

**RECORD OF BOARD PROCEEDINGS
(MINUTES)
Regular Board Meeting
August 24, 2015**

The Fayette County Board of Education met at 701 East Main Street, Lexington, KY at 6:00 p.m. on the 24th day of August 2015, with the following members present: (1) John Price, (2) Melissa Bacon, (3) Amanda Ferguson, (4) Doug Barnett, and (5) Daryl Love

Staff and other Members Present for Regular Meeting

Emmanuel (Manny) Caulk, Superintendent
Shelley Chatfield, Staff Attorney
Darryl Thompson, Acting Senior Director of Equity
Mary Wright, Senior Director of Operations and Support
Marlene Helm, Novice Reduction Consultant

A Tax Hearing was held at 5:00 pm in Conference Room C.

B. Finance Corporation – a meeting of the Fayette County Finance Corporation was held at 5:50 p.m.

A. Call to Order

John Price, Chair, called the Regular Board Meeting to order at 6:02 p.m.

Roll Call

John Price, Melissa Bacon, Amanda Ferguson, and Daryl Love

B. Welcome to Guests

John Price, Chair, welcomed the guests and attendees to the meeting.

C. Moment of Silence

D. Pledge of Allegiance

Daryl Love led the Pledge of Allegiance.

E. Mission Statement

Daryl Love read the Board Mission Statement.

F. Approval of Agenda

A motion was made by Melissa Bacon and seconded by Daryl Love, to approve the agenda with any changes voiced including the lifting of items from the consent section for discussion. The motion carried with a vote of 4 to 0.

G. Introductions, Student Performance and Recognitions

1. Student Performance

a. Clark Davis, Miss Kentucky 2015

A 2014 graduate of SCAPA Lafayette her platform issue for the Miss America Pageant focuses on raising awareness about dyslexia. She graduated high school a year early and received a full scholarship to the University of Kentucky. She sang the National Anthem and a portion of “Summertime” from the opera “Porgy and Bess” which she will perform at the Miss America Pageant.

2. Recognitions

1. **Soraya Bouzouma, Sandersville Elementary/Leestown Middle: First Place, 2015 KET Young Writers Contest**

Soraya Bouzouma, now a sixth grader at Leestown Middle, took first place in her age group for her entry called “The Poster.”

2. **Hannah McGregor, Ashland Elementary, Kiran Koul, Rosa Parks Elementary: Second Place, 2015 KET Young Writers Contest**

Hannah McGregor, of Ashland Elementary was runner-up among the spring’s second-graders for her story “The Wild Girls in the Meadow,” and Kiran Koul, of Rosa Parks was the third-grade runner-up for “The Musical Night in the Kitchen.” KET had invited students in kindergarten through third grade to submit illustrated stories, while the fourth- and fifth-graders could enter the short-story contest.

3. **Jasmine Liu and Linda Zhang, Paul Laurence Dunbar: Second Place, Future Business Leaders of America National Conference**

Jasmine Liu and Linda Zhang, two Future Business Leaders of America students from Paul Laurence Dunbar High School placed second while competing in the marketing category at the national conference this summer. FBLA develops leadership, communication and team skills, and enables students to network at the local, state and national level. More than 8,500 of the country’s best and brightest high school students participated in this summer’s contest. Their club adviser is business education teacher Robin Johnson.

4. **Kayla Beebout and Karl Werner, Henry Clay High; Taylor Bagley, Lafayette High; Jacob Cottrell, Thomas Huang, Dasha Kolyaskina, Alice Li, Jasmine Liu, Kathleen Yang, Paul Laurence Dunbar: Perfect Score ACT** – all nine Juniors and Seniors scored a composite 36 on the ACT college entrance exam during the 2014-15 academic year, which is a perfect score.

5. **Bryan Station Middle School: 2015 Green Ribbon School** – Bryan Station Middle School was recognized for being a 2015 Green Ribbon School as an energy saver, strong sustainability curriculum, reduced electricity and water consumption, as well as a wellness program where students have health or PE every day.

