[Marion County Board of Education Regular Meeting]

[February 14, 2019] [5:00 p.m.]

[Administration Building, 755 East Main Street, Lebanon, KY 40033]

Attendance Taken at 4:51 PM:

Present Board Members:

Mr. Kaelin Reed

Mrs. Carrie Truitt

Mr. Brad Cox

Mrs. Peggy Downs

I. Call to Order

The meeting was called to order at 5:00 p.m. by Interim Chairperson Kaelin Reed.

II. Pledge of Allegiance/Moment of Silence

MCHS Student Ambassadors Ellie Buckman and Mason Sullivan led the Pledge of Allegiance.

III. Communications

III.A. Superintendent Report (Attachment #1)

III.B. Gifted and Talented Program Review

Gifted and Talented Program Director Michael Abell gave an update. He reported a total count of 304 students enrolled currently. He also gave several short-term recommendations to support this program.

III.C. Consider Approval to Amend the Agenda (Attachment #2)

Motion Passed: Approval to amend the agenda as shown in Attachment #2 passed with a motion by Mr. Kaelin Reed and a second by Mrs. Carrie Truitt.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

III.D. Attendance & Enrollment Report

The Director of Pupil Personnel Tim Lyons gave the attendance and enrollment report through February 14, 2019. He reported a monthly average of attendance for January as 93.4%, with a year to date attendance average of 94.65%.

III.E. Finance Report

Finance Director Ruth Ann Cocanougher gave the financial report for the month of January 2019.

IV. Student Learning Services

${\tt IV.A.}$ Consider Approval to Support a Smoke-free Workplace Ordinance in Marion County

Motion Passed: Approval to support a Smoke-free Workplace Ordinance in Marion County passed with a motion by Mr. Brad Cox and a second by Mrs. Carrie Truitt.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

IV.B. Consider Approval of Amending the 2018-19 School Calendar for February 18 to be a Make-Up Day

Motion Passed: Approval of amending the 2018-19 School Calendar for February 18 to be a make-up day passed with a motion by Mrs. Peggy Downs and a second by Mr. Kaelin Reed.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

IV.C. Consider Approval of 2019-20 School Calendar

This was a first reading as required by policy of the 2019-20 School Calendar. This item will be considered for approval at the March 14, 2019 MCBOE Meeting.

IV.D. Consider Approval of Disposal of Surplus Items (Attachment #3) Motion Passed: Approval of the disposal of surplus items as listed in Attachment #3 passed with a motion by Mr. Brad Cox and a second by Mrs. Carrie Truitt.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

V. Student Support Services

V.A. Consider Approval of Field Trips

Rationale:

MCMS Beta National Convention-Karen Cobb/Oklahoma City Convention Center/June 15-18, 2019

Motion Passed: Approval of the field trip as listed in the Rationale Section passed with a motion by Mrs. Peggy Downs and a second by Mr. Brad Cox.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

V.B. Consider Approval for Technology of the School Facilities Construction Commission 1st & 2nd KETS Offers of Assistance for \$45,741 with Matching Funds from General Fund

Motion Passed: Approval for technology of the School Facilities Construction Commission 1st & 2nd KETS Offers of Assistance for \$45,741 with matching funds coming from the general fund passed with a motion by Mrs. Peggy Downs and a second by Mr. Kaelin Reed.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

V.C. Consider Approval of the 2019-20 SBDM Staffing Allocation Guidelines (Attachment #4)

Motion Passed: Approval of the 2019-20 SBDM Staffing Allocation Guidelines as shown in Attachment #4 passed with a motion by Mr. Kaelin Reed and a second by Mrs. Carrie Truitt.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes

V.D. Consider Approval allowing LES for 2019-20 school year, flexibility of changing guidance counselor position to assistant principal position with additional costs for extended days or stipends to be incurred by LES funds

Motion Passed: Approval allowing LES for the 2019-20 school year, the flexibility of changing the guidance counselor position to an assistant principal position with the additional costs for extended days or stipends to be incurred by LES funds passed with a motion by Mrs. Carrie Truitt and a second by Mr. Brad Cox.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

- V.E. Consider Approval of 2019-20 School Nurse Program Services
 This agenda item will be tabled until the March 14, 2019 MCBOE Meeting.
- V.F. Consider Approval to amend the 2018-19 Salary Schedule to include support services (Attachment #5), Approval for 3 add'l days pro-rated for a gifted consultant, Approval to move forward w/Campbellsville University regarding gifted certification, Approval of establishing a classified position of Secretary I for the gifted & talented program, Approval to seek bids and information for costs of a 4th grade assessment tool and approval to establish a gifted and talented program committee Motion Passed: Approval to amend the 2018-19 Salary Schedule to include support services (Attachment #5), approval for 3 additional days prorated, for a gifted consultant, approval to move forward with Campbellsville University regarding gifted certification, approval of establishing a classified position of Secretary I for the gifted & talented program, approval to seek bids and information for costs of a 4th grade assessment tool and approval to establish a gifted and talented program committee passed with a motion by Mr. Kaelin Reed and a second by Mrs. Carrie Truitt.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

VI. Student Learning & Support Consent Items

Motion Passed: Approval of all consent agenda items VI. A-O passed with a motion by Mrs. Peggy Downs and a second by Mr. Kaelin Reed.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

VI.A. Approval of Minutes

January 22, 2019 - Special Called Minutes

- VI.B. Approval of Use of District Property
- VI.C. Approval of School Fundraisers
- VI.D. Approval of Agreement for Dual Credit Courses with Kentucky State University

- VI.E. Approval of the Traveling Kentucky Vietnam Wall, Inc. Appearance Contract for MCHS for November 8, 2019
- ${\tt VI.F.}$ Acceptance of Grant for Fuel Up to Play 60 for MC Knight Academy for \$4,000
- VI.G. Approval of Marion County Arts & Humanities Council Grant Application for MCHS for a Printmaking Press
- VI.H. Approval of 2019 Kentucky Purchasing Cooperative Membership Agreement
- VI.I. Approval of University of Ky. Cooperative Extension Service Memo of Understanding
- VI.J. Approval of 2019 Hord's Landscape Service Agreement for \$6,220
- VI.K. Approval of 2019-20 Campbellsville University Student Teacher Agreement
- VI.L. Acceptance of CrossFit Donation for Family Resource Centers for \$1,206
- VI.M. Approval of Extension of Unpaid Leave for Misty Case through March 15, 2019
- VI.N. Approval of Extension of Unpaid Leave for Carol Stayton through February 8, 2019
- VI.O. Approval of Unpaid Leave for Sandra Smothers from January 24 through March 29, 2019
- VII. Acknowledgement of Personnel Actions (Attachment #6)

VIII. Adjournment

Motion Passed: Adjournment of the meeting at 6:17 p.m. passed with a motion by Mrs. Peggy Downs and a second by Mr. Brad Cox.

Mr. Kaelin Reed Yes
Mrs. Carrie Truitt Yes
Mr. Brad Cox Yes
Mrs. Peggy Downs Yes

Interim	Chairperson	

Superintendent

Marion County Public Schools: Where We ...



February 14, 2019

TEACHING & LEARNING

- Guided Reading going strong/ On-going PD, school visits, and feedback
- Early release day tomorrow Feb. 15
- Quarter 2 data meetings with schools complete
- Everything Wild: Reading Celebration February 26, 2019
- Live scoring sessions-writing feedback
- Student Interest Survey (Main Campus)
- MCKA teachers participated in instructional rounds-focus on student engagement
- Travel grant for \$2500 received from KDE Innovation Network
- PD Roadshow #5 completed this week

