

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

**Board Agenda Planning Meeting
February 9, 2015**

The Fayette County Board of Education met at 701 East Main Street, Lexington, KY 5:30 p.m. on the 9th day of February 2015, with the following members present: **(1) John Price, (2) Melissa Bacon, (3) Amanda Ferguson, (4) Daryl Love and (5) Doug Barnett**

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 February 23, 2015. The draft agenda is filed with the official minutes.

A. Call to Order

John Price, Chair, convened the meeting at 5:32 p.m.

G. Introductions, Student Performance and Recognitions

1. Introductions

John Price, Chair, introduced the teacher representative for the February 9, 2015 meeting.

- a. **Teacher Representative:** Derrick Anderson, Edythe J. Hayes Middle School
- b. **Student Representative:** Shawn Reynolds, STEAM Academy

H. Superintendent's Reports

1. APA Special Examination Update:

Mary Wright and **Kyna Koch** passed out a handout detailing the districts response to the APA recommendations. A hard copy will be included in the official minutes.

Daryl Love stated that he would like to have a cost analysis for the company who did the classified salary study to do an analysis of certified salaries in the district.

John Price stated that he would like to make sure that Hay Grade additives for salaried staff are appropriate.

Daryl asked questions regarding conflicts of interest beyond initial training.

Kyna answered that annual training will be available online that the employee would have to sign off on to show that they participated in the training. There will be a training schedule for staff.

2. Equity Council Report

Dr. Helm went over the top ten Equity Council recommendations and updated the board on the progress of each recommendation. A hard copy will be included in the official minutes.

A discussion occurred regarding how we can effectively recruit employees to help achieve diversity within the district.

J. Approval of Consent Items

1. Awards of Bids/Proposals
2. Actions for Post Approvals - Placeholder
3. Declaration of Surplus and Intent to sell
4. Professional Leave by District Personnel
5. Special and Other Leave of Absence
6. Requests from Principals for Extended Trips
7. Requests from Principals for School-Wide Fundraising Projects
8. Instructional Materials/Textbook Plans
9. Shortened School Days
10. **Approval of Proposed Change Order (No. Thirteen) to the Contract for the Renovation at Meadowthorpe Elementary School BG 11-250**
To improve original plans and specs: Provide credit to Owner for unused portions of six (6) material Direct Purchase Orders to close
11. **Approval of a BG-4 Contract Closeout Form and Payment Application to the Contract and Direct Purchase Orders for the Renovation at Meadowthorpe Elementary School BG 11-250** : A payment of \$2,000 needs to be made to Isaac Tatum Construction company to complete the renovation.
12. **Approval of a Proposed Change Order (No. Nine) to the Contract for the Renovation at Glendover Elementary School BG 12-180**
To improve original plans and specs: Add drywall to existing brick wall in vestibule
To correct deficient plans and specs: Add storm piping to connect downspouts
13. **Approval of a Proposed Change Order (No. Seven) to the Contract for the Renovation at Garden Springs Elementary School BG 12-181**
To correct deficient plans and specs: Extend soffit enclosure in the Cafeteria to the underside of the bar joist
14. **Approval of a Proposed Change Order (No. Seventeen) to the Contract for the Renovation at Deep Springs Elementary School BG 12-182**
To correct deficient plans/specs: Add (4) 8X 4' marker boards in FMD and Resource Rooms
To resolve unforeseen conflict: Provide credit to Owner for unused portion of allowance for utility connections.
15. **Approval of a Proposed Change Order (No. Fourteen) to the Contract for the Renovation at Jessie Clark Middle School BG 13-023**
To resolve unforeseen conflict: Provide additional steel support and attendant soffits at existing roof deck in Rooms 417 and 418.
16. **Approval of a Proposed Change Order (No. One) to the Contract for the Renovation at Squires Elementary School BG 14-121**
To improve original plans and specs: Add floodlights to existing parking lot

17. Approval of the Construction Documents and Advertisement for Bids for the Construction of the New High School on Winchester Road (1970 Winchester Road) BG 14-159

K. Approval of Action Items

1. Approval of Audit Committee Members and Trust Fund Committee Members

Mary Wright stated that she has received a few names of people who are being recommended as members.

John Price asked if any members of the board wanted to recommend any members for the committee and if a member of the board wanted to nominate themselves to serve as the board member on the board.

Mary Wright stated that they're working with PTA members for names.

Dr. Helm stated that this will be a regular informational item for board meetings.

3. Approval of Bid, Interim and Proposed Contracts, and a Revision to the BG-1 Project Application for the Construction of the New Elementary School at Intersection of Georgetown and Spurr Roads (2550 Georgetown Road) BG 14-128

Mary Wright stated that she asked Bill Wallace to send all the information to KDE and they are reviewing the documentation.

4. School Staffing Guidelines Policy and Administrative Procedure Revisions

Mary Wright stated that this will be submitted to the board during the regular meeting at the end of the month. There was a question regarding rounding up from a .5 to a 1.0 FTE and more information will be gathered before the regular meeting.

Daryl Love asked how much of an adjustment will we see next year depending on the School Staffing changes.

Mary Wright stated that schools that have 75% reduced lunch students we will give them a slightly lower student ratio. She also stated that there is additional work that still needs to be done in order to provide a solid procedure for staffing and that the district needs a little more guidance as to how to address the issue.

5. Request for Extended Trip Occurring Prior to Regular Board Meeting

Dr. Helm stated that the district is asking the board members to approve these trips tonight since the school missed the deadline and these trips will take place before the next board meeting.

A motion was made by Melissa Bacon and seconded by Doug Barnett to approve the extended trip requests. The motion carried with a vote of 5 to 0.

6. Professional Leave by District Personnel Occurring Prior to Regular Board Meeting

Dr. Helm stated that the district is asking the board members to approve these Professional Leave requests tonight since the employees missed the deadline and these trips will take place before the next board meeting.

A motion was made by Amanda Ferguson and seconded by Melissa Bacon to approve professional leave for district personnel. The motion carried with a vote of 5 to 0.

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L. Informational items

1. Personnel Changes:

Dr. Helm stated that the district has reinstated the Position Control Document to the Board Agenda and the board will be receiving that from now on.

M. Oral Communications

1. Other Business

Dr. Helm stated that we need to schedule three work sessions for the board:

1) Staffing for about 2 hours on February 17th or the 20th.

Breakfast on February 20th from 7:00 am-9:00 am

2) Budget week for 2 hours

February 25th 12:00-2:00

3) District Diagnostic Review Team 1 ½ hours

March 2nd 3:30-5:00

a. Board –

John Price stated that he emailed the board regarding a reformation contract for Marlene

Motion by Amanda Ferguson

Seconded by Daryl Love

John Price stated that the board needed to discuss the RFP's for the Superintendent Search.

A motion was made by Melissa Bacon and seconded by Doug Barnett to negotiate a contract with Proact Search to be facilitated by John Price and Daryl Love and brought back to the board for approval. The motion carried with a vote of 5 to 0.

b. Staff – No discussion

Requests from Board – None

Adjournment

A motion was made by Daryl Love and seconded by Doug Barnett to adjourn the meeting at 7:16 p.m. The motion carried with a vote of 5 to 0.

John Price, Chair

Marlene Helm, Acting Superintendent