

Board of Education Regular Meeting
April 18, 2016 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
Mr. Bradley Staton
Dr. Sally Sugg
Mrs. Tracey Williams

I. Welcome & Call Meeting to Order

I.A. Moment of Silence & Pledge of Allegiance

Dr. Sally Sugg led the Pledge of Allegiance followed by a moment of silence.

II. Students & Staff Recognition

II.A. National Award of Non-Teaching Professional - Midge Stribling

Midge Stribling received the National award of Non-Teaching Professional Award by the National Association of State Directors of Migrant Education.

II.B. Judge's Scholar for April - Callie Garrett

Judge's Scholar for April - Callie Garrett - 5th Grade at Bend Gate Elementary School

II.C. 27th Annual Secretary of State Slogan Contest Winners

First Place- Vanessa Seaver 8th grade - "Don't live in the past, Vote for the future."
Second Place- Isaac Damrath 8th grade - "Your state needs you to take part-know your candidate, vote smart."

II.D. Transportation Department

III. Public Participation & Recognition of Guests

Discussion:

Mr. Greg Hunsaker introduced Father Tony Shonis, priest at Holy Name of Jesus Catholic Church, who read a passage that was written by Jesse Stuart about teaching. Mr. Sam

Ball presented to the Board the plaque he received when he was inducted into the Kentucky High School Hall of Fame last month which will be placed at Henderson County High School along with the gold trophy he previously donated. The Board also recognized Henderson County High School Student Ambassadors in attendance: Trupte Patel, Shelby Keeling and Shelby Buckman.

IV. Approve Minutes from Prior Meetings

Order #188 - Motion Passed: A motion to approve the Minutes from April 4, 2016 Special Meeting Work Session 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

V. Committee Reports

VI. Reports

VI.A. Architect Report

VI.A.1. Approval to Receive Bids for the Geothermal Well Field

Discussion:

Mr. Craig Thomas presented the Geo-Thermal Well Layout for the New Spottsville Elementary School for approval in order to send out to bid. This is the drawing from which the bidders will bid. Mr. Thomas stated that the goal is to bid this by May 12, 2016, but is pending upon the Kentucky Department of Education approval of the document.

Order #189 - Motion Passed: A motion to receive bids for the Geo-Thermal Well field for the New Spottsville Elementary School Project passed with a motion by Mr. Bradley Staton 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

VI.B. HCHS Athletic Report

Discussion:

Ms. Vivian Tomblin presented the HCHS Athletic Report.

VI.C. Challenge Day

Discussion:

Ms. Jamie Like presented projected costs for another Challenge Day for Henderson County High School, North Middle School and South Middle School requested for June 1, 2 and 3, 2016. The Board is in support of this program, but tabled this item until more details are given on the budget.

VI.D. Instruction

Discussion:

Mrs. Jo Swanson gave a report on instruction.

VII. Old Business

VII.A. Budget Update

Discussion:

Mrs. Marganna Stanley informed the Board that the Budget Committee plans to meet Wednesday to work on a plan for the budget. Mrs. Stanley plans to present the plan at the May 9, 2016 work session.

VII.B. Garfield Property

VII.B.1. Declare Garfield Avenue Property as Surplus

Discussion:

Mrs. Elizabeth Bird presented information on the property located at 1633 and 1637 Garfield Avenue. Due to the fact that the properties are no longer needed for public school purposes, Mrs. Bird advised the Board to declare the Garfield Avenue property surplus and to transfer it to the Vocational Home Builders Association.

Order #190 - Motion Passed: A motion to declare the Garfield Avenue property as surplus 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

VII.B.2. Authorization Transfer Garfield Avenue Property to Vocational Home Builders Association

Order #191 - Motion Passed: A motion to authorize the transfer of the Garfield property to the Vocational Home Builders Association as presented 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

VII.C. Auditor RFP

Discussion:

Mrs. Lisa Baird explained the process the committee took to come up with the recommendation for Auditor. Mrs. Baird stated that the committee recommends Myriad CPA Group.

Order #192 - Motion Passed: A motion to approve Myriad CPA Group as Auditor for this year passed with a motion by Mrs. Jennifer Keach 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

VII.D. Vanco Services Convenience Fee Schedule

Discussion:

Ms. Cindy Cloutier presented the proposal from Vanco Services to process online payments of book fees, including payments with credit cards.

Order #193 - Motion Passed: A motion to approve Vanco Services for debit and credit card payments passed with a motion by Mr. Bradley Staton 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

VIII. New Business

VIII.A. First Reading Policy 03.1232/03.2232 - Sick Leave

Discussion:

Mrs. Marganna Stanley presented the sick leave policy for certified and classified personnel allowing employees to use up to two (2) days sick leave per school year for emergency purposes. Dr. Sally Sugg suggested that the administration keep track between now and this time next year of the number of sub days. Along those lines, Dr. Sugg also suggested at the end of this school year to get a report on sub days and how we fill absences in the classroom. Mrs. Stanley stated that they will be generating such a report as part of the PIPE Grant and would be glad to share their findings. Mrs. Stanley stated that they are also looking at position control and child nutrition.

Order #194 - Motion Passed: A motion to approve the first reading of Policy 03.1232/03.2232 - Sick Leave 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

VIII.A.1. Review Administrative Procedure 03.123 AP.2 - Employee Leave Affidavit

Discussion:

Mrs. Marganna Stanley presented for Board review revisions to Administrative Procedure 03.123 AP.2 - Employee Leave Affidavit to match the changes to policy.

VIII.B. Salary Schedule

Discussion:

Mrs. Jinger Carter presented proposed changes to the classified salary schedule. Mrs. Lisa Baird stated that this was brought up at the last work session and her notes state a potential savings of \$13,000 for the Transportation Assistant and possible savings for the finance area of \$3,600 to \$8,600 depending on the person hired. Mrs. Carter confirmed that that is correct.

Order #195 - Motion Passed: A motion to approve the changes to the salary schedule 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

VIII.C. Review Administrative Procedure 05.2AP.2 - School Custodial Checklist and 05.21AP.2 - Playground Equipment Checklist

Discussion:

Mr. Steve Steiner presented changes to Administrative Procedures 05.2AP.2 - School Custodial Checklist and 05.21AP.2 - Playground Equipment Checklist.

VIII.D. Chapter 1 - Policy Changes

Discussion:

Mrs. Marganna Stanley presented Policies from Chapter 1 for approval of a first reading along with one Administrative Procedure 01.411 AP.1 for review. Dr. Sally Sugg asked regarding 01.45 - Board Meeting Agenda and a standing item on the agenda to approve the agenda. Dr. Sugg also brought up from previous discussions regarding 01.7 - Board Attorney that every two (2) years when the Board Chair changes to just do a review. Mrs. Stanley stated that we will begin putting approval of the agenda on future agendas. Mrs. Stanley stated that we will make the suggested changes to 01.7 - Board Attorney and have a first reading of that policy in May.

Order #196 - Motion Passed: A motion to approve the first reading of Chapter 1 Policies presented: Policy 01.41 - Organizational Meetings, Policy 01.42 - Regular Meetings, Policy 01.44 - Special Called Meetings, Policy 01.45 - Board Meeting Agenda and Policy 01.83 - School Board Training, except Policy 01.7 - Board Attorney passed with a motion by Mr. Bradley Staton 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

VIII.E. Consent Agenda

Order #197 - 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

VIII.E.1. Adopt Retiree Resolutions

Rationale:

Employee Retiring	Position & School/Worksite	Years of Service
Sharon Carver	Cook/Baker, South Heights Elementary	14 Years of Service
Victor Doty	Assistant Principal, Henderson Co. High	10 Years of Service HCS, 30 Years to Education
Janet McGuire	Childcare Supervisor, Spottsville Elementary	22 Years of Service
Sondra Neel	Teacher, South Middle School	31 Years of Service
Greg Pirtle	Guidance Counselor, Niagara Elementary	16 Years of Service HCS, 25 Years to Education
Deloris Raleigh	Bus Driver, Transportation Department	24 Years of Service
Connie Sights	Transportation Area Coordinator, Transportation Department	22 Years of Service
Leslie Stuen	Gifted & Talented Coordinator, District-Wide	25 Years of Service HCS, 27 Years to Education
Kim Swan	Teacher, South Middle School	27 Years of Service
Joan Parker	Instructional Assistant, South Heights Elementary	12 Years of Service

VIII.E.2. Approve Student Overnight Trip Requests

Rationale:

HCHS Equine/Animal Science Trip to Louisville, KY April 19-20, 2016

VIII.E.3. Approve Grant Applications

Rationale:

HCHS Agri-Biology and Biology classes from Monsanto to purchase Aquaponics and Hydroponics system to teach about sustainable gardening (\$10,000)

HCHS from Owensboro Health Foundation for the purpose of implementing the TEEN Certification for Emergency Response Team program (\$11,000)

HCHS School of Fine Arts from the Community Foundation for Education to purchase thirty guitars for the first of the School of Fine Arts programs (\$7,000)

VIII.E.4. Bid Recommendations

Rationale:

Bid Renewal Recommendations:

Bank Depository RFP #3-15-5-4

Fire & Safety Equipment Inspection Bid #9-14-5-5

Student Accident Insurance Bid #8-14-5-5

Elementary and Middle School Pictures Bid #4-15-5-4

Copy Paper Bid #6-15-5-5

Bid Recommendation:

Audit RFP #Audit 16

IX. Financial

IX.A. Treasurer's Report

Discussion:

Ms. Cindy Cloutier presented the Treasurer's Report for the month ending March, 2016.

Mrs. Marganna Stanley requested the Board approve the Treasurer's Report as presented.

Order #198 - Motion Passed: A motion to approve the Treasurer's Report for the month ending March, 2016 passed with a motion by Mrs. Tracey Williams 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. Paid Warrant Report

Discussion:

Ms. Cindy Cloutier presented the Paid Warrant Report for payments made between March 22, 2016 and April 18, 2016. Mrs. Marganna Stanley requested that the Board approve the Paid Warrant Report as presented.

Order #199 - Motion Passed: A motion to approve the Paid Warrant Report for payments made between March 22, 2016 and April 18, 2016 passed with a motion by Mrs. Jennifer Keach 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. Personnel Actions

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(1)(c) for discussions of proposed or pending litigation

Order #200 - Motion Passed: A motion to move into executive session pursuant to KRS 61.810(1)(c) for discussions of proposed or pending litigation at 7:38 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

Order #201 - Motion Passed: A motion to move out of executive session at 8:00 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

XII. Adjourn

Order #202 - Motion Passed: There being no further business to come before the Board, a motion to adjourn the meeting at 8:00 p.m. passed with a motion by Mr. Bradley Staton 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

Lisa Baird, Chairperson

Marganna Stanley, Superintendent