

Board of Education Regular Meeting
October 19, 2015 6:00 PM
Professional Development Center
631 North Green Street
Henderson, KY 42420

Attendance Taken at 6:00 PM:

Present Board Members:

Mrs. Lisa Baird
Mrs. Jennifer Keach
Dr. Sally Sugg
Mrs. Tracey Williams

I. Welcome & Call Meeting to Order

I.A. Moment of Silence & Pledge of Allegiance (1 minute)

Discussion:

After a moment of silence, Robin Newton led the Pledge of Allegiance.

II. Students & Staff Recognition

Discussion:

Lisa Baird recognized HCHS Student Ambassadors in attendance: Kelsey Dunham, Catelyn Kirkoff, Brooke Vowels and Haley Hartman

II.A. HCHS JROTC Cadet Lieutenant Colonel Trevor Owens (2 minutes)

Rationale:

HCHS JROTC Cadet Lieutenant Colonel Trevor Owens, 12th Grade - Awarded the Legion of Valor Bronze Cross for Achievement

II.B. Jack Gentry, South Heights (2 minutes)

Rationale:

Jack Gentry, South Heights - 5th Grade - Fiscal Court Judges Scholar for September

II.C. Leader in Me (10 minutes)

Discussion:

Brandy Haley and A.B. Chandler students gave an overview of the 7 Habits in a Leader in Me presentation.

III. Public Participation & Recognition of Guests

Discussion:

Mr. Greg Hunsaker addressed the Board along with Jim Bakke, who led a prayer. Joan Hoffman invited the Board to the Fine Arts Center to attend a summit on race, poverty and inequality "Not in our Town" on October 24, 2015.

III.A. Junior Achievement Recognition (3 minutes)

Discussion:

LeAnne Shockley of Junior Achievement gave an overview of the Junior Achievement program. Ms. Shockley presented the US President's Service Award to two companies with over 200 service hours and one individual with over 100 service hours: Old National Bank, Field and Main Bank and Matt Duncan

III.B. Kentucky Motorcycle Association (Donation to FRYSC)(3 minutes)

Discussion:

David Holt, along with others from the Kentucky Motorcycle Association, presented a check in the amount of \$750 to the Henderson County Backpack Program (FRYSC).

IV. Approve Minutes from Prior Meetings (2 minutes)

Order #59 - Motion Passed: A motion to approve the Minutes from October 5, 2015 Special Meeting Work Session as presented passed with a motion by Mrs. Jennifer Keach and a second by Mrs. Tracey Williams.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

V. Committee Reports

Discussion:

Lisa Baird reminded the Board that Jon Sights was our Legislative Contact. When he resigned, we lost that contact. After receipt of a letter from KSBA, the Board has been requested to nominate a new Legislative Contact to serve over the next two (2) years.

Order #60 - Motion Passed: Dr. Sally Sugg was nominated to serve as the Board Legislative Contact for the next two (2) years with a nomination passed by Mrs. Jennifer Keach and a second by Mrs. Tracey Williams.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

Order #61 - Motion Passed: Lisa Baird requested to the Board to add Brad Staton as a community member to the Budget Committee passed with a motion by Mrs. Jennifer Keach and a second by Mrs. Lisa Baird.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

V.A. Building Committee (5 minutes)

Discussion:

Steve Steiner gave an update on the recent Building Committee meeting on October 7th. Along with Tracey Williams, the architect and construction manager were there. Mr. Steiner stated that having the architect and construction manager in attendance is a big plus. The rest of the group was there as well. The next meeting will be held on October 22nd at the school. At that time the committee will go further into roles and responsibilities. A tour is planned to visit Richardsville Elementary in Bowling Green, KY on October 29th.

VI. Reports

VI.A. CTE Updates (10 minutes)

Discussion:

Steve Steiner introduced Norm from Codell Construction who serves as the construction manager on site at HCHS (CTE Unit). Neal Guess from Codell Construction reviewed all of the Change Orders for the HCHS (CTE Unit) Addition and Renovation Project totaling \$49,281, with \$153,000 in the contingency, there is still \$104,000 left in contingency. Lisa Baird stated that Codell has used our local maintenance people for some of the things we

thought we were to have outside contractors for, Codell has been able to use our people instead and save the district some money. Mr. Guess stated that Donnie Thacker and Billy Austill have been excellent. Marganna Stanley requested that the Board approve the Change Orders as presented.

