

**[Marion County Board of Education Regular Meeting]**

[May 12, 2016] [5:00 p.m.]

[Marion County Area Technology Center, 721 East Main Street, Lebanon, KY 40033]

**Attendance Taken at 4:55 PM:**

Present Board Members:

Mr. Kaelin Reed

Mr. Robert Cecil

Rev. DeLane Pinkston

Mr. Jerry Evans

Mr. Michael Cecil

**I. Call to Order**

**II. Pledge of Allegiance/Moment of Silence**

**Discussion:**

The Pledge of Allegiance was led by Student Ambassador Presley Wilson.

**III. Amend Agenda (Attachment #1)**

**Motion Passed:** Approval to amend the agenda as shown in attachment #1 passed with a motion by Rev. DeLane Pinkston and a second by Mr. Jerry Evans.

Mr. Kaelin Reed	Yes
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Mr. Robert Cecil	Yes
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Rev. DeLane Pinkston	Yes
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Mr. Jerry Evans	Yes
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Mr. Michael Cecil	Yes
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**IV. Communications**

**IV.A. Superintendent Report (Attachment #2)**

**IV.B. Student Recognitions/Presentations**

**Discussion:**

Several elementary students were presented certificates for fourth district and all-state chorus awards. Also, Sophie Clark and Caroline Reed were recognized for achieving scholarships from the Governor's Scholar Program.

**IV.C. MAP Scores Update**

**Discussion:**

Chief Academic Officer Tammy Newcome explained the third round and three year data scores for the school district from the MAP data. This data shows an incline in test score results over this time period.

**IV.D. Accountability Update FY2016**

**Discussion:**

CAO Tammy Newcome reviewed a power point titled "2016 Unbridled Learning Accountability System-An Emphasis on Novice Reduction" looking at possible future new rules for district's accountability.

**V. Student Learning Services**

**V.A. Consider Approval of Amended 2016-2017 Calendar**

**Motion Passed:** Approval of the amended FY2017 Calendar to include attending school on Primary Election Day next year passed with a motion by Rev. DeLane Pinkston and a second by Mr. Robert Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**V.B. Consider Approval of the Revised 2016-17 Certified Evaluation Plan**

**Motion Passed:** Approval of the revised 2016-17 Certified Evaluation Plan passed with a motion by Mr. Michael Cecil and a second by Mr. Kaelin Reed.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**V.C. Consider Approval of Update for Policy #09.121 Entrance Age**

**Motion Passed:** Approval of the update for Policy #09.121 Entrance Age passed with a motion by Mr. Jerry Evans and a second by Mr. Kaelin Reed.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**V.D. Consider Approval of Update for Procedure #09.121 AP.21 Petition for Early Enrollment Form**

**Motion Passed:** Approval of the update for Procedure #09.121 AP.21 Petition for Early Enrollment Form passed with a motion by Mr. Jerry Evans and a second by Mr. Michael Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**V.E. Consider Approval of Advertisement for Request for Proposal regarding Ray House Project**

**Motion Passed:** Approval of advertisement of a Request for Proposal regarding the Ray House Project passed with a motion by Mr. Michael Cecil and a second by Rev. DeLane Pinkston.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**V.F. Consider Approval to Declare Ceiling Flag Surplus Property**

**Motion Passed:** Approval to declare the ceiling flag surplus property passed with a motion by Rev. DeLane Pinkston and a second by Mr. Robert Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes

Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**V.G. Consider Approval of Donation of Ceiling Flag to City of Lebanon**

**Motion Passed:** Approval of the donation of the ceiling flag to the City of Lebanon passed with a motion by Mr. Jerry Evans and a second by Rev. DeLane Pinkston.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI. Student Support Services**

**VI.A. Consider Approval of Field Trips**

Rationale:

SCMS 8th Grade-May 19, 2016/Holiday World, Santa Claus, Indiana  
MCATC HOSA FHP International Leadership Conference-June 21-26,  
2016/Nashville, Tennessee

**Motion Passed:** Approval of field trips as listed in the Rationale Section passed with a motion by Mr. Michael Cecil and a second by Mr. Jerry Evans.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.B. Consider Approval of Ross & Company LLC 2015-16 Independent Auditor's Contract**

**Motion Passed:** Approval of the Ross & Company LLC 2015-16 Independent Auditor's Contract passed with a motion by Rev. DeLane Pinkston and a second by Mr. Kaelin Reed.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.C. Consider Approval of FY2016 Budget Amendments**