6. **The Learning Center at Linlee: Alternative Program of Distinction** – In an effort to recognize the work of educators and initiatives that serve at-risk students, the Kentucky Department of Education has named The Learning Center at Linlee an “Alternative Program of Distinction.” TLC, received one thousand dollars for instructional support. A three-member panel screened the applications, and the finalists received site visits from a three-member team.

7. **Fayette County Public Schools, Above and Beyond Award** – The United States of America Department of Defense has relied heavily on its Guard and Reserve units since entering continuous operations more than a decade ago. Having the support of their full-time employers enables the men and women of the Guard and Reserve to serve their country while knowing that they will have a civilian job to return to. James Cromer presented the award for support of the Guard and Reserve of

Kentucky. He thanked not only those who served our students, but those who additionally serve the nation in the Guard and Reserve.

- 8. Special Thanks, Fayette County Public Schools Family Reunion** – The daily work of the district's more than 6,000 employees was recognized at the first ever Family Reunion Picnic held at Masterson Station Park on Sunday, August 9. More than 4,500 employees and their families gathered at the event completely funded by community donations. Herb Miller and Alan Stein were called to speak on behalf of the community.

Mr. Miller thanked the Board on behalf of the business community for the opportunity to show their appreciation to teachers and staff for their professionalism and dedication.

Mr. Stein remarked that it was a real honor to help start the new year and the new administration with the support of the business community. He remarked that it was just the beginning and that he hoped they could be there right along with everyone. He commented that there was nearly unanimous support from the community – everyone said yes and there were a few that were upset they were not contacted (they will have opportunities later). The real kudos go to all the companies who joined in and made it such a successful event.

The following is a list of companies that gave their support:

- **Columbia Gas of Kentucky**
- **SteinGroup, LLC**
- **Hilliard Lyons**
- **Kentucky Eagle, Inc.**
- **Kentucky Utilities**
- **G & J Pepsi-Cola Bottlers, Inc.**
- **Kona Ice**
- **Bumblebee Team Sports**
- **Fifth Third Bank**
- **PNC Bank**
- **Babbage CoFounder**
- **Ball Homes**
- **Bingham Greenebaum Doll LLP**
- **Brandstetter Carroll Inc.**
- **Central Bank**
- **Dinsmore & Shohl**
- **Forcht Bank**
- **Frost Brown Todd LLC**
- **Tim Haymaker**
- **Keeneland**
- **Lexington Parks & Recreation**
- **McBrayer, McGinnis, Leslie & Kirkland, PLLC**
- **Mike and Dawn Scanlon**
- **Stites & Harbison, PLLC**
- **Stoll, Keenon, Ogden, PLLC**
- **U.S. Bank**
- **Ashland/Valvoline**

- Baptist Health Lexington
- Community Trust Bank
- Fayette County Education Association
- Field & Main Bank
- First State Financial, Inc.
- First Southern Bank
- JPMorgan Chase Bank
- Kentucky American Water
- Lexington-Bluegrass Association of Realtors
- Air-Time Inflatables, Inc.
- LM Communications, Inc.
- Fayette County Education Support Professionals Association

H. Reports, Communications, Resolutions

1. Progress Reports

a. Superintendent's Reports

Welcome to Emmanuel Caulk, Superintendent

John Price welcomed Superintendent Caulk on behalf of the Board.

Mr. Caulk – shared a data snapshot of the district – 39,924 students as of August 21, increase of 486 over last year; 900 pre-school students, will increase throughout the year. Piloting 6 full day pre-school classrooms at five locations, 202 new certified staff members, 215 busses on the road making 1,304 routes at each school level both morning and afternoon, 34,681 riders per day (both ways), 16,320 morning, 18,300 afternoon. He thanked all the organizations that assisted with the first ever Family Reunion. We have the best employees and staff in Fayette County and what is seen each day bears that out. What is immeasurable is the feeling of family. He commended the staff and employees at central office for a smooth opening to the school year. He shared observing wonderful experiences in classrooms and on the busses. He recognized Jennifer Dyar recently named the Director of Human Resources.

Ms. Dyar - responded that she was honored and excited as a product of the system to continue to serve students, staff and the Board.

