**SPENCER COUNTY BOARD OF EDUCATION**

**Regular Monthly Meeting**

**6:30 p.m. Monday, December 18, 2017**

**Spencer County High Media Center**

**Board Members**

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**Others Present**: Superintendent Chuck Adams, Chuck Abell, Mark Thomas, Curt Haun, Jim Oliver, Todd Russell, Jessica Cox, Pete Clevenger, Michele Barlow and others.

**ORDER # 81**

**CALL TO ORDER**

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

**STATEMENT OF BOARD MISSION**

**WELCOME OF VISITORS**

Ms. Debbie Herndon read the Statement of Board Mission and welcomed visitors.

**ORDER # 82**

**REVIEW AND ADOPT AGENDA**

A motion was made by Mr. Bart Stark and seconded by Dr. Lynn Shelburne to adopt the December 18, 2017 agenda as presented.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**RECOGNITIONS:**

Going the Distance Award: Ms. Kay Pence was recognized with the Going the Distance Award

**CITIZENS AND DELEGATIONS**

No members of the community addressed the Board.

**ORDER #83**

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

1. Academic Spotlight: SCES and TES Preschool students performed Christmas songs.
2. Academic Report: Preschool Update was presented by Mr.Todd Russell.

Mr. Russell shared that preschool is at a record high of 129 students. Brigance Kindergarten Readiness scores up. ECER-2 Program Review Overall Score of 5.6.

1. Superintendent’s Report: Chuck Adams
   1. TES Construction Project/SCHS Proposal
      * Floors are still being addressed. Possible Summer job.
      * Justin shared a 14 month time frame for building process of new academic/athletic center at SCHS.

**ACTION WITH DISCUSSION**

**ORDER #84**

**APPROVAL OF BOARD MINUTES**

A motion was made by Mr. Bart Stark and seconded by Ms. Sandy Clevenger to approve the November 27, 2017 minutes as presented.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**ORDER #85**

**INCREASE IN DAYS FOR 21ST CENTURY PROGRAM DIRECTORS**

The TES 21st Century Program recently underwent a state site visit and review process. It was noted at that time by the evaluators that our 21st century coordinator contracts were well below the state average for similar roles. Our coordinators volunteer their own time to ensure that their programs are successful, which led to this request for thirty (30) additional days. This additional amount will come from the grants and will not impact the general budget. Estimated increase for salary and applicable benefits to be paid through grant fund are TBB $4,825 and GBB $4,911

A motion was made by Ms. Sandy Clevenger and seconded by Mr. Bart Stark to approve the 30 day increase in days for the 21st Century Program Directors.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**ORDER #86**

**CONSTRUCTION INVOICES (BG-15310 NEW ELEMENTARY SCHOOL) AND (BG-17-236 HIGH SCHOOL) INVOICES PENDING UP THROUGH DECEMBER 18, 2017)**

* 1. BG-15310 New Elementary School
     1. Louisville Paving $596.67
     2. Sherwin Williams $301.73
     3. Custom Digital Photo & Graphics $ $2,501.35
     4. Miracle of KY & TN $27,804.00

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

construction invoices (BG-15310 new elementary school) and (BG-17-236 high school) invoices pending up through December 18, 2017) as presented.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**ORDER #87**

**SCHS ATHLETIC FIELD LIGHTS**

Although the Design Development of the SCHS project was waived by KDE, construction documents are not finalized by SCB engineers and ready for action. However, we do have the flexibility of utilizing the state contract bid list to purchase the lighting so this phase of the renovation can be expedited. No modifications to the original BG-1 are necessary to conduct this, it will simply be “pulled” from consideration for a later bid package on the remaining elements of the renovation.

A motion was made by Mr. Bart Stark and seconded by Ms. Sandy Clevenger to approve the SCHS Athletic Field Lights in accordance with state bid list.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**ORDER #88**

**CONTRACT START DATE FOR NEW SCMS BOOKKEEPER**

The middle school bookkeeper is retiring March 2018. Her replacement has recently been selected. The middle school is requesting a start date of January 2, 2018 for the new bookkeeper to begin. This will allow eight (8) weeks for training with the current bookkeeper before assuming duties and will help to cover the potential absences of the current bookkeeper due to time off days as well as illnesses. The estimated cost above budget for this request is $4,455.00. This can be covered by the savings we are currently recognizing due to the vacancy in the Curriculum Coach position at SCMS which will more than cover this amount.

A motion was made by Mr. Bart Stark and seconded by Ms. Sandy Clevenger to approve the contact start date of January 1, 2018 for the new SCMS bookkeeper.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**ORDER #89**

**ACTION BY CONSENT**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Janet Bonham to approve the Action by Consent Items as presented below.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

1. Orders of the Treasurer Reports
2. School Financial Reports
3. District Financial Reports
4. Invoices for Approval
5. Acknowledge Monthly Report and District Employees, Termination, Resignation, and Retirements

**Spencer County Middle School**

Patricia Kennedy, English Language Arts Teacher, Rank 1

Jessica Barker, Bookkeeper

**Other**

Autumn Leber, Emergency Cert Sub Teacher, Rank 4

Keith Travis, Emergency Cert Sub Teacher, Rank 4

Christopher Ward, Bus Driver (full-time)

Roxanne Perry, Certified Sub Teacher, Rank 1

Emily Baldwin, Emergency Cert Sub Teacher, Rank 4

Katie Finn, Emergency Sub Teacher, Rank 4

Morgan Mayer, Emergency Cert Sub Teacher, Rank 4

Susan Burress, Early Care & Childhood Coach, Rank 1

Wayne Toebbe, Sub Bus Driver

**Resignations**

Whitney Greenwell, IA SCMS Eff 12/11/2017

Keith Travis, IA – Hillview Academy eff 12/15/17

**Transfers**

Curtis Wheeler, Bus Driver (6.75 hrs per day to 6.5 hrs per day)

1. Field Trip Approvals (Overnight and Out-of-State)
   1. SCHS Band – WKU Honors Band – January 18-January 20, 2018
   2. SCHS HOSA – Crown Plaza, Louisville, KY March 15-17, 2018
   3. SCHS FFA Dairy Trip – Scotland June 11- June 25, 2018
2. Fundraiser Approvals

Spencer County High School

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Educators Rising | Club Tshirts | October – May | Club Activities | Students/Adults |
| Educators Rising | Give It Up Challenge  (Penny War) | January – February | Supplies for events | Students/Adults |
| Yearbook | Yearbooks | December – May | Supplies and cost of printing | Students/Adults |
| Yearbook | Spring Insert Sales | January – May | Yearbook | Student/Adults |
| Girls Soccer | Yankee Candles | January | Off Season Training | Students/Adults |
| Wrestling Team | Sponsorship Drive | January – February | Matts | Students/Adults |
| Choir Club | Yankee Candle | January | Transportation ACDA | Students/Adults |

Spencer County Middle School

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SCMS Softball | Bath Bombs | December 19-January 31, 2018 | Bat Hangers; Equipment Holders for dugouts, and Softballs | Students and Adults |
| SCMS Leadership | Leadership Movie Night and concessions | 1/15, 1/16, or 1/18/2018 | Money for Lighthouse | Students and Adults |

1. Fee Requests

Spencer County High School

|  |  |  |
| --- | --- | --- |
| SCHS International Club | Club T-Shirt | $11-$14.00 |
| HOSA National | State Hotel and Food | $70.00 |
| SCHS Honors Band | Hotel and Registration | $110 |

1. Surplus Items
2. Non Resident Contracts
   * + Bardstown
     + Nelson County
3. Approval of Annual Vendors (Model Procurement)

|  |
| --- |
| Krossover Intelligence, Inc. |
| A Step Above Awards & More |
| Bi-Water Farm and Greenhouse |
| Quality Stone & Ready Mix, Inc. |
| American Coach Travel |
| Pitsco Education |
| Lee's Chicken Bardstown |

1. Admin Travel Expenses

**COMMUNICATIONS**

1. Board Members
   * Bart Starks thanked Pete and Sandy Clevenger for the many hours they committed to Christmas on Main Street.
2. SCEA Update – Kay Pence gave an oral report.
3. Written Communication

The following items were provided but no discussion took place.

* + Attendance Report
  + Bus Maintenance Report
  + Building Inspections
  + SBDM Minutes
  + Health Office Visits
  + Local Trips
  + WHAS Grant

**ORDER # 90**

**DIALOGUE AND FUTURE AGENDA TOPICS**

No items were added.

**ORDER # 91**

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

A motion was made by Ms. Janet Bonham and seconded by Mr. Bart Stark to make the agenda dated December 18, 2018 part of the official board minutes as presented.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**ORDER # 92**

**ADJOURN BOARD MEETING**

A motion was made by Mr. Bart Stark and seconded by Dr. Lynn Shelburne to adjourn the meeting at 7:30 p.m.

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark