

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

Jackson, Ky., July 25, 2017

The Breathitt County Board of Education met in the Breathitt High School Library at 5:00 PM, with the following members present:

Attendance Taken at 5:15 PM:

Present Board Members:

Ms. Ruschelle Hamilton
Mr. John Hollan
Mr. George Johnson
Mr. Albert Little
Mrs. Rebecca Watkins

Also present: State Manager Mike Murphy

I. Call to Order.

The regular meeting of the Breathitt County Board of Education was called to order by Chairperson Ruschelle Hamilton at 5:15 PM in the BHS Library.

I.A. Roll Call

I.B. Pledge of Allegiance/Mission and Vision

I.C. Review of Commissioner's Approvals

Due to the transition to a new state manager, approval of prior board action will be made at the next regular board meeting.

I.D. Adopt Agenda

Order #12 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of adoption of the agenda passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

II. Presentations/Reports

II.A. Student Recognitions

II.B. Reports

II.B.1. Interim Superintendent's Report

The current budget has a projected ending fund balance of around \$800,000, or a 5-6 percent contingency.

All central office departments are working on the 2017-2018 30/60/90-day action plans. Student enrollment, based on projected SAAR report is 1,720 and is a loss of 25 students. Current EOY attendance is at 93.85 percent. District Athletic Handbook (Coaches' Handbook) - we are in the planning stage to develop an athletic handbook.

Public Tax Hearing and Special Called Advisory Board Meeting to levy the equivalent nickel tax was held on June 29. The Breathitt Board of Education voted unanimously to levy the equivalent nickel tax. New School Year - Planning for the new school year has started. Staff placements are being

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reviewed with board policies to ensure students needs are being met. Projected budget cuts for Title I was \$61,188 and Title II was \$113,237.

Certified Evaluation Plan (Certified Administrators and Principals) - The evaluation criteria and process used to evaluate a teacher shall be explained to and discussed with the teacher no later than the end of the first thirty (30) calendar days of reporting for employment for each school year.

Marketing has began for the equivalent nickel tax via radio and newspaper.

District has completed the SAAR report and initial data shows decline in ADA of approximately 2% or \$143,785.

District Facilities Plan received KDE board approval in June 2017.

The district technology team are preparing 1200 Chromebooks for students in grades 5 through 12. The deployment process will be a school community event during the first week of school.

All schools have been upgraded to 10GB wide area network connection. The Breathitt Regional Juvenile Detention Center was added on July 1, 2017. Tech team continues to transition JDC/CLEP students and staff to our network. Many regulations.

Maintenance has been working on the buildings and also mowing grass. We are transitioning grass mowing duties back to the custodial staff. Big tickets items: AC unit replaced in coach's office, classroom doors, entry doors, have been replaced at BHS, door systems for BHS and MRC have been ordered, stair trends for BHS have been ordered. Blue baseball/softball building - mowers have been removed, second net is now hanging. Water spigots at the football field have been replaced with the help of the city workers. ATC building #2, frontside has been painted.

Transportation has put a used motor in the old truck and is now being used by the maintenance.

II.B.2. Attendance Report

DPP Susan Watts presented the annual end of year ADA to the board showing approximately 1710 students, which is down 25 from last year. The attendance was 93.85%, a slight decrease from last year. More importantly, she shared a seven year trend of ADA, which shows a steady, significant decline in ADA. This is significant to the budget, and is indicative of the conservative nature in which the budget needs to be developed.

II.B.3. Data Security and Breach Notification

Interim Superintendent Phillip Watts gave a presentation regarding Data Security. He pointed out that it doesn't just involve electronic records but encompasses all records that are stored by the district. It is important to understand the critical nature of data security and have procedures in place to address any breaches that might occur.

III. Student Learning and Support Items Recommended for Approval

III.A. CONSENT ITEMS

III.A.1. Consider approval of request by the Northfork Lumberjacks to use the BHS/SMS Football Fields for practice and games, contingent on receipt of insurance and no interference with school activities.

Order #13 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the Northfork Lumberjacks' request to use SMS and BHS Football Fields for practice and games, contingent on receipt of insurance and no interference with school activities passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.A.2. Consider approval of Papa John's Pizza of Stanton as the vendor for restaurant style pizza to be served for lunch, provided it meets the nutritional guidelines.

Order #14 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of Papa John's as the vendor for restaurant style pizza to be served for lunch during the 2017-2018 school year, provided it meets all nutritional guidelines passed with a motion by Mrs. Rebecca Watkins and a second by Mr. John Hollan.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.A.3. Consider approval of HFS Contract for Fire Alarm/Extingisher/Rangehood Systems for the 2017-2018 school year

Order #15 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the HFS contract for rangehood/fire alarm/fire extinguisher systems for the 2017-2018 school year passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.A.4. Consider approval of ARC Chairperson Designees for the 2017-2018 school year.

Order #16 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the 2017-2018 Chairperson Designees for all locations except CLEP passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.A.5. Consider approval of the following continuing agreements:

III.A.5.a. Community Clinical Linkages MOA with KDE for Nursing Services

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Order #17 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the Community Clinical Linkages MOA with KDE passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.A.5.b. School Nurse MOA with KDE

Order #18 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the School Nurse MOA with KDE passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.A.5.c. Head Start Full Utilization Agreement

Order #19 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the Head Start Full Utilization Agreement for the 2017-2018 school year passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.A.5.d. KRCC Interagency Agreement for the Residential Treatment Program.

Order #20 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the Interagency Agreement for the Residential Treatment Program passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.A.6. Consider approval of the first reading of the 2017-2018 Discipline Code Book.

Order #21 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the first reading of the 2017-2018 Discipline Code Book passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B. DISCUSSION ITEMS

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III.B.1. Consider approval of minutes of previous meetings.

III.B.1.a. June 20, 2017 Regular Meeting Minutes

Order #22 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the June 20, 2017 regular meeting minutes passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B.1.b. June 29, 2017 Special Meeting

Order #23 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the June 29, 2017 special meeting minutes passed with a motion by Mr. Albert Little and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B.1.c. July 6, 2017 Special Meeting

Order #24 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the July 6, 2017 special meeting minutes passed with a motion by Mr. George Johnson and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B.2. Consider approval of the June 2017 Treasurer's Report.

Finance Officer Darnell McIntosh presented the Board with the June monthly report as well as giving them copies of the Annual Financial Report that was just completed. The GF ended the year with \$773,882, which is extremely positive after the cuts that were made to the GF revenues. She expects the ending balance to be right around \$800,000 once all end of year adjustments have been made. This balance does include approximately \$180,000 that is escrowed for sick leave. The actual working ending balance is closer to \$600,000.

Order #25 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the June 2017 Treasurer's Report passed with a motion by Mr. George Johnson and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B.3. Consider approval of the July 2017 bills for payment.

Order #26 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the July 2017 bills for payment

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passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B.4. Consider approval of creating second Preschool Classroom at MRC, including the approval of a Preschool Teacher and Instructional Assistant, based on projected enrollment.

Order #27 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of re-creating a second preschool classroom at MRC, including approval of a Preschool Teacher and an Instructional Assistant passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B.5. Consider approval of the second and final reading of the KSBA Annual Policy and Procedure Update with revised Policy 07.1-School Nutrition Services, and review of Procedure 03.121 AP.23-Timesheets.

Order #28 - Motion Passed: passed with a motion by Mr. George Johnson and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B.6. Consider approval of revising Attendance Clerk/Data Control Clerk Job Description to more accurately match current duties.

Order #29 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the revised job description for Attendance Clerk/Data Control Clerk passed with a motion by Mr. George Johnson and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

III.B.7. Consider approval of appointing one certified employee and one alternate certified employee to serve on the Evaluation Appeals Committee for the 2017-2018 school year.

Order #30 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts approval of appointing one certified employee and one certified alternate to serve on the Certified Evaluation Appeals Committee passed with a motion by Mr. Albert Little and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes

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Mr. Albert Little Yes
Mrs. Rebecca Watkins Yes

III.B.8. Consider approval of the American Fidelity 403B Plan, to meet IRS requirements.

Order #31 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the American Fidelity 403B Plan, in compliance with IRS requirements passed with a motion by Mr. George Johnson and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton Yes
Mr. John Hollan Yes
Mr. George Johnson Yes
Mr. Albert Little Yes
Mrs. Rebecca Watkins Yes

III.B.9. Consider approval of the Entre Ed Agreement with HCTC.

Order #32 - Motion Passed: Based on the recommendation of Interim Superintendent Phillip Watts, approval of the Entre Ed Agreement passed with a motion by Mr. Albert Little and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton Yes
Mr. John Hollan Yes
Mr. George Johnson Yes
Mr. Albert Little Yes
Mrs. Rebecca Watkins Yes

III.B.10. Consider approval of entering into closed session in compliance with KRS 61.810(f) to discuss a specific personnel matter related to the superintendent position.

Order #33 - Motion Passed: Entering into closed session in at 5:42 PM compliance with KRS 61.810(f) to discuss a specific personnel matter with regard to the superintendent position passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton Yes
Mr. John Hollan Yes
Mr. George Johnson Yes
Mr. Albert Little Yes
Mrs. Rebecca Watkins Yes

III.B.11. Consider approval of re-entering open session.

Order #34 - Motion Passed: Approval of re-entering open session at 5:50 PM passed with a motion by Mr. George Johnson and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton Yes
Mr. John Hollan Yes
Mr. George Johnson Yes
Mr. Albert Little Yes
Mrs. Rebecca Watkins Yes

III.B.12. Action resulting from closed session.

Order #35 - Motion Passed: Approval of extending the Interim Superintendent, Phillip Watts, contract up to and including August 31, 2017 or until a permanent superintendent is named, passed with a motion by Mr. George Johnson and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton Yes
Mr. John Hollan Yes
Mr. George Johnson Yes

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Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

IV. Personnel Notifications

Resignations/Retirements/Terminations/Non-renewals/Suspension/Reductions

Ethan Grigsby, Resignation as Bus Driver, Effective July 7, 2017

Virginia Herald, Resignation due to Retirement as Teacher at MRC, Effective June 30, 2017

Julius Kyle Moore, Resignation as Head Baseball Coach at BHS, Effective June 19, 2017

Robin Pennington, Resignation due to Retirement as Teacher at LBJ, Effective June 30, 2017

Tonya Raines, Resignation as Assistant Academic Team Coach at BHS, Effective June 30, 2017

Shelby Salyers, Resignation as LBD Teacher at LBJ, Effective July 21, 2017

Dean Smith, Disability Retirement Effective July 1, 2017

Employment/Transfers

Thelma Crase, School Secretary at HT, Effective July 1, 2017

Heather Hall, Teacher at MRC, Effective July 17, 2017

Jason Hall, Teacher at LBJ, Effective July 10, 2017

Emily Kerwin, Teacher at BHS, Effective July 10, 2017

Bonnie Lively, Transfer to CCR Teacher at BHS, Effective July 10, 2017

Sally Morris, Teacher at LBJ, Effective July 10, 2017

Ishmael D. Neace, Head Boys Basketball Coach at SMS, Effective June 23, 2017

Wanda Noble, Teacher at LBJ, Effective July 17, 2017

Megan Simpson, Teacher at MRC, Effective July 1, 2017

Kirstie Thompson, School Receptionist at BHS, Effective July 10, 2017

Hannah Watts, Teacher at BHS, Effective July 14, 2017

Diana White, Custodian at LBJ, Effective July 1, 2017

Linda Yates, Transfer to LBD Teacher at BHS, Effective July 10, 2017

FMLA/Leave

Carolyn Combs – July 1, 2017 through August 22, 2017

Paula Clemons-Combs – July 7, 2017 through September 18, 2017

Leslie D. Miller – July 1, 2017 through September 1, 2017

Crussie White – July 1, 2017 through September 1, 2017

V. Informational Items

V.A. Communication/Sharing (All Present)

Board Chair Ruschelle Hamilton updated the board members and audience regarding the progress of the Superintendent Screening Committee. The committee is scheduled to meet at Noon on Thursday, July 27, 2017. After that meeting, the screening committee and the board will meet for the committee's final meeting to give the board their recommendations.

Jean Crowley with KSBA reviewed the recent training that the school board has attended, noting that four of five board members have completed their required training for 2017.

V.B. School Financial Reports

V.C. SBDM Reports

VI. State Management Report

State Manager Mike Murphy commended the Board for their work for the students of Breathitt County and stated that he would recommend that the Commissioner Pruitt approve all action taken at tonight's board meeting.

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VII. Adjournment

Order #36 - Motion Passed: There being no further business of the Board, adjournment at 5:56 PM passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

Secretary

Board Chairperson