

# **RECORD OF BOARD PROCEEDINGS (MINUTES)**

Jackson, Ky., August 22, 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 5:00 PM:**

### Present Board Members:

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

### Absent Board Members:

Mr. George Johnson

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 5:02 PM in the Breathitt High School Library.

### **I.A. Roll Call**

**Order #45 - Motion Passed:** Excusing the absence of George Johnson due to work obligations 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

### **I.B. Pledge of Allegiance**

### **I.C. Review of Commissioner's Approvals**

State Manager Mike Murphy stated that the Commissioner has approved all action by the board up to the August 15, 2017 board meeting.

### **I.D. Adopt Agenda**

**Order #46 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of adoption of the agenda with the striking of Item III-A-5 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

## **II. Presentations/Reports**

Special Education Coordinator Wayne Sizemore announced Jessica Keffer as a second state wide "Yes I Can" Award Winner. She was not present at the meeting, but this is an outstanding honor for her and for the District. Ms.

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Keffer, with the assistance of Donna Combs at BHS wrote, illustrated, and published a book called, "The Half Penguin and Half Girl".

Interim Superintendent Phillip Watts and Board Chair Ruschelle Hamilton presented certificates to our employees with perfect attendance for the 2016-2017 school year; and then recognized all of our new employees this year, and gave them District key chains.

**II.A. Student Recognitions**

**II.A.1. Jessica Keffer - State Yes I Can Award Winner**

**II.B. 2017-2018 New Employees**

**II.B.1. Bus Drivers**

**II.B.1.a. Linville Barnett**

**II.B.1.b. Jill Neace**

**II.B.1.c. Robert Whitaker**

**II.B.2. BHS**

**II.B.2.a. Tiffany Combs - Science Teacher**

**II.B.2.b. Sterling Harris - English Teacher**

**II.B.2.c. Kera Howard**

**II.B.2.d. Emily Kerwin - Math Teacher**

**II.B.2.e. Brandon Hayes - Social Studies Teacher**

**II.B.2.f. Hannah Watts - FMD Teacher**

**II.B.2.g. Kirstie Thompson - Receptionist**

**II.B.3. Highland-Turner**

**II.B.3.a. Willa Herald - FMD Teacher**

**II.B.3.b. Thelma Crase - School Secretary**

**II.B.3.c. Clifton Pennington - Instructional Assistant**

**II.B.3.d. Holly Vaillien Court - Instructional Assistant**

**II.B.4. LBJ**

**II.B.4.a. Jason Hall - 4th Grade Teacher**

**II.B.4.b. Sally Morris - 3rd Grade Teacher**

**II.B.4.c. Wanda Noble - 1st Grade Teacher**

**II.B.4.d. Trish Miller - Special Education Teacher**

**II.B.4.e. Roger Mitchell - Custodian**

**II.B.4.f. Dianna White - Custodian**

**II.B.5. MRC**

**II.B.5.a. Heather Hall - K-1 Teacher**

**II.C. Staff Perfect Attendance for the 2017-2018 School Year**

**II.C.1. Jesse Bailey**

**II.C.2. Eddie Baker**

**II.C.3. Delmer Bryant**

**II.C.4. Donna Fugate**

**II.C.5. Adrian Hudson**

**II.C.6. Byron Johnson**

**II.C.7. William McIntosh**

**II.C.8. Jamie Mullins-Smith**

**II.C.9. Danny Spencer**

**II.C.10. Carolyn Spicer**

**II.C.11. James Stewart**

**II.C.12. James Strong**

**II.C.13. Donna Thomas**

**II.C.14. Phillip Watts**

**II.D. Reports**

**II.D.1. Superintendent's Report**

**Breathitt County Schools August 21, 2017 Superintendent Report**

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### 1. Status Update

It has been a good start to the new school year. We have completed 9 days of school. I want to thank all of our faculty and staff, our students, and their families for making the start to the year such a success.

Teaching and learning is improving each day and high expectations are being communicated. Classroom visits to each school show the systems/processes are improving student achievement.

Servant Leadership - we served lunch to all staff on August 8th.

New staff members - welcoming them, sharing the district mission, vision and core values, and setting high expectations. KEA provided dinner for new teachers at Kelsey's.

Good community participation with Open House at each school. Device rollouts have taken place at MRC, HTS, LBJ, and SMS. BHS is scheduled this week.

NexGen Students are signed up for classes and devices have been rolled out.

All central office departments are working on the 2017-2018 30/60/90-day action plans. The first 30 days have been completed.

Student extra-curricular activities, fall sports, History Bowl and Spelling Bee, and etc...

New School Year - Staff placements are being reviewed with board policies to ensure student needs are being met.

Professional Growth Plans will be due for administrators in September 2017.

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

### 2. Action Strategies Completion

The Kentucky School Boards Association (KSBA) continues to provide training to the local board of education. Board members/staff are signed up for the Regional Meeting on Thursday, Sept. 7, Upper KY River Lee County.

The district technology team are preparing 1200 Chromebooks for students in grades 5 through 12. All schools have been upgraded to 10GB wide area network connection. Overall bandwidth to the Internet was just increased to 1GB (KETS).

New food service POS machines. Tech tickets/requests.

Maintenance has been working on the buildings and work orders. Grass mowing duties back to the custodial staff. LBJ and MRC landscaping projects. MRC playground equipment repair and mulch. Big tickets items: AC units, classroom doors, entry doors, door systems for BHS and MRC have been ordered, stair trends for BHS have been ordered. ATC building #2, frontside has been painted. Plumbing issues and roof leaks. New - BHS PE gym scoreboard. Several fire alarm system problems and exit lighting issues.

Transportation routes approved by KDE.

### 3. Action Strategies Deficiencies

Marketing and Public relations needs a 30-60-90 plan. Communication

Difficulty finding a ROTC instructor and Speech Pathologist.

Walkthrough data validates the need for additional training and support in many areas of instruction for the majority of teachers in the district.

Facilities - New KDE approved District Facilities Plan shows \$66.3 million dollars of need. Current bonding potential is 1.2 million.

The district is in need of a maintenance truck/tools to increase efficiency.

District Athletic Handbook (Coaches' Handbook) - we are in the planning stage to develop an athletic handbook.

### 4. Action Strategies - Additions

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A new 30-60-90 Action Plan for the upcoming school year has been created via Google Sheets; Governance and Operations for the Central Office Leadership Team, dates have been established, and work has begun on the plan.

Equivalent Nickel Tax passed and the recall 45 calendar day window began June 29, 2017. Petition has been certified.

Superintendent Selection Process - KSBA contract services, Search Committee Process, and

#### **II.D.2. Attendance Report**

DPP Susan Watts presented the attendance report summarizing the enrollment for the 2017-2018 school year. The District has lost about 50-60 students this year overall. Ms. Watts presented a spreadsheet showing a list of where all outgoing students have gone. This information will help as we move forward to track where our students are going and if there are issues we can address to prevent those withdrawals. She also shared with the Board that the current nonresident contract with Jackson allows them to take 156 of our students, they currently have 153 of our students enrolled. Attendance to date in the District is 96.15%. Hopefully, we can keep it at this level for the year.

### **III. Student Learning and Support Items Recommended for Approval**

#### **III.A. CONSENT ITEMS**

**Order #47 - Motion Passed:** Approval of the consent items listed below 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.1. Consider approval of Class of 1987 Request to Use BHS on September 2, 2017, for a class reunion, contingent on receipt of insurance.**

**III.A.2. Consider approval of the second and final reading of the 2017-2018 Discipline Code Book.**

**III.A.3. Consider approval of the District Assurances for the 2017-2018 school year.**

**III.A.4. Consider approval of the KECSAC MOA for the 2017-2018 school year.**

**III.A.5. Consider approval of the amended Certified Evaluation Plan for the 2017-2018 school year.**

**III.A.6. Consider approval of setting the instructional day at 385 minutes for the 2017-2018 school year (same as last year).**

**III.A.7. Consider approval of the Fund Raiser Request for MRC for their "Back to School Bash".**

#### **III.B. DISCUSSION ITEMS**

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

**III.B.1.a. July 25, 2017 Regular Meeting Minutes**

**Order #48 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the July 25, 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.1.b. August 10, 2017 Special Meeting Minutes**

**Order #49 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the August 10, 2017 special meeting minutes 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.1.c. August 15, 2017 Special Meeting Minutes**

**Order #50 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the August 15, 2017 special meeting minutes 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

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

**Order #51 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the July 2017 Treasurer's Report 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.3. Consider approval of August 2017 bills for payment.**

**Order #52 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the August 2017 bills for payment 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.4. Consider approval of proceeding with a special election for the Nickel Equivalent Tax, to include covering the total cost of the election, based on receipt of the certification of the petition.**

**Order #53 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of proceeding with a special election for the Nickel Equivalent Tax, to include covering the total cost of the election 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.5. Consider approval of adopting for the 2017-2018 school year, the tax rate of 62.7 cents for real and personal property, which includes a tax rate of 7.4 cents in accordance with the Board's prior adoption of an additional**

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**5.0 cent equivalent tax rate on real and personal property on June 29, 2017 that is dedicated strictly to major renovation of existing school facilities, new construction, and debt service. (If the nickel tax is recalled at the special election, then the tax rate levied will be the 4% increase rate of 65.2 cents on real and personal property pursuant to KRS 132.017(3)(d).)**

**Order #54 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of adopting a tax rate of 62.7 cents for real and personal property, which includes a tax rate of 7.4 cents in accordance with the Board's prior adoption of an additional 5.0 cent equivalent tax rate on real and personal property on June 29, 2017, that is dedicated strictly to major renovation of existing school facilities, new construction, and debt service, for the 2017-2018 school year 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.6. Consider approval of the 2018 Motor Vehicle Tax Rate at the same as last year.**

**Order #55 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the 2018 motor vehicle tax rate of \$0.492 (same as last year) 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.7. Consider approval of appointing Susan Watts to serve on the Evaluation Appeals Committee and Donna Fugate to serve as the alternate certified member for the 2017-2018 school year.**

**Order #56 - Motion Passed:** Based on the recommendation of Interim Superintendent Phillip Watts approval of appointing Susan Watts and Donna Fugate as an alternate to serve on the Certified Evaluation Appeals Committee 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.8. Consider approval of the allocating \$15,000 to BHS and \$5,000 to SMS for athletic expenses (same as last year).**

**Order #57 - Motion Failed:** Approval of allocating \$15,000 to BHS and \$5,000 to SMS for athletic expenses failed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	No
Mr. John Hollan	No
Mr. George Johnson	Absent
Mr. Albert Little	No
Mrs. Rebecca Watkins	No

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**Order #58 - Motion Passed:** After further discussion, approval of allocating \$15,000 to BHS and \$5,000 to SMS for all extra-curricular expenses 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.9. Consider approval to revisions of the following policies/procedures:**

**III.B.9.a. Policies 03.1211/03.2211-Salary Deductions (second and final reading)**

**Order #59 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the revision to Policies 03.1211 and 03.2211-Salary Deductions 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.9.b. Procedure 03.125 AP.21-Travel Expense (Review Only Required)**

**III.B.9.c. Procedure 03.125 AP.2-Travel Request and Reimbursement Form (Review Only Required)**

**III.B.10. Consider approval of the quote for the BHS Softball Field Turf Renovation.**

**Order #60 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the Quote from Quicksand Farms for the BHS Softball Field Turf Renovation at \$3,600 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.B.11. Consider approval of a leave of absence for Employee #3288 from August 1, 2017 through September 15, 2017.**

**Order #61 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of a leave of absence for Employee #3288 from August 1, 2017 through September 15, 2017 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

#### **IV. Personnel Notifications**

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

Ethan Grigsby, Resignation as Bus Driver/Cook at HT; Effective July 7, 2017

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Sandra Noble, Resignation as Instructional Assistant I/II at LBJ, Effective August 8, 2017

**Employment/Transfers**

Linville Barnett, Bus Driver, Effective August 4, 2017

Kayla Combs, Cook/Baker/Bus Monitor at HT, Effective August 18, 2017

Tiffany Combs, Science Teacher at BHS, Effective 7/31/2017

Brandon Hayes, Social Studies Teacher at BHS, Effective July 31, 2017

Willa Herald, FMD Teacher at HT, Effective 8/1/2017

Kera Howard, Transfer from Administrative Secretary at CO to Guidance Counselor at BHS, Effective 8/1/2017

Patricia Miller, LBD Teacher at LBJ, Effective 8/1/2017

Jill Neace, Bus Driver, Effective August 4, 2017

Colton Pennington, Instructional Assistant I/II at HT, Effective August 1, 2017

Terri Turner, Bus Monitor, Effective 8/22/2017

Holly Vaillencourt, Instructional Assistant I/II at HT, Effective August 1, 2017

Robert S. Whitaker, Bus Driver, Effective August 4, 2017

**V. Informational Items**

**V.A. Communication/Sharing (All Present)**

Tim Johnson, Asst. Principal at BHS shared that BHS is rolling out devices this week, starting with the juniors and seniors tonight. He shared that it's been a good start for BHS this year. Classroom instruction is improving and teachers are utilizing strategies that they learned in Professional Development that was provided this summer.

**V.B. School Financial Reports**

**V.C. SBDM Minutes**

**VI. State Management Report**

State Manager Mike Murphy commended the Board for a great job.

**VII. Adjournment**

**Order #62 - Motion Passed:** There being no further business of the Board, adjournment at 5:53 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	Absent
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

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Secretary

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Board Chairperson