Board of Education Special Meeting

June 16, 2014 6:00 PM

Professional Development Center

631 N. Green Street

Henderson, KY 42420

**Attendance Taken at 5:54 PM:**

Present Board Members:

Mrs. Lisa Baird

Mr. Greg Hunsaker

Mr. Ben Johnston

Mrs. Jennifer Keach

Mr. Jon Sights

**I. Welcome & Call Meeting to Order**

**I.A. Moment of Silence & Pledge of Allegiance**

Discussion:

The Pledge of Allegiance was led by Greg Hunsaker before a moment of silence.

**II. Students & Staff Recognition**

**III. Public Participation & Recognition of Guests**

Discussion:

The Board recognized Russell Sights, City Manager, Buzzy Newman, Assistant City Manager, and Tom Davis, City Commissioner, in attendance.

**III.A. Audubon State Park**

Rationale:

Audubon State Park would like to donate the Thelma B. Johnson panel to Henderson County Schools, which has been on exhibit at the Audubon Museum and the Depot as a part of the Everyday People Project which gives history about Hendersonians.

**Order #197 - Motion Passed:**  A motion to accept the donation of the panel of Thelma B. Johnson from Audubon State Park passed with a motion by Mrs. Jennifer Keach and a second by Mr. Ben Johnston.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**IV. Approve Minutes from Prior Meetings**

**Order #198 - Motion Passed:**  A Motion to approve the Minutes from the May 19, 2014 Regular Meeting and the May 27 and June 5, 2014 Special Meetings passed with a motion by Mrs. Lisa Baird and a second by Mr. Greg Hunsaker.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**V. Reports**

**V.A. Architect Report**

**V.A.1. Proposed Owner/Contractor Agreement for the HCHS Football Stadium Aisle Handrails Project**

Rationale:

Approve proposed AIA Document A101-2007

Standard Form of Agreement between Owner (Henderson County Board of Education) and Contractor (Charron Sports Services, Inc.) for the Henderson County High School Football Stadium Aisle Handrails project

**Order #199 - Motion Passed:**  A motion to approve the proposed Standard Form of Agreement between Owner (Henderson County Board of Education) and Contractor (Charron Sports Services, Inc.) for the Henderson County High School Football Stadium Aisle Handrails Project passed with a motion by Mr. Jon Sights and a second by Mrs. Jennifer Keach.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**V.A.2. Change Order #2 for the Roofing & Miscellaneous Projects (Bend Gate Elementary)**

Rationale:

Labor and materials to remove and replace deteriorated metal decking at Bend Gate Elementary School - Add $6,786.00

**Order #200 - Motion Passed:**  A motion to approve Change Order No. 02 adding $6,786.00 for labor and materials to remove and replace deteriorated metal decking at Bend Gate Elementary School passed with a motion by Mr. Jon Sights and a second by Mr. Ben Johnston.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**V.A.3. BG-1 for Miscellaneous Roofing & Flooring - 2014**

Rationale:

Roofing at Henderson County High School, South Middle School and East Heights Elementary School

Carpeting at Bend Gate Elementary School

Discussion:

The Board did not approve the BG-1 for Miscellaneous Roofing & Flooring - 2014 and asked Jim Ivy, RBS Design Group, to come back next month breaking down the projects individually with per square foot in each building.

**V.B. HCHS Traffic Flow Study**

**Order #201 - Motion Passed:**  A motion to accept the HCHS Conceptual Traffic Study as presented by American Engineers, Inc. passed with a motion by Mr. Greg Hunsaker and a second by Mr. Jon Sights.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**V.C. Community Eligibility Provision (CEP)**

**Order #202 - Motion Passed:**  A motion to approve the Community Eligibility Provision (CEP) program for a period of one (1) year with review by the Board after the one (1) year time period passed with a motion by Mrs. Lisa Baird and a second by Mrs. Jennifer Keach.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**VI. Old Business**

**VII. New Business**

Discussion:

The Board plans to have special meeting work sessions wherein no action will be taken on the following dates:

July 22, 2014

August 5, 2014

September 9, 2014

October 14, 2014

November 4, 2014

December 2, 2014

**VII.A. Cairo Heating & Cooking Fuel Revisions**

Rationale:

Change over from propane to natural gas

**Order #203 - Motion Passed:**  A motion to change the heating and cooking fuel from propane to natural gas at Cairo Elementary School passed with a motion by Mrs. Lisa Baird and a second by Mrs. Jennifer Keach.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**VII.B. Consent Agenda**

**Order #204 - Motion Passed:**  A motion to approve the consent agenda with the clarification that this is year 2 for the contract renewal with E.M. Ford and Company for Property/Liability and Fleet Insurance and with the provision to add Cindy Cloutier, Assistant Director of Finance, to the Fidelity (Performance) Bond of Treasurer Form along with Walt V. Spencer, Director of Finance, passed with a motion by Mrs. Jennifer Keach and a second by Mr. Ben Johnston.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**VII.B.1. Approve Grant Applications**

**VII.B.2. Approve Farm Credit Services Grant to Niagara Elementary School**

Rationale:

$4,000 for the school greenhouse project

**VII.B.3. Approve 2014-2015 School Activity Fund Budgets**

**VII.B.4. Approve 2014-2015 School Fund Raisers**

**VII.B.5. Approve Bid Recommendations and Insurance Renewal**

Rationale:

Bid Renewal Recommendations:

Property/Liability Insurance Bid #15-13-5-6

Fleet Insurance Bid #14-13-5-6

**VII.B.6. Approve Student Overnight Trip Requests**

Rationale:

 Retroactive approval for SMS History Club to take two student to Washington, D.C. on June 14-19, 2014 to attend the National History Day Competition

**VII.B.7. Approve District Assurances**

**VII.B.8. Approve Fidelity (Performance) Bond of Treasurer**

**VII.B.9. Approve Bond of Depository for Public School Funds**

Rationale:

Per 702 KAR 3:090, the penal sum for district Method #1 - The penal sum of the depository bond shall be at least equal to 103% of the current daily balances in each account as they may fluctuate throughout the life of the bond. Note: With this method the bank is not required to submit a new bond of depository for a period of 2 years, but will need to provide the district with a new listing of Pledged Collateral with current market values every year.

**VII.B.10. Adopt Retiree Resolutions**

**VII.B.11. Approve Revised 2014-2015 School Calendar**

**VII.B.12. Approve First Reading Policy 03.1326 - Dress and Appearance (Certified Personnel)**

**VII.B.13. Approve First Reading Policy 03.2326 - Dress and Appearance (Classified Personnel)**

**VII.B.14. Review and Accept Administrative Procedure 09.14AP.122 - PPRA Forms**

**VIII. Financial**

**VIII.A. Treasurer's Report**

**Order #205 - Motion Passed:**  A Motion to approve the Treasurer's Report for the Month ending May 31, 2014 passed with a motion by Mr. Greg Hunsaker and a second by Mrs. Lisa Baird.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**VIII.B. Paid Warrant Report**

**Order #206 - Motion Passed:**  A motion to approve the Paid Warrant Report for payments made between May 20, 2014 and June 16, 2014 passed with a motion by Mr. Jon Sights and a second by Mr. Greg Hunsaker.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

**IX. Personnel**

**IX.A. Personnel Actions**

Discussion:

Personnel actions taken by the Superintendent since the last regular board meeting were reviewed with the Board and are attached to these minutes.

**IX.B. Superintendent Evaluation**

Discussion:

The Board individually evaluated the Superintendent and the Board Chair tabulated the results and compiled a report. Mr. Johnston, Board Chair, read the results from the Board Superintendent Evaluation for the 2013-2014 School Year at this public meeting with the media present.

Superintendent: Dr. Thomas Richey

Board Members: Ben Johnston, Greg Hunsaker, Jennifer Keach, Jon Sights & Lisa Baird

The Superintendent evaluation covers the following domains:

Standard 1: Leadership and District Culture; Vision, academic rigor, excellence, empowerment, problem solving.

Standard 2: Policy and Governance; Policy formulation, democratic process, regulations.

Standard 3: Communications and Community Relations; Internal and external communications, community support, consensus building.

Standard 4: Organizational Management; Data-driven decision making, problem solving, operations management and reporting.

Standard 5: Curriculum Planning and Development; Curriculum planning, instructional design, human growth and development.

Standard 6: Instructional Management; Student achievement, classroom management, instructional technology.

Standard 7: Professionalism/Values and Ethics of Leadership; Multicultural and ethnic understanding, personal integrity and ethics modeling.

Standard 8: Human resource Management; Personnel induction, development, evaluation, compensation, organizational health.

Standard 9: Student Achievement and Learning; Improving student achievement and responsible for over sight of student learning.

On a 4 point scale the following are the compilation of each domain:

Leadership: 3

Policy and Governance: 3

Communications and Community Relations: 3

Organizational Management: 3

Curriculum, Planning and Assessment: 3

Instructional Leadership: 3

Professionalism/Values and Ethic of Leadership: 3

Human Resources Management: 3

Student Achievement and Learning: 3

OVERALL RATING: 3

Areas of continuous improvement:

Community relations & communications

Strengths:

Curriculum based on data analyzing

Supports a safe environment for students and staff

Financial management

Knowledge of legislative issues and how they impact the district

Instructional leadership

Caring compassionate leader

Strong visionary

Development of RTI system/process to focus on every student

Growth of our CTE unit

**X. Adjourn**

**Order #207 - Motion Passed:**  There being no further business to come before the Board, a motion to adjourn the meeting at 7:23 p.m. passed with a motion by Mrs. Lisa Baird and a second by Mr. Ben Johnston.

Mrs. Lisa Baird Yes

Mr. Greg Hunsaker Yes

Mr. Ben Johnston Yes

Mrs. Jennifer Keach Yes

Mr. Jon Sights Yes

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ben Johnston, Chairperson

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thomas L. Richey, Superintendent