

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)  
Board Agenda Planning Meeting  
January 12, 2015**

The Fayette County Board of Education met at 701 East Main Street, Lexington, KY 5:30 p.m. on the 12th day of January 2015, with the following members present: **(1) John Price, (2) Melissa Bacon, (3) Amanda Ferguson, (4) Daryl Love and (5) Doug Barnett**

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**Administration Present**

Marlene Helm, Acting Superintendent  
Shelley Chatfield, Staff Attorney  
Mary Wright, Senior Director of Operations and Support  
Vince Mattox, Senior Director of Equity, School Support and Community Engagement

The purpose of the agenda planning meeting is to review the draft agenda with the Board before the Regular Board Meeting on January 26, 2015. The draft agenda is filed with the official minutes.

**A. Call to Order**

Marlene Helm, Acting Superintendent, convened the meeting at 5:32 p.m.

Judge Acree administered the Oath of Office for Board Members Amanda Ferguson and Doug Barnett

**Election of Board Officers:**

Dr. Marlene Helm opened the floor for nominations for a two year term of Board Chair. Melissa Bacon nominated John Price for a two year term as Board Chair. Amanda Ferguson seconded the motion. The motion carried with a vote of 5 to 0.

Dr. Helm turned the meeting over to John Price, newly elected Board Chair.

John Price, Board Chair, opened the floor for nominations for a two year term of Board Vice-Chair. Daryl Love nominated Melissa Bacon for a two year term as Board Vice-Chair. Amanda Ferguson seconded the motion. The motion carried with a vote of 5 to 0.

**G. Introductions, Student Performance and Recognitions**

**1. Introductions**

John Price, Chair, introduced the teacher and student representative for the January 12, 2015 meeting.

- a. **Student Representative:** Ross Boggess, Henry Clay High School
- b. **Teacher Representative:** Jarvis Chenault, Deep Springs Elementary

**H. Reports, Communications and Resolutions**

**1. APA Special Examination Update**

**Kyna Koch and Mary Wright** shared the update with the Board. Mary Wright stated that some of these items were discussed with the Board at the December meeting.

- MUNIS has completed two assessment reports and a team has been put together to review the assessment. We have an additional 5 days of training that will take place. Kyna also stated that there will be additional MUNIS modules that will most likely need to be purchased in the future.
- Kyna Koch and Mike Thompson have been doing coaching with the Financial Services and Budget and Staffing Departments to address relationships in the respective offices.
- Travel and Professional Development processes have been strengthened and the estimated cost will be included in PD Leave forms.
- Monthly financial reports have been updated to include more information and additional MUNIS training will be conducted to ensure reports are more detailed

**2. Equity Council Report**

**Dr. Helm** stated that the Equity Council Recommendations were discussed during a Cabinet Meeting and that a full report with completion dates will be shared with the board at the regular meeting. Dr. Helm also stated that all ten recommendations will be discussed.

**3. Construction Process Report**

**Mary Wright** stated that a PowerPoint Presentation will be shared at the regular Board Meeting

**J. Approval of Consent Items**

- 1. Awards of Bids/Proposals**
- 2. Post Approvals - Placeholder**
- 3. Special and Other Leaves of Absence**
- 4. Requests from Principals for Extended Trips**
- 5. Professional Leave by District Personnel**
- 6. Request for Shortened School Day**
- 7. Declaration of Surplus and Intent to sell**

**Mary Wright** listed the items that are no longer of use to the district that will be sold.

**8. Approval of Proposed Change Order (No. Twenty) to the Contract for the Renovation at James Lane Allen Elementary School BG 11-263**

**To correct deficient plans and Specs:** install vertical grab bars in restrooms; change amp rating of electric circuit in kitchen; change light switches in Gym to keyed type for controlled access

**To improve original plans and specs:** Install (3) 8 X 4 and (4) 4 X 4 tack boards; install (1) wall-mounted digital clock in Corridor #120 and in Reception #121.

**9. Approval of a Proposed Change Order (No. Sixteen to the Contract for the Renovation at Deep Springs Elementary School BG 12-182**

**To correct deficient plans and specs:** add a section of sidewalk and to cut a hole in masonry wall, to provide better access to Storage Room 103.

**10. Approval of a BG-5 Project Closeout Form Related to the Contract for the Construction of Wellington Elementary School (The New Elementary School at Keithshire Way) GF 09-267**

Seeking the approval of the BG-5 Project Closeout Form for the construction of Wellington Elementary School, subject to the approval of the Kentucky Department of Education, District Facilities Branch.

