

[Marion County Board of Education Regular Meeting]

[June 13, 2019] [5:00 p.m.]

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

Attendance Taken at 4:56 PM:

Present Board Members:

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

I. Call to Order

The meeting was called to order by Chairperson Brad Cox at 5:01 p.m.

II. Pledge of Allegiance/Moment of Silence

The Pledge of Allegiance was led by Chairperson Brad Cox, followed by a moment of silence.

III. Communications

III.A. Superintendent Report (Attachment #1)

III.B. Progress Data Report

Chief Academic Officer Tammy Newcome gave a progress data report for the Spring of 2019. She spoke on Google for Education and the MyShield app for students to create and design their own learning plans. Mrs. Newcome also reported on reading and math scores from the Measured Academic Progress data.

Chairperson Brad Cox thanked Mrs. Newcome for her expertise serving in our district as an educator, wishing her a happy well-deserved retirement.

III.C. Finance Report

Finance Director Ruth Ann Cocanougher gave the financial reports for May 2019.

IV. Student Learning Services

IV.A. First Reading of 2019 Policy Update #42 and Procedure Update #23

The board members reviewed the 2019 Policy Update #42 and the Procedure Update #23.

IV.B. First Reading of MC School District Special Education Procedures 2016

The board members reviewed the 2016 Marion County School District Special Education Procedures.

IV.C. Discussion of Public Participation in Open Meetings

Board Member Carrie Truitt commented that the current policy for public participation in open meetings is not conducive and in need of revision. Several board members agreed.

IV.D. First Reading of Policy #01.421 Public Participation in Open Meetings

The board members reviewed the Policy #01.421 Public Participation in Open Meetings.

IV.E. First Reading of Policy #03.221 Salaries

The board members reviewed the Policy #03.221 Salaries for a revision.

IV.F. First Reading of Policy #09.436 Search and Seizure

This item was tabled until the next regular board meeting.

IV.G. Consider Approval of FY2020 Appeals Panel Committee-Certified Evaluation Plan

Rationale:

Elected: Ellen McFall (First year of two year term)

David Hibbard (Second year of two year term)

Alternates: Katrina Lee and Melissa Smith

Appointed: Chris Brady

Motion Passed: Approval of FY2020 Appeals Panel Committee for the Certified Evaluation Plan as listed in the Rationale Section passed with a motion by Mr. Kaelin Reed and a second by Mrs. Peggy Downs.

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

IV.H. Consider Approval of FY20 Preschool Start & End Dates

Motion Passed: Approval of the FY20 preschool start date as August 19, 2019, and the end date as April 23, 2020 passed with a motion by Mrs. Peggy Downs and a second by Mrs. Carrie Truitt.

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

V. Student Support Services

V.A. Consider Approval of Field Trips

Rationale:

MCHS Soccer Team/Daniel Johnson - 2019 Smoky Mountain Cup Soccer Tournament, September 13-15, 2019

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

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

V.B. Consider Approval of New Skills for Youth Interlocal Agreement for \$5,000

Motion Passed: Approval of the New Skills for Youth Interlocal Agreement for \$5,000 passed with a motion by Mrs. Carrie Truitt and a second by Mr. Kaelin Reed.

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

Mr. David Cox Yes

V.C. Consider Approval of 2019-20 Breakfast & Lunch Prices

Rationale:

Students Receive -

1 Free Breakfast

1 Free Lunch

Students may choose to purchase -

2nd Breakfast - \$1.00

2nd Lunch - \$2.50

Adult Breakfast - Current \$1.75/Proposed \$2.50

Adult Lunch - Current \$3.50/Proposed \$3.75

Motion Passed: Approval of the 2019-20 breakfast and lunch prices as shown in the Rationale Section passed with a motion by Mrs. Peggy Downs and a second by Mr. Brad Cox.

Mr. Brad Cox Yes

Mrs. Peggy Downs Yes

Mr. Kaelin Reed Yes

Mrs. Carrie Truitt Yes

Mr. David Cox Yes

V.D. Consider Approval of Fidelity Bond for Board Treasurer in Accordance with Regulations by KBE

Motion Passed: Approval of the fidelity bond for board treasurer in accordance with the regulations by the Kentucky Board of Education passed with a motion by Mr. Kaelin Reed and a second by Mr. David Cox.

Mr. Brad Cox Yes

Mrs. Peggy Downs Yes

Mr. Kaelin Reed Yes

Mrs. Carrie Truitt Yes

Mr. David Cox Yes

V.E. Consider Approval of Depository Bond Appointing Citizens National Bank to Serve as Depository

Motion Passed: Approval of the depository bond appointing Citizens National Bank to serve as the depository passed with a motion by Mrs. Peggy Downs and a second by Mrs. Carrie Truitt.

Mr. Brad Cox Yes

Mrs. Peggy Downs Yes

Mr. Kaelin Reed Yes

Mrs. Carrie Truitt Yes

Mr. David Cox Yes

V.F. Consider Approval of 2019-20 School Activity Fund Budgets

Motion Passed: Approval of the 2019-20 school activity fund budgets passed with a motion by Mrs. Carrie Truitt and a second by Mr. David Cox.

Mr. Brad Cox Yes

Mrs. Peggy Downs Yes

Mr. Kaelin Reed Yes

Mrs. Carrie Truitt Yes

Mr. David Cox Yes

V.G. Consider Approval of 2019-20 Revised SBDM Staffing Guidelines (Attachment #2)

Motion Passed: Approval of the 2019-20 revised Site-Based Decision Making Staffing Guidelines as shown in Attachment #2 passed with a motion by Mrs. Peggy Downs and a second by Mr. Brad Cox.

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

V.H. Consider Approval of Additional Math Instructor for MARvel Academy

Motion Passed: Approval of an additional instructor for the MARvel Academy passed with a motion by Mrs. Carrie Truitt and a second by Mrs. Peggy Downs.

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

V.I. Consider Approval of 2019-20 English, Lucas, Priest, & Owsley (ELPO) Law Engagement Letter

Motion Passed: Approval of the 2019-20 English, Lucas, Priest, & Owsley (ELPO) Law Engagement Letter passed with a motion by Mr. Brad Cox and a second by Mr. Kaelin Reed.

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

V.J. Consider Approval of Ky. School Boards Association Contract for Medicaid Training & Billing Services

Motion Passed: Approval of the Ky. School Boards Association contract for medicaid training & billing services passed with a motion by Mrs. Peggy Downs and a second by Mr. Brad Cox.

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

V.K. Consider Approval of Beta Club Sponsor Job Description (Attachment #3)

Motion Passed: Approval of the beta club sponsor job description as shown in Attachment #3 passed with a motion by Mr. Kaelin Reed and a second by Mrs. Carrie Truitt.

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

V.L. Consider Approval of Elementary School Academic Team Coach Job Description (Attachment #4)

Motion Passed: Approval of the elementary school academic team coach job description as shown in Attachment #4 passed with a motion by Mrs. Peggy Downs and a second by Mr. Kaelin Reed.

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

Mrs. Carrie Truitt	Yes
Mr. David Cox	Yes

**V.M. Consider Approval of MCMS Academic Team Coach Job Description
(Attachment #5)**

Motion Passed: Approval of the Marion County Middle School academic team coach job description as shown in Attachment #5 passed with a motion by Mrs. Peggy Downs and a second by Mrs. Carrie Truitt.

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

**V.N. Consider Approval of MCKA Academic Team Coach Job Description
(Attachment #6)**

Motion Passed: Approval of the Marion County Knight Academy academic team coach job description as shown in Attachment #6 passed with a motion by Mr. Kaelin Reed and a second by Mr. Brad Cox.

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

**V.O. Consider Approval of MCHS Academic Team Coach Job Description
(Attachment #7)**

Motion Passed: Approval of the Marion County High School academic team coach job description as shown in Attachment #7 passed with a motion by Mr. Brad Cox and a second by Mrs. Peggy Downs.

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

**V.P. Consider Approval of Establishing Position for Community Work
Transition Program Director**

Motion Passed: Approval of establishing a position for a Community Work Transition Program Director passed with a motion by Mr. Kaelin Reed and a second by Mrs. Carrie Truitt.

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

**V.Q. Consider Approval of Community Work Transition Program Director Job
Description (Attachment #8)**

Motion Passed: Approval of the Community Work Transition Program Director as shown in Attachment #8 passed with a motion by Mrs. Peggy Downs and a second by Mrs. Carrie Truitt.