**Motion Passed:** Approval of the FY2016 budget amendments passed with a motion by Mr. Michael Cecil and a second by Mr. Kaelin Reed.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.D. Consider Approval of FY2017 School Activity Fund Budgets**

**Motion Passed:** Approval of the FY2017 School Activity Fund Budgets passed with a motion by Rev. DeLane Pinkston and a second by Mr. Robert Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes



**VI.E. Consider Approval of 2016-17 Student Accident Insurance with Berkley Life & Health for \$87,831.10**

**Motion Passed:** Approval of the 2016-17 Student Accident Insurance with Berkley Life & Health for \$87,831.10 passed with a motion by Rev. DeLane Pinkston and a second by Mr. Robert Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.F. Consider Approval of Acceptance of Soft Drink Bids**

**Motion Passed:** Approval of acceptance of the soft drink bids passed with a motion by Mr. Jerry Evans and a second by Rev. DeLane Pinkston.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.G. Consider Approval to Award the Bid for Soft Drink Services**

**Motion Passed:** Approval to award the bid for soft drink services to Coke for five years passed with a motion by Mr. Jerry Evans and a second by Mr. Robert Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.H. Consider Approval of Establishing Positions for Two Teachers to Serve Gifted Education**

**Motion Passed:** Approval of establishing positions for two teachers to serve gifted education passed with a motion by Rev. DeLane Pinkston and a second by Mr. Kaelin Reed.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.I. Consider Approval of Job Description Revision for Human Resources Director (Attachment #3)**

**Motion Passed:** Approval of the job description revision for the Human Resources Director-Certified as shown in Attachment #3 passed with a motion by Mr. Robert Cecil and a second by Mr. Michael Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.J. Consider Approval of Establishing Position for Post-Secondary Coach**

**Motion Passed:** Approval of establishing a position for a post-secondary coach passed with a motion by Mr. Michael Cecil and a second by Mr. Robert Cecil.

Mr. Kaelin Reed	Yes
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Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VI.K. Consider Approval of Job Description for Post-Secondary Coach (Attachment #4)**

**Motion Passed:** Approval of the job description for a Post-Secondary Coach as shown in Attachment #4 passed with a motion by Mr. Jerry Evans and a second by Rev. DeLane Pinkston.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VII. Student Learning & Support Consent Items**

**Motion Passed:** Approval of all consent agenda items VII A-Q passed with a motion by Rev. DeLane Pinkston and a second by Mr. Robert Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

**VII.A. Approval of Minutes**

Rationale:

Regular Meeting Minutes - April 19, 2016

Special Called Meeting/Work Session Minutes - May 3, 2016

**VII.B. Approval of Disbursements for Payroll, Direct Deposits, and Accounts Payable**

Rationale:

Payroll: 303726-303783

Direct Deposit: 198042-199194

Accounts Payable: 71454-71642

**VII.C. Approval of Superintendent's Travel Reimbursement**

Rationale:

April 20, 2016/\$52.65

**VII.D. Approval of 2016-17 GES Read to Achieve District Assurance**

**VII.E. Approval of 2016-17 GES Leader in Me Contract**

**VII.F. Approval of FY2017 Perkins Secondary Grant Application for \$22,691**

**VII.G. Approval of 2016-17 Marion/Washington County Community Early Childhood Councils Strategic Plan Grant Application**

**VII.H. Approval of 2016-17 Central Kentucky Educational Co-op Membership Dues for \$6,561**

**VII.I. Approval of 2016-17 Green River Regional Education Co-op Membership Fees for approx. \$4,500**

VII.J. Approval of 2015-16 KHSAA Annual Verification of Title IX Procedures

VII.K. Approval of GES 2016 Lowes Toolbox for Education Grant for \$5,000

VII.L. Approval of Parrett Associates LLC Consulting Agreement for \$6,000

VII.M. Approval of 2016-17 Midway University Student Teacher Agreement

VII.N. Approval of FY2015 Heartland Trail ASAP Donation to Youth Service Center for \$500

VII.O. Approval of Additional 30 Minutes per day for Julie Clements, as needed, at Marion County High School, effective April 18, 2016

VII.P. Approval of Additional Ten Days for Joanne Tyler for the 2015-16 School Year

VII.Q. Approval of Additional 15 Days for Shannon Sparkman for the 2015-16 School Year

VIII. Acknowledgement of Personnel Actions (Attachment #5)

IX. Adjournment

**Motion Passed:** Adjournment of the meeting at 6:45 p.m. passed with a motion by Rev. DeLane Pinkston and a second by Mr. Robert Cecil.