**11. Approval of a BG-5 Project Closeout Form Related to the Contract for the Renovation at  
Tates Creek Middle School BG 10-028**

Seeking the approval of the BG-5 Project Closeout Form for the construction of Tates Creek Middle School, subject to the approval of the Kentucky Department of Education, District Facilities Branch.

**12. Approval of a BG-5 Project Closeout Form Related to the Contract for the Adaptive Re-Use of 1126  
Russell Cave Road as the Warehouse Facility BG 11-108**

Seeking the approval of the BG-5 Project Closeout Form for the adaptive re-use of 1126 Russell Cave Road as the warehouse facility, subject to the approval of the Kentucky Department of Education, District Facilities Branch.

**13. Approval of a BG-5 Project Closeout Form Related to the Contract for the Renovation at Clays  
Mill Elementary School BG 10-010**

Seeking the approval of the BG-5 Project Closeout Form for the renovation at Clays Mill Elementary School, subject to the approval of the Kentucky Department of Education, District Facilities Branch.

**14. Approval of a Proposed Change Order (No. Thirteen) to the Contract for the Renovation at Jessie  
Clark Middle School BG 13-023**

**To improve original plans and specs:** To provide narrow door lites in doors of Guidance Offices 113A, 113B and 113C; to provide electric data drops in Youth Services Center for networked printer and clothes dryer

**To correct deficient plans and specs:** To provide data and power for (6) student work stations in Room 203; extend existing wall to roof deck at Locker Room storage area, add middle initial to school name exterior signage; provide power, data and sound for projectors in Resource Rooms and sound system in Music Rooms.

**To comply with building code:** to add plumbing for elevator sump pump.

**15. Approval of Revised BG-1 Project Application for Radon Remediation at Locust Trace Agriscience  
Center BG 15-152**

**Mary Wright** stated that this project was finished over winter break. She stated that the cost of this was around \$50,000.

**K. Approval of Action Items**

**1. Request from Principals for Extended Trips:**

**Dr. Helm** stated that we need three field trips to be approved before the Regular Meeting. One is for Eastside Technical Center to visit the White House. The second field trip is for Henry Clay High School to travel to Indiana and the third is for Paul Laurence Dunbar to visit Louisville to receive an award.

*A motion was made by Melissa Bacon and seconded by Doug Barnett. The motion passed with a vote of 5 to 0.*

**2. Comprehensive District Improvement Plan**

**Dr. Helm** stated that this information will be shared with the board at the regular meeting by Jimmy Brehm. She stated that this is just a revision to what has been previously approved. She stated that any questions the board may have can be forwarded to her and she will have their answers for the Regular Meeting on January 26<sup>th</sup>.

### **3. 2015-2016 Schedule of Regular Board Meetings**

**Dr. Helm** stated that the 2015-2016 schedule of meetings will be presented to the board at the regular meeting.

### **4. 2014-2015 Revised Working Budget**

**Julane Mullins** stated that this is something new that will be presented each year after the audit results in November have been finalized. This presentation is to reflect the final numbers that were presented in the audit.

- The week of December 8<sup>th</sup>, Commissioner Holiday said that districts would receive a mid-year SEEK reduction due to enrollment growth being larger than anticipated.
- Fayette County is seeing a SEEK reduction of \$894,542 due in part to a mid-year reduction.
- Our projected enrollment growth as a district was forecast to be 600-800 students and we only grew by about 400 students for this school year.
- Julane stated that the district will be very conservative in future projections
- The sheriff's office collects our property tax and they have collected 1% in the past. They are now collecting 1.5%. This will increase our General Fund Budget by \$900,000 a year. This year, we are taking these funds out of our contingency budget.
- Julane stated that the district is looking at the possibility of collecting these fees instead of going through the Sheriff's office.
- \$100,000 has been set aside for the Director of Minority Recruitment position that was approved by the board in October 2014. Julane is requesting that these funds be taken from the Contingency Account.
- Due to increased ridership and retirements the district needs to hire 8 driver vacancies in the transportation department for the remainder of the year. This will cost approximately \$161,000 for the remainder of the year.
- \$75,000 be set aside from the contingency account to cover the cost of the Superintendent Search

A discussion occurred regarding the funds that were set aside for Special Education and Equity costs. Julane answered that these reports will be created and shared with the board at the January 26<sup>th</sup> regular meeting.

### **5. Resolution to Change Law Regarding Addition to Superintendent Search Committee:**

**Doug Barnett** stated that he will present the Board and community partners with a resolution to change the law regarding Superintendent Search Members to include community members and students. The final resolution will be shared at the Regular meeting for approval.

## **L. Informational items**

### **1. Nutritional & Physical Activity Report/Wellness Recommendations:**

**Myron Thompson** updated the board on the policy and Board recommendations regarding the TWEENS Company. He is working on meetings between the principals and teachers regarding the policy. He would like to update the district website to include tips to parents on how to help with the initiative.

Myron would also like to recognize schools that are following the wellness recommendations at future board meetings.

He stated that further information regarding the initiatives will be shared at the Regular Board Meeting.

**2. Administrative Procedure Revision**

**Dr. Helm** stated that this is a revision that needs to be taken place in order to have private Vehicles transport students to events.

**Mary Wright** stated that private vehicles transporting students to and from events are covered under our insurance policy.

**3. Personnel Changes-No discussion**

**4. Biannual Construction Report**

A written document was submitted to the board by Mary Wright

**5. Fayette County Public Schools Draft Budget for 2015-2016 School Year:**

**Julane Mullins** stated that it is a requirement to present the Draft Budget to the Board in January and that all information is very preliminary. Julane led the Board members through the highlights of the Draft Budget.

- Six months of revenue collections left in fiscal year to add to trend data
- Current guaranteed SEEK funds are 39.11 per student next year projected to increase to 39.81. She did remind the board that we are looking at an overall reduction in SEEK money for next year
- Cannot anticipate any increase in state funds during current legislative session
- Will be asking the Board to take the 4 % increase above what was received this year related to real and personal property in August
- Asking the Board to set aside \$850,000 for debt service to make bond payments for new anticipated projects

A discussion occurred regarding mandatory raises and step increases and if we should look at freezing step increases for one year to offset the loss in SEEK funds.

**EXPENSES:**

- 1.5% salary experience step up increase for both certified and classified staff. The cost to the district will be 3.6 million
- Mandated 2 % salary increase for cert and class. Cost is 4.9 million
- Anticipated increase in employer paid retirement match from 2.25% to 3%. The cost to the district is 1.2 million
- 2<sup>nd</sup> KSBIT judgment installment payment will be \$492,237
- 10% rate increase in electricity costs that will cost 850,000. We anticipate that some of these costs will be offset by an increase in utility revenue that the district receives. This is a worst case scenario
- Projected cost of \$720,000 for expansion of Carter G. Woodson and STEAM Academy
- Tuition cost for OMC, STEAM and dual credit classes. The district covers 100% of cost for these programs
- **Compensation study:** Possible salary adjustments for some employee groups to ensure internal equity

07519

A discussion occurred regarding the district's current Salary Schedule to see if we need to freeze certain employee's pay that the compensation study reported that we are overpaying.

**ADDITIONAL ITEMS:**

- Senate Bill 142 will impact districts regarding retirement costs. This will look for payroll spikes for retiring classified staff. The extra cost will be deferred to the district.
- The district will have to prioritize all the recommendations from the different task forces that have been established and will have to look at the costs involved with those recommendations
- The ESL population is growing and there is a chance the district will have some additional costs
- LFUCG is changing the software they use to calculate our occupational license tax and the district is looking at other revenues to get the calculations

**M. Oral Communications**

**1. Other Business**

- a. Board** – No discussion
- b. Staff** – No discussion

**Requests from Board** – None

**Closed Session**

*A motion was made by Melissa Bacon and seconded by Daryl Love, to go into closed session at 7:20 p.m. to discuss acquisition or sale of real property, KRS 61.810(1)(c) to discuss proposed or pending litigation pursuant to KRS 61.810 (1)(f), and to discuss a student disciplinary hearing.). The motion carried with a vote of 5 to 0.*

**Open Session**

*A motion was made by Doug Barnett and seconded by Daryl Love to reconvene in open session at 7:50 p.m. to elect a secretary and treasurer. The motion carried with a vote of 5 to 0.*

*A motion was made by John Price and seconded by Daryl Love to elect Dr. Marlene Helm as secretary to the Board and to appoint Mary Wright as treasurer to the Board. The motion carried with a vote of 5 to 0.*

**Closed Session**

*A motion was made by Doug Barnett and seconded by Melissa Bacon to go back into closed session to discuss litigation and student discipline. The motion carried with a vote of 5 to 0.*

**Open Session**

*A motion was made by Doug Barnett and seconded by Daryl Love to reconvene in open session at 11:45 p.m. The motion carried with a vote of 4 to 0.*

**Adjournment**

*A motion was made by Doug Barnett and seconded by Daryl Love to adjourn the meeting at 11:47 p.m. The motion carried with a vote of 4 to 0.*

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**John Price, Chair**

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**Marlene Helm, Acting Superintendent/Secretary**