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

V.R. Consider Acceptance of Paving Services Bids (Attachment #9)

Motion Passed: Acceptance of the paving services bids as shown in Attachment #9 passed with a motion by Mr. Kaelin Reed and a second by Mrs. Carrie Truitt.

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

V.S. Consider Approval to Award the Bid for Paving Services

Motion Passed: Approval to award the bid for paving services to Haydon Materials passed with a motion by Mr. Brad Cox and a second by Mr. Kaelin Reed.

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

V.T. Consider Acceptance of Track & Tennis Courts Repair Services Bids Attachment #10)

Motion Passed: Acceptance of the track and tennis court repair services bids as shown in attachment #10 passed with a motion by Mrs. Peggy Downs and a second by Mrs. Carrie Truitt.

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

V.U. Consider Approval to Award the Bid for Track & Tennis Court Repair Services

Motion Passed: Approval to award the bid for track and tennis court repair services to Tennis Technology passed with a motion by Mrs. Peggy Downs and a second by Mr. Brad Cox.

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

V.V. Consider Approval of Ross Tarrant Architects Services for MCMS Project

Motion Passed: Approval of Ross Tarrant Architects services for the Marion County Middle School project passed with a motion by Mr. Kaelin Reed and a second by Mrs. Peggy Downs.

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

V.W. Consider Approval of Initial BG-1 for MCMS Project

Motion Passed: Approval of the initial BG-1 for the Marion County Middle School project for classrooms and the cafeteria as an alternate for 1.94 million passed with a motion by Mrs. Peggy Downs and a second by Mr. Brad Cox.

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

V.X. Consider Approval of Funding for Maintenance/Other Projects

Motion Passed: Approval of funding to amend the FY20 budget to add funding for \$197,820 for paving and \$212,565 for track and tennis courts repair passed with a motion by Mr. Kaelin Reed and a second by Mrs. Carrie Truitt.

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

VI. Student Learning & Support Consent Items

Motion Passed: Approval of all consent agenda items VI. A-M with the exception of VI.J Approval of the GRREC 2019-20 Membership Dues passed with a motion by Mrs. Carrie Truitt and a second by Mr. Brad Cox.

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

VI.A. Approval of Minutes

Regular Meeting Minutes May 9, 2019

Special Called Work Session May 21, 2019

VI.B. Approval of Use of District Property

VI.C. Approval of School Fundraisers

VI.D. Approval of FY19 Family Resource Centers Additional Funding for \$12,073.60

VI.E. Approval of FY20 Memo of Agreement for Youth & Family Resource Centers for \$300,840.32

VI.F. Approval of 2019-20 Communicare Services Agreement

VI.G. Approval of Memo of Understanding with Ky. Higher Education Assistance Authority & Ky. Campus Compact

VI.H. Approval of 2019-20 Office of Vocational Rehabilitation Community Work Transition Program School Participation Application

VI.I. Approval of Memo of Agreement with Georgetown College Education Department

VI.J. Approval of GRREC 2019-20 Annual Membership Dues

VI.K. Approval for Supt. Schlosser to attend ASCD Social/Emotional Conference, Orlando FL, June 23-27

VI.L. Approval of Ky. Innovative Learning Network Letter of Commitment

VI.M. Acceptance of 2018-19 Gifts/Donations

VII. Acknowledgement of Personnel Actions (Attachment #11)

VIII. Adjournment

Motion Passed: Adjournment of the meeting at 6:24 p.m. passed with a motion by Mrs. Peggy Downs and a second by Mrs. Carrie Truitt.

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

Chairperson

Superintendent

Marion County Public Schools: Where We ...



