

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

**Board Agenda Planning Meeting
August 11, 2014**

The Fayette County Board of Education met at 701 East Main Street, Lexington, KY 5:30 p.m. on the 11th day of August 2014, with the following members present: **(1) Melissa Bacon, (2) Doug Barnett, (3) Amanda Ferguson and (4) Daryl Love**

Administration Present

Tom Shelton, Superintendent
Mary Wright, Chief Operating Officer
Lu Young, Chief Academic Officer
Shelley Chatfield, Chief Administrative Officer/Staff Attorney
Vince Mattox, Chief Officer of School, Community, & Gov. Support

The purpose of the agenda planning meeting is to review the draft agenda with the Board before the Regular Board Meeting on August 25, 2014. The draft agenda is filed with the official minutes.

A. Call to Order

Melissa Bacon, Vice Chair, convened the meeting at 5:30 p.m.

H. Reports, Communications and Resolutions:

a. Superintendent's Report

1. Early Graduation

Vicki Ritchie shared one pathway that was passed by KDE. We have previously had students that have graduated early and worked with their counselors to do so. This legislation provides a different pathway that no longer requires a certain amount of credits. Students need to meet benchmarks for the end of course exams for English II, algebra II, Biology and US History. They also have to meet the benchmark for the ACT. This gives students more flexibility to graduate early. Financial incentives; students are eligible for 4th year of KEES money after 3 years. This is based on their GPA from the previous 3 years. Deadline for Early Graduation for spring 2015 is due by October 1st. Students can sign up for the letter of intent beginning in the 8th grade. Vickie shared a handout regarding the Early Graduation pathways that will be included with the permanent minutes.

Daryl Love asked how many students have we had to graduate early.

Vicki Ritchie stated that she didn't know the exact number, but that it was a small handful from each school.

Melissa Bacon stated that the difference with this early pathway is meeting the college benchmarks on the ACT and the EOC exams.

Doug Barnett asked how many students might take this option.

Vicki Ritchie stated that the district doesn't know for sure how many students would sign up for this option but that she would keep the board updated on how many students submit a letter of intent.

2. Community Eligibility Program (CEP)

Michelle Coker shared overview of CEP. This federal program allows sites that have qualified to provide all students free breakfast and free lunch throughout the school year. The schools will qualify if there are 40% or more direct certifications. Any students that currently receive government assistance will be automatically qualified. All non CEP sites still need to apply. This is a four year grant. Once the four years are up, schools have to reapply.

Tom Shelton stated that there are two different ways that students qualify for free/reduced program. There are students that directly qualify and students who qualify through the application process. If a school has 40 % of its students that directly qualify, then the school would qualify as a whole.

Michelle Coker stated if a school is a non- CEP site then they still need to apply.

Daryl Love asked if this is on a year by year basis.

Michelle Coker answered that this is a four year program. Once the four years are done, then the schools have to reapply.

3. ACT Testing Results

Lu Young shared ACT Test results from last year's required ACT Junior Class. In 2008 the state declared that juniors need to take the ACT at the state's expense. Last May 2,372 students took the ACT. These scores are still preliminary at this time. The district beat the state benchmarks. This info includes all students that took the ACT, not necessarily all the students that will attend college. MLK had eleven students tested with a composite score of 14.6. Opportunity Middle College had thirty-six students with a composite of 20.6. The Learning Center, thirty-six students tested with a composite of 16.2. Lu Young passed out information highlighting the preliminary scores that will be included with the permanent minutes.

Daryl Love asked if Math and Science were our focus areas going forward.

Lu Young stated she sees the district trending in the right direction in every area. Once we receive the data from the ACT takers that have stated they will be attending college we'll see the composite numbers increase dramatically. The ACT is an assessment for students who self-proclaim that they will be attending a 4 year college.

Melissa Bacon stated that almost in every single area in every single school had an increase in their scores and how encouraging that was.

J. Approval of Consent Items

1. Awards of Bids/Proposals
2. Actions of Post Approvals and Claims - Placeholder
3. Special and Other Leaves of Absence
4. Requests from Principals for Extended Trips
5. Professional Leave by District Personnel
6. Approval of Appointment of FCPS Member to Parks and Recreation Advisory Board
7. Central Kentucky Riding for Hope Contract 2014-2015
8. Declaration of Surplus and Intent to Sell

Mary Wright stated there are equipment and vehicles that have exceeded their life cycle that we need to dispose of and sell.

9. Approval of the Design Consultant and the BG-1 Project Application for the Renovation of the Tates Creek High School Shot Put and High Jump areas

Mary Wright stated that these renovations need to be made to comply with the KHSAA requirements and the rules of the sport. This will include a built-in storm water drainage and ADA-accessibility.