VI.A.1. Approve Change Orders

Order #62 - Motion Passed: A motion to approve the Change Orders for BG #15-017 for the Henderson County High School and KY Tech Center Renovation as presented passed with a motion by Mrs. Tracey Williams and a second by Dr. Sally Sugg.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VI.B. Architect Report (5 minutes)

Discussion:

Craig Thomas from RBS Design Group reviewed the BG-2, BG-3 and bidding for BG #15-230 Miscellaneous Roofing and Flooring Project.

VI.B.1. Approve BG-2 for Roofing and Flooring Project

Order #63 - Motion Passed: A motion to approve the BG-2 for BG #15-230 Miscellaneous Roofing and Flooring Project as presented passed with a motion by Dr. Sally Sugg and a second by Mrs. Jennifer Keach.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VI.B.2. Approve BG-3 for Roofing and Flooring Project

Order #64 - Motion Passed: A motion to approve the BG-3 for BG #15-230 Miscellaneous Roofing and Flooring Project as presented passed with a motion by Mrs. Lisa Baird and a second by Mrs. Jennifer Keach.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VI.B.3. Approve Roofing and Flooring Project for Bidding

Order #65 - Motion Passed: A motion for bidding on the BG #15-230 Miscellaneous Roofing and Flooring Project passed with a motion by Mrs. Jennifer Keach and a second by Mrs. Tracey Williams.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VI.C. Audit Report (20 minutes)

Discussion:

Mac Neel from Myriad CPA Group presented the Henderson County School District 2015 Audit. Tracey Williams commended the administration for all of the hard work that they did in making those very tough decisions in making budget cuts. She also stated that the Board listened to suggestions, but it was actually our administration that worked diligently. Jennifer Keach brought up the issue of the credit card mentioned in the audit. Mrs. Keach asked if district personnel are being trained for proper use and the rules of what is acceptable and what isn't. Mr. Neel stated that it was his understanding that this is being done as a policy and that this was just an isolated incidence. Cindy Cloutier stated that the error was found in our Accounts Payable Department before it was paid, but it was too late at that point. We had already been billed by the credit card company but had been reimbursed by the employee for the inappropriate charge. Mrs. Keach also brought up that all of our banking is done at one institution. Mrs. Keach asked if that is something that is common. Mr. Neel stated typically that is the case. Mrs. Keach asked when we bid that again. Ms. Cloutier stated that we bid that last year for two or three years. Ms. Cloutier stated that she would check to see when it is up for bid again. Dr. Sally Sugg stated that this is a lot of information to process and since the Board did not get it until Thursday and she was out of town, she had not had time to thoroughly comb through it. After she reviews, she will call Cindy if she has any questions. Lisa Baird asked Cindy Cloutier if there were any changes to the audit. Mr. Neel stated that they just found out that KDE changed how we are to show our on behalf payments. Marganna Stanley suggested that the Board go ahead and approve the audit as presented tonight knowing that a form change will come about and when it's prepared, we will bring that back in November or December.

Order #66 - Motion Passed: A motion to approve the Audit Report as presented with changes to come passed with a motion by Mrs. Tracey Williams and a second by Dr. Sally Sugg.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VII. Old Business

Discussion:

Dr. Sally Sugg brought up how the administration has been going through several sections of the policies and procedures. Dr. Sugg asked what is the next section that the administration will be working on and when will we be working on those. Marganna Stanley said that she will share that in November.