June 13, 2019

TEACHING & LEARNING

- Graduation
- Selected for READ Up! Pilot Program from KDE & The Children's Reading Foundation providing food & literacy activities
- Ky. Center for School Safety offering MCMS & MCKA Safe School Assessment

COMMUNICATION

- Online Registration Ongoing
- Local Planning Committee Update
- MyShield App #mcps_myshield
- 743 Children Receiving Books from the Dolly Parton Imagination Library/Graduated 284
- August 7, First Day of 2019-20 (8 weeks)

LEADERSHIP

- Christina McRay & MCATC Staff to present at Annual Career & Technical Education Summer Conference in July
- MCATC & MCKA to present at the College Career Readiness Summit in Bowling Green at Green River Regional Educational Co-op
- Ky. Association of School Administrators Conference, July 17-19
- New Student Ambassadors Selected
- Ambassadors visit Western Ky. University and Vanderbilt University

HIGH EXPECTATIONS

- Summer Dream Academy Kick Off held May 31 at Graham Memorial Park
- Summer Dream Booklets mailed home; 30 camps offered/approx. 35 summer feeding groups approved
- Dream Bus scheduled for 10 weekly stops
- Mobile Feeding Lab - Six in-town sites have meals delivered Monday-Friday; Runs May 28 through August 2

V. SUPPLEMENTAL CERTIFIED ALLOCATION

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

<u>District Itinerant Certified Allocations</u>	<u>Allocation</u>	<u>MCBS</u>	<u>MCKA</u>	<u>MCMS</u>
Chorus/Drama/Theatre	1.00	0.30		0.70
PE	1.00	0.50	0.50	
Band	1.00	0.29	0.42	0.29
Band/Chorus	1.00		0.30	0.70
Art	2.40	0.85	0.85	0.70
PLTW	1.00	0.72	0.28	
PLTW	1.00	0.86	0.14	
World Language	1.00		0.30	0.70
Communications/Tech	1.00		0.30	0.70
Agriculture	1.00	0.86	0.14	
Family Consumer Science	1.00	0.86	0.14	
Business	1.00	0.86	0.14	
Interventionist	0.50	0.50		
	13.90	6.60	3.51	3.79

VII. CLASSIFIED STAFF

Classified staff will be allocated as follows:

A. Instructional Assistants

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

B. Secretary/Attendance Clerk/General Aide

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

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

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
		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.

MARION COUNTY JOB DESCRIPTION

Position Title: Beta Club Sponsor Department: Extracurricular Activities Reports To: Principal Approved By: Marion County Board of Education	Date: June 2019
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SUMMARY: To motivate students, advance individual capabilities, and create leadership opportunities.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Schedule an organizational meeting within the first month of school.
- Arrange club meetings.
- Maintain proper supervision of members at all meetings and events.
- Contribute to the school's climate and culture.
- Promote academic achievement, scholarship, leadership, and good citizenship.
- Incorporate character education and service learning in school environment and assist students in becoming servant leaders.
- Assist students in continuing their education after high school.
- Provide opportunities to showcase students' talents and abilities, as well as provide social interaction with others.
- Promote experiences for leadership training, goalsetting, and self-esteem building activities at the Beta Leadership Events, as well as opportunities to attend Student Leadership Summits held throughout the year.
- Promote success through the use of social media, websites, etc.

***QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

EDUCATION and/or EXPERIENCES: Teaching certificate.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

TECHNOLOGY SKILLS: Ability to use technology to support instruction; access and manipulate data; enhance professional growth and productivity; communicate and collaborate with colleges, parents, and the community; and conduct research/solve problems. Proficiency in technology skills must be demonstrated based on the performance criteria set out in the KDE teacher standards for technology.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS and ABILITIES: Ability to operate a computer and related software. Ability to communicate cleanly and concisely, both orally and in writing and the ability to interact positively with school staff and community. Ability to handle a multitude of responsibilities with minimal supervision. Ability to perform duties with awareness of all district requirements and Board of Education policies. Ability to read and understand the district and school acceptable use policy and stay within their confines.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk or hear. The employee occasionally will stand or walk. The employee is occasionally required to reach with hands and arms and will frequently repeat the same hand, arm or finger motion such as when typing. Employee will frequently interact with the public and other staff members. Specific vision abilities required by this job include close vision. The employee may occasionally lift up to 25 pounds such as boxes of paper.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