Mr. Kaelin Reed	Yes
Mr. Robert Cecil	Yes
Rev. DeLane Pinkston	Yes
Mr. Jerry Evans	Yes
Mr. Michael Cecil	Yes

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Chairperson

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Superintendent



**I. Call to Order**

Chairman Michael Cecil  
Student Ambassadors

**II. Pledge of Allegiance/Moment of Silence**

**III. Amend Agenda (Attachment #1)**

**IV. Communications**

**A. Superintendent Report (Attachment #2)**

Taylor Schlosser

**B. Student Recognitions/Presentations**

**C. MAP Scores Update**

Tammy Newcome

**D. Accountability Update FY2016**

**V. Student Learning Services**

**A. Consider Approval of Amended 2016-2017 Calendar**

**B. Consider Approval of the Revised 2016-17 Certified Evaluation Plan**

**C. Consider Approval of Update for Policy #09.121 Entrance Age**

**D. Consider Approval of Update for Procedure #09.121 AP.21 Petition for Early Enrollment Form**

**E. Consider Approval of Advertisement for Request for Proposal regarding Ray House Project**

**F. Consider Approval to Declare Ceiling Flag Surplus Property**

**G. Consider Approval of Donation of Ceiling Flag to City of Lebanon**

**VI. Student Support Services**

**A. Consider Approval of Field Trips**

**B. Consider Approval of Ross & Company LLC 2015-16 Independent Auditor's Contract**

**C. Consider Approval of FY2016 Budget Amendments**

**D. Consider Approval of FY2017 School Activity Fund Budgets**

**E. Consider Approval of 2016-17 Student Accident Insurance with Berkley Life & Health for \$87,831.10**

**F. Consider Approval of Acceptance of Soft Drink Bids**

**G. Consider Approval to Award the Bid for Soft Drink Services**

**H. Consider Approval of Establishing Positions for Two Teachers to Serve Gifted Education**

**I. Consider Approval of Job Description Revision for Human Resources Director (Attachment #3)**

**J. Consider Approval of Establishing Position for Post-Secondary Coach**

**K. Consider Approval of Job Description for Post-Secondary Coach (Attachment #4)**

**VII. Student Learning & Support Consent Items**

**A. Approval of Minutes**

**B. Approval of Disbursements for Payroll, Direct Deposits, and Accounts Payable**

**C. Approval of Superintendent's Travel Reimbursement**

**D. Approval of 2016-17 GES Read to Achieve District Assurance**

**E. Approval of 2016-17 GES Leader in Me Contract**

**F. Approval of FY2017 Perkins Secondary Grant Application for \$22,691**

**G. Approval of 2016-17 Marion/Washington County Community Early Childhood Councils Strategic Plan Grant Application**

**H. Approval of 2016-17 Central Kentucky Educational Co-op Membership Dues for \$6,561**

**I. Approval of 2016-17 Green River Regional Education Co-op Membership Fees for approx. \$4,500**

**J. Approval of 2015-16 KHSAA Annual Verification of Title IX Procedures**

**K. Approval of GES 2016 Lowes Toolbox for Education Grant for \$5,000**

**L. Approval of Parrett Associates LLC Consulting Agreement for \$6,000**

**M. Approval of 2016-17 Midway University Student Teacher Agreement**

**N. Approval of FY2015 Heartland Trail ASAP Donation to Youth Service Center for \$500**

**O. Approval of Additional 30 Minutes per day for Julie Clements, as needed, at Marion County High School, effective April 18, 2016**

**P. Approval of Additional Ten Days for Joanne Tyler for the 2015-16 School Year**

**Q. Approval of Additional 15 Days for Shannon Sparkman for the 2015-16 School Year**

**VIII. Acknowledgement of Personnel Actions (Attachment # 5)**

**IX. Adjournment**

## Marion County Public Schools: Where We ...



**May 12, 2016**

### **Leadership**

Book Studies:

*The Leader's Guide to 21st Century Education*

*Leadership Isn't for Cowards*

*Learning by Doing*

Leadership NOW held final meeting

### **Teaching & Learning**

- K-Prep Testing, End of Course Testing, & AP Testing
- Summer Dream Academy Schedule & Dream Bus Schedule to be mailed to each household
- GES Showcase
- 21st Century & Migrant Education Celebration Completed

