Board of Education Regular Meeting

November 16, 2015 6:00 PM

Professional Development Center

631 North Green Street

Henderson, KY 42420

**Attendance Taken at 5:42 PM:**

Present Board Members:

Mrs. Lisa Baird

Mrs. Jennifer Keach

Mr. Bradley Staton

Dr. Sally Sugg

Mrs. Tracey Williams

**I. Welcome & Call Meeting to Order (1 minute)**

**I.A. Moment of Silence & Pledge of Allegiance**

Discussion:

After a moment of silence, Tracey Williams led the Pledge of Allegiance.

**II. Oaths for Board of Education Member (5 minutes)**

Rationale:

Acknowledge Oaths of Office for newly elected Board Member on November 3, 2015.

Discussion:

Elizabeth Bird, Board Attorney, confirmed that Mr. Brad Staton signed the Statutory Oath for Board of Education Member and then, being a Notary Public, administered the Constitutional Oath. A copy of both Oaths are attached to these Minutes.

**III. Students & Staff Recognition (15 minutes)**

**III.A. HCHS Volleyball Team**

Discussion:

The Board recognized the HCHS Volleyball Team for their outstanding season this year.

**III.B. HCHS Soccer Team**

Discussion:

The Board recognized the Colonel and Lady Colonel Soccer Teams for their outstanding season this year.

**III.C. HCHS FFA - Kentucky State Fair Awards**

Discussion:

The Board recognized the HCHS FFA students that attended the Kentucky State Fair who received several awards.

**III.D. Judge's Scholar**

Discussion:

The Board recognized Zayne Wolfe from Niagara Elementary for receiving the Judge's Scholar for the month of November.

**III.E. Middle School Recipients of Youth Diversity Challenge Day Entry**

Discussion:

The Board recognized middle school recipients of the Youth Diversity Challenge Day entry.

**III.F. Brian Sullivan - Finalist for the Presidential Award for Mathematics and Science**

Discussion:

The Board recognized HCHS teacher, Brian Sullivan, for being selected as a finalist for the prestigious Presidential Award for Excellence in Mathematics and Science Teaching.

**III.G. Billy Austill - Kentucky School Plant Management Association Certified Facility Manager**

Discussion:

The Board recognized Co-Director of Maintenance, Billy Austill, for receiving the Kentucky School Plant Management Association Certified Facility Manager certificate.

**IV. Public Participation & Recognition of Guests (5 minutes)**

Discussion:

Greg Hunsaker addressed the Board along with Jeff Burke, who led a prayer. Richard Shoulders addressed the Board requesting permission to use the high school on March 5, 2016 for the purpose of holding the Republican Presidential Caucus. Dean Spooner lodged a complaint with the Board for the use of public school marquees showing support of the Nickel Tax and requested a public apology from the Board and the school administration pledging to never do this again. Elizabeth Bird gave an explanation of the Statutes and Board Policies confirming that the school district did not use the marquees improperly. The Board also recognized HCHS Student Ambassadors in attendance: Trey Book, Kelsey Dunham and Stefani Sutton

**V. Approve Minutes from Prior Meetings (2 minutes)**

**Order #77 - Motion Passed:**  A motion to approve the Minutes from the October 19, 2015 Regular Meeting passed with a motion by Mrs. Jennifer Keach and a second by Mrs. Tracey Williams.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**VI. Committee Reports**

**VI.A. Building Committee (5 minutes)**

Discussion:

Steve Steiner gave an update from the Building Committee Meeting at Spottsville School on October 22nd. They discussed options as to what RBS would need to move forward on some drawings. The Construction Manager and RBS were there to help lead the committee through those things. One of the things discussed was the size of the school. Based on what has been seen and heard and through discussions with RBS and the construction manager, the committee thought that 700 be appropriate.

