

**CHRISTIAN COUNTY BOARD OF EDUCATION  
BOARD OF EDUCATION MEETING**

**FEBRUARY 20, 2014  
6:00 P.M.**

**REGULAR BOARD MEETING**

The Christian County Board of Education met in the Board room at the Central Office on Glass Avenue on February 20, 2014, 6:00 P.M. for a regular Board Meeting.

**BOARD MEMBERS PRESENT:**

Ms. Linda Keller, Chairperson

Ms. Sara Shepherd, Vice-Chair

Mr. Barry D. Cornelius

Ms. Teresa Moss

Ms. Mary Ann Gemmill, Superintendent and Board Secretary

Also present: Mr. Jack Lackey, Jr., School Board Attorney; Administrators, Media and Guests

**BOARD MEMBERS ABSENT:**

Ms. Mary DeBow

**ACTION/ITEMS**

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**RECOGNITION:**

- A) Winners from Jr. MANRRS State Conference
- B) Middle School Academic Team Winners
- C) STLP Groups

**INVOCATION**

**PLEDGE**

**CALL TO ORDER**

The Invocation was given by Sara Shepherd, followed by prayer by Mr. Cornelius and Pledge of Allegiance to the Flag lead by Tess Forchione, 8<sup>th</sup> Grade Student at North Drive Middle School. Ms. Keller, Chairperson, called the meeting to order at 6:13 P.M.

**#182 APPROVAL  
OF AGENDA**

Motion by Ms. Moss, second by Mr. Cornelius, to approve the Agenda, as presented (A copy of which is attached and the terms of which are incorporated by reference).

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Voting yes: Ms. Moss, Mr. Cornelius,  
Ms. Shepherd and Ms. Keller  
Voting no: NONE

**COMMUNICATIONS/  
VISITORS AND  
OPEN FORUM**      **NONE**

**PRESENTATIONS:**      **ARCHITECT/ENGINEERS REPORT** – Keith Sharp  
Architect (A copy of the Architect's Report is attached  
to the minutes). Mr. Sharp appeared before the Board  
to say that the Pembroke Project is on schedule and  
that switch gear is out for bids.

**INSTRUCTIONAL UPDATE – MAP Winter Data**

Amy Wilcox, Chief Instructional Officer and Tracey  
Leath, District Assessment Coordinator, provided a  
power-point for the Board on MAP Winter Data (A copy  
of which is attached and the terms of which are  
incorporated by reference).

**EARLY CHILDHOOD AND KINDERGARTEN READINESS  
UPDATE**

Patty Grable, Director of special Education/Preschool  
and Sarah Newman, Regional Community Early  
Childhood Coordinator, provided a power-point for the  
Board on Early Childhood and Kindergarten Readiness  
(A copy of which is attached and the terms of which are  
incorporated by reference).

**KHSAA SURVEY RESULTS**

Kathy Hancock, Chief Operations Officer, provided  
information to the Board on the survey of the number of  
student interested in Archery, Bass Fishing and Rifle (A

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copy of the survey is attached to the minutes).

Ms. Hancock informed the Board that Tina Davis, a teacher and archery instructor at Trigg County Schools, would be glad to hold a workshop to provide more information on the archery sport.

**COMMITTEE  
REPORTS:**

**LINDA KELLER**

Ms. Keller reported on Parent University Workshop. She stated that next Thursday, February 27, there would be two workshops held on the topic of "I Read" Program for Kindergarten – 2<sup>nd</sup> grade. The first workshop will be held at 9:00 AM in Oak Grove Community Center and the second one at the Christian County Public Library at 5:30 P.M.

**#183 DISCUSSION/  
APPROVAL  
SELECTION OF  
BOARD MEMBER  
TO SERVE ON  
CODE OF  
ACCEPTABLE  
BEHAVIOR  
COMMITTEE**

Motion by Ms. Shepherd, second by Mr. Cornelius to appoint Teresa Moss as Board Member to serve on Code of Acceptable Behavior Committee (A copy of which is attached and the terms of which are incorporated by reference).

Voting yes: Ms. Shepherd, Mr. Cornelius,  
Ms. Moss and Ms. Keller

Voting no: NONE

**#184 DISCUSSION/  
APPROVAL  
NON-RESIDENT  
CONTRACT  
FOR TRIGG  
COUNTY PUBLIC  
SCHOOLS FOR  
2014-2015**

Following presentation by Melanie Barrett, Director of Pupil Personnel, motion by Ms. Shepherd, second by Mr. Cornelius, to approve the Non-Resident Contract for Trigg County Public Schools for 2014-2015 (A copy of which is attached to the minutes and the terms of which are incorporated by reference).

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Voting yes: Ms. Shepherd, Mr. Cornelius,  
Ms. Moss and Ms. Keller  
Voting no: NONE

- #185 DISCUSSION/ APPROVAL NON-RESIDENT CONTRACT FOR HOPKINS COUNTY PUBLIC SCHOOLS FOR 2014-2015**
- Following presentation by Melanie Barrett, Director of Pupil Personnel, motion by Ms. Shepherd, second by Ms. Moss, to approve the Non-Resident Contract for Hopkins County Public Schools for 2014-2015 (A copy of which is attached and the terms of which are incorporated by reference).
- Voting yes; Ms. Shepherd, Ms. Moss,  
Mr. Cornelius and Ms. Keller

Voting no: NONE

- DISCUSSION/ APPROVAL NON-RESIDENT STUDENT CONTRACTS FOR 2014-15 FOR CALDWELL, DAWSON SPRINGS, TODD, MUHLENBERG, LOGAN, RUSSELLVILLE INDEPENDENT AND OTHERS**
- Following presentation by Melanie Barrett, Director of Pupil Personnel, in reference to Non-Resident Student Contracts for 2014-2015 for Caldwell, Dawson Springs, Todd, Muhlenberg, Logan, Russellville Independent and other neighboring districts if applicable, *the Board chose to take each county on a case by case request for 2014-15 school year* (A copy of which is attached and the terms of which are incorporated by reference).
- NO VOTE WAS TAKEN – CASE BY CASE REQUEST**

- #186 DISCUSSION/ APPROVAL TO ADD 10 MINUTES TO THE CHRISTIAN COUNTY DAY**
- Following presentation by Melanie Barrett, Director of Pupil Personnel, motion by Ms. Moss, second by Mr. Cornelius to add 10 minutes to the Christian County Day Treatment and 15 Minutes to Alternative School Bell Schedule to Extend the School Day to Meet Requirements by KRS 158.070 (A copy of which is

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| <p><b>TREATMENT<br/>AND 15<br/>MINUTES TO<br/>ALTERNATIVE<br/>SCHOOL BELL<br/>SCHEDULE TO<br/>EXTEND THE<br/>SCHOOL DAY<br/>TO MEET<br/>REQUIREMENTS<br/>BY KRS 158.070</b></p> | <p>attached and the terms of which are incorporated by reference).</p> <p>Voting yes: Ms. Moss, Mr. Cornelius,<br/>Ms. Shepherd and Ms. Keller</p> <p>Voting no: NONE</p>   |
| <p><b>#187 DISCUSSION/<br/>APPROVAL<br/>TO AMEND<br/>2013-2014<br/>CALENDAR<br/>TO UTILIZE<br/>MARCH 28, 2014<br/>AS MAKE-UP DAY</b></p>  | <p>Following presentation by Melanie Barrett, Director of Pupil Personnel, motion by Mr. Cornelius, second by Ms. Shepherd, to amend 2013-2014 calendar to utilize March 28, 2014 as make-up day (A copy of which is attached and the terms of which are incorporated by reference).</p> <p>Voting yes: Mr. Cornelius, Ms. Shepherd,<br/>Ms. Moss and Ms. Keller</p> <p>Voting no: NONE</p> <p><i>(Ms. Barrett explained that we had lost 11 days thus far. Board voted to use President's Day as a make-up day, instructional time built in calendar which equals 4 days, and with using March 28 as a make-up day, the school district has 5 days to make up. At this time, June 4 is the last day for students).</i></p> |
| <p><b>DISCUSSION/<br/>APPROVAL<br/>TO AMEND<br/>2013-2014<br/>CALENDAR TO<br/>UTILIZE ALL</b></p>   | <p>Melanie Barrett, Director of Pupil Personnel, presented information to the Board in reference to amending the 2013-2014 Calendar to utilize all or part of March 31-April 4, 2014 as make-up days.</p> <p><b><u>NO VOTE WAS TAKEN BY THE BOARD</u></b></p>   |

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**OR PART OF  
MARCH 31-  
APRIL 4, 2014  
AS MAKE-UP  
DAYS**