### **High Expectations**

- PGES (Professional Growth & Effectiveness System)
  - School Level Evaluation complete
- Six Big Dreams
  - Learning Begins at Birth
    - Selected to Present at Governor's Early Childhood Conference, Louisville, July 12, 2016
    - Reading Celebration Week
  - Universal Pre-School
    - Anticipated Enrollment: 126
    - Staff completed 233 home visits this year
  - 1:1 Technology
    - Working toward successful implementation
    - Committee met on April 25th
    - Professional Development Plans, June 9th & 10th, July 28th MCHS



- Market-Connect-Communicate
  - Community Support for Testing – MCPS Finish Strong
  - Rotary Keynote Speaker
  - Industrial Foundation, May 19th, Dream Bus
  - Cattlemen's Dinner, May 19th
  - Dream Bus--Scheduled to visit all schools prior to the end of the year
  - Dream Bus Scheduled to be in neighborhoods throughout the summer (mail info home to families) & Summer Feeding Schedule
- Next Generation Marion County
  - CES Leadership Day
  - Leader-In-ME Next Steps for CES & GES
  - FFA Banquet
- All Students Graduate College &/or Career Ready
  - Currently Students CCR 144 (144/216=67%)

#### **Communication**

- State Budget
- Last Day for Students, May 20<sup>th</sup>, 6 days
- Last Day for Staff, May 24<sup>th</sup>
- End of the Year Celebration
- Graduation Date, May 21<sup>st</sup>, MCHS, 10:00 a.m.
- 72 Days before the 2016-17 school year opens back up

Marion County Public Schools  
Job Description

Position Title: Human Resources Director- Certified  
Department: Central Office  
Reports To: Superintendent  
Approved By: Marion County Board of Education Date: MAY 2016  
Job Class Code: 8655

SUMMARY: To assist the superintendent in attracting, retaining, and recruiting employees to maintain the best possible education programs and services for district programs. To assist the superintendent in providing leadership in the development and implementation of a quality district human resources program.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Develops and implements human resource policies and administrative procedures to meet the needs of the district and to comply with the state and federal laws.
- Develops and administers short- and long- range human resource budget objectives.
- Conducts investigations and maintains records.
- Represents the district at hearings, grievances, and arbitrations.
- Maintains certified and classified personnel applications, interviews applicants, and acquires references/documents for consideration of employment.
- Develop and maintain job descriptions.
- Recommends certified and classified employees to the superintendent for transfers, leaves of absences, terminations, and other circumstances that would affect an employee's status.
- Implements the District's employee benefit programs and services, and pre-employment physical screening activities.
- Helps insure that evaluations are conducted at the appropriate times.
- Works with all evaluators to assure that training is current and that the evaluator has all the necessary plans and forms. Assures compliance of all personnel policies and procedures.
- Plans and coordinates with the Instructional Supervisors the new teacher orientations and the substitute teacher orientation prior to and during the school year.
- Oversees the implementation of the Kentucky Teacher Internship Program (KTIP) and the Kentucky Principal Internship Program (KPIP).
- Supervise and evaluate the performance of assigned personnel.
- Recruits highly qualified and effective staff for employment.
- Monitors, analyzes and takes appropriate action relevant to professional certification issues to comply with the EPSB and National Board Certification guidelines.

- Directs the completion of reports required by the EPSB including the Local Educators Assignment (LEAD) and HQ reports.
- Serves as member of the Superintendent's leadership team and collaborates with other supervisors on a regular basis to ensure consistency in district's plans and services.
- Perform other duties as assigned.

**SUPERVISORY RESPONSIBILITIES:** Supervise and evaluate the performance of assigned personnel.

**QUALIFICATION REQUIREMENTS:** Administrative or Supervisory certification from Educational Professional Standards Boards (EPSB)

**EDUCATION and/or EXPERIENCE:** Bachelor's Degree. Master's degree preferred

**LANGUAGE SKILLS:** Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to student, parents and/or staff.

**MATHEMATICAL SKILLS:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to perform basic mathematical calculation.

**REASONING ABILITY:** Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

**OTHER SKILLS and ABILITIES:** Ability to operate typewriter, ditto, photocopying machines and computers. Ability to assume responsibility for supervising students, understand and carry out oral and written instructions. Ability to develop effective working relationships with students, staff and the school community. Ability to communicate clearly and concisely, both orally and in writing. Ability to perform duties with awareness of all district requirements and Board of Education policies.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to use hands to finger, handle, as to operate office equipment; reach with hands and arms; and stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 10 pounds.



Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Marion County Public Schools  
Job Description

Position Title: Post-Secondary Coach/Innovative Programs  
Department: District  
Reports To: Superintendent or designee  
Approved By: Marion County Board of Education Date: MAY 2016

**SUMMARY:** The job of Career Counselor was established for the purpose/s of assisting students in understanding their choices for post-secondary education and career training; maintaining liaisons with community leaders and business; providing information and/or direction to students, parents, teachers, and administrators about career and educational services available to eligible students; developing and monitoring of program data and reports; and promoting programs with students, staff and parents. Supervisory duties that are relevant and applicable to the progression of the Marion County Schools

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** *Other duties may be assigned.*

- Consultation with school counselors and ATC in scheduling students in career pathways with use of ILP
- Provide mentorship through goal-setting and conferencing
- Analyzing, reporting, and monitoring of non-academic and academic data such as attendance, behavior, failure reports, and drop-out, etc.
- Assist in administering and interpreting career assessment instruments
- Provide motivation and build positive relationships to enhance a culture of high expectations
- Consultation with school counselors in planning career exploration
- Maintains liaisons with all Marion County Schools, post -secondary institutions, employers, community leaders and organizations for the purpose of building resources and expanding program opportunities for all students.
- Coordinates a variety of events and programs (e.g. student assessments, classroom presentations, career fairs; college visits; field trips, student placement and follow up, etc.) for the purpose of supporting the smooth transition from middle school to high school to post-secondary training and/or employment.
- College & Career Readiness Monitoring & Consulting
- Assist in implementation of the 6 C's of Marion County (Collaboration, Communication, Creativity, Critical Thinking, Content, Commitment)
- Provide leadership and innovative thinking to advocate for student success
- Other duties as assigned

**QUALIFICATION REQUIREMENTS:**

Teacher certification through the EPSB with consultant endorsement  
Minimum of three years teaching experience

**EDUCATION and/or EXPERIENCES:** Bachelor's degree and teacher certification

**LANGUAGE SKILLS:** Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**MATHEMATICAL SKILLS:** Ability to work with mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**TECHNOLOGY SKILLS:** Ability to use technology to support instruction; access and manipulate data; enhance professional growth and productivity; communicate and collaborate with colleges, parents, and the community; and conduct research/solve problems. Proficiency in technology skills must be demonstrated based on the performance criteria set out in the KDE teacher standards for technology.

**REASONING ABILITY:** Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**OTHER SKILLS and ABILITIES:** Ability to apply knowledge of current research and theory in specific field. Ability to establish and maintain effective working relationships with students, staff and the school community. Ability to speak clearly and concisely both in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Education policies.

*PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions*

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. Occasionally the employee will bend or twist at the neck more than the average person. While performing the duties of this job, the employee may occasionally push or lift up to 50 pounds such as boxes of books and AV/VCR carts. The employee is directly responsible for safety, well-being, or work output of other people.



Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff. .

*WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

The noise level in the work environment is moderate to loud. Duties are performed indoors and occasionally outdoors.

*The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.*

**Certified**

- Appointment of Lesli VanWhy as a homebound instructor for a Glasscock Elementary School student, at regular hourly wage/no less than \$20 per hour, current rate per mile to and from her residence to the residence of the student, effective April 15, 2016.
- Appointment of Bonnie Smothers as a homebound instructor for a Marion County High School student, at regular hourly wage/no less than \$20 per hour, current rate per mile to and from her residence to the residence of the student, effective April 25, 2016.
- Appointment of Steve Babak as a homebound instructor for a Marion County High School student, at regular hourly wage/no less than \$20 per hour, current rate per mile to and from his residence to the residence of the student, effective April 25, 2016.
- Appointment of Steve Babak as a homebound instructor for a Marion County High School student, at regular hourly wage/no less than \$20 per hour, current rate per mile to and from his residence to the residence of the student, effective May 4, 2016.
- Appointment of Chad Spalding as a homebound instructor for a Marion County High School student, at regular hourly wage/no less than \$20 per hour, current rate per mile to and from his residence to the residence of the student, effective April 27, 2016.
- Appointment of Julie Dickerson as an instructor for extended school services, \$20 per hour, as needed, at Calvary Elementary School, effective March 1, 2016.
- Appointment of Steven Beams as a teacher at Marion County High School, effective July 1, 2016.
- Acknowledgement of retirement of Lucinda Williams as a teacher at Glasscock Elementary School, effective July 1, 2016.
- Acknowledgement of retirement of Marilu Farnham as a teacher at Glasscock Elementary School, effective July 1, 2016.
- Acknowledgement of retirement of John Nelson as a teacher at St. Charles Middle School, effective July 1, 2016.
- Acknowledgement of retirement of Tammy Parman as an instructional coach, district, effective June 1, 2016.
- Appointment of Kandice Spalding as a .8 teacher at St. Charles Middle School and a .2 teacher at Marion County High School, effective July 1, 2016.
- Appointment of transfer of Courtney Murphy from St. Charles Middle School to Marion County High school as a teacher, effective July 1, 2016.
- Appointment of transfer of Danny McFall from Marion County High School to St. Charles Middle School as a counselor, effective July 1, 2016.
- Appointment of Paula Curtis as a teacher at Marion County High School, effective July 1, 2016.
- Notice of Non-Renewal of Employment for the 2016-2017 school year given to the following certified employees: Keith Hamm, Seidina Conley, John Price, Ann Margret Perkins, Daniel Martin, Misty Kehm, Krystal Gootee, Kaitlin Mattingly, Shannon Richardson, Jennifer Blandford, Ashley Lamkin
- Notice of Non-Renewal of employment for Courtney Murphy as department head at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of employment for Jamie Brown as department head at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of employment for Kim Hardin as department head at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of employment for Lauren Bennett as department head at Marion County High School for the 2016-2017 school year.

