

Board of Education Special Meeting
January 22, 2019 6:00 PM
Professional Development Center
631 North Green Street
Henderson, KY 42420

Attendance Taken at 6:00 PM:

Present Board Members:

Mrs. Lisa Baird
Mr. Kirk Haynes
Mr. Wesley Smith
Mr. Michael Waller
Mrs. Tracey Williams

I. Welcome & Call Meeting to Order

Discussion:

Mrs. Lisa Baird called the meeting to order.

I.A. Moment of Silence & Pledge of Allegiance

Discussion:

After a moment of silence, HCHS Student Ambassador, Jordan Smith, led the Pledge of Allegiance.

I.B. Board Officers

Discussion:

Mrs. Lisa Baird announced the results of the election of Board Officers at the January 22nd 5:15 p.m. special meeting. The election was held earlier per board policy 01.41 that the first meeting in January following a regular election of board members, the Board shall elect Board Officers.

Henderson County Board of Education Officers:

Chairperson - Mrs. Lisa Baird
Vice-Chairperson - Mr. Michael Waller
Secretary - Mrs. Marganna Stanley
Treasurer - Ms. Cindy Cloutier

II. Approval of Agenda

Order #96 - Motion Passed: A motion to approve the agenda as listed passed with a motion by Mrs. Tracey Williams and a second by Mr. Wesley Smith.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

III. Students & Staff Recognition

III.A. Judge's Scholar for January

Rationale:

Judge's Scholars for January:

Kyen Jiang, South Middle School

Reagan Campbell, North Middle School

Brylee Richards, Central Academy School

III.B. Creator of Sesquicentennial Logo

Rationale:

Nicholas Nixon, HCHS Senior, creator of the Sesquicentennial Logo.

III.C. School Board Recognition Month

Rationale:

District #1 - Tracey Williams

District #2 - Kirk Haynes

District #3 - Lisa Baird

District #4 - Mike Waller

District #5 - Wesley Smith

Discussion:

HCHS Students Ambassadors, Trinity Edwards, Jordan Smith and Kate Kelsey, spoke to the Board thanking them for the many opportunities and for everything they do for the students of Henderson County. Mrs. Marganna Stanley thanked the Board for all of their hard work and dedication to the students and staff of Henderson County Schools.

III.D. Grant Writer, Nancy Satterfield

Discussion:

Mrs. Marganna Stanley spoke of the many accomplishments of Mrs. Nancy Satterfield as the district grant writer that she has had since she began in 2011. During that time span grants for our students and schools total \$5.1 million dollars.

III.E. Building a Better Graduate South Middle School Media Center

Discussion:

Ms. Heather Buley Coomes was not present to share with the Board information on South Middle School's Media Center. We will move this agenda item to the February 19, 2019 regular board meeting.

IV. Public Participation & Recognition of Guests

Discussion:

During public participation, there was no one requesting to speak to the Board.

V. Approve Minutes from Prior Meetings

Order #97 - Motion Passed: A motion to approve the Minutes from the December 17, 2018 regular Meeting passed with a motion by Mr. Michael Waller and a second by Mr. Wesley Smith.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

VI. Reports

VI.A. Sesquicentennial

Discussion:

Mrs. Megan Mortis updated the Board on the Henderson Public Schools Sesquicentennial activities this year. Mrs. Mortis also recognized Mr. Caleb May and Ms. Cassie Gilliam from the Henderson Public Library for their hard work and dedication towards this event.

VI.B. Spottsville Elementary School Project Update

Discussion:

Mr. John Hagan Codell updated the Board on the Spottsville Elementary School Project. Mr. Codell stated that, by the end of the month, 100% of the contract work should be completed. They will be preparing closeout paperwork. Next month will have the final pay out. He stated that next month there will be one final change order. Mrs. Marganna Stanley stated that, even though technology and furniture were not built in to the project, they had hoped that the project would go well and contingency could be used to purchase those items. Mrs. Stanley stated that they feel like when it is all said and done, there still should be about \$60,000 in contingency. Mrs. Stanley stated that this is as long as the district receives the three (3) payments from Hanover Insurance from when PPMI walked off the job.

VI.B.1. Approve Change Orders for BG 15-016 - Spottsville Elementary School Project

Discussion:

Mr. John Hagan Codell presented Change Orders for the Spottsville Elementary School Project for approval.

Order #98 - Motion Passed: A motion to approve Change Order 5-2-1 with Sugar Steel Corporation with a credit of (\$6.41) for the remaining balance of purchase order for BG 15-016 - Spottsville Elementary School Project passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

Order #99 - Motion Passed: A motion to approve Change Order 8-1-2 with Johns Manville with a credit of (\$16.04) for the remaining balance of purchase order for BG 15-016 - Spottsville Elementary School Project passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

Order #100 - Motion Passed: A motion to approve Change Order 8-2-1 with Dairyman's Supply with a credit of (\$18.63) for the remaining balance of purchase order for BG 15-016 - Spottsville Elementary School Project passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

Order #101 - Motion Passed: A motion to approve Change Order 22-6 with Danco Construction with a credit of (\$22,000.00) to eliminate installation of chain link fence at ditch line as shown on plans for BG 15-016 - Spottsville Elementary School Project passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

Order #102 - Motion Passed: A motion to approve Change Order 24-4 with Henry's Plumbing in the amount of \$12,140.86 for the addition of upright sprinkler heads in Room 158; work to comply with local utility company requirements for the installation of the water line boring beneath US 60 was unknown at time of bidding; allowance of \$25,000 was added to bid package for bidding purposes; work was performed on time and material basis and exceeded the allowance all for BG 15-016 - Spottsville Elementary School Project passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

Order #103 - Motion Passed: A motion to approve Change Order 26-5 with State Electric Company in the amount of \$9,219.94 for the additional cost to install shunt trip breakers at all kitchen equipment under the range hood per electrical inspector, heat trace

on freezer coil lines, additional lights in the freezer and cooler as well as 3.5mm connections at teacher work stations as requested by owner all for BG 15-016 - Spottsville Elementary School Project passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

VI.C. New Jefferson Elementary School and South Middle School Site Improvements Projects Update

Discussion:

Mr. Jeff Justice updated the Board on the New Jefferson Elementary School and South Middle School Site Improvements Projects. Mr. Justice stated that the schematic design for the projects have been submitted formally to the Kentucky Department of Education and is in their hands for review.

VI.D. HCHS Athletic Report

Discussion:

Mr. Jeff Coursey presented the HCHS Athletic Report.

VI.E. Child Nutrition Report

Discussion:

Mrs. Charlotte Baumgartner presented the Child Nutrition Report.

VI.F. December 1 Count

Discussion:

Mrs. Kris Mayes presented the 2018-2019 December 1 Count Report.

VI.G. North Middle School SBDM Report

Discussion:

Mrs. Rebecca Johnson along with North Middle School SBDM members presented their annual report to the Board. Mrs. Lisa Baird asked if there was anything that the Board can provide. Mrs. Johnson stated that she got to thinking about equity when the placement of a school manager at East Heights was mentioned at a recent principals' meeting. Mrs. Johnson stated that the following day she met with Mrs. Kris Mayes and was told that North may be losing their special education building coordinator. Mrs. Johnson stated that, since she is a numbers person, she wanted to share some data with the Board. In

looking at the current number of students per administrator and the current number of pupils per guidance counselor, middle school is once again the middle child, especially if you look at the high school. She said that the high school currently has 6 principals across their building and serve 1,988 students this year, so that averages about 331 students per administrator, but if you look at the middle school, there are 415 that she and Mr. Eastham are responsible for. Mrs. Johnson said that next year with projected numbers, they will have 444 students each as administrators. Mrs. Johnson also compared the middle school numbers with that of the elementary schools. Mrs. Johnson said that she isn't asking for another vice-principal, but requested another guidance counselor and to be able to keep their special education building coordinator. Mrs. Johnson also included an article from ACT about the importance of middle school. Mrs. Marganna Stanley informed the Board that this is the first that she had heard of this concern or had seen this data. Mrs. Stanley said that the administration will certainly review it and take into consideration what the personnel needs are of the school. Mrs. Johnson apologized to Mrs. Stanley for not getting the data to her first, but literally it started at the principals' meeting, it continued with her conversation with Mrs. Mayes, and she said that she was pretty much in a panic. She said that she cannot lose her special education building coordinator. Mrs. Johnson also stated that if anything could be done, that the Board would have to be on board with it. Mrs. Stanley shared with the Board that Mr. Bob Schultz, SBDM member, is the new SRO at North Middle School. Mr. Schultz said that he is glad to be at North Middle School in the SRO capacity. He said that an SRO is really needed at both middle schools and that the high school could use at least 1 more.

VI.H. South Middle School SBDM Report

Discussion:

Mr. Ryan Reusch presented the SBDM annual report to the Board. Mr. Reusch thanked the Board for SRO's in the middle schools. Mr. Reusch ended his presentation with a slide showing South Middle School's KPREP Proficiency Indicator (Reading and Math) exceeding every county that touches Henderson.

VI.I. Cairo Elementary School SBDM Report

Discussion:

Mrs. Brooke Shappell presented the SBDM annual report to the Board. Two student Leaders from Cairo, Claire Stinson and Allison Denton, spoke about the many things they have learned at Cairo Elementary. Mrs. Shappell thanked the Board for their time today and for their continued support of Cairo Elementary School.

VII. Old Business

VII.A. Second Reading of 2019-2020 School Calendar

Discussion:

Ms. Kasey Farmer presented the second reading of the 2019-2020 School Calendar for approval.

Order #104 - Motion Passed: A motion to adopt the second reading of the 2019-2020 School Calendar as presented passed with a motion by Mr. Michael Waller and a second by Mr. Wesley Smith.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

VII.B. District Improvement Plan Second Reading

Discussion:

Mrs. Kim White presented the second reading of the District Improvement Plan for approval. Mrs. White stated that it has been available to the public since we have been back from Christmas Break and there have been no comments.

Order #105 - Motion Passed: A motion to approve the second reading of the District Improvement Plan as presented passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

VIII. New Business

VIII.A. Approval of 2019 Regular Board Meeting Dates

Discussion:

Mrs. Marganna Stanley presented the 2019 regular board meeting dates for approval.

Order #106 - Motion Passed: A motion to approve the 2019 Regular Board Meeting date as presented passed with a motion by Mr. Michael Waller and a second by Mr. Kirk Haynes.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

VIII.B. Owner/Architect Agreement for BG 19-128 - HCHS, NMS and SMS Gym Floor Replacement Project

Discussion:

Mrs. Marganna Stanley presented the Standard Form of Agreement Between Owner, Henderson County Board of Education, and Architect, RBS Design Group, PSC, for BG 19-128 - HCHS, NMS and SMS Gym Floor Replacement Project for approval.

Order #107 - Motion Passed: A motion to approve the Standard Form of Agreement Between Owner, Henderson County Board of Education, and Architect, RBS Design Group, PSC, for BG 19-128 - HCHS, NMS and SMS Gym Floor Replacement Project passed with a motion by Mrs. Tracey Williams and a second by Mr. Michael Waller.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

VIII.C. Consent Agenda

Order #108 - Motion Passed: A motion to approve the Consent Agenda as presented passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

VIII.C.1. Approve School Activity Fund Fundraiser Requests

Rationale:

North Middle School Choir (Great American Opportunities) to provide funds for choral music and choir activities; and

HCHS Band to cancel the Moore and Moore Fundraiser and replace it with a Burgoo Fundraiser to be held in March 2019.

