**SPENCER COUNTY BOARD OF EDUCATION**

**SCHEDULED WORK SESSION**

**6:30 P.M. THURSDAY, JUNE 16, 2016**

**SPENCER COUNTY ELEMENTARY 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: Mark Thomas, Steve Rucker, Jim Oliver, Vicki Goodlett, Todd Russell, Diana Thomas, Pete Clevenger, and Michele Barlow.

**ORDER # 173**

**CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Board Chair, Ms. Debbie Herndon.

**DISCUSSION ITEMS**

Superintendent Adams spoke to Board Attorney, Grant Chenoweth regarding amending the agenda per Policy Order 01.45 (policy was provided) in order to approve a student HOSA trip to occur on June 22; and the addition of Material Purchase for locks at the elementary school.

**ACTION ITEMS**

**ORDER # 174**

**BOND OF DEPOSITORY**

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to approve the Bond of Depository for People’s Bank.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 175**

**FIDELITY BONDS**

Renewal of fidelity bonds are due to KDE on July 1. The required amount (minimum penal sum) of the bond per KDE is $300,000 for our District. As primary signatories on the District’s accounts, fidelity bonds are purchased for both the treasurer/finance and the Superintendent. Premium of $1,068.90 per each bond, which is no increase in premium.

A motion was made by Mr. Bart Stark and seconded by Ms. Sandy Clevenger to approve the fidelity bonds.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 176**

**TRADITIONAL BANK – DEPOSITORY OF FUNDS**

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to approve the Bank Resolution to establish Traditional Bank as a depository for the duration of these construction funds.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 177**

**START AND END TIMES OF SCHOOL DAY 2016-2017**

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Stark to approve the start and end times with no changes.

Middle/High School 7:40 a.m. – 2:30 p.m.

Elementary/Preschool 8:50 a.m. – 3:40 p.m.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 178**

**SCHEDULED PAY DATES FOR 2016-2017**

A motion was made by Ms. Sandy Clevenger and seconded by Mr. Bart Stark to approve the Scheduled Pay Dates for 2016-2017 as presented:

July 8, 2016 \*

July 25, 2016\*

August 10, 2016\*\*

August 25, 2016

September 9, 2016

September 23, 2016

October 7, 2016

October 25, 2016

November 10, 2016

November 22, 2016

December 9, 2016

December 23, 2016

January 10, 2017

January 25, 2017

February 10, 2017

February 24, 2017

March 10, 2017

March 24, 2017

April 10, 2017

April 25, 2017

May 10, 2017

May 25, 2017

June 9, 2017 \*\*\*

June 23, 2017\*\*\*

Mid-Year Stipend Pay Date: December 15, 2016

End of Year Stipend Pay Date: May 17, 2017

\*12 month employees (contracted 240 days or more) will receive pay in July.

 \*\*First pay date for all ten month employees (contracted less than 240 days).

 \*\*\*Ten month employees will receive 2 checks on June 9 and June 23. Twelve month

employees receive one check

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 179**

**PART TIME COUNSELOR POSITION AT SCMS**

SCMS SBDM Council has approved a .4 guidance counselor position within their staffing formula allocation. They did so by utilizing one of their allocated IA positions to fund this request to help students with academic and social skills by addressing the various challenges students have. Ms. Sandy Clevenger was pleased to see this request being met, as it was mentioned on previous surveys.

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to approve the establishment of a .4 guidance counselor at SCMS.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 180**

**REPAIRS TO HILLVIEW ROOF**

Hillview is in need of roof repair. Purefoam Roofing has offered two proposals to repair the roof. Option 1 is for $16,888 which will repair the problems and will be given a 10 year warranty. Option 2 is for $26,088 to remove the saturated foam and spray 1” of foam over the entire roof, and apply two coats of silicone coating with a 15 year warranty. Option 2 is the best and preferable option. Our insurance will reimburse the $16,888 which will leave the District to fund $9,200. The district has $12,800 remaining from previous insurance reimbursements for hail damage to roofs, which could be utilized to cover the $9,200.l

A motion was made by Mr. Bart Stark and seconded by Ms. Sandy Clevenger to approve the Hillview Roof using $26,088 estimate.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 181**

**REQUEST TO APPROVE BUS REPAIR – BUS 2103**

Bus 2103 is a 2010 vehicle which has 10 years of reimbursement life. The total repair estimate is $6,810.11.

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to approve the repair cost to Bus 2103 as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 182**

**STUDENT CODE OF CONDUCT**

The Student Code of Conduct was reviewed by all principals. It is recommended that no changes be made. Due to printing time, it is necessary to approve Student Code of Conduct in June each year so that books are back in time for the start of the new school year. Ms. Sandy Clevenger asked about upcoming KSBA Policy and Procedure updates and how they would be implemented if needed. Superintendent Adams explained that the Student Code of Conduct is written in a way that any KSBA updates can easily be interrupted.

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to approve the Student Code of Conduct as presented with no changes.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne No

Mr. Bart Stark Yes

**ORDER # 183**

**HOSA INTERNATIONAL CONVENTION TRIP REQUEST**

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Bart Stark to approve the trip request for HOSA International Convention as the Opryland Hotel as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 184**

**WILLIS KLEIN CONSTRUCTION PURCHASE**

Willis Klein is an approved KPC Bid Vendor and these locks are specifically requested by Jim. Requesting approval at this time will lock in the price.

A motion was made by Ms. Sandy Clevenger and Ms. Janet Bonham too approve the purchase in the amount of $5,608.92 to Willis Klein Commercial for keyway, core, and locking mechanism for the new elementary school.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 185**

**EXECUTIVE SESSION KRS.61.810 SECTION 1 SUBSECTION (K)**

**KRS 156.557 Section 5 Subsection (c)**

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Stark to go into executive session KRS.61.810 Section (K); meetings which federal or state law specifically require to be conducted in privacy. Spencer County Board of Education, in accordance with KRS 156.557 Section B Subsection (c) Any preliminary discussion relating to the evaluation of the Superintendent by the Board or between the Board and the Superintendent prior to the summative evaluation shall be conducted in closed session.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 186**

**RETURN TO OPEN SESSION**

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to return to open session.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 187**

**ACTION: ADOPTION OF SUPERINTENDENT SUMMARY EVALUATION**

Ms. Debbie Herndon formally read the 2016 Superintendent Summative Evaluation:

We (the Board) feel Superintendent Adams excels in:

1. Being visible with the district and community
2. Your leadership
3. Your attentiveness to financial and legal matters
4. Relationships with students.

The Board feels he can continue to improve on being receptive to feedback and thoughts of board members when there is a difference of opinion.

Strategic Leadership: Accomplished

Instructional Leadership: Exemplary

Cultural Leadership: Accomplished

Human Resource Leadership: Accomplished

Managerial Leadership: Exemplary

Collaborative Leadership: Accomplished

Influential Leadership: Exemplary

2016-2017 Goals Include:

1. Improve public perception of the district as measured thru participation in survey (February) and forums with Kindergarten, 6th grade, & 9th grade. Exploring possibilities of a non-voting student BOE member.
2. Maintain our Distinguished status for our district by:
3. Making progress in gap scores.
4. Continued ACT growth
5. Continue CCR focusing on career and life skills for all students.
6. Explore opportunity for JCPS Practical Living or something comparable.
7. Tap into the community for CCR support. (EX: Peoples Bank)
8. Evaluate the AP and dual credit program and present data to the board.

A motion was made by Mr. Bart Stark and seconded by Dr. Lynn Shelburne to approve the summative evaluation as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 188**

**CONSIDERATION OF SUPERINTENDENT CONTRACT EXTENSION**

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to extend the contract of the Superintendent by one year as defined by provisions of the Evergreen Clause.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger No

Dr. Lynn Shelburne No

Mr. Bart Stark Yes

**ORDER # 189**

**ADJOURNMENT**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Janet Bonham to adjourn the meeting at 9:11 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