**Classified**

- Acceptance of resignation of Kailey Loudenburg as an instructional assistant at Glasscock Elementary School, effective May 3, 2016.
- Acceptance of resignation of Joseph Peterson as athletic director for Marion County High School, effective June 30, 2016.



- Acceptance of resignation of Jeremy McGuire as assistant athletic director, district, effective June 30, 2016.
- Acceptance of resignation of Courtney Murphy as assistant cheerleading coach at Marion County High School, effective June 30, 2016.
- Acceptance of resignation of Jennifer Osbourne as personnel director, district, effective May 27, 2016.
- Acknowledgement of retirement of Bernadette Bright as a cook/baker worker at Glasscock Elementary School, effective July 1, 2016.
- Appointment of Steven Beams as band director at Marion County High School, effective June 1, 2016.
- Appointment of Kenny Mills as head girls basketball coach at Marion County High School, effective April 29, 2016.
- Appointment of Linda Robbins as a summer school program assistant at West Marion Elementary School, regular hourly rate, FRYSC, effective May 31, 2016.
- Appointment of Sherri Clark as a summer school program assistant at West Marion Elementary School, regular hourly rate, FRYSC, effective May 31, 2016.
- Appointment of Gregory Mattingly as a bus driver effective April 21, 2016.
- Appointment of George Cox as a bus driver effective April 21, 2016.
- Appointment of John Turner as a coordinator, district, effective April 27, 2016.
- Appointment of Allie Evans as a student worker for ESS/Summer Programs, as needed, effective May 4, 2016.
- Appointment of Dylan Tungate as an instructional assistant for ESS/Summer Programs, as needed, effective May 4, 2016.
- Appointment of Kyle Brewer as an instructional assistant for ESS/Summer Programs, as needed, effective April 25, 2016.
- Appointment of Michael Holt as a substitute instructional assistant, effective March 20, 2016.
- Notice of Non-Renewal of Employment for the 2016-17 school year given to the following classified employees: Alexandra Hill, Hannah Cooke, Margaret Boone, Chelsey Shewmaker, Farriah Mattingly, Donna Peterson, Michelle Yocum, Amanda Long, Beth Adams, Kinsey Hill, Leslie Yates, Devon Spalding
- Notice of reduction in responsibility and pay given to the following classified employees for the 2016-17 school year: Jessica Bagwell, Jennifer Willis
- Notice of Non-Renewal of Employment for Cody Peterson as assistant football coach at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for Matthew Mattingly as assistant football coach at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for Wayne Sickles as assistant football coach at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for DeAndrea Johnson as assistant girls basketball coach at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for Gayle Bell as assistant girls basketball coach at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for Tony Tongue as assistant girls basketball coach at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for DeAndrea Johnson as head girls basketball coach at St. Charles Middle School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for Brooke Gordon as cheerleading coach at St. Charles Middle School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for Jamie Evans as a band assistant at Marion County High School for the 2016-2017 school year.
- Notice of Non-Renewal of Employment for Alexandra Hill as a band assistant at Marion County High School for the 2016-2017 school year.