Mr. Caulk - then provided the Board with an overview of his Listening, Learning and Leading Plan. A hard copy of the PowerPoint presentation is included with the permanent minutes. (Doug Barnett arrived at 6:41 p.m.).

1. Equity Report, Darryl Thompson

Darryl Thompson reported that last month there was discussion about the top ten Equity Council recommendations and how to milestone or benchmark those during the year. The Council has drafted an Equity Policy that the Executive team has reviewed, it is being sent back to the council for revisions. It will then go back to the Executive team and to the Board for approval. As part of the novice reduction plan Dr. Helm will present this evening on the 30/60/90 day plan required by KDE.

Doug Barnett – asked if there was any idea when the Equity Policy would be completed.

Darryl Thompson – said the group anticipates having it ready for next month's board meeting.

2. Student Achievement Novice Reduction Report

Dr. Helm – presented that Fayette County Public Schools was given the opportunity to be the large district in a pilot the state is rolling out called the Novice Reduction Plan. It asks that districts identify by name students who are scoring at the lowest levels of assessment. If a student is scoring low, the chances of performing at a higher level are very limited. We want to make sure that all of our students have the opportunity to achieve at the highest levels. What we have been asked to do is create a plan that will be presented (with five smaller districts) later in the year at a Superintendent summit. The plan is a 30/60/90 day plan that identifies students at the District level (i.e. there are 4500 students at the novice level in reading) so that each school is aware of how many students they have and who they are. When there are large numbers it can seem overwhelming, but when you identify them by name you may know how far they are from the next level and can develop a plan to help each one. It is a way to look at the challenge in a more manageable chunk. We will work to systematically identify and put into place a program that will ensure their success. The plan will go to the Commissioner on September 1. There is a group that has met every morning since June 1, the group has expanded to include teams from elementary and secondary levels. They have divided into teams and those teams will be going out to the schools to support them in a very systematic way. We hope we are beginning to reduce the silos. We have a sense of urgency about this and our program will allow us to examine the data and tell what we have accomplished. It will tell us what we need to do differently, better and what we need to stop doing. We think this will help us report at the end of the year that we have significantly reduced the number of students at the novice level. Each month there will be a new 30/60/90 day plan. We have identified 3 big rocks that will help us achieve our goals. We are going to focus on standards and curriculum, align the curriculum, and provide schools with the support they need in this area. Make sure we are doing continuous improvement and assessing at every stage. If things are not producing the results we want we will stop. We are going to use data to inform decisions and make certain that our learning environment, and culture, are exactly where and what we want. Using equity data, Tell survey, student voice surveys data for a comprehensive and well thought out and strategically designed plan. The 30 day plan is scheduled to be complete by August 30 and it will go to KDE on September 1. It has been submitted to the Board in writing for review and questions.

Daryl Love – Commended Dr. Helm and staff for their work. Asked if since the Board had already adopted the Tentative Budget, would there need to be some adjustment to the budget to accommodate the initiative? Are there more resources required?

Dr. Helm – we did identify Section Seven and Flex Focus funds of \$1.3 million that we have set aside for novice reduction and are currently putting together a plan of action for how those funds would be used. When principals met on August 3 and 4 they indicated they felt there were adequate resources (both people and finances). They stressed they wanted to make sure we were using those resources appropriately to get results. Until we have data to indicate the effectiveness of each program we will delay coming to the board for more funding. Will use K-prep data, some of our locally designed tests. We are developing a matrix that can be used to report results to each school. Will also use district walk-through process to give teachers consistent feedback.

John Price – remarked he had the opportunity to hear the KDE report and they were impressed with the work going on in Fayette County. He thanked Dr. Helm for her leadership and help in this area.

3. APA Special Examination Update

Kyna Koch reported that as the process winds down the reports become shorter as more items are completed. An ongoing project was the budget process and how the Board is informed. There is now a group working on the staffing process and they plan to have their work complete by September (instead of December). There have been budget trainings for principals and administrators that will continue after Day 4. Providing appropriate certifications for specific

positions, the auditor recommended that employees sign an agreement as to how long they would serve if they have been paid by the District to receive certifications. The district is currently exploring the legal options. The Conflict of Interest policy has been approved. Training has been completed (early August). The roll out of the fraud hotline has been delayed until the District hires a compliance officer and there is work being done on a communications plan for the process.

Daryl Love – asked about the MUNIS system transparency module for public use and what are the problems with that.

Kyna Koch – responded that the district hired temporary help to clean up the descriptions in the purchase orders. We have completed the process and are monitoring and are rejecting POs that do not have good descriptions.

Daryl Love – When will it be rolled out?

Kyna Koch – felt that the first opportunity would be July 1 of 2016, but sees the fall of 2016 as a more realistic date.

4. Construction Progress Report

Mary Wright reported on the progress of construction projects in the District: Jessie Clark is 90% complete with work being done on sidewalks, loading dock areas, terrazzo floors, pavers, plumbing in the kitchen and finalizing of the kitchen area and cafeteria. Squires is 50% complete with work being done on the elevator, drywall and paint, as well as sidewalks and asphalt. Area B is the focus of current work. The new elementary at Passage Mound is 10% complete, with site work, footings, foundations and the start of masonry walls, a school naming committee is being established by the principal. New elementary at Georgetown Rd., is 23% complete with work completed on the site and infrastructure, footings, mezzanine decking, as well as a naming committee. The high school at Winchester Rd. is 5% complete will be named when a new principal is named and can begin forming a committee. There is an official building permit issued for the project and we have worked through the questions the city had. Working on foundations, under-slab, electrical and plumbing. Ground breaking events are being planned for October.

Amanda Ferguson – asked about the status of portables at STEAM?

Mary Wright – responded that there is a multiplex that has been located there to handle the growth in the program, they are currently able to accommodate all students in their current situation, but the multiplex will provide more flexibility as the program expands.

Doug Barnett – asked if there were any other permit issues.

Mary Wright – The contractor had a permit for the work he was performing, there were some issues we needed to work out with the city and those have been dealt with, so the project is ready to proceed.

John Price – thanked the community for their support. He also thanked Mary for her service to the District as she will be retiring at the end of the month.

2. **Remarks by Citizens:** **Shambra Mulder** spoke on behalf of the NAACP as she welcomed Mr. Caulk to the community. As chair of the education committee for NAACP she discussed the equity in funding issues. She remarked that the Section 7 money had been in question and was glad the district and Board had looked into that. Equity and minority recruitment had been addressed through the hiring of Mr. Thompson, the minority business participation issue had been addressed by hiring someone experienced in the position. She is still concerned about the treatment of minority staff. Concerned about the fact that Vince Mattox and Barbara Connor have left. She believes their departures have left a gap that needs to be filled. Asked that the Board consider establishing a multi-lingual and multi-cultural center that reflects the one used in Portland. She welcomed Manny again and is pleased that the district can now be on the forefront of closing the achievement gap.

I. Approval of Routine Matters

1. *Approval of the July 13, 2013 Planning Meeting*
2. *Approval of the July 27, 2013 Regular Meeting*
3. *Approval of the July 30, 2013 Special Meeting*

A motion was made by Melissa Bacon and seconded by Amanda Ferguson, to approve the minutes. The motion carried with a vote of 5 to 0.

J. Approval of Consent Items

A motion was made by Melissa Bacon and seconded by Daryl Love, to approve the items on the consent section. The motion carried with a vote of 5 to 0.

1. **Award of Bids/Proposals**
2. **Actions for Post Approval and Claims**
3. **Requests from Principals for Extended Trips**
4. **Professional Leave by District Personnel**
5. **Request for a Shortened School Day**
6. **Approval of a Proposed Change Order (No. Thirteen) to the Contract for the Renovation of Glendover Elementary School BG 12-180**

K. Approval of Action Items

1. **Resolution of the Board of Education of Fayette County, Kentucky, Relating to the Election of Officers for the Fayette County School District Finance Corporation**

A motion was made by Amanda Ferguson and seconded by Daryl Love to adopt the resolution of the Board of Education related to appointment of officers of the Board of Education of Fayette County. The motion carried with a vote of 5 to 0.

2013 Conversion of Technology Position

A motion was made by Melissa Bacon and seconded by Daryl Love to convert a Computer Training Specialist position (job class code 7527) to that of an MIS User Support Analyst position (job class code 8505). The motion carried with a vote of 5 to 1.

2. **Adoption and Levy of Tax Rates for School Purposes**

Kyna Koch stated that there was a public tax hearing held before the Regular Board meeting with no one in attendance to speak.

Rodney Jackson:

- Real Estate and personal property tax levy recommendation – 74.0 cents for both, per \$100.00 assessed value
- Motor Vehicle – 59.2 cents (no change from 2014-2015)

A motion was made by Melissa Bacon and seconded by Daryl Love that the Board of Education for 2015-16 levies a total tax rate of 74.0 cents (real estate) and 74.0 cents (personal property) per \$100 assessed valuation and a total motor vehicles property rate of 59.2 cents per \$100 assessed valuation in preparation of the Working Budget for School Year 2014-2015. The motion carried with a vote of 5 to 0.

3. Unaudited Year End Financial Report – Kyna Koch and Rodney Jackson, reporting

- Year to date period ending June 30, 2013 – Total General Fund balance \$29,443,553 prior to accruals
- Approximately 98% revenue received, collections are ahead of last year
- Total year to date expenses approximately 90% of budget
- Will be considerably under budget on the expenditure side
- Trust funds have been moved to the Bluegrass Community Foundation
- Balance should be between \$31.5 million and \$33.9 million at the end of the year
- That number will be reflected in the budget the Board receives in October

Daryl Love – asked about the new District Activity fund and what caused its creation.

Rodney Jackson – responded that was brought about by a change in the Redbook. Schools could not use those funds for activities, they had to use them for students.

Daryl Love – asked if the District's position was the result of doing a really good job with expenses.

Rodney Jackson – indicated that it had.

Daryl Love – inquired as to whether the District could hold themselves to the same level.

Kyna Koch – indicated that would be up to the Board, salaries are the bulk of the budget. How the rest of the money is spent is up to the Board. We had a goal of \$50 million in the fund balance and the district has almost reached it. She felt the District could both build the fund balance and address the issues that were not addressed in the Tentative Budget.

Daryl Love – Do you foresee that we will go in and make some adjustments to the working budgets.

Kyna Koch – Yes.

Rodney Jackson – remarked that the moves would include resource allocation for priorities the Superintendent may have.

Kyna Koch – added that it was significant that both of the rating agencies applauded the Board's efforts to increase the fund balances. It was reflected in their recent ratings.

John Price – thanked staff for helping control expenses.

A motion was made by Daryl Love and seconded by Melissa Bacon to accept the Monthly Treasurer's Report of Revenue/Expense reports as presented to the Board. The motion carried with a vote of 5 to 0.

4. Monthly Financial Report – Rodney Jackson, Director of Finance reporting

- Year to date period ending July 31, 2013 – Fund balance as of July 31, 2015 \$40,512,775
- July report difficult to gain much significance because it is so early in the year
- No graph was shared because there was only one data point
- Rodney reviewed the revenue and expense summary for the month

A motion was made by Melissa Bacon and seconded by Daryl Love to accept the Monthly Treasurer's Report of Revenue/Expense reports as presented to the Board. The motion carried with a vote of 5 to 0.

5. Adjustment to the 2015-16 Salary Schedule

Kyna Koch reported that the change was being made to address after school workers who are paid at the 0 level of the salary schedule. The change was made when staff brought it to Kyna's attention that workers in after school programs would be making less than they had the previous year. It was decided to go back to \$14.70 (last year's rate). Every principal was contacted to make sure the rate was acceptable so they moved forward with setting the rate at that level.

Doug Barnett – the after school workers were told at orientation they would be making more than \$14.70. He also asked if after school workers were subject to salary increases at any time.

Kyna Koch – No, if they are new or have worked for 10 years they get paid at the 0 level. We can look at it next year, however they are making more than most child care workers. She added that a number of the workers are certified employees and are paid a stipend. She suggested bringing a group of principals together to look at it for next year.

