

**CHRISTIAN COUNTY BOARD OF EDUCATION  
BOARD OF EDUCATION MEETING  
HOPKINSVILLE, KENTUCKY**

**MINUTES OF BOARD MEETING  
JANUARY 17, 2019  
6:00 P.M.**

**REGULAR BOARD MEETING**

The Christian County Board of Education met at the Board of Education Central Office on Glass Avenue on Thursday, January 17, 2019, 6:00 P.M. for a Regular Board Meeting.

**BOARD MEMBERS PRESENT:**

Ms. Linda Keller, Chairperson

Mr. Tom Bell, Vice-Chair

Ms. Susan Hayes

Mr. Lindsey Clark

Mr. Jeff Moore

Ms. Mary Ann Gemmill, Superintendent and Board Secretary

Also present: Mr. Jack Lackey, Jr., School Board Attorney; Administrators, Media and Guests

**BOARD MEMBERS ABSENT:**

**ACTION/ITEMS**

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**SWEARING IN  
CEREMONY FOR  
RE-ELECTED BOARD  
MEMBERS, LINDSEY  
CLARK, JEFFREY  
MOORE AND TOM  
BELL**

Judge J. Foster Cotthoff conducted the swearing-in ceremony for Re-Elected Board Members Lindsey Clark, Jeffrey Moore and Tom Bell.  
A copy of the Certificate of Administering of Official Oath and Statutory Oath for Board of Education Member is attached to the Board Minutes.

**SCHOOL  
BOARD  
RECOGNITION  
MONTH**

In honor of School Board Recognition Squire Mark Cansler, representing Mayor Carter Hendricks and Judge Executive Steve Tribble, read the Proclamation. A gift was presented to each Board Member prior to the Board meeting.

**RECOGNITIONS:**

- A) December High Attendance Staff Award Elementary Division - Martin Luther King, Jr. Elementary

December High Attendance Staff Award Middle/High School Division – Christian County Middle School

December High Attendance Student Award Elementary Division – Millbrooke Elementary

December High Attendance Student Award Middle/High School Division – Christian County Middle School

- B) Student of the Month: Vincent Jeronimo, 6<sup>th</sup> Grade Student, Indian Hills Elementary School

**INVOCATION  
PLEDGE  
CALL TO ORDER**

The Invocation was given by Ms. Hayes, with the prayer by Mr. Bell, followed by the Pledge of Allegiance. Ms. Keller called the meeting to order at 6:13 P.M.

**#170 ELECTION OF  
BOARD  
CHAIRMAN**

Nomination by Lindsey Clark to elect Linda Keller as Board Chairman.

Voting yes: Mr. Clark, Ms. Hayes, Mr. Bell,  
Mr. Moore, Ms. Keller

Voting no: NONE

**#171 ELECTION OF  
BOARD  
VICE-CHAIR**

Nomination by Jeff Moore to elect  
**Tom Bell** as Board Vice Chairman.

Voting Yes: Mr. Moore, Mr. Clark, Ms. Hayes,  
Mr. Bell, Ms. Keller

Voting No: NONE

**#172 APPROVAL  
OF AGENDA**

Motion by Mr. Bell, second by Mr. Clark, to approve the  
Agenda as submitted (a copy of which is attached and the  
terms of which are incorporated by reference.)

Voting yes: Mr. Bell, Mr. Clark, Mr. Moore,  
Ms. Hayes, Ms. Keller

Voting no: NONE

**COMMUNICATIONS/  
VISITORS AND  
OPEN FORUM**

Richard Lestienne Jr.  
213 Grant Ave.  
Oak Grove, KY 42262  
In re: Bus Safety

Shaneka Cannon  
955 Van Buren Ave  
Oak Grove, KY 42262  
In re: Bullying/Safety

Theresa Jarvis  
935 Linda Drive  
Oak Gove, KY 42262  
In re: Bus Bullying/Safety

**PRESENTATIONS:**

**GATEWAY ACADEMY/BREATHITT CENTER  
RENOVATIONS/ADDITIONS**

Andrew Owens with Sherman, Carter, Barnhart Architects was present to provide an update on Gateway Academy/Breathitt Center Renovations and Additions. Mr. Owens stated that work is ongoing and demolition is nearing completion. He stated there are two issues that they are tracking at this moment. The first is the approval of building plans by the Division of Housing, Building and Construction which has not been completed. Mr. Owens stated what is normally a month to a month and a half process is now a four month process, which is unprecedented. They are tracking this and attempting to get this resolved. He stated Mr. Hawkins will be making a call to them in order to find a solution. The second issue is a major roof leak that was discovered during heavy rains. Mr. Owens stated given the age of the roof and the give the availability of contingency funds, they are recommending replacement, which the district has directed them to look into. They will begin assessment of the roof and bring back those findings to a future board meeting.