VII.A. Nickel Tax/4% (5 minutes)

Discussion:

Marganna Stanley asked if there were any questions or any undone business that needs to be taken of on the nickel tax. Mrs. Stanley also handed out a listing of the things that have been put together for the nickel tax since February 2, 2015. These have either been led by Mrs. Stanley or by Julie Wischer. Elizabeth Bird informed the Board that she had received word from KDE as to what happens after the election. The question being as to whether the Board has the authority to recall the 4%. Mrs. Bird stated that if the nickel fails to pass, the 4% will be levied. Mrs. Bird stated that Chay Ritter from KDE said that they have found no recording which would allow the Board to take action. The Statute is KRS 132.017 and it provides if a resolution fails to pass, that the amount that is 4% above the compensating rate shall be instituted without further action from the Board. Dr. Sally Sugg stated that the Board started talking about the nickel tax back in February and expressed her disappointment that a lot of the information that we are hearing now wasn't researched and presented to the Board at that time. Dr. Sugg stated that after the Board supported the nickel tax through vote, that they should have had all of the information in February. Dr. Sugg is hopeful that the community will see the wisdom in the nickel tax and what it will do for our schools. One of the habits is being proactive. Dr. Sugg addressed Mrs. Bird, as the attorney for the Board that her job was to give the Board information. Dr. Sugg stressed why the Board was not apprised of the issue with the nickel until about 6 weeks ago which was disappointing. Dr. Sugg recalls that the Board was told that if the nickel does not pass, the Board could call a meeting and rescind. She does not remember anyone on the Board bringing that up. Dr. Sugg stated that the Board was told that information that turned out to be erroneous. Dr. Sugg stated that she is just disappointed that the Board didn't have all of the information laid out this spring when the Board first started talking about it. Mrs. Bird stated that initially that is what Chay Ritter told us. Mrs. Cloutier confirmed that is what he said in an email that he sent. Lisa Baird

stated that the Board didn't vote to levy the compensating rate until September. Mrs. Baird stated that in February the Board would not have known that this was going to come up until September when the Board voted the compensating rate. Dr. Sugg stated that she would have rather had all of those options before her before the Board took the vote. Dr. Sugg asks that in the future when the Board has something of this magnitude that they are researched thoroughly. Jennifer Keach in seeking clarification, stated that if the nickel tax does not pass, the 4% will go in automatically. Mrs. Keach said that it would be to this district, this community's advantage, to take the nickel tax, vote for the nickel, so that we will get a million dollars every year from the State. If we don't, the taxes are going to be raised anyway and we will not get the State match.

VII.B. Approve Second Reading Policy 03.121 - Salaries (2 minutes)

Discussion:

Jinger Carter presented the second reading of Policy 03.121 - Salaries. Dr. Sally Sugg recalled her question about the 20 years of teaching experience from a prior meeting. Dr. Sugg still feels, as a Board that needs to be changed. After discussion by the Board, the reference to salary credit for up to twenty (20) years of teaching experience will be changed to in accordance with the Statute. For the purposes of the administration, the Board will approve the second reading of the changes already made in this policy and bring the new changes back after checking with KSBA for correct language in accordance with Statute for a first reading of the policy.

Order #67 - Motion Passed: A motion to approve the Second Reading of Policy 03.121 - Salaries as presented by Jinger Carter passed with a motion by Dr. Sally Sugg and a second by Mrs. Tracey Williams.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VII.C. Approve Amended Salary Schedule (5 minutes)

Discussion:

Jinger Carter presented changes in the salary schedule stemming from Brian Bailey's technology restructuring plan from a recent work session. The only change is the job description name. The other change added on the Salary Schedule is the principal mentorship that was already in place. Dr. Sally Sugg commended Mr. Bailey for doing this. It was a good, efficient way to reorganize.

Order #68 - Motion Passed: A motion to approve the amended Salary Schedule as presented passed with a motion by Dr. Sally Sugg and a second by Mrs. Jennifer Keach.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VIII. New Business

VIII.A. Approve First Reading of Policy 04.61 - Gift, Grant or Devise (2 minutes)

Discussion:

Cindy Cloutier presented a new policy regarding donations to the schools as discussed at the last work session.

Order #69 - Motion Passed: A motion to approve the First Reading of Policy 04.61 - Gift, Grant or Devise as presented by Cindy Cloutier passed with a motion by Dr. Sally Sugg and a second by Mrs. Lisa Baird.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VIII.B. Set Council of Council (8 minutes)

Discussion:

Marganna Stanley reviewed her proposal for the Council of Council meeting. Dr. Sally Sugg stated that it's a great idea. The Board agreed to move forward with the plan as submitted.

VIII.C. 2016 School Bus Purchase Request (4 minutes)

Discussion:

Jeff Coursey presented his request to purchase 7 new school buses.

Order #70 - Motion Passed: A motion to approve the purchase of seven (7) new school buses passed with a motion by Mrs. Jennifer Keach and a second by Dr. Sally Sugg.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VIII.D. Consent Agenda (5 minutes)

Order #71 - Motion Passed: A motion to approve the Consent Agenda as presented passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

VIII.D.1. Approve Retiree Resolution Adoption 2015

Rationale:

<u>Employee Retiring</u>	<u>Position & School/Worksite</u>	<u>Years of Service</u>
Bruce Faulkner	Teacher, Henderson County High School	5 years of Service

VIII.D.2. Approve Bid Renewals

Rationale:

Toilet Tissue Bid #14-14-5-11

Art Supplies Bid #13-14-5-11

Building Supplies Bid #22-12-5-11

VIII.D.3. Approve School Activity Fund Fundraiser

Rationale:

HCHS Green L.C.C.E. (Healthy Snack Shop) to raise money for Community Based outings

VIII.D.4. Approve Admission and Release Committee Chairpersons for 2015-2016

VIII.D.5. Approve 2015-2016 Indirect Cost Rates

VIII.D.6. Approve Shortened School Day for Three (3) Special Education Students

VIII.D.7. Approve Student Overnight Trip Requests

Rationale:

HCHS Academic Competition in Lexington, KY November 6-7, 2015

HCHS International Thespian Society State Festival in Richmond, KY November 22-24, 2015

HCHS UK Fall Academic Championship in Lebanon, KY October 31-November 1, 2015

VIII.D.8. Approve FY-2016 KETS Offer of Assistance

IX. Financial

IX.A. Treasurer's Report (5 minutes)

Discussion:

Cindy Cloutier presented the Treasurer's Report for the month ending September 2015. Marganna Stanley requested that the Board approve the Treasurer's Report as presented by Cindy Cloutier.

Order #72 - Motion Passed: A motion to approve the Treasurer's Report for the month ending September, 2015 as presented passed with a motion by Mrs. Lisa Baird and a second by Mrs. Jennifer Keach.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

IX.B. Paid Warrant Report (5 minutes)

Discussion:

Cindy Cloutier presented the Paid Warrant Report for payments made between September 22, 2015 and October 19, 2015. Marganna Stanley requested that the Board approve the Paid Warrant Report as presented by Cindy Cloutier.

Order #73 - Motion Passed: A motion to approve the Paid Warrant Report for payments made between September 22, 2015 and October 19, 2015 as presented by Cindy Cloutier passed with a motion by Mrs. Tracey Williams and a second by Dr. Sally Sugg.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

X. Personnel Actions (2 minutes)

Discussion:

Personnel actions taken by the Superintendent since the last regular board meeting were reviewed with the Board and are attached to these minutes.

XI. Executive Session Pursuant to KRS 61.810(c) Discussions of Proposed Litigation (10 minutes)

Order #74 - Motion Passed: A motion to move into Executive Session pursuant to KRS 61.810(c) for discussions of proposed litigation at 7:54 p.m. passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

Order #75 - Motion Passed: A motion to move out of executive session at 8:09 p.m. passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

XII. Adjourn

Order #76 - Motion Passed: There being no further business to come before the Board, a motion to adjourn the meeting at 8:10 p.m. passed with a motion by Dr. Sally Sugg and a second by Mrs. Tracey Williams.

4 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mrs. Jennifer Keach	Yes
Dr. Sally Sugg	Yes
Mrs. Tracey Williams	Yes

Lisa Baird, Chairperson

Marganna Stanley, Superintendent