

RECORD OF BOARD PROCEEDINGS
(Minutes)
Regular Meeting
December 13, 2018 6:00 PM
Trigg County Board of Education
Central Office Conference Room

Attendance Taken at 6:00 PM:

Present Board Members:

Ms. Theresa Allen
Ms. LaVern Baker
Ms. JoAlyce Harper
Mrs. Gayle Rufli
Ms. Linda Wood

ATTENDING:

Travis Hamby, Superintendent	Beth Sumner, Assistant Superintendent of Instruction	James Mangels, Director of Student Services & Personnel
Howell Hopson, Board Attorney	Holly Greene, Treasurer	Jeanette Hoover, Secretary to Superintendent
Mary Jones, Next Generation Teacher/Coach	Shannon Burcham, Principal High School	Lindsey Kinslow, Principal Primary Schools
Joshua Claussen, WKDZ Radio	Charlene Sheehan, Incoming Board Member	Paula Dickerson, Director-Food Services
Nate Huggins, Caldwell County Superintendent	Vicki Huggins, Visitor	Kim Jackson, Caldwell County Board Member

Chairperson Harper asked if the members had reviewed the agenda and if there were any questions or items to be removed from the Consent Agenda.

#18-236 Approval of Agenda

Motion Passed: Approval of the agenda as presented passed with a motion by Ms. Theresa Allen and a second by Ms. Linda Wood. **5 Yeas - 0 Nays.**

#18-237 Recess for the purpose of visiting Trigg County High School - 6:01 p.m.

Motion Passed: Recess for the purpose of visiting Trigg County High School passed with a motion by Ms. LaVern Baker and a second by Ms. Theresa Allen. **5 Yeas - 0 Nays.**

#18-238 Reconvene Regular Board Meeting – 6:35 p.m.

Motion Passed: Reconvene Regular Board Meeting passed with a motion by Ms. Theresa Allen and a second by Mrs. Gayle Rufli. **5 Yeas - 0 Nays.**

#18-239 Good News

- "Thank you all for the delicious treats on Monday. Everything was sooo good and it was nice to take a little break during this hectic time of year." Elaine Jessup, Title I Instructional Assistant, Annual Sponsor
- Thank You Card - Primary School
- Thank You for Transportation Mileage

#18-240 Delegations & Recognitions

Nate Huggins, Superintendent, Caldwell County Schools
Vicki Huggins (wife of Mr. Nate Huggins)
Kim Jackson, Caldwell County Schools Board Member

#18-241 Treasurer's Report

November 30, 2018 YTD

#18-242 Reports by Principals

A. High School Report - Mr. Shannon Burcham

B. Primary School Report - Ms. Lindsey Kinslow

#18-243 Reports

A. Superintendent's Report

1. Schools' Financial Reports

2. Director's Quarterly Report

2.a. Assistant Superintendent of Instruction

2.b. Director of Student Services and Personnel

2.c. Director of Operations

2.d. Chief Information Officer

2.e. Food Service Director

2.f. Transportation Director

2.g. Chief Financial Officer

3. Update on Security Vestibule

4. Upcoming Events

December 19 – Last day for classes before Winter Break; Staff Christmas Breakfast 7:00 a.m.

December 20 – January 1 – Winter Break

January 2 – Classes resume

January 21 – Martin Luther King Jr. Day – no classes

B. Staff Reports

1. Assistant Superintendent of Instruction

2. Director of Student Services and Personnel

#18-244 Consent Agenda

Motion Passed: Motion for the approval and authorize appropriate action for the items listed in the Consent Agenda passed with a motion by Ms. LaVern Baker and a second by Ms. Linda Wood. **5 Yeas - 0 Nays.**

A. Approval of Minutes

Minutes of Meeting November 8, 2018

Minutes of Meeting November 15, 2018

Minutes of Meeting November 29, 2018

B. Acknowledge the Following Superintendent's Personnel Actions

Employment:

Sheena Moore	Middle School Instructional Assistant	Effective 11/07/2018
Destine Hubbard	Substitute Bus Driver	Effective 11/08/2018
Leslie Stone	Activity Bus Driver	Effective 11/08/2018
Cynthia Cook	Substitute Teacher	Effective 11/12/2018
Heather Bean	Substitute Custodian	Effective 11/13/2018
Alison Risher	Substitute Teacher	Effective 11/14/2018
Gregory Brown	Vehicle Mechanic II	Effective 11/19/2018
Penny Miller	District Web Content Coordinator (Extra-Duty)	Effective 11/26/2018
Chrissy Bush	High School Next Generation Intersession Coordinator	Effective 11/27/2018
Brian Parker	District PBL Coach Primary School	Effective 11/28/2018
Brandy Woodall	District PBL Coach High School	Effective 11/28/2018
Deena Smith	District PBL Coach Primary School	Effective 11/28/2018
Abby Fourqrean	District PBL Coach Intermediate School	Effective 11/28/2018

Kurt Grubaugh	High School Assistant Wrestling Coach	Effective 11/30/2018
Denise Young	Middle School ESS Tutor	Effective 11/29/2018
Carissa Weishuhn	Middle School ESS Tutor	Effective 11/29/2018
Melissa Calhoun	Middle School ESS Tutor	Effective 11/29/2018
Shane Banks	Middle School Baseball Coach	Effective 12/03/2018
Hope Bailey	Substitute Custodian	Effective 12/04/2018
Casey Monroe	Middle School Instructional Assistant	Effective 12/10/2018
June Wilkinson	Regular Route Bus Driver	Effective 12/11/2018
Destiny Hubbard	Permanent Substitute Bus Driver	Effective 12/10/2018
Kim Ennis	Special Needs Bus Monitor	Effective 12/11/2018

Resignation:

Leslie Stone	Bus Driver and Preschool Bus Monitor	Effective 11/14/2018
Leslie Stone	Substitute Food Service, Substitute Custodian and Substitute Trigg Tots Worker	Effective 11/14/2018
Joshua Hestand	240 Days-Night Custodian	Effective 11/28/2018

Transfer:

Erin Eagleson	Transfer from High School Assistant Principal to Director of Transportation	Effective 01/02/2019
Tara Alexander	Transfer from Speech Pathologist to Early Childhood Education Coach	Effective 12/17/2018
Kristin Frazier	Transfer from Permanent Substitute Bus Driver to Regular Route Bus Driver	Effective 12/10/2018

C. Leave of Absence
L.T. - FMLA

D. Approve and authorize payment of the items set out in the listed accounts payable warrant reports
1. WARRANT - 12/10/2018 - \$167,314.12
2. WARRANT - 12/13/2018 - \$5,344.74

E. School Related Student Trips
1. TCHS Interact/Youth Leadership Group travel to Nashville, Tennessee February 7, 2019

F. Staff Travel Requests (Out of State)

G. Approval of Annual Contract Renewals or Renewal MOA's for Services

H. Approval of New Contracts or MOA's
1. Approve contract with HES Energy/Net to provide improved internet service for the Bus Garage
2. Authorize the Superintendent to sign agreement with Crittenden County Schools for Ms. Crystal Moore's services of Teacher of the Visually Impaired for the 2018-2019 academic year at a cost of \$130.04 per day
3. Agreement with GradeCam for FY19 at a cost of \$2,065.00

I. Approval to declare the attached list of technology items from Trigg County Primary and Middle School as surplus

#18-245 Other Business

A. Acknowledge Review of School Improvement Plans

Motion Passed: Acknowledge Review of School Improvement Plans passed with a motion by Mrs. Gayle Ruffli and a second by Ms. LaVern Baker. **5 Yeas - 0 Nays.**

B. Approval of Comprehensive District Improvement Plan (CDIP) for January 2019- December 2019

Motion Passed: Approval of Comprehensive District Improvement Plan (CDIP) for January 2019- December 2019 passed with a motion by Ms. Theresa Allen and a second by Ms. LaVern Baker.

5 Yeas - 0 Nays.

C. Additional security cameras

Motion Passed: Approve purchase and installation of additional cafeteria cameras, additional camera on the exterior of the middle school north entrance, and a PTZ camera aimed at the temporary traffic light from Little Piping and Mechanical in the amount of \$8,561.38 passed with a motion by Ms. Theresa Allen and a second by Ms. Linda Wood. **5 Yeas - 0 Nays.**

D. Review and Discussion of Nutrition and Physical Activity Report Card for School Year 2017-2018

Motion Passed: Acknowledge Review and Discussion of Nutrition and Physical Activity Report Card for School Year 2017-2018 passed with a motion by Ms. Theresa Allen and a second by Ms. LaVern Baker.

5 Yeas - 0 Nays.

E. Set Date for Hearing for Wellness Report and Recommendations

Motion Passed: Set the public forum for January 24, 2019 at 5:30 p.m., prior to our regular scheduled board meeting passed with a motion by Mrs. Gayle Ruffli and a second by Ms. Theresa Allen.

5 Yeas - 0 Nays.

F. Consider and take appropriate action regarding Bollard Covers

G. Acknowledge review of principles of Crime Prevention Through Environmental Design (CPTED) related to the Security Vestibule Project for TCMS and TCHS

Motion Passed: Acknowledge review of principles of Crime Prevention Through Environmental Design (CPTED) related to the Security Vestibule Project for TCMS and TCHS passed with a motion by Ms. LindaWood and a second by Ms. LaVern Baker. **5 Yeas - 0 Nays.**

H. Consider and take appropriate action for removing the 2017 KETS offer in the amount of \$16,319 and \$9,066 (total of \$25,385) out of escrow and matching the funds.

Motion Passed: passed with a motion by Mrs. Gayle Ruffli and a second by Ms. Theresa Allen.

5 Yeas - 0 Nays.

I. Approval of 2nd reading revised Board Policy 02.14

Motion Passed: Approval of 2nd reading of changes to board policy 02.14, pending KDE approval should we not have that prior to the board meeting passed with a motion by Ms. Theresa Allen and a second by Ms. Linda Wood. **5 Yeas - 0 Nays.**

#18-246 Board Member Reports

A. Ms. Baker

B. Ms. Wood

C. Ms. Allen

D. Ms. Ruffli

E. Ms. Harper - Thanked LaVern Baker for her 8 years of service and Linda Wood for her service.

#18-247 Adjournment – 8:37 p.m.

Motion Passed: That the meeting be adjourned - 8:37 p.m. passed with a motion by Ms. Theresa Allen and a second by Ms. Linda Wood. **5 Yeas - 0 Nays.**

Chairperson

Superintendent