MARION COUNTY JOB DESCRIPTION

Position Title: Elementary School Academic Team Coach Department: Extracurricular Activities Reports To: Principal Approved By: Marion County Board of Education	Date: June 2019
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SUMMARY: To motivate students, advance individual capabilities, and create leadership opportunities through the school academic team.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Schedule an organizational meeting within the first month of school.
- Schedule practice times which accommodates most of the team members. Review the schedules of other extra-curricular activities in the school and attempt to avoid conflicts.
- The coach is responsible for seeing that dues to KAAC are paid each year. The coach must register the team with KAAC each year. Registration is completed online. (KAAC is the governing body for academic competitions in Kentucky.)
- Attend a KAAC sponsored Quick Recall Training to be certified to coach Quick Recall.
- Attend a KAAC sponsored Future Problem Solving training to obtain certification in coaching and evaluating Future Problem Solving booklets.
- Register students online for the District KAAC competition. Students will be assigned to Future Problem Solving, Quick Recall, Composition, and Written Assessment using ASAP, KAAC's online registration and scoring system.
- Advance any qualifying students to the regional competition, and continue practicing with those students.
- Maintain proper supervision of team members at all practices and competitions.
- Act as liaison between elementary and middle school.

***QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

EDUCATION and/or EXPERIENCES: Teaching certificate.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

TECHNOLOGY SKILLS: Ability to use technology to support instruction; access and manipulate data; enhance professional growth and productivity; communicate and collaborate with colleges, parents, and the community; and conduct research/solve problems. Proficiency in technology skills must be demonstrated based on the performance criteria set out in the KDE teacher standards for technology.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS and ABILITIES: Ability to operate a computer and related software. Ability to communicate cleanly and concisely, both orally and in writing and the ability to interact positively with school staff and community. Ability to handle a multitude of responsibilities with minimal supervision. Ability to perform duties with awareness of all district requirements and Board of Education policies. Ability to read and understand the district and school acceptable use policy and stay within their confines.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk or hear. The employee occasionally will stand or walk. The employee is occasionally required to reach with hands and arms and will frequently repeat the same hand, arm or finger motion such as when typing. Employee will frequently interact with the public and other staff members. Specific vision abilities required by this job include close vision. The employee may occasionally lift up to 25 pounds such as boxes of paper.

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The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

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Position Title: Marion County Middle School Academic Team Coach Department: Extracurricular Activities Reports To: Principal Approved By: Marion County Board of Education	Date: June 2019
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SUMMARY: To motivate students, advance individual capabilities, and create leadership opportunities through the school academic team.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Schedule an organizational meeting within the first month of school.
- Schedule practice times which accommodate most of the team members. Review the schedules of other extra-curricular activities in the school and attempt to avoid conflicts.
- The coach is responsible for seeing that dues to KAAC are paid each year. The coach must register the team with KAAC each year. Registration is completed online. (KAAC is the governing body for academic competitions in Kentucky.)
- Attend a KAAC sponsored Quick Recall Training to be certified to coach Quick Recall.
- Attend a KAAC sponsored Future Problem Solving training to obtain certification in coaching and evaluating Future Problem Solving booklets.
- Register students online for the KAAC Sixth Grade Showcase (typically held the first week in December). Students will be assigned to Quick Recall, Composition, and Written Assessment using ASAP, KAAC's online registration and scoring system.
- Register students online for the District KAAC competition. Students will be assigned to Future Problem Solving, Quick Recall, Composition, and Written Assessment using ASAP, KAAC's online registration and scoring system.
- Advance any qualifying students to the regional competition, and continue practicing with those students.
- Advance any qualifying students to the state competition and continue practicing with those students.
- Maintain proper supervision of team members at all practices and competitions.

QUALIFICATION REQUIREMENTS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

EDUCATION and/or EXPERIENCES: Teaching certificate.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

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REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS and ABILITIES: Ability to operate a computer and related software. Ability to communicate cleanly and concisely, both orally and in writing and the ability to interact positively with school staff and community. Ability to handle a multitude of responsibilities with minimal supervision. Ability to perform duties with awareness of all district requirements and Board of Education policies. Ability to read and understand the district and school acceptable use policy and stay within their confines.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk or hear. The employee occasionally will stand or walk. The employee is occasionally required to reach with hands and arms and will frequently repeat the same hand, arm or finger motion such as when typing. Employee will frequently interact with the public and other staff members. Specific vision abilities required by this job include close vision. The employee may occasionally lift up to 25 pounds such as boxes of paper.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

MARION COUNTY JOB DESCRIPTION

Position Title: Marion County Knight Academy Academic Team Coach Department: Extracurricular Activities Reports To: Principal Approved By: Marion County Board of Education	Date: June 2019
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SUMMARY: To motivate students, advance individual capabilities, and create leadership opportunities through the school academic team.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Schedule an organizational meeting within the first month of school.
- Schedule practice times which accommodate most of the team members. Review the schedules of other extra-curricular activities in the school and attempt to avoid conflicts.
- The coach is responsible for seeing that dues to KAAC are paid each year. The coach must register the team with KAAC each year. Registration is completed online. (KAAC is the governing body for academic competitions in Kentucky.)
- Attend a KAAC sponsored Quick Recall Training to be certified to coach Quick Recall.
- Attend a KAAC sponsored Future Problem Solving training to obtain certification in coaching and evaluating Future Problem Solving booklets.
- Register students online for the District KAAC competition. Students will be assigned to Future Problem Solving, Quick Recall, Composition, and Written Assessment using ASAP, KAAC's online registration and scoring system.
- Advance any qualifying students to the regional competition, and continue practicing with those students.
- Advance any qualifying students to the state competition and continue practicing with those students.
- Maintain proper supervision of team members at all practices and competitions.
- Serve as a point of contact for 9th grade for MCHS Team.
- Serve as a liaison between MCKA and MCHS.

***QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

EDUCATION and/or EXPERIENCES: Teaching certificate.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine

reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

TECHNOLOGY SKILLS: Ability to use technology to support instruction; access and manipulate data; enhance professional growth and productivity; communicate and collaborate with colleges, parents, and the community; and conduct research/solve problems. Proficiency in technology skills must be demonstrated based on the performance criteria set out in the KDE teacher standards for technology.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS and ABILITIES: Ability to operate a computer and related software. Ability to communicate cleanly and concisely, both orally and in writing and the ability to interact positively with school staff and community. Ability to handle a multitude of responsibilities with minimal supervision. Ability to perform duties with awareness of all district requirements and Board of Education policies. Ability to read and understand the district and school acceptable use policy and stay within their confines.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk or hear. The employee occasionally will stand or walk. The employee is occasionally required to reach with hands and arms and will frequently repeat the same hand, arm or finger motion such as when typing. Employee will frequently interact with the public and other staff members. Specific vision abilities required by this job include close vision. The employee may occasionally lift up to 25 pounds such as boxes of paper.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

MARION COUNTY JOB DESCRIPTION

Position Title: Marion County High School Academic Team Coach Department: Extracurricular Activities Reports To: Principal Approved By: Marion County Board of Education	Date: June 2019
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SUMMARY: To motivate students, advance individual capabilities, and create leadership opportunities through the school academic team.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Schedule an organizational meeting within the first month of school.
- Schedule practice times which accommodate most of the team members. Review the schedules of other extra-curricular activities in the school and attempt to avoid conflicts.
- The coach is responsible for seeing that dues to KAAC are paid each year. The coach must register the team with KAAC each year. Registration is completed online. (KAAC is the governing body for academic competitions in Kentucky.)
- Attend a KAAC sponsored Quick Recall Training to be certified to coach Quick Recall.
- Attend a KAAC sponsored Future Problem Solving training to obtain certification in coaching and evaluating Future Problem Solving booklets.
- Register students online for the KAAC JV Challenge Competition (typically held the second week in November). Students will be assigned to Quick Recall, Composition, and Written Assessment using ASAP, KAAC's online registration and scoring system.
- Register students online for the District KAAC competition. Students will be assigned to Future Problem Solving, Quick Recall, Composition, and Written Assessment using ASAP, KAAC's online registration and scoring system.
- Advance any qualifying students to the regional competition, and continue practicing with those students.
- Advance any qualifying students to the state competition and continue practicing with those students.
- Maintain proper supervision of team members at all practices and competitions.

