students about government, civics, and being a good citizen.
- Bellarmine- We met with Bellarmine today to work on our plan of moving forward. At this time we have decided to send twenty-five new teachers through the program. Allow them to get this information to bring back to the district. Those that just completed year one, we want them to have time to implement what they have just learned and year three with Bellarmine will be the second year for our first group that completed the work. We still feel that we are missing things within our classes helping our students read so we want Bellarmine to come in and look at things that we are doing because we don't want to keep missing things four years from now.
- Mr. Hogan talked about Ms. Rachel Mefford, she is taking a leave from the district. Ms. Mefford has been instrumental in helping our high school become distinguished. We are going to miss her and everything that she has done for our district. Ms. Mefford thanked the board and administrators for supporting her and allowing her to work with the students.

3. Approval of Agenda

Order #61357 - Motion Passed: I need a motion Approved agenda items 1 - 14 as presented. Passed 5-0 with a motion by Mrs. Mona Kindoll and a second by Mrs. Drusilla Maiden.

Ms. Gwen Chapman Yes
Ms. Carolyn Jones Yes
Mrs. Mona Kindoll Yes
Mrs. Drusilla Maiden Yes
Mr. Rob Spenneberg Yes

4. Treasurer's Report Mr. Conrad reported that the November 2016 general fund beginning balance was \$3,917,044.00 with the total receipts at \$2,637,501.00, the total expenditures were \$1,279,684.00 and we had an ending balance of \$5,274,861.00. All reports are part of the official minutes.

5. Public Recognition None at this time

6. Approval of Consent Agenda

Order #61358 - Motion Passed: I need a motion Approved consent agenda items 6A-6AA as presented. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Ms. Gwen Chapman.

Ms. Gwen Chapman Yes
Ms. Carolyn Jones Yes
Mrs. Mona Kindoll Yes
Mrs. Drusilla Maiden Yes
Mr. Rob Spenneberg Yes

6.A. Approval of Minutes Approved the November 17, 2016 Board Minutes as presented.

6.B. Approval of Facilities Use

6.C. Approval of Bills and Salaries Payable Approved the Bills and Salaries payable as presented.

6.D. Employee Notifications

KRS 160.390; KRS 160.38; KRS 160.370 The Superintendent is responsible for all personnel actions including hiring, assignments, transfer, dismissal, suspension, reinstatement, promotion, and for reporting these actions to the board of education (KRS 160.390 (1)). All appointments, promotions and transfers of principals, supervisors, teachers, and other school employees shall be made only by the Superintendent of schools, who shall notify the Board of the action taken (KRS 160.380(2a)).

Information presented for notification

New Employees to the District

Emogene Webster; Early Childhood Nurturer CCCDC; 11/14/2016

Angelica Baker; Early Childhood Nurturer CCCDC; 11/10/2016

Dwight Lucas; Custodian CCCDC; 11/22/2016

Eli Mitchell; Teacher Cartmell; 11/28/2016

Jonathan Richmond; EBD/FMD Instructional Asst.; 11/07/2016

Ronald Knox; Custodian CCHS; 11/23/2016

LaJuana O'Connor; Bus Driver; 11/01/2016

No Longer Employees of the District

Resigning:

Jonathan Faler; Bus Driver; 11/18/2016

Nicole Jamerson; Bus Driver/Cook/Baker; 12/09/2016

Retiring:

Transfers within the District None at this time

Leave of Absence

Sheila Reynolds; 11/11/2016-12/12/2016

Myron Tingle; 10/19/2016-Unknown

Michele Adcock; 11/01/2016-11/30/2016

Employees No Longer Auxiliary

Travis Lee Downey; Head Football Coach CCHS

6.E. Approval of the Trap Shooting Club at the Carroll County High School Approved the Carroll County High School starting a Trap Shooting Club with a volunteer sponsor as presented.

6.F. Approval of the MOA Year 2 Math/Science Partnership Approved the memorandum of agreement for the year two of the math/science partnership as presented.

6.G. Approval of the College and Career Coordinator Approved the college and career coordinator for the remainder of 2016-2017, due to the resignation of Rachel Mefford, Race To The Top will fund Carroll County with \$26,200.00 to continue the position and complete the 2016-2017 school year as presented.

6.H. Approval of Skating fees for Kathryn Winn Approved Kathryn Winn's roller skating fees of \$9.00 starting in February as presented.