**VI.B. Budget Committee (5 minutes)**

Discussion:

Cindy Cloutier gave an update from the first meeting of the Budget Committee that was held on October 26th. Steve Steiner gave an overview of the different departments and facts about the school system at the meeting. Ms. Cloutier talked about the different components of the school budget, expenditures and how they are broken down into different functional areas. She also explained the different sources of revenue. Joe Nance, our Fiscal Agent, plans to be at the next Budget Committee Meeting to talk to the Committee about the bonding capacity, how it's calculated and how the nickel tax will impact our revenues in the future. Mr. Brad Staton stated that the Budget Committee Meeting was very well organized and is looking forward to the next one. Dr. Sally Sugg asked how many classroom teachers are on the Budget Committee. Mr. Steiner stated that they tried to get staff from every different aspect. So there is classified, certified and with every school represented. Dr. Sugg stated that hopefully our teacher core and classified core workers will get really active and seek information from the Budget Committee. Dr. Sugg also stated that we are not out of the woods financially yet and that there will be cuts probably in the Spring and is hoping that the certified and classified folks on the Committee will be able to give feedback when the Board makes those really tough decisions. Mrs. Lisa Baird agreed with Dr. Sugg that we do need to keep everybody involved in all of this, but to say that there will probably be cuts in the future is totally unsure and Mrs. Baird does not want to leave that impression on the public. Mrs. Baird also stated that we will work to keep ourselves as financially stable as possible.

**VII. Reports**

**VII.A. Spottsville Project (15 minutes)**

**VII.A.1. Choices and Cost Analysis**

Discussion:

Craig Thomas, RBS Design Group, and Neal Guess, Codell Construction, gave an explanation of the handout on Spottsville Budget Items, which included thermal envelope, roof, floors, HVAC and daylight harvesting. Marganna Stanley asked what would be the possible square footage. Mr. Thomas stated that it should be somewhere around 70,000, but hopes to know by the next Board Work Session. He also would like to present the bids for the floor and roofing for approval at that time as well. Lisa Baird asked about the cost value and continual maintenance on the floors. Mr. Thomas stated that VCT is the most cost effective with the most maintenance. A cost solution to that would be the Enhanced VCT. It is a dollar more per square foot, but will eliminate the maintenance that VCT requires. Mr. Thomas asked that the Board forward any questions that they may have to the Superintendent.

**VII.B. HCHS Athletic Report (5 minutes)**

Discussion:

Vivian Tomblin gave an update to the Board on HCHS Athletics.

**VIII. Old Business**

**VIII.A. Visioning Dates (5 minutes)**

Discussion:

Marganna Stanley presented suggested Visioning Forum dates to the Board. Mrs. Stanley asked the Board to move the December 7th Work Session to December 14th because the Superintendent Winter Conference has just been scheduled for December 6th, 7th and 8th and the new Commissioner will be speaking. All members of the Board agreed to move the December 7th Work Session to December 14th. Mrs. Baird encouraged the Board Members and community members to attend as many of these forums as possible.

**VIII.B. Approve Second Reading Policy 04.61 - Gift, Grant or Devise (2 minutes)**

Discussion:

Cindy Cloutier presented Policy 04.61 - Gift, Grant or Devise for a second reading.

**Order #78 - Motion Passed:**  A motion to approve the second reading of Policy 04.61 - Gift, Grant or Devise passed with a motion by Mrs. Tracey Williams and a second by Dr. Sally Sugg.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**IX. New Business**

Discussion:

The Board discussed the possibility of allowing the Republican Party to use the HCHS Gym, Auditorium and Lobby to hold the Republican Presidential Caucus on March 5, 2016. Mrs. Jennifer Keach asked about the time frame. Mrs. Stanley stated that Mr. Shoulders stated in her meeting with him today that it would be March 5, 2016 for approximately 6 hours and was requesting the High School Lobby, Auditorium and Gymnasium area. Mrs. Stanley stated that the High School is available that day. Mrs. Keach sees no problem with it as it seems to be an election and not a partisan thing. Mrs. Tracey Williams stated that we are the only county not participating speaks loudly. Dr. Sally Sugg 100% agrees and stated that we need to err on the side of inclusiveness. Mr. Brad Staton stated that this event is exciting, historical and he is totally for it and could be used for a highly educational event. Mrs. Lisa Baird stated that she doesn't have a problem with it. Mrs. Bird stated that we could include caucus in our procedure so in the future, if this comes up again, it would be there.

**IX.A. First Reading of Policy 03.121 - Salaries (2 minutes)**

Discussion:

Jinger Carter presented Policy 03.121 - Salaries for a first reading removing "up to twenty (20)" years of teaching experience and replacing it with "their".

**Order #79 - Motion Passed:**  A motion to approve the first reading of Policy 03.121 (Salaries) passed with a motion by Dr. Sally Sugg and a second by Mr. Bradley Staton.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**IX.B. Review and Accept Revisions to Special Education Procedures Section 2. ARC Meetings (5 minutes)**

Discussion:

Bonnie Gelke presented revisions to the Special Education Procedures for Section 2 ARC Meetings for Board review. Mr. Brad Staton asked about something he saw on the Kentucky Protection & Advocacy website and asked Elizabeth Bird how this jives with other Regulations in the State. Mrs. Bird stated that in Kentucky there is no Regulation that requires that a parent be permitted to audio or video tape the ARC meetings. Our Statutes and Regulations are silent on this. Mrs. Bird stated that our Special Education Procedures are within the law.

**Order #80 - Motion Passed:**  A motion to accept the revisions to the Special Education Procedures Section 2. ARC Meetings passed with a motion by Mr. Bradley Staton and a second by Mrs. Jennifer Keach.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**IX.C. Proposed 2016-2017 School Calendar (5 minutes)**

Discussion:

Steve Steiner presented the proposed 2016-2017 School Calendar for approval for a first reading. Mr. Steiner also requested that the Board approve for Fall break to be the second full week in October and Spring break to be the first full week in April for consistency. The rationale is that many families have to submit requests for vacation at work well in advance of finalizing the school calendar. Dr. Sally Sugg stated that some school districts set two calendar years in a row to have that far out already planned. She suggested that that may be something else the district may want to consider.

**Order #81 - Motion Passed:**  A motion to approve the proposed 2016-2017 School Calendar with the understanding that the request moving forward to schedule Fall break to the second full week in October and Spring break to be the first full week in April unless changed in the future passed with a motion by Dr. Sally Sugg and a second by Mrs. Jennifer Keach.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**IX.D. Consent Agenda (5 minutes)**

**Order #82 - Motion Passed:**  A motion to approve the Consent Agenda as presented passed with a motion by Mrs. Lisa Baird and a second by Mrs. Tracey Williams.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**IX.D.1. Approve School Activity Fund Fundraisers**

Rationale:

HCHS Football Team to raise funds to support football team meals and senior night

NMS Student Council to raise funds for student council activities and student council member shirts

NMS Academic Team to raise money for students on the academic team for competitions, practice questions, team shirts and food during competition

NMS Spirit Committee to raise money to start an account so that they can have supplies for poster boards for games, buy supplies for dances and for the students

East Heights PTA to raise funds for the general fund

**IX.D.2. Student Overnight Trip Requests**

Rationale:

Retroactive approval for Eight HCHS student to attend the Regional Teen Leadership Conference at Mt. St. Joseph in Owensboro, KY November 5-6, 2015

HCHS - YClub to attend KYA (Kentucky Youth Assembly) December 3-5, 2015 in Louisville, KY

**IX.D.3. Approve Grant Applications**

Rationale:

HCHS - Video Insight ($10,000)

HCHS (CTE Unit) - 2016-17 PLTW's Toyota USA Foundation School Grant Competition ($25,000)

Discussion:

Dr. Sally Sugg stated that she really appreciates the grant application information as presented.