VIII.C.2. Approve Student Overnight Trips Requests

Rationale:

HCHS Academic Team to Travel to Versailles, KY February 1-2, 2019 for the Woodford Spring Invitational;

HCHS Band students to travel to Lexington, KY for UK Honor Band February 1-3, 2019;

HCHS Chorus students to attend the KMEA All-State Chorus Conference in Louisville, KY February 6-9, 2019;

HCHS Band students to attend the All-State Band - KMEA Music Conference in Louisville, KY February 6-9, 2019;

North Middle School Cheer Team to travel to Orlando, FL February 7-12, 20-19 to compete in a National Competition;

HCHS JROTC Rifle Team to attend the 2019 JROTC Service Championship competition in Port Clinton, OH February 14-18, 2019; and

HCHS FCCLA to participate in Star Events and FCCLA Kentucky State Meeting March 18-21, 2019 in Louisville, KY.

VIII.C.3. Approve Non-Resident Contracts

Rationale:

Non-Resident Contracts for 2019-2020:

Hopkins County

Owensboro Independent

VIII.C.4. Approve Two (2) HCS Educators to Attend the National Education Association Annual Meeting

VIII.C.5. Approve Bid Recommendations

Rationale:

Bid Recommendations:

Athletic Equipment and Supplies Bid #1-19-6-1

Print Bid #2-19-6-1

Bid Renewal Recommendations:

Lawn Mowing Services Bid #5-18-5-3

VIII.C.6. Approve Request for One (1) Adjunct Instructor

IX. Financial

IX.A. 2019-2020 Draft Budget

Discussion:

Ms. Cindy Cloutier presented the 2019-2020 Draft Budget for review by the Board. Mr. Wesley Smith asked if the \$600,000 refresh for devices for the 1:1 initiative is ongoing. Mr. Brian Bailey stated that this is anticipated with this year being the first year. They will be purchasing devices for next year's 9th grade students, then the following year they will begin their refresh of every 6th and 9th grade device to be refreshed every year. Mr. Bailey stated that the original figure that was given to the Board was \$1 Million, but now it's looking more like \$600,000 a year. Mrs. Tracey Williams asked about what Mrs. Rebecca Johnson was talking about as far as guidance counselors, if this is where the addition of guidance counselors at the middle schools needs to be introduced. Ms. Cloutier said that it would be addressed in the next budget cycle in the Tentative Budget. Mrs. Marganna Stanley stated that if a guidance counselor or any position was needed, she would need to bring a formal request to the Board as a position we would want to add into the budget. Mrs. Lisa Baird asked about the Apprenticeship program. Mrs. Stanley stated that this is new and a new way to make sure all of our high school students are transition ready and we are working on apprenticeship programs all throughout our community. She stated that students are usually paid to be in an apprenticeship program. Mrs. Baird asked if there was a way to add maintenance apprentices next year. Mrs. Stanley said that there are a lot of opportunities. Mr. Michael Waller asked that at the next one, Tentative Budget, that there would be consideration of a 1-2% increase in salary as part of the assumptions.

IX.B. Treasurer's Report

Discussion:

Ms. Cindy Cloutier presented the Treasurer's Report for the month ending December 31, 2018. Mrs. Marganna Stanley requested the Board's approval of the Treasurer's Report as presented.

Order #109 - Motion Passed: A motion to approve the Treasurer's Report for the month ending December 31, 2018 passed with a motion by Mrs. Tracey Williams and a second by Mrs. Lisa Baird.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

IX.C. Paid Warrant Report

Discussion:

Ms. Cindy Cloutier presented the Paid Warrant Report for payments made between December 18, 2018 and January 22, 2019. Mrs. Marganna Stanley requested the Board's approval of the Paid Warrant Report as presented.

Order #110 - Motion Passed: A motion to approve the Paid Warrant Report for payments made between December 18, 2018 and January 22, 2019 passed with a motion by Mr. Michael Waller and a second by Mrs. Tracey Williams.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

X. Personnel Actions

Discussion:

Personnel actions taken by the Superintendent since the last regular board meeting were reviewed with the Board and are attached to these minutes.

XI. Adjourn

Order #111 - Motion Passed: There being no further business to come before the Board, a motion to adjourn the meeting at 7:48 p.m. passed with a motion by Mrs. Tracey Williams and a second by Mr. Wesley Smith.

5 Yeas - 0 Nays.

Mrs. Lisa Baird	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

Lisa Baird, Chairperson

Marganna Stanley, Superintendent