**NURSES REPORT 2<sup>nd</sup> NINE WEEKS**

Ms. Megan Kidd, Head Nurse, provided the 2<sup>nd</sup> nine weeks' nurses' report for the Board noting that 19,861 students had visited the nurses in the schools the 2<sup>nd</sup> nine weeks of the 2018-19 school year (a copy of which is attached and the terms of which are incorporated by reference.)

### **SAFE SCHOOLS ASSESSMENT REPORTS FOR PEMBROKE ELEMENTARY SCHOOL AND SOUTH CHRISTIAN ELEMENTARY SCHOOL**

Mr. Brad Hawkins, Chief Operations Officer, introduced Dan Orman, Kentucky Center for School Safety, to give the Board a briefing on the Safe Schools Assessment Reports for Pembroke Elementary School and South Christian Elementary School.

Mr. Orman stated both Pembroke Elementary and South Christian Elementary had very positive reports, with only a few areas of concern. Mr. Orman stated the areas of concerns are unlocked school classroom doors as well as bus safety. He stated both principals are committed and hardworking and he is positive that these issues will be looked into and resolved.

### **DISTRICT DISCIPLINE UPDATE**

Ms. Kim Stevenson, District Discipline Administrator and Melanie Barrett, Director of Pupil Personnel, presented a PowerPoint Update on District Discipline for the first semester of the 2018-2019 school year (a copy of which is attached.) Ms. Stevenson compared discipline data from 2014 to present.

### **INSTRUCTIONAL UPDATE: COMPREHENSIVE SCHOOL IMPROVEMENT UPDATE**

Amy Wilcox, Chief Instructional Officer, introduced Dr. Lisa Carroll and Zachary Hibbs, who are the Education Recovery Staff working through the Kentucky Department of Education to provide Comprehensive School support service and complete diagnostic reviews for Freedom Elementary and Martin Luther King, Jr. Elementary.

Dr. Lisa Carroll and Zachary Hibbs introduced themselves to the board and explained their roles for both Comprehensive Schools. The diagnostic review will take place in February.

## **INSTRUCTIONAL UPDATE: STRIVING READERS GRANT – EARLY LEARNING**

Amy Wilcox, Chief Instructional Officer and Kadi Ralston, Striving Readers Comprehensive Literacy Grant Coordinator/K-12 Literacy Coach were both present to give the board a PowerPoint update on the Striving Readers Grant – Early Learning (a copy of which is attached to the minutes.)

## **DRAFT BUDGET UPDATE FOR FISCAL YEAR 2019-2020**

Ms. Mary Ann Gemmill, Superintendent and Jessica Darnell, Director of Business, provided the following information in a power-point presentation for the Board Members on the Draft Budget for Fiscal Year 2019-2020:

### **DRAFT BUDGET**

- Draft Budget is an estimate based on information available at this time.
- Review of information to begin discussion and planning for next fiscal year are not required to be approved or adopted by the Board of Education. The Tentative Budget is to be adopted in May and the Working Budget to be adopted in September.

### **REVENUE**

- **SEEK funding:**  
No New forecasts from KDE on SEEK Funding at this time. Budget reflects no change in our current SEEK, Capital Outlay, or FSPK Building fund levels.
- **District Carry Forward:**  
  
Current projection shows carry forward of \$8,160,231  
  
Increase of \$1,073,822

### **SEEK TREND**

Graph 2007 – 2019

## **CONTINGENCY TREND**

Graph 2007 – 2019

### **EXPENDITURES**

- Staffing of schools follows the staffing formula approved by the Board of Education
- Step Increase projected cost \$565,000.
- Funds added back for Buses
- Funds added back for Technology
- KTRS current rate 3% (no change at this time)
- CERS current rate 21.48%
- Contingency 7.802%

### **CAPITAL OUTLAY & FSPK BUILDING FUNDS**

- Capital Outlay budget: \$773,311
- FSPK Budget: \$3,226,707  
KSBIT Annual Payment \$27,433
- Debt Payments FY20: \$2,997,345
- Balance to be used for Facilities Plan Projects: \$975,240

### **SPECIAL REVENUE**

- No budgets are included in the Draft for Special Revenue funds – which include all State and Federal grant programs
- It is too early at this point to estimate how much grant funding will be received for FY20

### **PROPRIETARY FUNDS**

- Proprietary Funds include Food Service and Daycare Funds.
- The budgets for these funds are copies of the current operating budgets for FY19.

## **COMMITTEE REPORTS**

### **Mr. Clark**

Mr. Clark spoke with Senator Westerfield who stated that SB1 is in the works and they need input from Superintendent's, Board Members and Policing Agencies. Mr. Westerfield also stated that the Senate has sent two bills to the House. These bills are concerning the Site Based Decision Making Councils and Employee Tribunals. Mr. Westerfield also advised there is a new committee, formed from scratch, regarding the Pension/Retirement Fund. The committee is made up of Bi-Partisan members and transparency is key to this committee. They are also live steaming meetings and testimonies.

### **Mr. Bell**

Mr. Bell stated he is waiting for the Parent and Student Studer Survey data to come back. He would love to see feedback. He also stated that the Superintendent's Advisory Council is working on a book study titled "Building a Vibrant Community", as well as the Chamber of Commerce.

### **Mr. Moore**

Mr. Moore stated one item they did discuss in the PBIS meeting, which he believes is critical in the program, is the need for consistency among teachers across the district. All teachers should have the same classroom rules and apply those same rules in every class.



**#173 DISCUSSION/  
APPROVAL  
OF 2019-2020  
DRAFT  
STAFFING  
ALLOCATION**

Following a presentation by Ms. Laura Morris, Chief Administrative Officer, motion by Mr. Clark, second by Ms. Hayes, to approve the Draft 2019-2020 Staffing Allocation (a copy of which is attached and the terms of which are incorporated by reference.)

Voting Yes: Mr. Clark, Ms. Hayes, Mr. Bell,  
Mr. Moore, Ms. Keller

Voting No: NONE

**#174 DISCUSSION/  
APPROVAL  
SELECTION  
OF BOARD  
MEMBER TO  
SERVE ON  
2019-2020  
CODE OF  
ACCEPTABLE  
BEHAVIOR AND  
DISCIPLINE  
COMMITTEE**

All Board Members agreed that Ms. Susan Hayes would serve on this committee.

**#175 DISCUSSION/  
APPROVAL  
REQUEST  
FOR A  
TECHNOLOGY  
CONSULTANT  
FROM  
FEBRUARY 1  
TO JUNE 30, 2019**

Motion by Mr. Clark, second by Mr. Bell, to approve the Request for a Technology Consultant from February 1 to June 30, 2019.

Voting Yes: Mr. Clark, Mr. Bell, Mr. Moore,  
Ms. Hayes, Ms. Keller

Voting No: NONE

**#176 CONSENT  
AGENDA**

Motion by Mr. Clark, second by Ms. Hayes, to  
approve the following Consent Agenda:

(All exhibits are attached to the minutes)

- A) Financial Matters:
  - 1. Approval of Monthly Financial Reports and Authorize Payment of Bills
  - 2. Other
- B) Approval of Minutes of Special Board Meeting held December 18, 2018 and Regular Board Meeting held December 20, 2018
- C) Approval School Related Trip Request by District Schools to Alhambra Theater, January 9, 2019 (Emergency Approval)
- D) Approval School Related Trip Request by Christian County Middle School to Louisville, KY, January 16-18, 2019 (Emergency Approval)
- E) Approval School Related Trip Request by Christian County Middle School to Lexington, KY, February 8-10, 2019
- F) Approval School Related Trip Request by Hopkinsville High School to Georgetown College, January 18, 2019
- G) Approval School Related Trip Request by Hopkinsville High School to The Pac (Hopkinsville) on February 11, 2019
- H) Approval School Related Trip Request by Hopkinsville Middle School to Madisonville, KY, February 2, 2019
- I) Approval School Related Trip Request by Hopkinsville Middle School to Louisville, KY, March 16-18, 2019
- J) Approval School Related Trip Request by Hopkinsville Middle School to Bowling Green, KY, January 3-5, 2019
- K) Approval School Related Trip Request by Hopkinsville Middle School to Bowling Green, KY, December 16, 20118 (Emergency Approval)
- L) Approval School Related Fund Raiser Request by Freedom Elementary School, Healthy Candy Grams, March 2019

- M) Approval School Related Fund Raiser Request by Freedom Elementary School, Healthy Candy Grams, February 2019
- N) Approval School Related Fund Raiser Request by Freedom Elementary School, Sun Burst, January 18 – February 14, 2019 (Emergency Approval)
- O) Approval School Related Fund Raiser Request by Hopkinsville High School, Winter Guard, HHS Home show, February 9, 2019
- P) Approval School Related Fund Raiser Request by Hopkinsville High School, Band, Flick of the Wrist, May 2019
- Q) Approval School Related Fund Raiser Request by Indian Hills Elementary School, Yearbook Ads, January 18 – February 28, 2019
- R) Approval School Related Fund Raiser Request by Indian Hills Elementary School, Great American, February 5-28, 2019
- S) Approval School Related Fund Raiser Request by Indian Hills Elementary School, Holiday Grams, February 1-14, 2019
- T) Approval School Related Fund Raiser Request by South Christian Elementary School, Yearbook Sales, February – August 2019
- U) Approval Use of the Stadium of Champions for the 2019 Relay for Life on June 7, 2019
- V) Approval Summer Lunch Program at Christian County Middle School and Appointment of Penny Holt as Program Administrator
- W) Approval 2019-2020 School Year Calendar – 2<sup>nd</sup> Reading
- X) Acknowledgment Receipt of Month Five (5) Attendance
- Y) Acknowledgement Receipt of Personnel Matters/Reports
- Z) Establish Next Regular Board Meeting for February 21, 2019, 6:00 P.M. in the Board Room at the Central Office
- AA) Other

Voting Yes: Mr. Clark, Ms. Hayes, Mr. Bell,  
Mr. Moore, Ms. Keller

Voting No: NONE

**INDIVIDUAL BOARD  
MEMBER AND  
SUPERINTENDENT  
COMMENTS  
AND CONCERNS**

**MR. BELL**

Mr. Bell stated he has been using the new Parent Campus Portal and is also enjoying getting his student's report card online. He states the portal is full of data and is a good tool for parents. Mr. Bell congratulated the staff who won the High Attendance award for the month of December, they are setting a good example for their students. Mr. Bell invited everyone to attend to Martin Luther King, Jr. day march on Monday, January 21. He stated the school with the most student participation will receive a free movie screening at WK Cinemas.

**MR. CLARK**

Mr. Clark thanked all that were present for the board meeting and thanked everyone for their professionalism. He thanked the speakers from Oak Grove for attending and enlightening the board members and he hopes all issues can be resolved. He thanked the board members for working together and Ms. Keller for her role as board chair person. He also thanked Ms. Gemmill for her hard work.

**MS. HAYES**

Ms. Hayes was relieved that the board members were sworn in tonight and she commended all board members for working together, even when they may not agree with one another. Ms. Hayes thanked everyone for their gifts for school board appreciation month.

**MR. MOORE**

No Comments.

**MS. KELLER**

Ms. Keller thanked the board for her nomination for board chair person. Ms. Keller thanked them all for working well together. She stated they each have different ideas and that helps when making important decisions. Ms. Keller thanked Ms. Jarvis (Oak Grove Mayor) for being present. Ms. Keller stressed that there is an anonymous reporting tool on the district website where parents or students can report bullying. Ms. Keller also stressed to principals to please keep reminding parents and students of that tool multiple times during the school year. Ms. Keller invited everyone to the robotics competition at Gateway on Saturday. She also encouraged everyone to donate Imagination Library. She congratulated Riley Fort on her accomplishment of becoming Kentucky's Distinguished Young Woman. Ms. Keller thanked everyone for their hard work and thanked everyone for their wonderful gifts for school board appreciation month.

**MS. GEMMILL**

Ms. Gemmill stated she really appreciates the school board members and thanked them for their hard work. She congratulated Linda Keller and Tom Bell for their nomination to Board Chairperson and Vice Chairperson. Ms. Gemmill stated board members work hard and are preparing for this year's training in February.

**#177 ADJOURN**

Motion by Mr. Moore, second by Mr. Clark, to Adjourn (8:16 P.M.)

Voting Yes: Mr. Moore, Mr. Clark, Ms. Hayes,  
Mr. Bell, Ms. Keller

Voting No: NONE

**APPROVED CHAIRPERSON** \_\_\_\_\_

**APPROVED SECRETARY** \_\_\_\_\_