

Board of Education Regular Meeting

June 29, 2017 5:00 PM

Carroll County Middle School Health Room

1. Call to Order / Roll Call

Attendance Taken at 5:00 PM:

Present Board Members:

Ms. Gwen Chapman

Mr. Corey Groseclose

Ms. Carolyn Jones

Ms. D'anne Smith

Mr. Rob Spenneberg

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

2. Superintendent's Report

- Mr. Hogan updated the board members that the Administrative Retreat would coincide with KASA this year. The retreat will be on July 26, 2017 and KASA will begin that afternoon. This will allow the district to save money and will allow the administrators to get together prior to KASA and start on things for this school year.
- Level 1 award, during the Baldrige presentation, Mr. Mark Willhoite and Mrs. Jonica Ray was present and received the award for us and the work that we have done with Baldrige. The plaque is hanging in the office, I'd like for the board members to get a picture later and there will be an update later on Baldrige.
- Construction Update, the TCE report from 1989, there was a spill. We have had to do a 1303, and the check reported a spill from 1989 and we have had an investigation about the environmental impact study. Based upon the study, nothing has been found and we have been clear. We have sent the revised 1303 to Atlanta and we are just waiting for the go ahead. At that time we are ready for construction to begin.
- Mr. Hogan thanked the district for all their support and thanked the board for always supporting him. At that time, Mrs. Jones presented Mr. Hogan with a vase for appreciation on his years of service to Carroll County.

3. Approval of Agenda

Order #61442 - Motion Passed: I need a motion to approve agenda items 1 - 14 as presented.

Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Ms. Gwen Chapman.

Ms. Gwen Chapman Yes

Mr. Corey Groseclose Yes

Ms. Carolyn Jones Yes

Ms. D'anne Smith Yes

Mr. Rob Spenneberg Yes

4. Treasurer's Report Mr. Conrad reported that the May 2017 general fund beginning balance was \$4,850,453.00 with the total receipts at \$1,156,655.00, the total expenditures were \$1,138,835.00 and we had an ending balance of \$4,868,273.00. All reports are part of the official minutes.

5. Public Recognition None at this time

6. Approval of Consent Agenda

Order #61443 - Motion Passed: I need a motion to approve consent agenda items 6A-6FF with 6B. 1 tabled as presented. Ms. Smith did have questions about the insurance policy and stated that she would like clarification on those questions. She was ok with approving the Code of Conduct with the understanding that certain areas were corrected to make it easier to read and more uniformed and that spelling/grammatical errors were corrected. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Mr. Corey Groseclose.

Ms. Gwen Chapman Yes
Mr. Corey Groseclose Yes
Ms. Carolyn Jones Yes
Ms. D'anne Smith Yes
Mr. Rob Spenneberg Yes

6.A. Approval of Minutes Approved the May 18, 2017 Special Board Minutes, May 25, 2017 Board Minutes, June 5, 2017 Special Board Minutes, and June 9, 2017 Special Board Minutes as presented.

6.B. Approval of Facilities Use

6.B.1. Approval of the Facility Use Request 1 Approved the Facility Use Request 1 for Shine, Melanie Stewart, representative to use the Carroll County Middle School auditorium September 4-10, 2017 as presented.

6.B.2. Approval of the Facility Use Request 2 Approved the facility use request 2 for the Dixie Chix, David Craig representative to use the pitching machine and the CCHS softball field from 5:30-7:30p (except during dead period) for practice as presented.

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

Jennifer Brown; Teacher Cartmell; 08/14/2017
Kelly Simmons; Teacher Cartmell; 08/14/2017
Adam Osterbrock; Teacher CCMS; 08/14/2017
Benjamin Courtney; Teacher KWinn; 08/14/2017
Hayden Seng; Teacher KWinn; 08/14/2017
Trilba Hawkins; Inst. Assistant; 08/14/2017
Dana Rodriguez; Inst. Assistant KWinn; 08/14/2017
Dianna Maynard; Speech Lang. Pathologist; 08/14/2017
Sherry Stamper; District Health Coor.; 08/14/2017
Nicole Wise; Early Childhood Nurturer CCCDC; 08/07/2017
Kalyn Hudgins; Inst. Assistant CCCDC; 08/07/2017
Cristi Westrich; Inst. Assistant CCCDC; 08/07/2017
Melissa Haddix; Custodian CCCDC; 07/10/2017
Rhonda Childs; Custodian CCCDC; 07/03/2017

No Longer Employees of the District Resigning:

Karen Bruce; Teacher CCHS; 06/30/2017
Brianna Dusenberry; Teacher KWinn; 06/30/2017
Shari Davis; Inst. Asst CCCDC; 06/30/2017
Emogene Webster; Early Childhood Nurturer CCCDC; 06/30/2017
William Hogan; Superintendent; 06/30/2017

Retiring:

Linda Marsh; Health Services Assistant Cartmell; 06/30/2017

Transfers within the District

Crystal Raisor; CCR Counselor
Jonica Ray; Elementary Inst. Supervisor
Maura Vandenbark; Teacher 8th grade
Laura Willhoite; Guidance Counselor Cartmell
Jeannie Rohrer; Principal Cartmell
Krista Chatham; Asst. Principal Cartmell
Deborah Raisor; Cook/Baker Cartmell
Jennifer Cox; School Secretary CCMS
Trixie Doll; Bookkeeper CCMS
Janet Blythe; Account Clerk II Central Office
Dasha Snow; Teacher (Non Cert) CCCDC
Debbie Roth; Family Service Worker CCCDC
Darrian Roberts; Inst. Assistant CCCDC
Cindy Parsons; Receptionist CCCDC
Ashley Morris; Inst. Assistant CCCDC

Leave of Absence

Heather Groves; 05/12/2017-05/26/2017
MacKenzie Wright; 05/15/2017-07/03/2017
Wilhelmina Moore; 05/15/2017-05/26/2017

Employees No Longer Auxiliary

Julie Aulbach; Asst. Coach Girls Basketball CCHS
MacKenzie Wright; Bass Fishing Coach CCHS

6.E. Approval of the 2017-2018 Grades and Pay Scales Approved the 2017-2018 grades and pay scales, this was previously approved however 7940 Midday Bus Driver and 8348 Head Start Family Service Worker has been added as presented.

6.F. Approval of the 2017-2018 Code of Conduct Approved the 2017-2018 Code of Conduct as presented.

6.G. Approval of the Clinical Affiliation Agreement Approved the clinical affiliation agreement between Carroll County Schools and the University of Louisville from July 1, 2017-June 30, 2018 which will allow a student clinical social worker (Hannah Devine) to complete a clinical rotation under the supervision of a qualified professional (Tracey Reynolds) as presented.

6.H. Approval of the 2017-2018 Property Liability Umbrella Insurance Coverage Approved the 2017-2018 property, liability, umbrella coverage renewal with Liberty Mutual as presented.

6.I. Approval of the 2017-2018 Workers Comp Insurance Approved the 2017-2018 Workers Comp Insurance with Kentucky Employers Mutual Insurance as presented.

6.J. Approval of the 2017-2018 OVEC Consortium Membership Approved the 2017-2018 OVEC Consortium Membership from July 1, 2017-June 30, 2018 for \$9,116.00 as presented.

6.K. Approval of the 2017-2018 Three Rivers Agreement Approved the 2017-2018 Three Rivers Agreement with Carroll County Schools to provide services to the district as presented.

6.L. Approval of the 2017-2018 Midway Student Agreement Approved the 2017-2018 Midway Student Agreement with Carroll County Schools which will allow student teaching and field experiences as presented.

6.M. Approval of the T/TA Sponsored Agreement Approved the agreement between Carroll County Child Development Center and Western Kentucky University research foundation training and technical assistance services an independent provider from July 1, 2017-June 30, 2018 to provide training and technical assistance for staff and parents regarding nutrition as presented.

6.N. Approval of the COLA Application Approved the Carroll County Child Development Center to submit the COLA Application requesting \$18,157.00 in funds to assist grantees with increasing staff salaries and benefits while offsetting higher operating costs as presented.

6.O. Approval to accept the Early Childhood Healthy Living Initiative funds Approved accepting the Early Childhood Healthy Living Initiative funds in the amount of \$30,000 for Pre-K-4th grade as presented.

