**SPENCER COUNTY BOARD OF EDUCATION**

**Regular Monthly Meeting**

**6:30 p.m. Monday, August 24, 2015**

**Spencer County High School Media Center**

**Board Members Present:**

Ms. Debbie Herndon, Board Chair

Ms. Janet Bonham, Vice Chair

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**Others Present:** Superintendent Chuck Adams, Chuck Abell, Rick Vincent, Mark Thomas, Steve Rucker, Curt Haun, Jim Oliver, Todd Russell, Vicki Goodlett, Diana Thomas, ACT students, Missy Davis and SCMS students, John Shindlebower, Pete Clevenger, Michele Barlow and others.

**ORDER # 16**

**CALL TO ORDER**

Ms. Debbie Herndon, Board Chair called the meeting to order at 6:30 p.m.

**STATEMENT OF BOARD MISSION**

**WELCOME OF VISITORS TO MEETING**

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

**ORDER # 17**

**REVIEW AND ADOPT AGENDA**

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Starkto approve the August 24, 2015 agenda as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**RECOGNITIONS**

* Spencer County Farm Bureau – to be recognized at the September meeting.
* SCHS Seniors ACT Recognitions: Superintendent Adams recognized seniors scoring 27 or higher on ACT test.
* Going the Distance – Mr. Jim Oliver was presented with the August 2015 recognition.

**SHERMAN CARTER BARNHART: REVIEW OF CAPITAL CONSTRUCTION PROCESS**

Mr. Justin McElfresh shared Powerpoint containing three updated blueprints of new elementary school.

**CITIZENS AND DELEGATIONS**

No citizens signed to speak to the Board.

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

* Academic Spotlight – SCMS: Missy Davis along with student leaders who participated in Boost Camp and Summer Learning presented on their summer experience!
* Academic Report – Mr. Rick Vincent presented on the District RTI Program– Response to Intervention
* Superintendent’s Report
  + Perception School Surveys:
    - Ms. Sandy Clevenger would like “Does not Apply” added as a response for parents on survey.
    - After School Program questions will also be added to survey.
  + Advisory Council will begin meeting in September.
  + Project Graduation – The Board was pleased with the new by-laws submitted.
  + Athletic Trainer: Jacob Snider has filled the position with Baptist Health. Ms. Clevenger would like the athletic trainer to give update to the Board in the future.
  + Tax Hearing: Scheduled for Thursday, August 27, 2015 at 6:30. Superintendent will likely recommend a 3% increase to cover the mandated expenses passed down from the state level.

**ACTION WITH DISCUSSION**

**ORDER # 18**

**APPROVAL OF BOARD MINUTES**

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Janet Bonham to approve the July 27, 2015 minutes as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 19**

**TES REQUEST FOR TWO POSITIONS: RTI INTERVENTIONISTS (TITLE 1 AND ESS IA)**

TES is requesting the Board of Education establish a year position for two RTI Interventionist IA’s. One being Title 1 Instructional Assistant and the other ESS Instructional Assistant.

A motion was made by Mr. Bart Stark and seconded by Ms. Sandy Clevenger to approve the creation of two IA positions at TES to be paid from Title 1 and ESS school accounts.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 20**

**25% SCHOOL CONCESSION PROCEEDS TO DISTRICT ACTIVITY FUND**

The administration at both SCMS and SCHS have requested a percentage of their concession sales be recognized as District Activity Funds to allow additional flexibility in allowable expenditures.

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to approve the 25% of gross concession sales at SCMS/SCHS be determined District Activity Funds.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 21**

**CUSTOM REPORT FOR INFINITE CAMPUS ON-LINE PAYMENTS**

The report generated through Infinite Campus for online payments does not have the capability to separate the payments by school cafeteria. For several years, the finance staff has been pulling the students for each site location manually to determine the amounts to be posted to each location. This occurs monthly and can take up to several hours to complete depending on the volume of payments for a particular month. It appears that if we want a report to separate these payments automatically, we will have to request a custom report. The estimate provided to prepare this custom report is $5,200. This is a one-time payment. However, a report maintenance fee of $1,040 will be charged annually.

