**SPENCER COUNTY BOARD OF EDUCATION**

**Regular Monthly Meeting**

**6:30 p.m. Monday, May 23, 2016**

**Spencer County Middle 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, Curt Haun, Steve Rucker, Matt Mercer, Todd Russell, Vicki Goodlett, Jim Oliver, Diana Thomas, Janet Allen, Phillip Bruce, Pete Clevenger, Michele Barlow and others.

**ORDER # 158**

**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 Welcomed visitors and read the Statement of Board Missions.

**ORDER # 159**

**REVIEW AND ADOPT AGENDA**

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Stark to approve the May 23, 2016 agenda as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**RECOGNITIONS**

**Going the Distance Award:** Superintendent Adams recognized Brittany Ware with the “Going the Distance Award”. Brittany was unable to attend.

**Governor’s School for the Arts:** Superintendent Adams and Mr. Haun recognized the following students: Kris Freeman, Jordan Maloyed and Jalei Cox. (Students were unable to attend).

**Commonwealth Honors Academy:** Superintendent Adams and Mr. Haun recognized the following: Lilli Hanik, John Brumley and Cameryn Chaney. (Students were unable to attend).

**CITIZENS AND DELEGATIONS**

No individuals addressed the Board.

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

**Academic Spotlight: Hillview Academy**

Bob Hafendorfer and the Hillview Class of 2016 addressed the Board and shared all that Hillview Academy has helped them achieve.

**Academic Report – RTI and Program**

Rick Vincent explained RTI (Response to Intervention) along with benefits and school stats.

**Superintendent’s Report:**

Superintendent Adams reviewed the following topics: Survey Results; Principal Selection Process at SCES; New Elementary School Update; 21st Century Grant at TES; Upcoming Superintendent Evaluation; and Family Resource Youth Service Center funds

**ACTION WITH DISCUSSION**

**ORDER # 160**

**APPROVAL OF BOARD MINUTES**

A motion was made Ms. Janet Bonham and seconded by Dr. Lynn Shelburne to approve the Minutes as presented for the following meetings: April 19 Regular Monthly Meeting; April 25 Special Called Meeting; and April 25 Finance Corp Meeting.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 161**

**TENTATIVE BUDGET (INCLUDING DISTRICT AND SCHOOL ACTIVITY FUNDS)**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Sandy Clevenger to approve the Tentative Budget as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 162**

**CARRYOVER OF SBDM SECTION SIX 2016-2017**

A motion was made by Ms. Sandy Clevenger and seconded by Mr. Bart Stark to approve the Carryover of SBDM Section Six funds (general fund SBDM) for 2016-2017 as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 163**

**EXPANDED FFA & TECHNOLOGY COURSES 2016-2017**

These career initiatives are not part of the regular staffing allocation and be reviewed annually. These are the expanded Agriculture classes (2) and Technology classes (3) that were expanded during the current year to provide additional career pathways at the high school.

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Stark to approve the Expanded FFA and Technology courses for 2016-2017.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 164**

**SCHS PROM 2017 LOCATION**

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Stark to approve The Ice House as the location for the 2017 Prom.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 165**

**TES AWNING**

The TES Awning was damaged by a U-Haul Truck. Insurance payment has been received from the U-Haul Company to replace awning. Fitzsimmons submitted a quote in the amount of $5,800.00.

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Sandy Clevenger to approve the replacement of awning at TES to be paid form the insurance proceeds.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 166**

**ESL FAMILY ADVOCATE**

Spencer County Schools currently employs a .7 teacher (23.5 per week) to work with the ESL population as well as those students receiving homebound services. We have seen a fairly large increase of both populations within the past couple of years. This has made it difficult to maintain the quality of services provided to these students. Requesting a part time family advocate position at 15 hours per week to help with these responsibilities. This person would provide tutoring services at our ESL population as well as serve as an interpreter for our Spanish speaking families. The total cost of this position would be $8,837 per school year.

A motion to create the part time family advocate position ot to exceed 15 hours per week was made by Mr. Bart Stark and seconded by Dr. Lynn Shelburne.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 167**

**PRESCHOOL 0.5 IA CONTINUATION**

This position was created in August 2015 based on the needs of a student at Preschool and is part of the student’s supplementary aids and services as written in the IEP. This position will need to be continued for the 2016-17 school year as the student’s IEP has been reviewed and the need still exists.

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Janet Bonham to approve the continuation of the .5 IA to meet the needs of a Preschool Student and remain in compliance with IEP.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER #168**

**RECOMMENDATION FOR THE COMMISSIONING AGENT OF THE NEW SPENCER CO ELEMENTARY**

Shrout Tate Wilson received three proposals on behalf of Spencer County Public Schools and then reviewed them for conformance with the scope and qualifications listed in the Request for Proposal. They are recommending the low bid from ZH Commissioning.

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Janet Bonham to approve the ZH Commissioning as the commissioning agent for the new elementary school project as presented by Sherman Carter Barnhart.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 169**

**2017 PROJECT GRADUATION LOCATION**

Approval to the 2017 Project Graduation Location to be moved on the school campus to “The Main Event” in Louisville, KY. No additional insurance is required to host the event offsite. Main Event carries insurance that covers our students while in attendance at this event and on their premises. As part of the package, The Main Event provides police officers and security for the event. Parent Volunteers will also be working event. Restrooms will be closely monitored to ensure the safety of all of our students. Students will arrive at midnight and will not be permitted to leave until 6:00 a.m. unless a parent physically signs them out. The Main Event will be closing early to the public. A pizza buffet, unlimited soft drinks, and a breakfast buffet are provided. Ms. Clevenger asked that they stress importance of making sure graduates feel awake before their departure.

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Janet Bonham to approve the 2017 Project Graduation to be held at “The Main Event” in Louisville.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 170**

**ACTION BY CONSENT**

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Bart Stark to approve the Action by Consent Items as 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
2. School Financial Reports (Monthly)
3. District Financial Reports
4. Invoices for Approval
   1. Sherman Carter Barnhart: $124,186.44
5. Personnel Actions – May 2016

**Spencer County Elementary School Resignations**

Chloe Smith, Student Worker Mark Thomas, Principal –SCES eff 6/30/2016

**Spencer County Middle School Retirements**

Nathan Greenwell – IA Alice Olges, IA Preschool eff 7/1/16

Denise Shelburne, Special Ed SCMS eff 7/1/16

**Other** Howard King, Bus Driver eff 8/1/16

Nancy Whitlock, Certified Sub Teacher Rank 1

Pamela Andrews, Certified Sub Teacher, Rank 1

Katrina Means, Emergency Certified Sub Teacher, Rank 4 **Suspension**

Danielle Curtsinger, Emergency Certified Sub Teacher Rank 4 Tracy Sztanya, Teacher-TES w/out pay 4/6/16

Lindsay DeVary, Emergency Certified Sub Teacher, Rank 4

**Transfers**

Tracy Sibert, IA from SCMS to SCHS

1. Field Trip Requests
   1. 7th Grade Trip Requests to Washington DC 2017
   2. 8th Grade Trip Chicago May 2017
   3. National History Day Nationals – University of Maryland June 2016
   4. SCHS Spanish Club Trip – Costa Rica April 2017
   5. SCHS Boys Basketball Overnight/Out of State Great Wolfe Lodge December 2016
   6. SCHS Volleyball University of Florida – Jacksonville, FL July 2016
   7. SCMS Academic Team – Chicago, IL June 2016
   8. SCMS Jr. Beta Quiz Bowl – New Orleans June 2016
2. Fundraisers:
   1. **Spencer County Elementary Fundraisers:**
      * Coins for Crusade – charitable
      * SCES would like to have the following fundraisers approved for 2016-2017:
      * Tier Sponsorship (Sept./Adults) Fall Festival (Oct./Adults), School Pictures (Oct. & March/Adults), Jump Rope for Heart (Feb./Adults & Students), Mini Relay for Life (May/Adults & Students)
      * All year long fundraisers: General Mills Box Tops, Campbell’s Labels, Tyson, Kroger, Target, Bookstore, and Ink & Toner Cartridges/Cell Phones (Recycle), DQ Fundraiser, and Papa John’s, (Adults)
      * PTA: SCES Spirit Wear (August), Book Fair (Nov. & Mar.), Santa Shoppe (Dec.), Believe Catalogue Sales (Nov/Dec.) (Adults)
      * We plan to use all fundraising money to purchase instructional resources to support moving student achievement, to provide trade books which support Thematic Teaching, and to support technology purchases that coincide with our school’s Technology Plan.
   2. **Spencer County High School Fundraisers:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SCHS Volleyball | Yankee Candles | Aug/Sept . 2016 | Tournament expenses, senior night, and banquet | Adults/Students |
| SCHS Volleyball | Serve-A-Thon  Serve Sponsorships | May – June 2016 | Volleyball camp – North Florida | Adults/Students |
| Class of 2018 | Spirit Wear | Aug 2016-May 2017 | Project Graduation |  |
| SCHS Cheer | Donuts | June/July/August | Uniforms/Camp, warm ups, practice wear, transportation, choreo | Adults/Students |
| SCHS Cheer | K-8 Cheer Skills/clinic | July / August 2016 | Warm up/uniform /camp/music/shoes choreo | Adults/Students |
| SCHS Cheer | Yard Sale | June or July | Uniforms/music/camp/practice gear/warm ups, choreo | Adults/Students |
| SCHS Cheer | Little Caesars Pizza | June and Sept | Uniforms/camp, choreo  Music, practice wear, warm ups, bows, transportation | Adults/Students |
| SCHS Cheer | Coupon Books | August | Warm ups, transportation, shoes, bows, uniforms, competition fees | Adults/Students |
| SCHS Cheer | Host Cheer Competition | Sept or October  One Saturday | Cheer Mats, Transportation, Competition Fees | Adults and Students |

* 1. **Spencer County Middle School Fundraisers**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SCMS Dance | Dance (tickets and concession) | Month to be announced | Competitions and uniforms | Adults |
| SCMS Cheer | Cashbook Savings Coupon Book | June-July 2016 | Uniforms, Summer Camp, Choreography Camp | Adults and Students |
| SCMS Cheer | Mrs. Fields Cookies | June | Uniforms, competitions, summer camp and choreography camps | Adults and Students |
| SCMS Library | Book Fair | September, December, and April | Purchase library books | Adults |
| SCMS Cheer | Bake Sale | June-July | Cheer Camp, Uniforms, Comps, and music | Adults and Students |
| SCMS Cheer | Car Wash | June-July | Cheer Camp, Uniforms, and Competition | Adults and Students |

1. Surplus Items:

Bus 711 1997 International Bus

Bus 717 1997 International Bus

Bus 719 1997 International Bus

Bus 9601 1996 Ford Bus

Bus 418 1994 International Bus

SCMS Camegie Learning Math Series Books

1. Fees for Approval as presented.
2. Certified and Classified Position Lists.
3. Annual Vendors Approved:



1. OVEC Head Start Contract for 2016-2017.
2. North Central District Health Dept 2016-2017 Hepatitis B Vaccine & PPD.
3. North Central District Health Dept 2016-2017 Contact for Nurse at SCES.
4. North Central District Health Dept 2016-2017 Contract for Nurse at SCMS.
5. Grant Approvals
   1. 2016-2017 FRYSC Corp Grant – TES and SCES to apply
6. Approval for Commercial Carriers
   1. Miller Transportation
   2. Coach
   3. Shockey
7. Approval of Worker’s Comp Quote
   1. KEMI $103,906.25 A reduction of $25,975 from our 2015-16 WC premium
8. Approval of Medical Exam Services: KY One Primary Care for medical exams 2016-17
9. Approval of Dumpster Bid: Waste Management for 2016-2017 dumpster service.
10. Approval of Annual Lines of Insurance: Liberty Mutual

COMMUNICATIONS

1. Board Members
   1. Ms. Janet Bonham and Ms. Sandy Clevenger plan to attend Hillview Graduation.
   2. Ms. Janet Bonham shared her experience with the Senior Exit Interviews and recommended all Board Members participate in this amazing opportunity.
2. SCEA Update: Janet Allen shared information on teacher retirement luncheon.
3. Written Communication – the following items were provided but not discussed:
   1. Attendance Report
   2. Bus Maintenance Report
   3. Building Inspections
   4. SBDM Minutes
   5. FRYSC Advisory Council Minutes
   6. Field Trips (Local)
   7. Health Office Visits (Nurse Report Monthly)
   8. Open Records Request
   9. Survey Results

**DIALOGUE AND FUTURE AGENDA TOPICS**

1. Ms. Sandy Clevenger wishes more had participated in the survey and thought that those that did provided good insight. Dr. Lynn Shelburne agree and likes that a comment section is also provided.
2. Ms. Sandy Clevenger asked for future agenda topics:
   1. “Hotline” update and how it is working.
   2. Alternate snow days and success in other counties.
   3. Innovative classroom.
   4. Would like to see a Civil Class offered with real world life skills.
   5. Longitude out of RTI.

**ORDER # 171**

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

A motion was made by Mr. Bart Stark and seconded by Dr. Lynn Shelburne to approve the agenda dated May 23, 2016 as part of the official board minutes.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 172**

**ADJOURN BOARD MEETING**

A motion was made by Ms. Janet Bonham and seconded by Ms. Sandy Clevenger to adjourn meeting at 8:50 p.m.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

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Ms. Debbie Herndon, Board Chair

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Mr. Chuck Adams, Superintendent/Secretary