6.P. Approval of the Action for Healthy Kids grant Approved Kathryn Winn Primary accepting the Action for Healthy Kids grant in the amount of \$500.00 which will go toward creating fitness stations throughout the school to provide breaks and help meet exercise needs for the students as presented.

6.Q. Approval of an Overnight Trip Request-Carroll County High School Honor Guard Approved the Overnight Trip Request for the Carroll County High School Honor Guard for June 23-25 2017. This will be a camp out for team building. Parents will bring their student to the campsite and pick them up.

6.R. Approval of the Overnight Student Trip-Senior Trip Approved the Overnight 2018 Senior Trip to New York, NY May 9-12, 2018 as presented.

6.S. Approval of the School Nutrition Procurement Certification Approved the school nutrition procurement certification to participate in the National School Lunch Program, School Breakfast Program, Special Milk Program for Children, and Uniform Administrative requirements, cost principles, and audit requirements for Federal Awards as presented.

6.T. Approval to surplus Basketball Shooting Machine Approved the surplus of the shooting machine and use it as a trace in when purchasing a new one as presented.

6.U. Approval of the BSN Agreement with Men's Soccer Approved the agreement with the Carroll County Panther Soccer Team (Boys) and BSN, the agreement will offer the US/BSN Sports Rewards Program for the purchase and supply of athletic apparel and equipment for use by the high school as presented.

6.V. Approval of the agreement between Carroll County Lady Panther Volleyball and BSN Approved the agreement between Carroll County Lady Panther volleyball and BSN Sports program, the agreement will offer the BSN Sports Reward Program for the purchase and supply of athletic apparel and equipment for use by the high school as presented.

6.W. Approval of Database Administrator Stipend Approved the database administrator stipend position for \$2,400 as presented.

6.X. Approval of Emergency Certification for Teachers for 2017-2018 Approved Emergency Certification of teachers for 2017-2018 as needed due to teaching outside their field as presented.

6.Y. Approval of Emergency Certification for Substitute Teachers for 2017-2018 Approved the application for Emergency Certification of Substitute Teachers throughout the 2017-2018 school year as presented.

6.Z. Approval of the Crime and Fidelity Bond Approved the Crime and Fidelity Bond for 07-01-17 through 06-30-18 with a premium amount of \$899.00 as presented.

6.AA. Approval of the Fidelity Bond of Treasurer Approved the Fidelity Bond of Treasurer for the Carroll County Financial Officer with an annual premium bond of \$402.11 as presented.

6.BB. Approval of the 2017-2018 CCHS Fees Approved the 2017-2018 Fees for Carroll County High School as presented.

6.CC. Approval of the Updated 2017-2018 Coaches, Employee, and Substitute Handbooks Approved the updated coaches, employee, and substitute handbooks for the 2017-2018 school year as presented.

6.DD. Approval of the agreement between Carroll County School District and Baptist Health Medical Group Approved the agreement between Carroll County School District and the Baptist Health Medical Group to plan, organize, and coordinate the sports medicine program for all sports at school as presented.

6.EE. Approval of the donations to CCHS Approved the CCHS donations as presented.

6.FF. Approval of the 2017-2018 Depository Bond Approved the 2017-2018 Depository Bond as presented.

7. Communications To and From the Board

8. 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) submitted reports which are part of the official minutes. Doug Oak and Mark Willhoite were present.

9. Old Business

9.A. Update on Studer Nannette Johnston was present to give an update to the board on Studer. She gave the board an update on what we have completed and what the second half of the year will entail. Mrs. Johnston shared the overview of Studer and what it is about. Mrs. Johnston did explain the surveys, what was reported back, and discuss how we would plan things out. Survey will be two times a year and parent survey is only one time a year however we need to possibly send out a survey to the parents at a different time. Mr. Crawford did ask how they were going to proceed having a new superintendent that is an interim and moving forward with the district. Mrs. Johnston stated that she would be reaching out to the superintendent to talk with him about moving forward. Studer is a support for not only the superintendent but for the entire staff to keep everyone engaged and the strategic plan moving forward. Mr. Hogan stated that he does have Mr. Conrad in place to move forward until Mr. Livingood feels comfortable about Studer and moving forward.

9.B. Baldrige Award Mr. Hogan, discussed the Baldrige Award with the Kentucky Center of Performing Excellence. KYCPE and Baldrige gives us feedback reports to make sure that we are on the right track and moving forward. What are you measuring, what is important, and is it working. Working with Studer will make sure that you are getting all these processes in place and making progress. We are not committed to doing a Level II with Baldrige. There are some things that I don't agree with in the report but I look at all the systems and the effectiveness. I believe in a few years as a district we can move forward in a few years. It is not something that we are committed to do, but to do this and move forward it's a process of working on systems to make sure that you are making progress.

10. New Business

10.A. Approval of the First Reading of the Policy and Procedures Mr. Hogan explained that this is the KSBA Update, we have a first and second reading. Mr. Crawford stated that we do not have to have approval or make a motion for First reading.

10.B. Discussion and Action on Board Member Standard Invoices

Order #61444 - Motion Passed: I need a motion to approve the standard invoices for present and past board members for KSBA meetings attended beginning from July 1, 2010-December 31, 2016 as presented. Passed 5-0 with a motion by Mr. Corey Groseclose and a second by Ms. Gwen Chapman.

Ms. Gwen Chapman Yes
Mr. Corey Groseclose Yes
Ms. Carolyn Jones Yes
Ms. D'anne Smith Yes
Mr. Rob Spenneberg Yes

10.C. Discussion and Action Interim Superintendent Contract

Order #61445 - Motion Passed: I need a motion to approve the Interim Superintendent contract with Ron Livingood effective July 1, 2017, and continuing through June 30, 2018, and to authorize Board Chair to sign same on behalf of the District, a copy of said contract is attached to these minutes and incorporated herein. Passed 5-0 with a motion by Mr. Corey Groseclose and a second by Ms. D'anne Smith.

Ms. Gwen Chapman Yes
Mr. Corey Groseclose Yes
Ms. Carolyn Jones Yes
Ms. D'anne Smith Yes
Mr. Rob Spenneberg Yes

10.D. Screening Committee "Board Representative" Mrs. Jones recommended Mr. Rob Spenneberg would be the Board Representative. Mr. Spenneberg accepted and he will be the board representative.

11. Student Achievement None at this time.

12. Board Member Planning Calendar

July

Review Title I Report
Review Title IV Safe Schools Report
Approve Policy manual updates and revisions
Approve food service fee schedule

August

Adoption of a working budget (must be submitted to KDE by Sept. 30)
Approve Annual Financial Report
Approve vehicle tax rate
Review NCLB Report
Approve Classified evaluation plan
Review DIP needs assessment
Review and discussion of College Feedback Report
Initiate the annual needs assessment process

13. Executive Session

13.A. Approval to enter Executive Session

Order #61446 - Motion Passed: Approved recessing the regular meeting and entering into executive session for discussions of pending litigation against or on behalf of the District per KRS 61.810(1)(c) at 6:37 p.m. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Mr. Corey Groseclose.

Ms. Gwen Chapman Yes
Mr. Corey Groseclose Yes
Ms. Carolyn Jones Yes
Ms. D'anne Smith Yes
Mr. Rob Spenneberg Yes

13.B. Approval to Exit Executive Session and Resume Regular Meeting.

Order #61447 - Motion Passed: Approved exiting the executive session and resuming regular meeting at 6:58 pm. Passed 5-0 with a motion by Mr. Corey Groseclose and a second by Ms. Gwen Chapman.

Ms. Gwen Chapman Yes
Mr. Corey Groseclose Yes
Ms. Carolyn Jones Yes
Ms. D'anne Smith Yes
Mr. Rob Spenneberg Yes

14. Adjournment

Order #61448 - Motion Passed: I need a motion to approve adjourning the June 29, 2017 board meeting at 6:58 p.m. Passed 5-0 with a motion by Mr. Rob Spenneberg and a second by Ms. D'anne Smith.

Ms. Gwen Chapman Yes
Mr. Corey Groseclose Yes
Ms. Carolyn Jones Yes
Ms. D'anne Smith Yes
Mr. Rob Spenneberg Yes

Chairperson

Secretary