Concrete pads will be provided to suit the Shot put and high jump activities and concrete walkways are provided for spectator viewing.

Melissa Bacon mentioned the turf on Paul Laurence Dunbar's field and that pieces of it had turned white. She also mentioned using sand instead of black rubber for the field covering.

Mary Wright stated that she would check on these things.

Daryl Love asked about the field at Tates Creek High and if water was going to be run for hydration issues. He asked if there was extra money in the fund to do that.

Mary Wright stated that she would check on that.

10. Approval of the Design Development Documents for the Construction of the New High School on Winchester Road (1970 Winchester Road) BG 14-159

Mary Wright stated that these were posted and presented to the board so we could get KDE's approval for the new design.

11. Approval of the Design Development Documents for the Construction of the New elementary at Intersection of Georgetown and Spurr Roads (2550 Georgetown Road)

Mary Wright stated that these were posted and presented to the board so we could get KDE's approval for the new design.

12. Approval of a Proposed Change Order (no. Nine) to the Contract for the Renovation at Jessie Clark Middle School BG 13-023

To resolve unforeseen conflict: Provide Labor, materials and equipment to install temporary flared asphalt connection between project entry drive and existing location of the road

13. Approval of a Proposed Change Order (no. Thirteen) to the Contract for the Renovation at Deep Springs Elementary School BG 12-182

To resolve unforeseen conflict: Provide labor materials and equipment to repair existing structural Bulb T's supporting roof deck

To improve original plans and specs: Credit for removing, storing and reinstalling 30 existing Smart Boards

14. Approval of a Proposed Change Order (no. Twenty-three) to the Contract for the Renovation at Stonewall Elementary School BG 11-249

To resolve unforeseen conflict: Provide labor, materials and equipment to remove failed section of pavement at bus loop and remediate unsuitable soils

K. Approval of Action Items

1. Facilities Management Services for IAKSS

Mary Wright shared that principals were interested in options regarding custodial services. IAKSS decided to test out, outsourcing our cleaning services. This saves the districts money, which was not the original intent. Our current staff was relatively small and keeping the district offices clean was a challenge. Sent out RFP's and want to use company for 2014-2015 school year. Our remaining three custodians will take care of snow removal on the sidewalks. Our maintenance office will take care of the parking lot.

Doug Barnett stated that he is not a fan of outsourcing and wants more information regarding the breakdown of what we would be getting from this company.

Mary Wright stated that she would get the requested information to Doug Barnett .

Daryl Love asked if there was a specific bucket of work that we were looking for them to perform and asked if we envision more of a hybrid type of model

Mary Wright responded by stating that this company will be focused on cleaning the offices while current staff is gone. We will continue to have our current three custodians employed and helping with day-to-day tasks.

Daryl Love asked if we are scheduling custodians in the evenings now.

Mary Wright stated that we have one custodian coming in the evenings and the other two custodians at IAKSS during the day.

Daryl Love asked if this has resulted in overtime pay.

Mary Wright answered that she's sure there has been overtime pay paid to our custodians right now. Mary stated that when we have been short on custodians due to sick leave type of situations, we haven't had a custodial pool to draw from because our substitute custodians are working at the schools.

2. 2014-2015 Flexible Focus Funds Allocations

Lu Young shared that in 2008 the general assembly agreed that districts can flex funds for extended school services, preschool, professional development , Safe Schools and Instructional Resources/Text Books. The district will receive a total of \$6,481,415. This is an increase of \$1,982,092 over the prior year. The funds in every category have increased. A chart detailing the 2014-2015 Flexible Focus Fund Allocation Recommendations are included in the Agenda. Lu recommends that we move \$352,234 to our Operating Fund.

Melissa Bacon asked about text books at the High School Level. What subjects would receive text books?

Lu Young stated that the schools responded that they needed English/Language Arts, Reading and Math. Schools can carry this money forward for the following year so they can evaluate what their needs are.

Daryl Love asked if we are receiving requests regarding eBook options at the schools.

Lu Young said yes. There are lots of different ways to give kids access to online books including disc options. Lu believes that we'll see a lot of different options moving forward regarding ebooks

Amanda Ferguson asked what has been in this category in previous years and how we came up with our current number.

Lu Young stated that we haven't had this fund that past several years. There have been other pots of money that the district has gone to to fund textbooks for the schools. One of the options was having non free and reduced lunch students pay \$8.00 per course to help pay for high school text books.

Amanda Ferguson asked how much money we spend on KTIP Subs.

Lu Young stated that we currently spend \$36,000 on KTIP subs. The district had been using Title II Funds in the past to pay for this. The state has informed us that since Title II are federal funds; we can no longer use Title II funds to pay for these substitutes.

Tom Shelton stated that the elementary and middle schools have not received any textbook money whereas the high schools have been able to charge students the \$8.00 fee. He stated that we had a lot of catch up to do at the elementary and middle level for text book funds.