A motion was made by Melissa Bacon and seconded by Daryl Love to approve the amendment to the 2015-16 Classified Salary Schedule to adjust the hourly rate for After School Workers to \$14.70 per hour.. The motion carried with a vote of 4 to 1, with Doug Barnett voting against.

6. Contract with Kentucky Fire Commission

A motion was made by Melissa Bacon and seconded by Amanda Ferguson to accept and approve the contract with the Kentucky Fire Commission for instructional services at Eastside Technical Center. The motion carried with a vote of 5 to 0.

7. Contract with University of Kentucky Center for Trauma and Children

Melissa Bacon – asked if this was a brand new service.

Amanda Dennis – replied that there was a contract with this agency that was approved earlier in the summer, but they asked the District to include a non-compete clause, Shelley worked to make that change.

A motion was made by Melissa Bacon and seconded by Amanda Ferguson to approve the Contract with University of Kentucky Center for Trauma and Children. The motion carried with a vote of 5 to 0.

8. Addendum to Personal Services Contract

Manny Caulk – appreciated Marlene's support, added that great organizations allow for transitions and Marlene has been instrumental helping in the transition plan and getting to know the community.

Shelley Chatfield – reported that the agreement was reached at the July 27 Board meeting, but they had to make a change to the original to set a final date (September 16) to assist in her retirement. The contract needed a final end date.

A motion was made by Daryl Love and seconded by Doug Barnett to approve the addendum to the personal service contract with Dr. Marlene Helm.

9. Contract with Central Kentucky Interpreter Referral

A motion was made by Melissa Bacon and seconded by Doug Barnett to approve the Contract with Central Kentucky Interpreter Referral Services. The motion carried with a vote of 5 to 0.

10. Special Education ARC Chairperson – 2015-16 School Year

A motion was made by Melissa Bacon and seconded by Daryl Love to approve the recommended list of staff members, by job title, to serve as Admission and Release Committee (ARC) Chairpersons. The motion carried with a vote of 5 to 0.

11. District Statement of Assurances

A motion was made by Amanda Ferguson and seconded by Melissa Bacon to approve the Fayette County Public Schools' submission of Statement of Assurances for the 2015-2016 school year. The motion carried with a vote of 5 to 0.

12. Update Job Descriptions:

- a. Associate Director of Certified Personnel**
- b. Associate Director of Teacher and Leader Effectiveness**
- c. Associate Director of Transportation**
- d. Vehicle Mechanic II**

A motion was made by Daryl Love and seconded by Melissa Bacon to approve the job description changes as presented. The motion carried with a vote of 5 to 0.

M. Informational Items

- 1. Personnel Changes – No discussion

N. Oral Communications

1. Public Comments

Douglas Wain, Executive Director of Youth Alert, War Against Violence. He congratulated Superintendent Caulk. Spoke of the prevent youth violence program and his work with middle schools. Their model is to meet youth half way and work together to reduce violence through an exchange of ideas, formative and summative assessments and feedback from youth. The program is designed to boost state report card scores. Concluded that this should be a great year.

2. Board Requests – None

3. Other Business

- a. Board - None**

O. Motion Making Agenda Part of the Official Board Minutes

A motion was made by Daryl Love and seconded by Doug Barnett to make the agenda dated August 24, 2015 which action has been taken at this meeting, a part of the minutes as if copied in the minutes verbatim. The motion carried with a vote of 5 to 0.

Closed Session

A motion was made by Daryl Love and seconded by Doug Barnett to go into closed session to discuss pending litigation pursuant to KRS 61.180 (1) (c). The motion carried with a vote of 5 to 0.

Open Session

A motion was made by Daryl Love and seconded by Doug Barnett to go into open session at 8:30 p.m. The motion carried with a vote of 4 to 0.

Adjournment

A motion was made by Melissa Bacon and seconded by Daryl Love to adjourn the meeting at 8:31 p.m. The motion carried with a vote of 4 to 0.

John Price, Chair

*Emmanuel Caulk, Superintendent
and Secretary to the Board*