6.I. Approval to Surplus Football Jerseys Approved the surplus of twelve (12) football jersey's that will be given to Senior football players as gifts. The Football Boosters will replace all twelve (12) jerseys as presented.

6.J. Approval of the Stipends for the Bellarmine Literacy Project Approved the stipends for the Bellarmine Literacy Project, year one stipend in the amount of \$1,200.00 and year 2 stipend in the amount of \$800.00 as presented.

6.K. Approval of an additional hour for January and February Approved an additional hour per day not to exceed 30 school days in January and February for Mollie Shirley at \$31.04 per hour and Corie Edens at \$44.62 per hour. This will be paid from the general fund and will work with College and Career Readiness during their planning period. The extra hour a day is the employees planning. The total salary will not exceed \$2,270.00 as presented.

6.L. Approval to accept the CITE/NKU Grant Approved and accept the CITE/NKU Grant in the amount of \$240.00 that will purchase a printer for Ms. Eaglin's class as presented.

6.M. Approval of the CCJP Fees Approved the CCJP fees in the amount of \$50.00 to help with the expense of the league as presented.

6.N. Approval of the Athletic Director Job Description Approved the job description for Athletic Director as presented.

6.O. Approval of District Wide Athletic Director Supplement Approved the district wide athletic director supplement of \$10,000.00 with an additional ten days, middle school athletic director goes to \$0.00, changes are in effect beginning with the 2017-2018 school year as presented.

6.P. Approval to submit a grant for Volleyball Uniforms Approved submitting a grant to California Casualty for \$2,400.00 and the grant will be used to purchase new volleyball uniforms as presented.

6.Q. Approval of shortened school day Approved shortened school day for students 1949351496 and 1949351512 as presented.

6.R. Approval of the Garbage Bid Approved the garbage bid and award the bid to Rumke as presented.

6.S. Approval of the Petroleum Bid Approved the Petroleum bid and award the bid to Southern Petroleum for a freight amount of .0790 with applicable taxes as presented.

6.T. Approval of the Lawncare Bid Approved the Lawncare bid for 2017 and award the bid to Interstate Greenhouse in the amount of \$27,732.87 Total, \$840.39 per week as presented.

6.U. Approval to accept Achieve3000 Students FIRST Grant Approved and accept the Achieve3000 Students FIRST Grant which covers a subscription start date of December 2016-June 2017 as presented.

6.V. Approval of Coaching Supplements Approved adding a Tier 2 supplement of \$4,400 to Hunter Cantwell for Football Coaching work through the remainder of the 16-17 school year. Also add a Tier 9 supplement of \$1,200 to Eli Mitchell for Assistant Football Coaching work through the remainder of the 16-17 school year as presented.

6.W. Approval of the CCMS Donation Approved the CCMS Donation for \$1,100.00 as presented.

6.X. Approval of the MOA Perkins Grant Approved the memorandum of agreement for the Perkins Grant to provide funds for the purchase of industry certifications for students during 2016-2017 school year as presented.

6.Y. Approval of the MOA between JCTC and CCS Approved the memorandum of agreement between JCTC and CCS to provide COMPASS Testing services for CCHS at a cost of \$7.00 as presented.

6.Z. Approval to submit an application for Kentucky Award for Performance Excellence Approved submitting to the Kentucky Center for Performance Excellence the Level 1 Application for the Kentucky Award for Performance Excellence. We must submit our full application by January 4th. Quiet Excellence is drafting part of our application. We will submit to the BOE the full application at the January 5th meeting.

6.AA. Approval of Architect for Kathryn Winn/Early Head Start Project Approved hiring JRA Architects for the Kathryn Winn/Early Head Start project from the letters of interest received as presented.

7. Communications To and From the Board None at this time.

8. Champion For Kids Ms.Oak recognized Stephanie O'Neal for all the work that she has done for Youth Service Center and all the work that they have done and the hard work put forward to make sure our students have what they need. Tracey Reynold's was recognized as well, she was out working with Shop with a Cop. Sharon Hunt was recognized for all the volunteer work that she has been doing in the office at the middle school. Sandy Thompson was recognized for volunteering with the middle school in the office during the week. Jennie Weaver was recognized for volunteering to help with the front office and always being there to help. Ms. Oak recognized the DOW Mentors, these engineers have come to the middle school to help students with math, Mark Berg, Scott Nab, Jeff Salverson, Lexi Helminski, Stephanie Hackel, and Laura Beth Hickey.

