**SPENCER COUNTY BOARD OF EDUCATION**

**Regular Monthly Meeting**

**6:30 p.m. Monday, August 27, 2018**

**Spencer County High School Media Center**

**Board Members Present:**

Ms. Debbie Herndon

Ms. Janet Bonham

Ms. Sandy Clevenger

Dr. Lynn Shelburne

Mr. Bart Stark

**Others Present:**

Superintendent Chuck Adams, Chuck Abell, Steve Rucker, Stephen Webb, Todd Russell, Jane Anderson, Sarah Jump, Vicki Goodlett, Mary Lynn Martin, Diana Thomas, Mark Thomas, Bill Dunning, Amber Waller, Peter Clevenger, Michele Barlow and others.

**ORDER # 21**

**CALL TO ORDER**

The meeting was called to order at 6:33 p.m. by Board Chair, Ms. Debbie Herndon.

**STATEMENT OF BOARD MISSION**

**WELCOME OF VISITORS TO MEETING**

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

**ORDER # 22**

**REVIEW AND ADOPT AGENDA**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Janet Bonham to approve the August 28, 2018 agenda as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**RECOGNITIONS:**

**GOING THE DISTANCE AWARD**

Superintendent Adams recognized Tim Waller with the August Going the Distance award. Tim could not be present, and his children accepted on his behalf!

**CITIZENS AND DELEGATIONS**

**Megen Barnes:** Addressed the Board regarding school security.

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

1. Academic Spotlight: TES: Brigance

Ms. Sarah Jump demonstrated Brigance with her daughter, Sophia.

1. Academic Report: District Learning Summit - Mr. Chuck Abell

Mr. Abell updated the board on the summer’s District Learning Summit

1. Superintendent’s Report: Chuck Adams

* TES/SCHS Project
  + TES Floors expectations and solutions were discussed with Justin McElfresh

Justin proposed correcting a small portion of the floor during fall break and finishing during Christmas break.

* + Reading Recovery Window
  + SCHS Project – waiting on letter from Greg Dunbar and bidding will begin. Project schedule was provided.
  + Assessment
  + Active Shooter Training
  + Apprenticeships

**ACTION WITH DISCUSSION**

**ORDER # 23**

**APPROVAL OF BOARD MINUTES**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Janet Bonham to approve the July 23, 2018 minutes as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 24**

**CONSTRUCTION INVOICES BG16-178 SCMS SOFTBALL DUGOUTS**

* 1. Lee Building Products $1,863.66
  2. Quality Stone & Ready Mix $2,762.50
  3. SRM Concrete $ 51.80

A motion was made by Ms. Janet Bonham and seconded by Dr. Lynn Shelburne to approve the construction invoices for BG 16-178l SCMS Softball Dugouts as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 25**

**SCHS APPRENTICESHIPS**

After numerous meetings with staff and district administrators, the Superintendent recommends establishing multiple apprenticeships. Along with Industrial Maintenance and considering the increased workload placed on our Bookkeepers and the District Technology position that was evaluated and deleted last year due to lack of effectiveness, it is recommended to consider Accounting and Technology as well. For a three-year program in Accounting and Industrial Maintenance, it will cost approximately $40,000 for each position. As Technology is only a two-year apprenticeship, it will cost the district an additional $28,000. If this done correctly, it should serve the dual purpose of providing a unique opportunity for our students as well as keep us from creating additional staff positions to address increased workloads in these areas.

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Janet Bonham to approve three (3) apprenticeships in the following careers: Accounting, Industrial Maintenance, and Technology.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 26**

**BUS MONITOR REQUEST 22 HOURS PER WEEK**

With Preschool providing half-day sessions with the Preschool Aged Bear Care program being located at SCES, the district needs to provide a mid-day Preschool shuttle between programs. Additionally, we have an elementary student with special health needs and adult monitoring due to the health needs and age. These circumstances have created a need for a 22 hour per week bus monitor, which is a full time position.

Bus monitoring is a requirement which could be provided by either substitutes or a contracted employee. Scheduling for a contracted employee would provide reliability and continuity. CERS would become applicable with the 22 hour position, generating an increase in cost to the district of $1,945.00

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Sandy Clevenger to approve the bus monitor request for 22 hours a week as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER # 27**

**TES .5 CERTIFIED RTI MATH INTERVENTION POSITION – TITLE 1 FUNDS**

Taylorsville Elementary is requesting approval for a .5 Math Intervention teacher to be funded through their 2018-19 Title I allocation.

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Janet Bonham to approve the .5 certified RTI Math Intervention Position at TES with Title 1 Funds as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER #28**

**ANNUAL POLICY/PROCEDURE REVIEW: SECOND READING**

**Policies**: 01.0; 01.11; 01.111; 01.2; 01.42; 01.43; 01.83; 01.91; 01.911; 01.9111; 01.912; 01.913; 01.914; 02.421; 02.442; 03.11; 03.121; 03.1235; 03.18; 03.21; 03.221; 03.27; 03.4; 03.6; 04.1; 04.32; 04.91; 05.5; 06.33; 06.34; 08.1341; 08.1345; 08.3; 09.11; 09.12; 09.1231; 09.211; 09.22; 09.224; 09.227; 09.313

**Procedures:** 01.91 AP.1; 01.911 AP.1; 01.9111 AP.1; 02.14 AP.2; 03.11 AP.1; 03.11 AP.21; 03.121 AP.1; 03.121 AP.22; 03.18 AP.22; 05.45 AP.1; 06.32 AP.1; 08.133 AP.1; 09.111 AP.21; 09.12 AP.1; 09.224 AP.1; 03.6 AP.2; 03.6 AP.21; 09.123 AP.2; 09.123 AP.1; 03.28 AP.21; **Additional Procedures:** 02.4242 AP.21; 03.121 AP.23; 03.125 AP.22; 04.32 AP.1; 04.32 AP.22

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Sandy Clevenger to approve the second reading of the annual policy/procedures including the additional procedures as presented.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER #29**

**SCHOOL/DISTRICT APPAREL BID**

The district facilitated a bidding opportunity window to accept sealed bids for School Apparel (t-shirts, etc) and other school/district generated apparel. The bidding window closed on August 22, 2018 at 10:00 a.m. It is recommended that the Board approve the bid from The Apparel and Awards Factory.

A motion was made by Ms Janet Bonham and seconded by Dr. Lynn Shelburne to approve The Apparel and Awards Factory for the school/district apparel bid.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER #30**

**ACTION BY CONSENT**

A motion was made by Ms. Sandy Clevenger and seconded by Dr Lynn Shelburne to approve the Action by Consent items as presented below.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

1. Orders of the Treasurer Reports
2. School Financial Reports (Monthly)
3. District Financial Reports
4. Invoices for Approval
   1. Chenoweth Law Office: $374.10
5. Acknowledge Monthly Report and District Employees, Termination, Resignation, and Retirements

**Taylorsville Elementary** **Spencer County Elementary**

Tara Burns, Elementary Teacher, Rank 2 Olivia Higdon, Elementary Teacher, Rank 3

Amanda Moore, IA Savannah Chestnut, IA

Karen Sullivan, IA

Amy Holmes, IA

Georgia Sienicki, Elementary Teacher, Rank 1

**Spencer County Middle School**  **Spencer County High School**

Sarah Parnell, Science Teacher, Rank 2 Rachel Coleman, Special Ed-MSD, Rank 3

Rosia Lloyd, IA Shannon Slone, English Teacher, Rank 2

Brenna Murray, Drama Teacher, Rank 3 Heather Horn, Special Ed MSD, Rank 3

Nancye Taylor, IA Kimberly Hahn, IA

**Other**

Joy Knight, IA (ECE) Melita Drake, Home/Hospital & ESL Advocate, Rank1

Nicole Bradburn Sub Bus Driver Emma Inghram, Sub Classified

Lindsey Cain, FRYSC Coordinator Mary Redmon, Bus Monitor

Maria Melendrez, Cafeteria Worker/Bus Monitor Helen Thomas, Sub Classified

Jessie Howard, Sub Bus Driver Cary Evans, Bus Driver (full-time)

Phillip Benningfield, Sub Classified Casey Steele, Bus Monitor

Alizia Curtsinger, Sub Bus Driver Denise Lentz, Bus Driver (full-time)

**Resignations**

James Michael Caba, Certified Sub Teacher, eff 7/19/18 Connie Purdy, Sub Classified, eff 7/20/18

Jessica Gerber, IA TES eff 7/26/18 Lacy Lyon, English Teacher, SCHS eff 8/3/18

David Fleming, Special Ed – MSD, SCHS eff 8/3/18 Tracy Sibert, IA SCHS eff 8/6/18

Kirt Watts, Emergency Cert Sub Teacher, eff 8/8/18 Jessie Howard, Bus Driver, 8/16/18

Aliza Curtsinger, Bus Driver, eff 8/21/18 Sarah Parnell, Science Teacher, SCMS eff 9/5/18

Cheryl Thompson, Family Advocate – 21st Century Program TES – Eff 8/16/18

**Retirements:**

Cynthia Tipton, Bus Driver eff 8/1/18

1. Field Trip Approvals (Overnight and Out-of-State)
   1. TES: Derby Dinner Playhouse (out-of-state)
   2. SCHS Band Trip: Gatlinburg/Pigeon Forge, TN
   3. SCHS Baseball – Ft Walton Beach, FL
   4. SCHS FFA Sun Conference – Hardinsburg, KY
   5. SCHS National FFA Convention – Indianapolis Daytrip
   6. SCHS National FFA Convention – Overnight
2. Fundraiser Approvals

SCMS Fundraisers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 7th Grade | Hat Day – Fridays | School Year | T-shirts – Water/Snacks | Students |
| Football | Powderpuff Football  Entry Fees for Teams | October 30 | Football Misc | Students |
| Athletics | Powderpuff Football  Gate Fee and Concessions | October 30 | Athletic Building | ADULTS ONLY |
| PTSO | Winterfest | December 14 | KPrep & Technology | Adults/Students |
| Choir Club | Century Resources | October 25 and  November 12 | T-shirts, field trips, food | ADULTS ONLY |
| Bookfair Media | Scholastic Book fair | Sept 14-21 | Library books and teacher materials | Adults/Students |
| 7150 Art Program | Via Collori Chalk Art Painting Event (Louisville) | October 20 and 21st | Field Trips, Class T-shirts, Night Museum Supplies | Adults/Students |
| 7150 Art Program | Student Restaurant During Spring Musical  Noodles & Doodles  DaVinci’s | During Spring Musical | Field Trips, Transportation, Venue Fees, T-shirts | Adults /Students |
| Drama Program | Hometown Pizza Cards | Sept 18 – May 18 | Field Trips, Competition Fees, Subs, Buses, and other travel expenses. | Adults/Students |

SCHS Fundraisers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Book Club – Library Media | Starbooks  Hot Chocolate/French Vanilla Cappuccino | School Year | Raise money for books | Adults and Students |
| HOSA | Spirit Wear | Sept – Nov | HOSA Awards banquet | Adults and Students |
| HOSA | Cookie Dough | March 2019 | HOSA Awards banquet | Adults and Students |
| HOSA | World’s Finest – Chocolate bars $1.00 | Feb – March | HOSA State and National Competition | Adults and Students |
| HOSA | Candles | Jan – Feb 2019 | HOSA State and National Competition | Adults and Students |
| HOSA | Car Wash at Country Mart | September | HOSA Member Awards | Adults and Students |
| Football | Yard Sign Supporters | Sept – Dec | Player Equipment | Adults and Students |
| Cheer | Chick-Fil-A Calendar Sales | Sept – Oct | Cheer Equipment, competition fees, music, travel expense, signs | Adults and Students |
| Cheer | Disney Princess Tea & Cheer Camp | Sept or Oct | Cheer Equipment, competition fees, music, travel expense, signs | Adults and Students |
| Cheer | BW3’s Dinner Fundraiser | October | Cheer Equipment, competition fees, music, travel expense, signs | Adults and Students |
| Dance | Dance Clinic /Tshirts | Aug/Sept 2018 | Help fund dance related expenses | Adults and Students |
| FFA | Toy Show | Dec 8-9, 2018 | Discounted FFA Camp Rate to Members | Adults and Students |
| FFA | Peerler Cards | 8/28 – 9/30/18 | State Fair Trip Funding | Adults and Students |
| FFA | Fruit Sales | 10/29-11/29 | Dues for ag classes, banquet, awards, supplies | Adults and Students |
| Girls Basketball | Daddy/Daughter Dance | Sept 15, 2018 | Christmas Tournament, Hotel, and Food | Adults and Students |
| Girls/Boys Basketball | Meet the Bears | Nov 10, 2018 | Misc Items for program | Adults and Students |
| Girls Basketball | Free Throw A Thon | Nov 16, 2018 | Uniforms | Adults and Students |
| Girls Basketball | AAU Basketball Tourn | April 2019 | Uniforms | Adults and Students |
| Girls Basketball | Lady Bears Skills Clinic | November 21 | Christmas Trip, Tournament Hotel and food | Adults and Students |
| Band Club | Worlds Finest Chocolate Bars | October 1-31 | Trips, Guest Clinics/Instructors after school | Adults and Students |
| Band Club | Mixed Bag Design/Items | September 1-20 | Trip expenses, and after school clinicians | Adults and Students |
| Band Club | Pancake Breakfast | February | Trips & Guest Instructors | Adults and Students |
| Band Board | Cake Auction | December | Instruments, equipment, music, trips, sub teachers etc | Adults and Students |
| Baseball | Krispy Kreme | November | Spring Break Trip | Adults and Students |
| Baseball | Little Caesars Kits | Jan – Feb | Spring Break Trip | Adults and Students |
| Baseball | Chili Supper & Auction | March | Spring Break and purchase equipment | Adults and Students |
| Baseball | Field Banner Advertisements | Feb – April | Spring Break Trip and Equipment | Adults and Students |
| Educators Rising | Student Lanyards | Sept – May | Club Activities and provide students with school lanyards | Adults and Students |
| Girls Softball | Golf Tournament | October 7 | Uniforms, apparel, equipment, field supplies, tournaments, leagues and Florida trip | Adults and Students |
| Girls Softball | “Buy a Meal” campaign Donations | School Year | Florida Trip | Adults and Students |
| Girls Softball | Banner Sales | School year | Uniforms, apparel, equipment, field supplies, tournaments, leagues and Florida trip | Adults and Students |
|  |  |  |  | Adults and Students |

Taylorsville Elementary Fundraisers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Archery Team | Read-A-Thon | October 2018 | Purchase of Arrows, Targets, other supplies | Adults/Students |
| Archery Team | UPaint  TES gets 50% profit | November 2018 | Supplies and tournament entry fees | Adults/Students |
| Archery Team | Shoot-A-Thon/Pledges | December 2018 | Support costs of tournaments and/or supplies | Adults/students |
| Archery Team | Old Kentucky Chocolates  (sold after school hours) | January 2019 | Support costs of tournaments and/or supplies | Adults/Students |
| TES PTO | Spirit Wear | Sept and Oct | Teacher/Staff Appreciation/Student Rewards/Classroom Supplies, Technology, Playground Equipment | Adults/Students |
| TES PTO | Memberships | School Year | Teacher/Student Appreciation/Rewards for Classroom/ Supplies | Parents/Staff |
| TES PTO | Alternate Donation | School Year | Teacher/Staff/Student Appreciation; Rewards/Playground Equipment/Technology/Classroom Supplies | Parents/Staff |

1. Fee Requests

Spencer County High School Fees

|  |  |  |
| --- | --- | --- |
| Wrestling | $125 | Player Fee to cover apparel, equipment, gear, transportation, awards, banquet, tournament, entry fees and supplies |
| Girls Basketball | $150 | Participation Fee: Helps cover the cost of shows, sweat suits, bags, shorts, practice equipment |
| Boys Basketball | $75 | Gatlinburg Trip: Cover costs of food for varsity trip/tournament to Gatlinburg |
| Girls Golf | $55 | Personal shirts for practice and matches |
| Dance | $700 | This is an additional fee. Total $1,400. This will cover Outfits ($200) and Competition Fees ($500) |
| Baseball | $50 | Spirit wear |
| Baseball | $400 | Spring Break Trip |
| Girls Soccer | $70 | Spirit Wear |
| Band | $30 | Leadership Workshop |
| Band | $500 | Gatlinburg Trip/Pigeon Forge |
| Band | $150 | All State Band – Registration, Hotel, Transportation |
| Band | $50 | Band Shirts throughout the year. |
| Band | $30 | Solo & Ensemble: Registration Fee for students to participate in solo and ensemble. |
| Band | $150 | WKU Honors Band: Registration Fee, Hotel Room, Transportation |
| Band | $40 | UL Band Day: Registration Fee |
| Band | $20 | All District Band Audition Fee |
| Boys Golf | $55 | Personal Shirts |

The following was accidently omitted from the SCHS April Board approvals.

SCHS SBDM had a Special Called meeting to approve the following:

Account # 7511 Student Material

Student Fee: $25/Student for Student Material

Spencer County Middle Fees

|  |  |  |
| --- | --- | --- |
| Cross Country | $100 | Covers uniforms, entry fees, equipment and supplies |
| 8th Grade | $15 | Field Trip: Frankenstein - Ticket and Bus |
| Art Club # 401 | $40 | Membership – Art Supplies., Field Trips, Tshirts, Night at the Museum Supplies |
| Band Trips #403 | $25 | Supplies, Equipment, Music, Apparel, Field Trips, Registration Fees |
| HOSA Kids | $100 | State Convention and Conference for Competition |
| HOSA Kids Club | $50 | National Membership Fee  State Membership Fee  Club Fee  Tshirt and Club Supplies and Awards |

Taylorsville Elementary Fees

|  |  |  |
| --- | --- | --- |
| Archery Team | $10 | Shirts for Competitions |
| Chorus | $8.00 | Audition Fee for KYACDA All State Chorus |
| Chorus (All District) | $15.00 | Shirt, Conductor, and Music for All District (Participation is optional) |
| Chorus | $10.00 | T-shirts for performances |

1. Surplus Items

* SCMS: Text Books
* Maintenance: Mower – Poor Condition
* Food Service: Four Seat Cafeteria Booth (8)
* GT Program: 2 Laptops (old/not working)
* Maintenance: (22) 250 Watt Light Fixtures (44) 400 Watt Light Fixtures
* Music: Piano & Cart
* Boys Basketball: 43 Lockers

1. Non Resident Contracts for 2019-2020
   1. Nelson County
   2. Anderson County
   3. Shelby County
   4. Jefferson County
   5. Bullitt County
   6. Eminence
2. Annual Vendors Model Procurement

|  |  |  |
| --- | --- | --- |
| ATCO International | ERS-OCI Wireless | Sassy Bunny |
| Borden's Dairy | Global Supply & Floor Equipment | Spirit Line |
| Bullitt Septic Service | Gold Medal Products | Stump Printing Company |
| Bumblebee Team Sports | J.W Pepper | Tierney Brothers, Inc |
| Country Mart | Kroger (Shelbyville) | USA Print Broker |
| Courtney's Korner, LLC | Louisville Awards | Valley Apparel |
| DC Elevator | Louisville Screen Printing, LLC. | Wal-Mart (Shelbyville) |
| Digital Promotions, Inc | Mic Zees Ice | Suburban Septic Services |
| Dollar Tree |  |  |

**COMMUNICATIONS**

1. Board Members
   1. Dr. Shelburne shared that the Shelbyville ACC Center is offering a two-year dental assisting program. Mr. Webb, principal at SCHS shared that a student from the district is already participating in program!
2. SCEA Update
3. Written Communication
   1. Attendance Report – N/A
   2. Bus Maintenance Report
   3. Building Inspections
   4. SBDM Minutes
   5. Local Field Trips
   6. Health Office Visits

**DIALOGUE AND FUTURE AGENDA TOPICS**

No items were added for future agenda topics.

**ORDER # 31**

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

A motion was made by Mr. Bart Stark and seconded by Ms. Janet Bonham to approve the August 27, 2018 as part of the official board minutes.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes

**ORDER #32**

**ADJOURN BOARD MEETING**

A motion was made by Ms. Janet Bonham and seconded by Ms. Sandy Clevenger to adjourn meeting at 8:03 p.m.

Ms. Debbie Herndon Yes

Ms. Janet Bonham Yes

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Mr. Bart Stark Yes