A motion was made by Mr. Bart Stark and seconded by Ms. Sandy Clevenger to approve the custom report with Infinite Campus with the estimate set up of $5,200 and annual maintenance fee of $1,040.00.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 22**

**REQUEST FOR AND CONSENT TO ANNEXATION FOR THE MUNICIPAL SERVICE**

John D. Dale, Jr., Attorney at Law provided for Board approval the Request for and Consent to Annexation and Request for Municipal Services. This will follow the same process as annexation of the SCES campus in order to provide vital city services such as sewer, water, fire protection, and police protection.

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Janet Bonham to approve the consent of annexation and agree to the municipal services as stated.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 23**

**PRESCHOOL 05.IA ADDITION**

This 0.5 IA addition is being created based on the needs of a student at the Preschool and is part of the student’s supplementary aids and services as written in the IEP. This position is for the school year only, and it will be reviewed annually to determine the need for next school year.

A motion was made by Ms. Janet Bonham and seconded by Ms. Sandy Clevenger to approve the half day IA position at the preschool for 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 # 24**

**ACTION BY CONSENT**

A motion was made by Ms. Sandy Clevenger and seconded by Mr. Bart Stark to approve the Action by Consent items has presented below.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

1. Orders of the Treasurer Reports
2. School Financial Reports (Monthly)
3. District Financial Report
4. Invoices for Approval
   1. Sherman Carter Barnhart: July 31, 2016: $90,895.00
5. Acknowledge Monthly Report and District Employees, Termination, Resignation, and Retirements

**Taylorsville Elementary**

Tamatha Hollan, Elementary Teacher, Rank 3

Georgia Sienicki, Elementary Teacher, Rank 1

**Spencer County Elementary School**

Melinda Harrelson, Elementary Teacher, Rank 3

Donna Grigsby, Special Education-LBD Teacher (.5), Rank 2

**Spencer County Middle School**

Michael Phillips, Math Teacher, Rank 2

Holly Riley, Custodian (reported in July, declined position)

**Spencer County High School**

James Schmidt, Softball Coach

Justin Irby, Math Teacher, Rank 3

Chad Sullivan, IA

James Schmidt, IA

Andrew Coleman, Special Education-LBD Teacher, Rank 3

**Other**

Marty Harp, Sub Classified

Lacy Hagan, Emergency Certified Sub Teacher, Rank 4

**Resignations**

Jacob Barmore, Special Ed-LBD Teacher-SCHS, eff 7/30/15

Evan Mulliken, Swim Coach, SCHS eff 7/31/15

Lisa Levesque, Sub Classified eff 8/12/15

**Retirements**

Janet Coy, English Teacher, SCHS eff. 7/27/15

1. Field Trip Approvals
   * SCHS Cross Country Jellystone Park August 28-30, 2015
   * 8th Grade Band/Chorus Kings Island April 30, 2015
   * SCMS 8th Grade Chicago April 1-3, 2015
2. Fundraiser Approvals:

**Spencer County Middle School**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. Athletics | Advertising  3 Levels | School Year | Athletic Equipment | Adults |
| Athletics | Grizzly Den Shirts | School Year | Athletic Equipment | Adults |
| Athletics | Programs at Events | School Year | Athletic Equipment | Adults |
| Football | Golf Scramble | October 17, 2015 | Football Equip, Supplies, Mouth Pieces, Paint for field | Adults |
| Football | T-shirts/Sweatshirts | Aug – Nov. 2015 | Food for away games | Adults |
| Football | Papa John Cards | Aug – Oct. 2015 | Food for players | Adults and Students |
| Football | Candybar Sales  Not sold at school | Aug – Nov 2015 | Football Equipment | Adults and Students |
| Football | Cookout & Movie Night | Sep – Oct 2015 | Football Equipment | Adults |
| Softball | Sponsorship Sign Sales | Sept – May 2015 | Field Maintenance | Adults |
|  |  |  |  |  |
| Softball | Hometown Pizza Cards  Discount Cards | School Year | Backstop | Adults/Students |
| Softball | Golf Scramble | To be Determined | Softballs and Batting Nets | Adults/Students |
| Softball | Grizzly Apparel | School Year | Equipment | Adults/Students |
| Softball | Kroger Cards | School Year | Plaques and Awards | Adults |
| Softball | Trash Pick Up – Adults | School Year | Plaques and Awards | Adults |
| Choir | Century Resources  Sweet Treats and Sausages | Aug – Sept 2015 | Risers | Adults and Students |
| Choir | Little Caesars | Oct-November ‘15 | Festival Registrations | Adults |
| Choir | Tupperware | Jan-Feb 2016 | Bus Transportation for Kings Island | Adults |
| Cheer | Trash Pick Up Adults | Oct/November | Competition Fees | Adults |
| Cheer | Butter Braid Bread | Oct/November | Competition Fees | Adults/Students |
| Cheer | Thirty One Gifts | September 2015 | Competition Fees/Practice clothes | Adults/Students |
| Cheer | Krispy Kreme | November | Competition Fee, Transportation | Adults/Students |
| Cheer | Louisville Coupon Book | September | Warm Ups; Music; Competition, Bus Transportation | Adults/Students |
| Cheer | Cheerleading Camp | September | Competition Fees | Adults/Students |
| Cheer | Mums/Poinsettias | Oct – Dec 2015 | Transportation and Competition fees | Adults/Students |
| Cheer | Spirit Wear | September | Competition Fee, Warm ups | Adults/Students |

**Spencer County High School:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Football | Apparel Sales | Aug – May 2016 | Football Equipment | Adults/Students |
| Project Grade ‘16 | Craft Fair | November 21, 2015 | Project Graduation | Adults/Students |
| FFA | Peeler Cards | Aug-Sept 2015 | FFA Jackets, National Conv. | Adults/Students |
| FFA | Fruit Sales | Oct – Nov. 2015 | FFA Banquet | Adults/Students |
| FFA | Toy Show | Dec 11&12 | FFA Student Exp | Adults/Students |
| FFA | Dodge Truck Tickets | Nov – April 2016 | FFA Student Exp | Adults/Students |
| FFA | Dancing with Stars | April 2016 | FFA Student Exp | Adults/Students |
| Class of ‘18 | Spirit wear | Aug-Oct. 2015 | Project Graduation | Adults/Students |
| Class of ‘18 | Kroger Card | School Year | Project Graduation | Adults/Students |
| HOSA | Fire Fresh Restaurant  Serving Food for tips | Once a Month  School Year | State/National Competitions | Adults/Students |
| Cheer | Cheer Competition | 1 Weekend  Oct – December ‘15 | Competition fees,  Warm Ups | Adults/Students |
| Cheer | Octoberfest Booth | October 2015 | Competition Fees | Adults/Students |
| Cheer | Candy Grams | Candy w/ Messages | Uniforms, Bows, Fees | Adults/Students |
|  |  |  |  |  |

**Taylorsville Elementary School**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| School Wide | Spring Fling | April 2016 | Classrooms, Supplies, Books, Programs, Tech | TES Staff |
| Media | Bookfair | Fall and Spring | Books | Staff & Volunteers |
| Chorus/Ensemble | Poinsettia Sales | October 2015 | Trips, music, instruments, accompanist, performances | Adults and Students |
| Chorus/Ensemble | Fall Dance | November | Trips, music, instruments, accompanist, performances | Adults |
| Chorus/Ensemble | Spring Dance | February | Trips, music, instruments, accompanist, performances | Adults |
| School Wide | Kroger Rewards | School Year | Students/Classrooms | TES Staff |
| School Wide | Target Card | School Year | Students/Classrooms | TES Staff |
| School Wide | Box Tops for Ed | School Year | Students/Classrooms | TES Staff |
|  |  |  |  |  |

1. KSBA Policy and Procedures SECOND READING

**Policies**: 01.45; 03.111; 03.12322; 03.13214; 03.162; 03.18; 03.211; 03.22322; 03.23214; 03.262; 04.32; 05.4; 05.42; 06.2; 06.342; 07.1; 07.111; 07.13; 07.16; 08.133; 08.2323; 08.3; 08.31; 09.11; 09.111; 09.121; 09.122; 09.2; 09.211; 09.22; 09.224; 09.2241; 09.227; 09.34; 09.4261; 09.42811; 09.4361; 10.5; 03.222

**Procedures:** 0.214 AP.2; 0.3.111 AP.2; 03.16 AP.2; 03.162 AP.2; 03.162 AP.21; 03.18 AP.12; 03.18 AP.22; 03.211 AP.2; 03.262 AP.2; 04.9 AP.1; 07.13 AP.1; 08.133. AP.1; 08.232 AP.1; 09.11 AP.23; 09.111 AP.21; 09.111 AP.22; 09.121 AP.1; 09.15 AP.1; 09.211 AP.2; 09.224 AP.1; 09.4281 AP.1; 09.4281 AP.2; 09.42811 AP.2; 09.42811 AP.21; 03.11 AP.242; 03.121 AP 24; 03.1211 AP.21

1. Surplus Items
   1. SCES: Textbooks, teacher manuals, Kentucky history books, hooked on phonics reading kits, old headphone sets, assorted workbooks, books, and games.
2. Non-Resident Contracts: with Bullitt County
3. Approval of Board Member Travel Expense: Legislative Committee Meeting for Sandy Clevenger
4. Administrative Travel Expense: Superintendent Adams; Total: $30.00
5. Fee Requests

Spencer County Middle School:

|  |  |  |
| --- | --- | --- |
| Cross Country | $38 | Uniforms |
| Band | $ 8.00 - $ 12.00 | Solo & Ensemble Fee |
| Band | $ 4.00 | All District Audition Fee |
| Band | $15.00 | All District Fee (if accepted) |
| Band | $35.00 | Tri-State Honor Band Fee |
| Band | $2.50 - $40.00 | Supplies – Reeds – Valve Oil, etc |
| Band | Band Trip – Kings Island | $75.00 |

Spencer County High School

|  |  |
| --- | --- |
| National Health Career Assoc | $56 Course Materials |
| National Health Career Assoc. | $105/$149 Exam Fee |
| National Beta | $20.00 Enrollment Fee |
| Football | $40.00 Camp Fee |

1. Grant Considerations

Dollar General/Kids in Need Foundation Grant #1

Dollar General/Kids in Need Foundation Grant #2

Dollar General/Kids in Need Foundation Grant #3

Spencer Co. Farm Bureau Mini Grant #1

Spencer Co. Farm Bureau Mini Grant # 2

Spencer Co. Farm Bureau Mini Grant # 3

Spencer Co. Farm Bureau Mini Grant # 4

Spencer Co. Farm Bureau Mini Grant # 5

Donor’s Choose # 1

Donor’s Choose # 2

**Communications**

1. Board Members
   * Dr. Lynn Shelburne asked questions pertaining to the upcoming proposed tax rate. Public Hearing and Special Called Meeting will take place August 27, 2015.
2. SCEA Update
   * Ms. Stacy Hieb gave oral report.
3. Written Communication
   1. Attendance Report – No August Report
   2. Bus Maintenance Report
   3. Building Inspections
   4. SBDM Minutes
   5. Field Trips Local
   6. School Nurse Report N/A

**DIALOGUE AND FUTURE AGENDA TOPICS**

* Update from Athletic Trainer, Jacob Snider.

**ORDER # 25**

**MOTION TO MAKE AGENDA PART OF THE OFFICIAL BOARD MINUTES**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Janet Bonham to approve the August 24, 2015 official board minutes.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 26**

**ADJOURN BOARD MEETING**

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Stark to adjourn meeting at 8:13 p.m.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes