**SPENCER COUNTY BOARD OF EDUCATION**

**Regular Monthly Meeting**

**6:30 p.m. Monday, May 18, 2015**

**Spencer County Middle School Media Center**

**Board Members Present:**

Ms. Debbie Herndon Chair

Ms. Janet Bonham Vice Chair

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark (Arrived at 6:38 p.m.)

**Others Present:**

Superintendent Chuck Adams, Chuck Abell, Todd Russell, Sue Daniel, Diana Thomas, Janet Allen, Michelle Penrod, Rick Vincent, Curt Haun, Steve Rucker, Mark Thomas, Vicki Goodlett, Matt Mercer, Pete Clevenger, Mr. Paul Williams and family, Michele Barlow and others.

**ORDER # 201**

**CALL TO ORDER**

Ms. Debbie Herndon, Chair called the May 18, 2015 Regular Monthly Meeting to order at 6:30 p.m.

**STATEMENT OF BOARD MISSION**

**WELCOME OF VISITORS OF MEETING**

Ms. Debbie Herndon read the Statement of Board Mission and welcomed visitors.

**ORDER # 202**

**REVIEW AND ADOPT THE AGENDA**

A motion was made by Ms. Janet Bonham and seconded by Dr. Lynn Shelburne to approve the agenda with no modifications.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Absent (arrived at 6:38)

**STUDENT PRESENTATION**

**ACADEMIC SPOTLIGHT:**

Spencer County Elementary shared student speeches.

Mr. Bart Stark arrived at 6:38 p.m.

**RECOGNITIONS**

**HONORARY DIPLOMA**

Superintendent Adams, recognized Veteran Paul Williams, with an Honorary High School Diploma.

**GOING THE DISTANCE**

Superintendent Adams recognized a SCMS Grandparent with the Going the Distance Award: Ms. Loretta Ferguson.

**NEW ELEMENTARY SCHOOL DESIGN DISCUSSION/DEBRIEFING OF MAY 4TH ELEMENTARY SCHOOL TOURS WITH SHERMAN CARTER BARNHART**

Mr. Justin McElfresh of Sherman Carter Barnhart provided slides/blueprints of a possible design for new elementary school. Dr. Lynn Shelburne and Ms. Sandy Clevenger would like the staff and community to have an opportunity to comment.

**CITIZENS AND DELEGATIONS**

Ms. Terri Cooper, parent, complimented the school design at Spencer County Elementary. She feels that the pod system creates a family atmosphere and promotes high levels of learning.

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

**ACADEMIC REPORT – PRESCHOOL UPDATE: Mr. Todd Russell and Ms. Sue Daniel**

Mr. Todd Russell and Ms. Sue Daniel gave the Preschool Update, which included Preschool Stats, Early Childhood Parent Questionnaire, and Full Day Classroom Highlights

**SUPERINTENDENT’S REPORT**

**KSBA Training on Board Member Responsibilities and Ethics**

Rescheduled to be held at the Regular Monthly Meeting on June 22 at 6:30 p.m.

**Athletic Trainer**

Superintendent Adams recommends a licensed trainer teaching one course, and then proceeding after school activities. He asked for direction from the Board regarding hourly rate and whether or not this position will be a 30 or 40 hour a week employee before the position is officially created.

**Superintendent Evaluation**

Superintendent Adams provided the Board with proof of the Seven Standards for their review. A timeline and template will be created to assist in the process. Ms. Sandy Clevenger has a scheduling conflict and will be unable to attend the June 11 meeting and would like to see evaluation completed at the June meeting.

**ACTION WITH DISCUSSION ITEMS**

**ORDER # 203**

**APPROVAL OF BOARD MINTUES**

A motion was made by Ms. Janet Bonham and seconded by Ms. Sandy Clevenger to approve the April 27, 2015 and May 4, 2015 Board Minutes as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 204**

**TENTATIVE BUDGET**

A motion was made by Ms. Janet Bonham and seconded by Ms. Sandy Clevenger to approve the tentative budget as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 205**

**CARRYOVER OF SBDM SECTION SIX 2014-2015**

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Janet Bonham to commit all SBDM Section 6 allocations remaining on June 30, 2015 as carryover funds to each applicable SBDM Council.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 206**

**EXTRA SERVICE STIPENDS**

Extra Service Stipends for SCHS, SCMS, TES, and SCES were reviewed, with modifications noted to address staff as compared to surrounding and OVEC counties. The net total is approximately $17,500 in additional stipend pay. A motion was made by Ms. Janet Bonham and seconded by Dr. Lynn Shelburne to approve the extra-service scaled as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 207**

**EXPANDED FFA COURSES; 2015-2016**

Considering the current emphasis on College and Career Readiness at the high school, the fact that Mr. Baird is retiring, and the fact that several students didn’t have the ability to partake in a nationally renowned program due to lack of class space; it is possible to expand the two current positions to raise the student capacity. The plan is to provide a modest stipend in exchange for Mr. Matherly and the new person (TBA), to forfeit their planning periods and teach these blocks. $5,000 will be added to vocational programs (general fund) in MUNIS Budget.

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Stark to approve the stipend of $5,000; $2,500 for each course to expand student enrollment of our FFA courses.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 208**

**SCHOOL RESOURCE OFFICER**

Contract of School Resource Officer was reviewed with no change in the language. There is; however, an increase of $2,000 in the cost. A motion was made by Ms. Janet Bonham and seconded by Dr. Lynn Shelburne to adopt the contract for School Resource Officer services for the 2015-2016 school year.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 209**

**PRESCHOOL FULL-DAY CLASSROOM EXPANSION**

Preschool had one full-day classroom (20 students), two half-day classrooms for AM and PM (80 students), and 1 half-day classroom AM only (20 students). With the impact that full-day instruction has on the 20 students that are currently served in that setting, we would like to expand our full-day program to have another classroom for next school year. The preschool would like to take the current half-day AM class and make it a full day classroom. This will include making the 0.5 IECE certified teaching position a full time position and the 0.5 IA classified position a full time position.

Ms. Sandy Clevenger agreed that full time is good but also recognizes that by doing this the capacity remains the same. She wants to make sure the District is serving as many children as possible.

A motion was made by Mr. Bart Stark and seconded by Dr. Lynn Shelburne to approve the full-day initiative.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 210**

**REQUEST TO APPROVAL ADDITIONAL ROUTE**

With continual growth in the District, it is necessary to add an additional route. The route expansion will be in the Elk Creek area as this is where the area of greatest population increases.

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Janet Bonham to approve the additional route.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 211**

**AGREEMENT WITH NATIONAL AIR AND SPACE EDUCATION INSTITUTE**

The agreement with National Air & Space Education was reviewed. Legal services have also reviewed the agreement to ensure accuracy. $4,750 will be paid through district funds.

A motion was made by Mr. Bart Stark and seconded by Dr. Lynn Shelburne to approve the agreement with National Air & Space Education Institute located at 2720 Cannons Lane, Hangar 7, and Louisville, KY.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 212**

**SCES MEDIA CENTER COMPUTER LAB IA AND PARENT/COMMUNITY COORDINATOR & CAFETERIA MONITOR**

SCES requests to employ a media center computer lab instructional assistant to be paid by SBDM allocations. This person will work 6.5 hours a day to assist students with specific instructions on technology.

SCES would also like to employ a Parent and Community Coordinator/Cafeteria Monitor to be paid by SBDM allocations.

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to approve SCES to utilize SBDM funds to cover the positions of Media Center Computer Lab IA and Parent and Community Coordinator/Cafeteria Monitor.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 213**

**SCES ESS/TITLE 1 INSTRUCTIONAL ASSISTANT**

Spencer County Elementary is seeking to employ three IA’s to serve as tutors through the ESS program. Each individual rate of pay will be based on the IA pay scale at their experienced rate total to include benefits.