LEADERSHIP

- January School Board Recognition Month
- MCKA Student Leadership Challenge continues; Leader in Me school visits to Warren County;
- Shield Projects
- MCKA Kindness Campaign-February
- Spring Retreat for MCHS Ambassadors
- Young Leaders Conference-March 8th
- Kentucky School Advocate
 Magazine/February Edition New Member
 Peggy Downs to join KSBA's Education
 Foundation & Carrie Truitt's information on
 the Marion Co. Education Foundation

COMMUNICATION

- Online registration will open March 15th
- Kindergarten registration-March 15th
- LPC update
- LES change of breakfast- up avg. 205 to 351; preschool-extra gross motor time
- Martin Luther King Day, Jan 21st
- My Shield App
- 761 children receiving books through the Dolly Parton Imagination Library
- Continuing work with CU on Grow your own Administration Program
- Andy Beshear, Attorney General will be at MCHS- PSA recognition

HIGH EXPECTATIONS

- Vex Robotics competition-GES & MCHS/MCATC
- KSBA Banner-MCHS Art Students
- Gear Up Grant Update
- Summit, April 25th
- Pre-School Registration & Birthday Bash in conjunction with Reading Celebration
- ACT for ALL 10th Graders, Feb. 20th-Goal setting conferences
- MARVEL Enrollment has increased
- MCATC Hiring Blitz, April 22-May 3, companies holding interviews for students to apply for jobs

Attachment #2

Board of Education - Regular Meeting February 14, 2019 5:00 PM Administration Building 755 East Main Street Lebanon, Kentucky 40033

I. Call to Order

Kaelin Reed

II. Pledge of Allegiance/Moment of Silence

Student Ambassadors

III. Communications

A. Superintendent Report (Attachment #1)

Taylora Schlosser

B. Gifted and Talented Program Review

Michael Abell

C. Consider Approval to Amend the Agenda (Attachment #2)

Tim Lyons

D. Attendance & Enrollment Report

Ruth Ann Cocanougher

E. Finance Report IV. Student Learning Services

A. Consider Approval to Support a Smoke-free Workplace Ordinance in Marion County

B. Consider Approval of Amending the 2018-19 School Calendar for February 18 to be a Make-Up Day

C. Consider Approval of 2019-20 School Calendar

D. Consider Approval of Disposal of Surplus Items (Attachment #3)

V. Student Support Services

A. Consider Approval of Field Trips

B. Consider Approval for Technology the School Facilities Construction Commission 1st & 2nd KETS Offers of Assistance for \$45,741 with Matching Funds from General Fund

C. Consider Approval of the 2019-20 SBDM Staffing Allocation Guidelines (Attachment #4)

D. Consider Approval allowing LES for 2019-20 school year, flexibility of changing guidance counselor position to assistant principal position with additional costs for extended days or stipends to be incurred by LES funds

E. Consider Approval of 2019-20 School Nurse Program Services

F. Consider Approval to amend the 2018-19 Salary Schedule to include support services (Attachment #5), Approval for 3 add'l days pro-rated for a gifted consultant, Approval to move forward w/Campbellsville University regarding gifted certification, Approval of establishing a classified position of Secretary I for the gifted & talented program, Approval to seek bids and information for costs of a 4th grade assessment tool and approval to establish a gifted and talented program committee

VI. Student Learning & Support Consent Items

A. Approval of Minutes

B. Approval of Use of District Property

C. Approval of School Fundraisers

D. Approval of Agreement for Dual Credit Courses with Kentucky State University

E. Approval of The Traveling Kentucky Vietnam Wall Appearance Contract for MCHS for Nov. 8, 2019

F. Acceptance of Grant for Fuel Up to Play 60 for MC Knight Academy for \$4,000

G. Approval of Marion Co. Arts & Humanities Council Grant Application for MCHS for a Printmaking Press

H. Approval of 2019 Kentucky Purchasing Cooperative Membership Agreement

I. Approval of University of Ky. Cooperative Extension Service Memo of Understanding

J. Approval of 2019 Hord's Landscapes Service Agreement for \$6,220

K. Approval of 2019-20 Campbellsville University Student Teacher Agreement

L. Acceptance of CrossFit Donation for Family Resource Centers for \$1,206

M. Approval of Extension of Unpaid Leave for Misty Case through March 15, 2019

N. Approval of Extension of Unpaid Leave for Carol Stayton through February 8, 2019

O. Approval of Unpaid Leave for Sandra Smothers from January 24 through March 29, 2019

VII. Acknowledgement of Personnel Actions (Attachment #6)

VIII. Adjournment

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182 17" Monitors 79 19"Monitors

Marion County Board of Education

SCHOOL COUNCIL STAFFING ALLOCATION GUIDELINES FY 2019-20

I. <u>Certified Staff</u>

Staffing shall be allocated to provide sufficient staff to meet the maximum class size caps in state law. Projected enrollment will be used to determine the March 1 FTE (full time equivalent) allocation at each level as follows:

MCPS Staffing R	<u>atios</u>	State Cap Staffing	<u>Ratios</u>
Elementary (K-3)	22	Elementary (K-3)	24:1
Elementary (4-5)	24	Elementary (4)	28:1
Middle (6-9)	24	Middle (5-6)	29:1
High (10-12)	28.5	MS/HS (7-12) (there can be no m 150 pupil hours per	

II. <u>Principal/Assistant Principal/Dean of Students(Instruction)</u>

Principal and assistant principals shall be allocated as follows:

Principal – 1 per school

Assistant Principal/Dean of Students/Instruction – 2 at high school

-1 at 6/7 center

-1 at 8/9 center

III. Media Specialist

Media specialists shall be allocated as follows:

Elementary 1 per school
Middle 1 per school
High 1 per school

IV. Guidance Counselor

Guidance counselors shall be allocated as follows:

Elementary 1 per school
Middle 1 per school
High 2 per school

Allocated extended duty days and supplements are included in various positions as noted in the Extended Duty Schedule and School Extended Day Schedule.

V. <u>SUPPLEMENTAL CERTIFIED ALLOCATION</u>

A supplemental allocation will be provided to each elementary school for all other certified SBDM positions. This allocation should be used for position(s)/program(s) deemed essential by the school's council, such as assistant principal, PE, Music, Art, Band, and any other elective programs. Projected enrollment will be used to determine the March 1 FTE allocation at each level as follows:

Elementary (K-5) 125:1

VI. DISTRICT ITINERANT CERTIFIED ALLOCATION

District Itinerant Certified Allocations	Allocation	MCHS	MCKA	MCMS
Chorus/Drama/Theater	1.00	0.30		0.70
PE	1.00	0.50	0.50	19
Band	1.00	0.86	0.14	
Band /Chorus	1.00	4	0.30	0.70
Art	2.40	0.85	0.85	0.70
PLTW	1.00	0.72	0.28	
PTLW	1.00	0.86	0.14	
World Language	1.00		0.30	0.70
Communications/Tech	1.00	-	0.30	0.70
Argiculture	1.00	0.86	0.14	
Family Consumer Science	1.00	0.86	0.14	
Business	1.00	0.86	0.14	
	13.40	6.67	3.23	3.50

VII. CLASSIFIED STAFF

Classified staff will be allocated as follows:

A. <u>Instructional Assistants</u>

School Level	Allocation	Hours per Day	Days per Year
Elementary (kindergarten)	24:1	7	183
Middle/High (ISD)	1	7	183
HCSA	1	7	183

B. <u>Secretary/Attendance Clerk/General Aide</u>

School Level	Allocation	Hours per Day	Days per Year
Elementary	1	4	207
<300 students	1	7	183
Elementary	1	8	183
>300 students	1	7	183
Middle	1	8	183
	1	7	183
High	1	8	240
	1	8	187
	1	7	183
	1	7	183

C. Bookkeeper

Allocation	Hours per Day	Days per Year
1	4	207
	72 15	
1	8	207
1	8	207
1	8	240
	Allocation 1 1 1 1 1 1	Allocation Hours per Day 1 4 1 8 1 8 1 8 1 8 1 8

D. Custodians

School	Sq Footage	Allocation	Hours per Day	Days per Year
Calvary	22,596	1	8	260
		1	2	176
Glasscock	55,680	1	8	260
		1	8	240
		2	4	180
Lebanon Elem	37,498	2	8	260
		1	2	180
WMES	43,219	2	8	260
	- 0 ~	1	4	180
MCKA	78,082	3	8	260
MCMS	72,657	3	8	260
High School	121,654	5	8	260

E. Food Service

Food Service Personnel will be allocated based upon the formula provided for the 2019-20 school year as recommended by the Kentucky Department of Education; School and Community Nutrition Division. Food Service Personnel are compensated from the Food Service Program Account and will be staffed based on the productivity of meals per labor hour. Productivity goals may be affected by the size and complexity of the operation.

2018-2019 Certified Salary Schedule

Marion County Public Schools (187 Days)

	RANKI	RANK II	RANK III	RANK IV	RANK V
Table	11	21	31	42	52
Years of	Master's Degree	Master's	Bachelor's	(96 hours-	(64 hours-
Experience	plus 30 hours	Degree	Degree	128 hours)	95 hours)
0 .	\$46,209	\$41,987	\$38,193	\$31,201	\$29,105
1	\$46,364	\$42,151	\$38,364	\$31,201	\$29,105
2	\$46,529	\$42,316	\$38,534	\$31,201	\$29,105
3	\$46,696	\$42,481	\$38,702	\$31,201	\$29,105
4	\$50,383	\$46,173	\$42,317	\$31,201	\$29,105
5	\$50,551	\$46,340	\$42,478	\$31,201	\$29,105
6	\$50,718	\$46,506	\$42,640	\$31,201	\$29,105
7	\$50,885	\$46,672	\$42,800	\$31,201	\$29,105
8	\$51,051	\$46,836	\$42,962	\$31,201	\$29,105
9	\$51,809	\$47,587	\$43,699	\$31,201	\$29,105
10	\$56,144	\$51,839	\$47,608	\$31,201	\$29,105
11	\$56,263	\$52,001	\$47,767	\$31,201	\$29,105
12	\$56,431	\$52,137	\$47,926	\$31,201	\$29,105
13	\$56,598	\$52,358	\$48,075	\$31,201	\$29,105
14	\$56,765	\$52,603	\$48,231	\$31,201	\$29,105
15	\$58,604	\$54,328	\$50,050	\$31,201	\$29,105
16	\$58,785	\$54,568	\$50,180	\$31,201	\$29,105
17	\$58,977	\$54,822	\$50,314	\$31,201	\$29,105
18	\$59,178	\$55,087	\$50,453	\$31,201	\$29,105
19	\$59,442	\$55,364	\$50,598	\$31,201	\$29,105
20	\$61,465	\$56,785	\$51,933	\$31,201	\$29,105
21	\$61,779	\$56,987	\$52,126	\$31,201	\$29,105
22	\$61,965	\$57,189	\$52,300	\$31,201	\$29,105
23	\$62,115	\$57,359	\$52,475	\$31,201	\$29,105
24	\$62,263	\$57,521	\$52,597	\$31,201	\$29,105
25	\$62,756	\$58,019	\$53,001	\$31,201	\$29,105
26	\$62,856	\$58,128	\$53,099	\$31,201	\$29,105
27	\$63,084	\$58,284	\$53,154	\$31,201	\$29,105
28	\$63,187	\$58,349	\$53,242	\$31,201	\$29,105
29	\$63,230	\$58,387	\$53,273	\$31,201	\$29,105
30	\$63,274	\$58,424	\$53,304	\$31,201	\$29,105

^{*} National Board Certification - \$2,C *Certified PD Stipend - \$15/hr*

NOTE: Cannot be paid higher than RANK IV without a regular teaching certificate.