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| <p><b>#188 DISCUSSION/<br/>APPROVAL<br/>STAFFING<br/>ALLOCATION<br/>FOR 2014-15<br/>SCHOOL YEAR</b></p>  | <p>Following presentation by Laura Morris, Chief Administrative Officer, motion by Mr. Cornelius, second by Ms. Shepherd, to approve the Staffing Allocation for 2014-2015 School Year (A copy of which is attached and the terms of which are incorporated by reference).</p> <p>Voting yes: Mr. Cornelius, Ms. Shepherd,<br/>Ms. Moss and Ms. Keller<br/>Voting yes: NONE</p>                                     |
| <p><b>#189 DISCUSSION/<br/>APPROVAL<br/>MEMORANDUM<br/>OF<br/>UNDERSTANDING<br/>BETWEEN<br/>U.S. ARMY<br/>GARRISON<br/>FORT CAMPBELL<br/>KENTUCKY, AND<br/>CHRISTIAN<br/>COUNTY BOARD<br/>OF EDUCATION<br/>FOR CONTINUITY<br/>OF OPERATIONS<br/>PROGRAM (COOP)</b></p> | <p>Motion by Ms. Moss, second by Ms. Shepherd, to approve the Memorandum of Understanding between U.S. Army Garrison, Fort Campbell, KY and Christian County Board of Education for Continuity of Operations Program (COOP) (A copy of which is attached and the terms of which are incorporated by reference).</p> <p>Voting yes: Ms. Moss, Ms. Shepherd,<br/>Mr. Cornelius and Ms. Keller<br/>Voting no: NONE</p> |
| <p><b>#190 DISCUSSION/<br/>APPROVAL<br/>INVOICE #3</b></p>   | <p>Motion by Mr. Cornelius, second by Ms. Moss, to approve Invoice #3 to JKS Architects and Engineers for Pembroke Elementary Addition/Renovations in</p>   |

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| <p><b>TO JKS<br/>ARCHITECTS<br/>AND ENGINEERS<br/>FOR PEMBROKE<br/>ELEMENTARY<br/>ADDITION/<br/>RENOVATION<br/>IN THE<br/>AMOUNT OF<br/>\$186,979.30</b></p> | <p>the Amount of \$186,979.30 (A copy of which is attached and the terms of which are incorporated by reference).</p> <p>Voting yes: Mr. Cornelius, Ms. Moss,<br/>Ms. Shepherd and Ms. Keller</p> <p>Voting no: NONE</p>  |
| <p><b>#191 DISCUSSION/<br/>APPROVAL<br/>OF BIDS FOR<br/>DISTRICT<br/>MOWING</b></p>  | <p>Following presentation by Ted Hautala, Director of Facilities, motion by Ms. Moss, second by Ms. Shepherd, to approve the Bids for District Mowing (A copy of which is attached and the terms of which are incorporated by reference).</p> <p>Voting yes: Ms. Moss, Ms. Shepherd,<br/>Mr. Cornelius and Ms. Keller</p> <p>Voting no: NONE</p>  |
| <p><b>#192 DISCUSSION/<br/>APPROVAL<br/>TO CLOSE<br/>BELMONT<br/>ELEMENTARY<br/>SCHOOL<br/>BEGINNING<br/>2015-16<br/>SCHOOL YEAR</b></p>                     | <p>Following presentation by Kathy Hancock, Chief Operations Officer, motion by Ms. Moss, second by Mr. Cornelius, to close Belmont Elementary School Beginning 2015-16 School Year (A copy of which is attached and the terms of which are incorporated by reference).</p> <p>Voting yes: Ms. Moss, Mr. Cornelius,<br/>and Ms. Keller</p> <p>Voting no: Ms. Shepherd</p> <p><b>(PASSED 3-1 VOTE)</b></p> |

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- #193 DISCUSSION/ APPROVAL OF AMENDED JOB DESCRIPTIONS AND SALARY SCHEDULE FOR TECHNOLOGY DEPARTMENT**
- Following presentation by Tracy Pelletier, District Technology Coordinator, motion by Ms. Shepherd, second by Ms. Moss, to approve Amending Job Descriptions and Salary Schedule for Technology Department (A copy of which is attached and the terms of which are incorporated by reference).
- Voting yes: Ms. Shepherd, Ms. Moss,  
Mr. Cornelius and Ms. Keller
- Voting no: NONE
- #194 CONSENT AGENDA**
- Motion by Ms. Shepherd, second by Ms. Moss, to approve the following consent Agenda (All Consent Agenda item exhibits are attached to the minutes). (Mr. Cornelius asked that when advertising for bids that Rubber Mulch for Playgrounds be considered).
- A) Financial Matters:
    - 1. Approval of Monthly Financial Reports and Authorize the Payment of Bills;
    - 2. Other
  - B) Approval of Minutes of Special Board Meetings held January 22, 23 and 30, 2014; Special Board Meeting/Workshop held February 6, 2014 and Regular Board Meeting held January 23, 2014;
  - C) Approval School-Related Student Trip Request by Christian County High School and Student to Louisville, Kentucky, February 5-8, 2014 – Emergency Approved; James Gregory, Sponsor;
  - D) Approval School-Related Student Trip Request by Christian County High School Wrestling Team to Paducah, February 14-15, 2014; Robert Burnham, Sponsor;



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- E) Approval School-Related Student Trip Request by Christian County High School STLP Student to KYSTE Conference, Louisville, Kentucky, March 4-7, 2014; Sandra Hancock, Sponsor;
- F) Approval School-Related Student Trip Request by Christian County High School Softball Team to Elizabethtown, Kentucky, March 21-22, 2014; Johnny Blane, Sponsor;
- G) Approval School-Related Student Trip Request by Christian County High School Baseball Team to Memphis, TN., April 2-5, 2014; Grayson Crawford, Sponsor;
- H) Approval School-Related Student Trip Request by Christian County High School Baseball Team to Louisville, KY, April 25-26, 2014; Grayson Crawford, Sponsor;
- I) Approval School-Related Student Trip Request by Christian County High School Softball Team to Glasgow, Kentucky, May 2-3, 2014; Johnny Blane, Sponsor;
- J) Approval School-Related Student Trip Request by Christian County Middle School Basketball to Lexington, Kentucky, February 14-16, 2014 – Emergency Approved; Joe McKay, Sponsor;
- K) Approval School-Related Student Trip Request by Hopkinsville High School Boys Basketball to Montgomery County, TN., February 8-9, 2014; Emergency Approved; Tim Haworth, Sponsor;

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- L) Approval School-Related Student Trip Request by Hopkinsville High School Wrestling Team to Paducah, KY, February 14-15, 2014; Chris Carbin, Sponsor;
- M) Approval School-Related Student Trip Request by Hopkinsville High School Wrestling Team to Lexington, KY, February 20-23, 2014: Chris Carbin, Sponsor;
- N) Approval School-Related Student Trip Request by Hopkinsville High School FBLA to Louisville, Kentucky, April 14-16, 2014; Crystal Holman, Sponsor;
- O) Approval School-Related Student Trip Request by Hopkinsville Middle School Cheerleaders to State Middle School Basketball, February 14-16, 2014; Ali Mabry, Sponsor – Emergency Approved; Ali Mabry, Sponsor;
- P) Approval School-Related Student Trip Request by North Drive Middle School Cheerleaders to Louisville, KY., February 21-22, 2014; DeNelda Swafford, Sponsor;
- Q) Approval School Fund Raiser Request by Christian County High School Football Boosters (Strawberries) February 3-May 30, 2014;
- R) Approval School Fund Raiser Request by Christian County High School Dance Team Boosters (Wal-Mart Donations) March 1, 2014;
- S) Approval School Fund Raiser Request by Christian County High School Football Boosters (Scentsy Candles) March 14-June 30, 2014;

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- T) Approval School Fund Raiser Request by Christian County High School Writing Club (Writing Journals) April 21-May 2, 2014;
- U) Approval School Fund Raiser Request by Christian County High School Dance Team Boosters (Applebee's Breakfast Tickets) October 2014;
- V) Approval School Fund Raiser Request by Crofton Elementary School PTO (Little Caesar's Pizza Kits) February 13-March 3, 2014 – Emergency Approved;
- W) Approval School Fund Raiser Request by Gateway Academy to Innovation & Technology – Creative Canvas Paint Party, April 10, 2014;
- X) Approval School Fund Raiser Request by Gateway Academy to Innovation & Technology – 5K Fun Run/Paint Run, May 19th, 2014;
- Y) Approval School Fund Raiser Request by Gateway Academy to Innovation & Technology – Scrapbooking Weekend at GAIT, June 6-7, 2014;
- Z) Approval School Fund Raiser Request by Holiday Elementary School PTO (Selling Popcorn), February 21-March 5, 2014;
- AA) Approval School Fund Raiser Request by Hopkinsville High School Tiger Law Society (Chick-Fil-A Spirit Night) February 18, 2014 - Emergency Approved;
- BB) Approval School Fund Raiser Request by Hopkinsville High School Tiger Law Society (Schubach's Bakery Goods) March 1-15, 2014;

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- CC) Approval School Fund Raiser Request by Hopkinsville High School Drama Class (Candy Sale) March 3-14, 2014;
- DD) Approval School Fund Raiser Request by Hopkinsville High School Science Olympiad (World's Finest Chocolate) March 15-31, 2014;
- EE) Approval School Fund Raiser Request by Hopkinsville Middle School STLP (Candy Grams) February 3-14, 2014 – Emergency Approved;
- FF) Approval School Fund Raiser Request by Indian Hills Elementary School (Scholastic Book Fair) February 28-March 7, 2014;
- GG) Approval School Fund Raiser Request by Martin Luther King Jr. (Jump Rope for Heart) February 3-28, 2014 – Emergency Approved;
- HH) Approval School Fund Raiser Request by Millbrooke (Jump Rope for Heart) March, 2014;
- II) Approval School Fund Raiser Request by Millbrooke PTO (Little Caesar's Pizza Kits) March, 2014;
- JJ) Approval School Fund Raiser Request by Millbrooke PTO (Family Movie Night) April, 2014;
- KK) Approval School Fund Raiser Request by Pembroke Elementary School PTO (Butter Braids) March 3-12, 2014;
- LL) Approval School Fund Raiser Request by Sinking Fork Elementary School (Mail Order Magazine Programs) February 21, 2014;

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MM) Approval Permission to Advertise for Bids for FY15;

NN) Approval of Renewal of Bids for FY15;

OO) Acknowledgment Receipt of Month Five (5) Attendance;

PP) Acknowledgment Receipt of Personnel Matters/Reports

QQ) Establish Next Special Board Meeting/Workshop for March 6, 2014, 6:00 P.M. and Regular Board Meeting, March 20, 2014, 6:00 P.M. in the Board Room at the Central Office

RR) Other

Voting yes: Ms. Shepherd, Ms. Moss,  
Mr. Cornelius and Ms. Keller

Voting no: NONE

**INDIVIDUAL  
BOARD  
MEMBER AND  
SUPERINTENDENT  
COMMENTS AND  
CONCERNS**

**MS. MOSS**

Ms. Moss congratulated the students who were recognized tonight.

**MR. CORNELIUS**

Mr. Cornelius congratulated the Christian County Middle School Basketball Team for winning State again this year!

Mr. Cornelius announced that the Kentucky School Board Association has a new President, Mr. Michael Armstrong. Mr. Armstrong will take office on July 1, 2014.

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**MS. SHEPHERD**

Ms. Shepherd congratulated the athletes who signed letters with colleges the past few weeks.

Ms. Shepherd mentioned the Financial Report Snapshot that she had viewed from another district. She stated she would send a copy for our Finance Department to view. She noted that it had comparisons from year to year and was very helpful.

**MS. KELLER**

Ms. Keller congratulated Gateway Academy, Mr. Hawkins and his staff for the parent meetings that were held recently announcing the two new courses offered at Gateway for next year: Health Sciences and Engineering. She noted that there is much interest and the meetings were well attended. They would probably have more students signing up than the classes could accommodate, Ms. Keller stated.

Ms. Keller also mentioned that the District needs a long-range plan (10-20 years) and probably needs to check the availability of consulting firms. (Ms. Hancock stated that Davis Demographics, Consultants, who we have worked with during the past year, has information on enrollment projections for us through 2021. Also, Barry Combs our District System Support person has been trained in this area).

**MS. GEMMILL**

Ms. Gemmill announced that the League of Women voters would be sponsoring a Forum Monday night, February 24, 2014 at the War Memorial Building at 6:00 P.M. The Forum is entitled "Where will your child go to

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school in 2015”? She noted that this will be collaborative effort and there would be different stations available for parents to visit and share their input.

Ms. Gemmill announced that the Board would be conducting a Special Board Meeting/Workshop with Dr. David Keller, Consultant with Kentucky School Board Association on Tuesday March 18, 2014 at 5:30 P.M. on the subject of the Governance Model for Strategic Planning.

**#195 ADJOURN**

Motion by Ms. Moss, second by Ms. Shepherd, to adjourn (8:00 P.M.)

Voting yes: Ms. Moss, Ms. Shepherd,  
Mr. Cornelius and Ms. Keller

Voting no: NONE

**APPROVED CHAIRPERSON** \_\_\_\_\_

**APPROVED SECRETARY** \_\_\_\_\_