9. Reports from Principals and Directors Donna Monroe (Winn); Jonica Ray (Cartmell); Dana Oak (CCMS); Tom Stephens (CCHS); Amy Sutter (ALC); Doug Oak (Asst. Supt./CAO); Gerda Wise (Elem. Instr. Supv.); Mark Willhoite (DPP/COO); Kathy Bieger (Special Education); Carl Roberts (Grant Writer/PR) Cindy Johann (Technology) were present and gave the board members some updates. All reports are part of the official minutes.

10. Old Business None at this time

11. New Business

11.A. Approval of Superintendent Hogan's Mileage Reimbursement

Order #61359 - Motion Passed: I need a motion Approved the meal and mileage for Mr. Hogan for breakfast at the Conference in Utah, Mileage for the Destination High Performance Conference and the KASS Conference in the amount of \$260.10 as presented. Passed 5-0 with a motion by Mrs. Mona Kindoll and a second by Mr. Rob Spenneberg.

Ms. Gwen Chapman Yes
Ms. Carolyn Jones Yes
Mrs. Mona Kindoll Yes
Mrs. Drusilla Maiden Yes
Mr. Rob Spenneberg Yes

11.B. Approval of the CCMS Payment

Order #61360 - Motion Passed: I need a motion Approved the CCMS Payment for First Electric Supply in the amount of \$1,229.28 as presented. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Ms. Gwen Chapman.

Ms. Gwen Chapman Yes
Ms. Carolyn Jones Yes
Mrs. Mona Kindoll Yes
Mrs. Drusilla Maiden Yes
Mr. Rob Spenneberg Yes

11.C. Approval of the DPO for Carroll County Middle School Addition & Renovations

Order #61361 - Motion Passed: I need a motion Approved the Direct Purchase Orders CO 1233-14-01 to reflect a credit of (\$300.00), 1233-05-01 (\$.12), 1233-10-01 (\$105.80), 1233-22-01 (\$.12), 1233-33-01 (\$5.36), 1233-39-01 (\$662.48), and 1233-42-01 (\$362.94) as presented. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Ms. Gwen Chapman.

Ms. Gwen Chapman Yes
Ms. Carolyn Jones Yes
Mrs. Mona Kindoll Yes
Mrs. Drusilla Maiden Yes
Mr. Rob Spenneberg Yes

11.D. Approval of the KDE DPO Summary for Carroll County Middle School Renovation and Addition

Order #61362 - Motion Passed: I need a motion Approved the Kentucky Department of Education Direct Purchase Order Summary to close out all of the DPO accounts as the balances have been used or unused portions returned to the district via change orders as presented. Passed 5-0 with a motion by Mrs. Mona Kindoll and a second by Mrs. Drusilla Maiden.

Ms. Gwen Chapman Yes
Ms. Carolyn Jones Yes
Mrs. Mona Kindoll Yes
Mrs. Drusilla Maiden Yes
Mr. Rob Spenneberg Yes

11.E. Discussion of the District Improvement Plan Mr. Oak discussed with the board members the District Improvement Plan for 2016-2017. There are five goals that we have to address per KDE. Mr. Oak discussed the required goals, proficiency, GAP, Novice, College and Career Readiness, and Graduation Rate. The full district improvement plan will be approved in January for submission to KDE.

12. Student Achievement None at this time.

13. Board Member Planning Calendar

Rationale:

January

1. Election of board officers
2. Appointment of secretary, treasurer, attorney
3. Adoption of regular meeting schedule for the year

Draft budget plan for next school year submitted by superintendent

Outline major priorities

Establish budget parameters

4. Review elementary school programs and offerings

5. Hold coordinated school health public forum for annual report of nutrition plan

6. Receive status report on the data collection portion of the needs assessment process from the board's representative to the district improvement planning committee and appropriate staff Approve revisions to District Improvement Plan (DIP)

**Board Meeting will be January 5, 2017 at 5:00pm

14. Adjournment

Order #61363 - Motion Passed: Approved adjourning the December 15, 2016 board meeting at 5:58 p.m. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Mrs. Mona Kindoll.

Ms. Gwen Chapman	Yes
Ms. Carolyn Jones	Yes
Mrs. Mona Kindoll	Yes
Mrs. Drusilla Maiden	Yes
Mr. Rob Spenneberg	Yes

Chairperson

Secretary