

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

Fayette County Board of Education Planning Meeting
November 10, 2016

The Fayette County Board of Education met at 701 East Main Street, Lexington, KY 5:30 PM on November 10, 2016 with the following members present:

Attendance Taken at 5:39 PM:

Present Board Members:

Ms. Melissa Bacon
Mr. Douglas Barnett
Mr. Raymond Daniels

Absent Board Members:

Mr. Daryl Love

Administration Present

Emmanuel Caulk, Superintendent
Shelley Chatfield, Staff Attorney
Jennifer Dyar, Acting Senior Director of Administrative Services
Schuronda Morton, Acting Senior Director of School Leadership
Myron Thompson, Senior Director of Operations and Support

The purpose of the agenda planning meeting is to review the draft agenda with the Board before the Regular Board Meeting on November 21, 2016. The draft agenda is filed with the official minutes.

A. CALL TO ORDER

Melissa Bacon called the planning meeting to order at 5:39 p.m.

B. EXTEND WELCOME TO GUESTS

Melissa Bacon welcomed guests at the planning meeting. Superintendent Caulk recognized State Representative George Brown.

G. INTRODUCTIONS, RECOGNITIONS, PROCLAMATIONS AND RESOLUTIONS:

Melissa Bacon introduced the teacher and classified staff representatives.

H. REPORTS AND COMMUNICATIONS

H.1.a. Superintendent's Report

Discussion:

Superintendent Caulk welcomed our student, teacher and classified representatives. He also recognized all guests and his mentor, Superintendent Donna Hargens and Ms. Diane Porter, vice chair of Jefferson County Board of Education. He provided an overview of the agenda for the November 21, 2016 meeting.

Superintendent Caulk provided an update on the Strategic Plan. He shared information on the superintendent's entry plan which consisted of surveys, external reviews, and listening sessions. He stated

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4,600 people completed surveys, participated in focus groups and consented to interviews in conjunction with the review. Mass Insight conducted our data review.

H.1.a.1. Report on 2016 Financial Records Audit

Discussion:

Rodney Jackson introduced Bill Meyer and Gina Jones of Strothman & Company. They conducted the annual financial audit of the District. The audit covers the entire fiscal year ending June 30, 2016. The 2016 fiscal year audit disclosed no material instances of noncompliance with the requirement of the Governmental Accounting Standards Board. Mr. Meyer stated the District received the highest grade possible, which is an "unmodified opinion".

H.1.a.2. Academic Services (NTI-Update) (Planning)

Discussion:

Schuronda Morton provided an update on the nontraditional instructional day (NTI). The proposal was submitted in June. The District was approved, however, there were some concerns regarding access for all students. Schuronda stated at this time it is not feasible to move forward. Superintendent Caulk thanked the board for allowing the district to explore the process.

H.1.a.3. Equity Council Report

H.1.a.4. Operations & Support

H.2. Remarks by Citizens (persons who have signed up to speak):

H.2.a. There are two opportunities for the public to address the Board:

I. APPROVAL OF ROUTINE MATTERS:

J. APPROVAL OF CONSENT ITEMS:

J.1. Award of Bids/Proposals

J.2. Declaration of Surplus

J.3. Post Approval Placeholder

J.4. Cover Sheet for Special and Other Leave of Absence

J.5. Shortened School Days - Special Education

J.6. Approval of a BG-5 Contract Closeout Form Related to the Contract for the Renovation at Glendover Elementary School BG 12-180

J.7. Approval of a BG-5 Contract Closeout Form Related to the Contract for the Renovation at Garden Springs Elementary School BG 12-181

J.8. Approval of a BG-5 Contract Closeout Form Related to the Contract for the Renovation at Deep Springs Elementary School BG 12-182

J.9. Approval of a Proposed Change Order (No. Fourteen) to the Contract for the Construction of Garrett Morgan Elementary School (New Elementary at 1150 Passage Mound Way) BG 14-120

J.10. Approval of a BG-4 Contract Closeout Form and Payment Application to the Contract and Direct Purchase Orders for the Construction of Garrett Morgan Elementary School BG 14-120

J.11. Approval of a Proposed Change Order (No. Fourteen) to the Contract for the Construction of the New High School on Winchester Road (2000 Winchester Road) BG 14-159

J.12. Approval of a BG-4 Contract Closeout Form to the Contract for the Installment of a Portable Classroom Units at Squires Elementary School BG 15-108

J.13. Approval of a BG-5 Project Closeout Form Related to the Contract for the Adaptive Re-Use of 1126 Russell Cave Road as the Warehouse Facility BG 11-108

J.14. Approval of a BG-5 Project Closeout Form Related to the Contract for the Radon Remediation at Locust Trace Agriscience Center BG 15-152

J.15. Approval of a BG-4 Contract Closeout Form to the Contract for the Radon Remediation at Locust Trace Agriscience Center BG 15-152

J.16. Approval of a BG-4 Contract Closeout Form to the Contract for the Installment of a Portable Classroom Unit at STEAM Academy (123 East Sixth Street) BG 15-276

J.17. Approval of a BG-5 Project Closeout Form Related to the Contract for the Installment of a Portable Classroom Unit at STEAM Academy (123 East Sixth Street) BG 15-276

J.18. Approval of a Proposed Change Order (No. Two) to the Building Modifications at Booker T Washington Elementary School (Primary) to Construct a New Health Clinic BG 16-147

J.19. Approval of the BG-1 Project Application and Design Consultant for Installment of Portable Classroom Units at Leestown Middle School

J.20. Approval of the BG-1 Project Application and Design Consultant for Repair / Replacement of the Running Track at Paul Laurence Dunbar High School

K. APPROVAL OF ACTION ITEMS:

K.1. Requests from Principals for Extended Trips (Planning)

Motion Passed: *A motion is in order to approve the extended trips requests as listed, passed with a motion by Mr. Raymond Daniels and a second by Mr. Douglas Barnett.*

Ms. Melissa Bacon	Yes
Mr. Douglas Barnett	Yes
Mr. Raymond Daniels	Yes
Mr. Daryl Love	Absent

K.2. Professional leave by District Personnel (Planning)

Motion Passed: *A motion is in order to approve professional leave as indicated, passed with a motion by Mr. Douglas Barnett and a second by Mr. Raymond Daniels.*

Ms. Melissa Bacon	Yes
Mr. Douglas Barnett	Yes
Mr. Raymond Daniels	Yes
Mr. Daryl Love	Absent

K.3. Appointment of Treasurer and Treasurer's Bond

Discussion:

Board Policy 01.413 requires the Board to elect a treasurer for the Board. Mr. Hiren Desai has resigned as Senior Director of Administrative Services effective November 1, 2016. Mr. Myron Thompson has been selected as the interim treasurer until a replacement for Mr. Desai is chosen. Mr. Thompson has completed the necessary application to apply for coverage under the Kentucky School District Treasurer's Fidelity Bond in the amount of \$3,000,000. Kentucky law and Board policy require that the Treasurer execute an official bond for the faithful performance of the duties of this office and said bond be approved by the Board of Education and the State Board of Education.

Motion Passed: *A motion is in order to appoint Myron Thompson as the Treasurer of Fayette County Public Schools, effective November 11, 2016 and approve Treasurer's bond in the amount of \$3,000,000, passed with a motion by Mr. Douglas Barnett and a second by Mr. Raymond Daniels.*

Ms. Melissa Bacon	Yes
Mr. Douglas Barnett	Yes

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Mr. Raymond Daniels

Yes

Mr. Daryl Love

Absent

L. PLANNING DISCUSSION/INFORMATIONAL ITEMS:

L.1. Approval of the 2017-2021 District Facility Plan and Approval of Hearing Officer (Regular)

Discussion:

Myron introduced Tim Eden. Mr. Eden shared information regarding the FCPS 2017 District Facility Plan. 16-0 to approve the plan. He provided a planning process step by step overview. He stated the district provided great information. Myron shared a PowerPoint presentation. The Local Committee consists of 20 members. This committee has met every week from July through October. He shared the 2013 Plan update and the 2017 Highlights.

L.2. 2016-17 Wellness Report Draft

Discussion:

Michelle Coker and Debbie Boian provided information regarding the Annual Nutrition and Physical Activity Report. Each year the District is required to produce an annual Nutrition and Physical Activity Report. KIRS 158.856 requires an annual assessment and evaluation of school nutrition in the District and for the Board to hold a Special Board meeting and public forum to discuss nutrition and physical activity in schools. Those findings and recommendations will then be submitted to the Board of Education. In the past, various stakeholder groups have given feedback that there is not enough time for review and input to the report prior to the public hearing. It is for this reason that the Draft Wellness report is being presented for information and will be posted on the District Web site for public inspection and comment until Friday, December 16, 2016 p.m. EST. Once feedback has been obtained, the comments will be used to refine the report which will be formally presented to the Board at the January Plan meeting on January 9, 2017. The required public hearing must take place at a special board meeting or at the next regular board meeting scheduled. It is the recommendation of staff that the hearing take place on Monday, January 23, 2017 at 4:30 p.m. EST prior to the Board Meeting.

L.3. Naming New High School

Discussion:

Lester Diaz provided information regarding the naming of our sixth high school. The new high school under construction on Winchester Road will open in the fall of 2017. Upon the selection of a principal for the new school, community input was sought regarding suggestions of names for the new school and nominations of individuals to serve on the naming committee. The committee met on November 3rd and November 8th to consider names submitted by the community. The committee consisted of students, community members, parents, staff, FCEA president, LFUCG County Council members. Including both rounds of input 672 submissions via online web forms, emails and us mail. 591 were considered and 81 did not fit the policy requirements. It is the recommendation of the committee to name the new high school Frederick Douglass High school to both honor a great American Leader and reclaim a local legacy of educating Fayette County students at high levels. There was a former African-American school opened in 1929 on Price Road in Lexington and closed during desegregation in 1971. Doug Barnett thanked the committee for their hard work and the time spent on this project.

L.4. 7th/8th Grade Athletic Participation

Discussion:

Randy Peffer provided information regarding eligibility for athletic programs for middle school athletics. He shared the KHSAA By-Law 4 and FCPS athletic policy. He discussed the Case By-Law 4-10. What is a feeder school or the feeder pattern as used in Bylaw 4? Feeder patterns are determined by your attendance zones. Superintendent Caulk stated we will form a committee to look at the guidelines.

L.5. Position Control Document**L.6. Monthly Financial Report (Regular)****L.7. School Activity Fund Placeholder****L.8. Substitute Critical Shortage Incentive****Discussion:**

Meribeth Gaines provided information regarding the substitute critical shortage challenges. Schools across the district have multiple special education classrooms with a substitute teacher. The lack of substitutes directly impacts instruction. The district would like to provide substitutes with an incentive of an additional \$20/day to assist in providing coverage for instruction. The funds will be allocated from the general fund to pay the substitutes an additional \$20/day. Approximately \$175,000 for an entire year. Superintendent Caulk has requested that Para Educator's be added as well.

L.9. Academy Coach (Non-Administrator) and Academy Coach (Administrator) Job Descriptions (Regular)**Discussion:**

Kim Lyon provided information regarding the Academy Coach (Administrator and non-Administrator). The job description has been updated to more accurately reflect current and future job responsibilities.

L.10. Cover Sheet for Personnel Changes**L.11. Interfund Transfer Report 11/21/16****M. ORAL COMMUNICATIONS:****M.1. Public****M.2. Board Request Summary****M.2.a. _____****M.2.b. _____****M.2.c. _____****M.3. Other Business****M.3.a. Board Discussion of Board Work****M.3.b. Staff****N. MOTION MAKING AGENDA PART OF THE OFFICIAL BOARD MINUTES:****O. CLOSED SESSION:****O.1. Reconvene in Open Session****P. ADJOURNMENT:**

Motion Passed: *Approval to adjourn the meeting at 7:40 p.m. passed with a motion by Mr. Raymond Daniels and a second by Mr. Douglas Barnett.*

Ms. Melissa Bacon	Yes
Mr. Douglas Barnett	Yes
Mr. Raymond Daniels	Yes
Mr. Daryl Love	Absent

Melissa Bacon, Chair

Emmanuel Caulk, Superintendent and
Secretary of the Board