Supplement is calculated on base salary.

^{*}Certified PD Instructor - \$25/hr* .

^{*}ESS Teacher - \$20/hr*

^{*}Detention - \$18/hr*

^{*}Interpreter - \$25/hr*

^{*}Extra Planning to Cover One Class - \$25/hr

^{*}Substitute Shortage - \$25/hr

^{*}Teacher Support Services \$25/hr

Attachment #6

Marion County Board of Education February 14, 2019

Certified

- Appointment of Harriet Simms-Boone as social and emotional wellness educator for Marion County Public Schools, effective February 11, 2019.
- Appointment of Jason Simpson as communication coordinator for Marion County Public Schools, effective February 1, 2019.
- Appointment of Carrie Tutt as a homebound instructor for a student at West Marion Elementary School at regular hourly wage, no less than \$20 per hour, current rate per mile to and from the residence of the student, effective February 6, 2019.
- Appointment of Ashley Green as a homebound instructor for a student at Glasscock Elementary School at regular hourly wage, no less than \$20 per hour, current rate per mile to and from the residence of the student, effective January 28, 2019.
- Appointment of Holly Cox as a homebound instructor for a student at Marion County High School at regular hourly wage, no less than \$20 per hour, current rate per mile to and from the residence of the student, effective January 29, 2019.
- Appointment of Leah Buckler as a homebound instructor for a student at Marion County Knight Academy at regular hourly wage, no less than \$20 per hour, current rate per mile to and from the residence of the student, effective January 28, 2019.
- Appointment of Leah Buckler as a homebound instructor for a student at Marion County Knight Academy at regular hourly wage, no less than \$20 per hour, current rate per mile to and from the residence of the student, effective January 25, 2019.
- Appointment of Tara Wade as a homebound instructor for a student at Marion County High School at regular hourly wage, no less than \$20 per hour, current rate per mile to and from the residence of the student, effective February 11, 2019.
- Appointment of Tara Wade as a homebound instructor for a student at Marion County Knight Academy at regular hourly wage, no less than \$20 per hour, current rate per mile to and from the residence of the student, effective January 28, 2019.
- Appointment of Laken Withrow as a district emergency certified substitute teacher, effective February 5, 2019.
- Appointment of Paula Foster as a district certified substitute teacher, effective February 5, 2019.
- Appointment of Kara Barlow as a district emergency certified substitute teacher, effective January 23, 2019.
- Appointment of Morgan Cobb as a district emergency certified substitute teacher, effective January 30, 2019.
- Approval of 3 extended days for Laurie Followell, effective February 14, 2019.
- Acknowledgement of FMLA leave for Carol Stayton, effective January 1, 2019 to February 11, 2019.

Classified

- Acceptance of David "Buck" Robinson's resignation as assistant baseball coach for Marion County High School, effective February 11, 2019.
- Appointment of June Stephens as cafeteria manager at Marion County Knight Academy, effective February 21, 2019.
- Appointment of Steven Perkins as a district bus driver, effective January 22, 2019.

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- Appointment of Pete Craig as part-time custodian (2 hours per day) at Lebanon Elementary School, effective February 11, 2019.
- Appointment of Karla O'Daniel as part-time custodian (2 hours per day) at 21st
 Century/Adult Education facility, effective February 4, 2019.
- Appointment of Deana Shelton as a district substitute instructional assistant, effective February 12, 2019.
- Appointment of Vickie Collette as a district substitute driver assistant, effective February 8, 2019.
- Appointment of Tara Wade as senior class sponsor for Marion County High School (\$500 stipend), effective February 8, 2019.
- Appointment of Aaron Williams as a student driver assistant, effective January 8, 2019.
- Acknowledgement of FMLA leave for Sandra Smothers, effective January 4, 2019 to March 29, 2019.