A motion was made by Ms. Sandy Clevenger and seconded by Mr. Bart Stark to approve the three SCES ESS Title 1 Instructional Assistant positons to serve as tutors through the ESS program.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 214**

**QUOTE FOR LIGHTING AT SPENCER COUNTY HIGH SCHOOL**

A motion was made by Ms. Sandy Clevenger and seconded by Mr. Bart Stark to approve the Electric City quote in the amount of $5,157.37 to update interior lighting for classrooms and hallways at Spencer County High School.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 215**

**EXPANSION OF SCHOOL/DISTRICT NURSE ROLE**

A motion was made by Mr. Bart Stark and seconded by Ms. Sandy Clevenger to approve the $1,000 increase to accompany the title change for Ms. Hayes as District Health Coordinator.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 216**

**SCHS 2016 PROM**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Janet Bonham to approve the Ice House (217 East Main Street, Louisville, KY) for the 2016 prom.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 217**

**APPROVAL OF DATA COMPROMISE COVERAGE**

Currently the district has a $50,000 limit on data compromise coverage with Liberty Mutual for a total premium of $329. With the increase in security breaches, many districts are increasing their coverage limit to $250,000. The premium for this coverage limit is $1,185. This is $200,000 of additional coverage for $856.00.

A motion was made by Ms. Sandy Clevenger and seconded by Dr. Lynn Shelburne to approve the $250,000 coverage option with Liberty Mutual.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 218**

**ACTION BY CONSENT**

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Janet Bonham to approve the Action by Consent Items as presented below.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

* Orders of the Treasurer
* School Financial Reports (Monthly)
* District Financial Reports
* Invoices for Approval
  + Sherman Carter Barnhart April 30, 2015 $816.51
  + Chenoweth Law Office March 31, 2015 $932.66
* Personnel Actions
* Field Trip Approvals
  + FCCLA Hardinsburg, KY June 8 – June 10
* Fundraisers Approvals
  + **Spencer County Elementary – Adult Fundraisers – Money to be used for instructional supplies:**
    - City Saver Book (September)
    - Fall Festival (October)
    - School Pictures (October & March)
    - Valentine’s Dance (February)
    - Jump Rope for Heart (February or March)
    - Mini Relay for Life (May)
    - General Mills Box Tops (Year Round)
    - Campbell’s Labels (Year Round)
    - Tyson (Year Round)
    - Kroger (Year Round)
    - Target (Year Round)
    - Pepperidge Farm Labels (Year Round)
    - Campbell Soup Labels (Year Round)
    - Bookstore (Year Round)
    - Ink and Toner/Cell Phones (Recycle)
    - PTA: SCES Spirit Wear (August), Book Fair (Nov. & March) and Santa Shoppe (December)
  + **Spencer County Middle School Fundraisers**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| * GROUP | FUNDRAISER | DATE | PURPOSE | ADU/STU |
| Girls Basketball | Candle Sales | Aug – Sept 2015 | Apparel | Adults/Students |
| Girls Basketball | School Dance | August 21, 2015 | Tournament and League Fees | Adults |
| Girls Basketball | Mid America Tourn | August 2015 | Uniforms | Adults |
| Girls Basketball | Trash Pick Up | Sept 2015 | Basketball Equip | Adults |
| Girls Basketball | Free Throw-A-Thon | August 7, 2015 | Camps | Students |
| Dance Team | Car Wash | July 2015 | Competitions/Banquet,  End of year expenses | Adults Students |
| Dance Team | Dance Clinic - Fall | September 2015 | Competitions/Banquet,  End of year expenses | Adults/Students |
| Dance Team | Dance Clinic – Winter | Jan/Feb | Competitions/Banquet,  End of year expenses | Adults/Students |
| Dance Team | School Dance | October 30, 2015 | Competitions/Banquet,  End of year expenses | Adults |
| Dance Team | Candle Sales | November | Competitions | Students |
| Dance Team | Flower Sales  Hanging Baskets/Potted | April | Banquet – end of year expenses | Students |
| Dance Team | Elite Recital 2016 | May 2016 | Banquet – end of year expenses | Adults/Students |
| Cheer | Car Wash & Bake Sale | June or July 2015 | Cheer Team Expenses | Adults/Students |
| 7th Grade Trip | Dance | May 22, 2015 | 2015 Trip | Adults/Students |
| Track | Trash Pick Up | Aug 2015  Nov 2015  April 2016 | Meet Fees & Equipment | Adults/Students |

* **Spencer County High School**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| GROUP | FUNDRAISER | DATE | PUPOSE | ADULT/STU |
| Class 2018 | Trash Pick Up | Three Times/Yr | Project Grad | Adults |
| Wrestling | Trash Pick Up | August | Singlets | Adults |
| Swim/Girls Soccer | Golf Scramble | 9/12/2015 | Student Gear, Meets and Banquet | Adults |
| Girls Basketball | AAA Tourn | April 2016 | Christmas Tourn  Hotel, Travel and Food | Adults/Stu |

* **SCHS Fee Requests**

|  |  |  |
| --- | --- | --- |
| GROUP | FEE AMOUNT | PURPOSE |
| Tennis | $25.00 | Match & Practice Balls |
| Boys Soccer | $25.00 | Tournament Fees, Equipment, Transportation |
| Boys Basketball | $100.00 | Travel Gear and Season Tourn Costs |
| Wrestling | $50.00 | Tournament Entry Fees |
| Volleyball | $25.00 | Tournaments, Clothing, Etc. |
| Softball | $100.00 | Girls Softball Team Expenses for Athletes Only |
| Cross Country | $100.00 | Meet Entries – Uniforms – Training Aids |
| Track | $100.00 | Meet Entries – Uniforms – Training Aids |
| Archery | $20.00 | Competitions |
| Swim | $350.00 | FAC Membership for team practice |
| FCCLA | $175.00 | State Leadership Conference Field Trip |

* Bank Bid – Peoples Bank for the 2015-2016 School Year.
* Certified and Classified Positions for 20150-2016 School Year.
* Approval of Vendors



* Approval of Annual Lines of Insurance:
  + KY Employers Mutual Insurance: KEMI
  + Student Accident Insurance: John Roberts Insurance
  + Property, E&O, Fleet, General Liability: Liberty Mutual Insurance
* Surplus Items:
  + SCES: Older Science Content Workbooks; Character education kits; old textbooks.
* TES Grant Approval: Dollar General Foundation Youth Literacy

**COMMUNICATIONS**

**Board Members:**

* Ms. Sandy Clevenger provided the Board with an OVEC Classified Salary form to show that a majority of salaries fall below the OVEC average.
* Mr. Bart Site shared his excitement regarding the school site visits. Mr. Bart Stark and Ms. Sandy Clevenger both commended Sherman Carter Barnhart on their fantastic job.

**SCEA Update:** N/A

**WRITTEN COMMUNICATIONS**

The following written communication was presented, but no discussion took place:

* Attendance Report Month 8
* Bus Maintenance Report
* Building Inspections
* SBDM Minutes
* Field Trips – Local
* Health Office Visits
* SFCC 3rd Offer of Assistance (Technology)

**DIALOGUE AND FUTURE AGENDA TOPICS**

N/A

**ORDER # 219**

**MOTION TO MAKE AGENDA DATED MAY 18, 2015 PART OTHE OFFICIAL BOARD MINTUES**

A motion was made by Ms. Janet Bonham and seconded by Ms. Sandy Clevenger to approve the agenda dated May 18, 2015 as part of the official board mintues.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 220**

**ADJOURN BOARD MEETING**

A motion was made by Ms. Sandy Clevenger and seconded by Dr. Lynn Shelburne to adjourn meeting at 8:48 p.m.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

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Ms. Debbie Herndon, Board Chair

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Mr. Chuck Adams, Superintendent/Secretary