**IX.D.4. Approve Bid Recommendations and Renewals**

Rationale:

Bid Recommendations:

T-Shirts, Sweatshirts/pants and Polos Bid #10-15-5-11

Fuel Bid #9-15-5-11

Bid Renewal Recommendations:

Office/Bookstore Supplies Bid #28-13-5-11

Teaching Supplies Bid #20-12-5-11

Science Supplies Bid #21-12-5-11

Workman's Compensation Insurance Bid #25-13-5-12

**IX.D.5. Adopt Retiree Resolutions**

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

**X. Financial**

**X.A. Treasurer's Report (5 minutes)**

Discussion:

Cindy Cloutier presented the Treasurer's Report for the month ending October 2015. Mrs. Lisa Baird asked when the tax bills will go out. Ms. Cloutier stated that they are supposed to go out on December 1st. Mrs. Marganna Stanley requested the Board's approval of the Treasurer's Report as presented by Cindy Cloutier.

**Order #83 - Motion Passed:**  A motion to approve the Treasurer's Report for the month ending October 2015 passed with a motion by Mrs. Tracey Williams and a second by Dr. Sally Sugg.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**X.B. Paid Warrant Report (5 minutes)**

Discussion:

Cindy Cloutier presented the Paid Warrant Report for payments made between October 20, 2015 and November 16, 2015. Mrs. Jennifer Keach asked what the payment to H.E.C.C. for $4,875.00 was for. Mr. Brian Bailey stated that it stands for Hoosier Education Computer Consortium. It was part of the TB21 Grant. Staff and teachers went to Indianapolis for professional development. Mrs. Keach also wanted to point out for clarification that the bill to ABBA for the door hangers for the Nickel Tax initiative was not paid out of our General Fund. Mrs. Stanley stated that that is correct. That was all paid for by community donations. Mrs. Stanley requested the Board's approval of the Paid Warrants as submitted by Cindy Cloutier.

**Order #84 - Motion Passed:**  A motion to approve the Paid Warrant Report for payments made between October 20, 2015 and November 16, 2016 passed with a motion by Mrs. Jennifer Keach and a second by Mr. Bradley Staton.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**XI. 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. Dr. Sally Sugg questioned when we have a position and we add days, specifically the one in question is the school Social Worker, that position was increased by 25 days. Dr. Sugg questioned where that money comes from. Marganna Stanley stated that this increase is coming out of special education funds. Dr. Sugg questioned that none of the increases on that particular page are coming from General Fund. Dr. Sugg wanted clarification that there is no new money being allocated to personnel. Mrs. Stanley stated that that would be correct. Mrs. Stanley also reminded the Board about the reassignments in Technology that was approved by the Board. It wasn't to cost anymore, but a change in titles and rearrangement of duties. Mrs. Baird stated that the plan was going to save the Board money.

**XII. Executive Session pursuant to KRS 61.810(1)(f) for discussions or hearings which might lead to the discipline of a student (5 minutes)**

**Order #85 - Motion Passed:**  A motion to move into executive session pursuant to KRS 61.810(1)(f) for discussions or hearings which might lead to the discipline of a student at 8:05 p.m. passed with a motion by Mrs. Tracey Williams and a second by Mrs. Jennifer Keach.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**Order #86 - Motion Passed:**  A motion to move out of executive session at 8:13 p.m. passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

**XIII. Adjourn**

**Order #87 - Motion Passed:**  There being no further business to come before the Board, a motion to adjourn the meeting at 8:25 p.m. passed with a motion by Dr. Sally Sugg and a second by Mrs. Tracey Williams.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird Yes

Mrs. Jennifer Keach Yes

Mr. Bradley Staton Yes

Dr. Sally Sugg Yes

Mrs. Tracey Williams Yes

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Lisa Baird, Chairperson

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Marganna Stanley, Superintendent