Melissa Bacon asked if these recommendations were "set in stone" and if we could be flexible with the textbook allocations due to not knowing the costs of certain books and curriculum

Lu Young stated yes, but she would shy away from it because we never know exactly what curriculum we might use. We shouldn't allocate funds based on what we may order but it should be based on per

pupil basis and schools would have to live within what their allocations are. These funds are allocated to the school councils that will make these decisions.

Tom Shelton asked if we could set aside an amount in Instructional Resources into the operating fund until we could determine what the specific needs would be.

Lu Young stated she could move this money into the Textbooks allocation and earmark it until we realize what all of our needs are.

Daryl Love asked if we could find out the amount that was provided to us by the state in 2008.

Lu Young answered that she will have Julane Mullins get that information

3. **Kentucky School Boards Insurance Trust (KSBIT) Assessment**

Myron Thompson shared the district's plan on how we could close out our funds that are due to KSBIT. Myron stated that the judge made a determination and then rescinded his determination. Our first year payment will be a couple hundred thousand more than anticipated. We can pay this back over time with no interest cost. Our first payment will be 40% up front, so our first payment will be the largest.

Daryl Love asked if we would check the market to see if we should be self-insured as a district.

Myron Thompson stated that other districts have started being self-insured and this is an option this district is looking in to.

Adoption and Levy of Tax Rates

4. **Rodney Jackson** stated that the district is proposing to adopt the 4% increase. This would require a public hearing which would be held before the August 25th Board meeting. The rates would be 71.9 cents for real estate and personal property and 59.2 cents for motor vehicles.

5. **Update #37 Board Policy Revisions**

Tom Shelton stated that the district's Policy Revisions would come before the board for a vote during the regular August meeting. Tom updated the board of the status of an ethics policy. KSBA did not recommend that we put it on Policy. KSBA feels like that this is covered sufficiently in the statutes; they can develop one if we request that of them but they stated that UPSLOPE's ethics policy in our Student Code of Conduct would be more than sufficient.

L. Informational items

1. **Personnel Changes-No discussion**
2. **Administrative Procedures Revisions-No discussion**
3. **Safety Update**

Chris Townsend shared a report that showed our district timeline of Safety and Security Measures that the district has completed since January 2013. It also included upcoming trainings and initiatives for the 2014-2015 school year. A hard copy of that report is included in the permanent minutes.

Daryl Love commented that this report was very encouraging and asked how quickly we train new principals and administrators.

Chris Townsend stated that any time there is a new administrator placed at the school, they can go in and conduct a complete training with them. Chris also stated that the district has put a system in place so that all substitutes receive this training as well.

Daryl Love asked if we have a Crisis communications plan in place.

Chris Townsend answered that this is will be a big component of our reunification plan. We need an incident commander that can handle all the logistics of the incident so the principals can focus on what they need to focus on.

Melissa Bacon asked about a mock emergency training session and if this will include students as well as staff.

Chris Townsend answered that he thought it would be best for just staff to be involved because he did not want to traumatize any students that might not be prepared for it. Chris also mentioned that the fire department will also be involved during our lock-down drills.

Melissa Bacon stated that the communication plan would be vital due to the increased number of students' texting and tweeting

Chris Townsend warned that the first bits of information that we receive may not be accurate so he stated that it's best to be accurate instead of fast to get information out there.

M. Oral Communications

1. Other Business

a. Board –

Tom Shelton asked the board how we should use the funds we set aside for equity issues.

Melissa Bacon shared that it would be used for students that could not afford field trips, etc.

Daryl Love shared that a member of the site based council of BSHS stated that she wanted it to cover any expenses that the student could not cover.

Doug Barnett stated that he thinks we need to be flexible.

Tom Shelton stated that funds were set aside in section 7 that would be supplemental for schools. He also stated that we're heavily focused to try to take care of our equity needs.

b. Staff – No discussion

Requests from Board – None

Closed Session

A motion was made by Daryl Love and seconded by Amanda Ferguson, to go into closed session at 7:06 p.m. to discuss acquisition or sale of real property pursuant to KRS 61.810 (1)(b) and to discuss proposed or pending litigation pursuant to KRS 61.810(1)(c). The motion carried with a vote of 4 to 0 .

Open Session

A motion was made by Doug Barnett and seconded by Daryl Love to reconvene in open session at 7:55 pm. The motion carried with a vote of 3 to 0 . Amanda Ferguson left the meeting at 7:35 pm.

Adjournment

A motion was made by Doug Barnett and seconded by Daryl Love to adjourn the meeting at 7:56 p.m. The motion carried with a vote of 3 to 0.

Melissa Bacon, Vice Chair

Tom Shelton, Superintendent/Secretary