QUALIFICATION REQUIREMENTS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

EDUCATION and/or EXPERIENCES: Teaching certificate.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

TECHNOLOGY SKILLS: Ability to use technology to support instruction; access and manipulate data; enhance professional growth and productivity; communicate and collaborate with colleges, parents, and the community; and conduct research/solve problems. Proficiency in technology skills must be demonstrated based on the performance criteria set out in the KDE teacher standards for technology.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS and ABILITIES: Ability to operate a computer and related software. Ability to communicate cleanly and concisely, both orally and in writing and the ability to interact positively with school staff and community. Ability to handle a multitude of responsibilities with minimal supervision. Ability to perform duties with awareness of all district requirements and Board of Education policies. Ability to read and understand the district and school acceptable use policy and stay within their confines.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk or hear. The employee occasionally will stand or walk. The employee is occasionally required to reach with hands and arms and will frequently repeat the same hand, arm or finger motion such as when typing. Employee will frequently interact with the public and other staff members. Specific vision abilities required by this job include close vision. The employee may occasionally lift up to 25 pounds such as boxes of paper.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

MARION COUNTY JOB DESCRIPTION

Position Title: Director of Community Work Transition Program	Class Code: 7301
Department: Secondary	
Reports To: Director of Special Education/Designee	
Approved By: Marion County Board of Education	Date: June 2019

SUMMARY: Provide specialized services for a program involving the school or district in relation to students, parents, and/or the community at large.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Provide specialized services for an assigned program involving the school/district in relation to students, parents, and the community.
- Establish and maintain working relationships with stakeholders.
- Recruit and train volunteers as necessary to work in the program.
- Participate as a team member for specific student issues; assist in resolving with purposeful interaction with colleagues, parents, and others as necessary.
- Develop and distribute program material and literature to inform the community and parents of assigned program.
- Monitor and evaluate program effectiveness; follow-up on specific cases as necessary.
- Coordinate trips and special gatherings in support of assigned program.
- Serve as a liaison between students, support groups, parents, and others to assist in resolving student problems.
- Plan, organize and implement a community program for a school or the District office.
- Maintain records and prepare reports.
- Perform related duties as assigned.

SUPERVISORY RESPONSIBILITIES: As assigned by supervisor.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCES: Any combination equivalent to: high school diploma or G.E.D., and two years instructional experience including at least one year in the area of specialty.

CERTIFICATES, LICENSES, REGISTRATIONS: Valid Kentucky driver's license.

OTHER SKILLS and ABILITIES:

- Operation of a computer.
- Research methods and report writing techniques.
- Meet objectives of assigned program and activities.
- Interpersonal skills using tact, patience, and courtesy.
- Technical aspects of field of specialty.
- Coordinate assigned activities to resolve student issues or develop community programs.
- Travel to student homes and interact with parents.
- Understand and follow directions.
- Communicate effectively.
- Establish/maintain cooperative and effective working relationships.
- Maintain current knowledge of program rules, regulations, requirements, and restrictions.
- Determine appropriate action within clearly defined guidelines.
- Work independently with little direction.
- Meet schedules and time lines.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand and talk or hear and sometimes walk and sit. Occasionally the employee will bend or twist at the neck more than the average person. While performing the duties of this job, the employee may occasionally push or lift up to 50 pounds such as boxes of books and AV/VCR carts. The employee is directly responsible for safety, well-being, or work output of other people.

Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate to loud. Duties are performed indoors and occasionally outdoors.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

June 12, 2019 at 1:00 o'clock.

Paving	Haydon Materials								
West Marion Elementary	66,530								
Glasscock Elementary	78,327								
Alternate 1 at Glasscock	8,730								
Bus Garage	10,700								
Alternate 2 at Bus Garage	33,533								
TOTAL without alternates	155,557								
TOTAL with alternates	197,820								

Date bids were recorded in minutes _____; date bids were accepted _____

Signature of committee members receiving bids _____

10/11/11
Jenna Thorton

June 12, 2019 at 1:00 o'clock.

Date bids were recorded in minutes 6/13/19; date bids were accepted 6/13/19
Signature of committee members receiving bids _____

John Doe

Marion County Board of Education
June 13, 2019

Personnel Actions for June 13, 2019 Board Meeting –

Certified

- Acknowledgement of Tammy Durham's retirement as a teacher at Lebanon Elementary School, effective October 1, 2019.
- Acceptance of Tonia Bireley's resignation as a teacher at Marion County Knight Academy, effective June 30, 2019.
- Acceptance of Kendra Heyman's resignation as a teacher at Marion County High School, effective May 24, 2019.
- Acceptance of Alicia Kelly's resignation as a teacher at Glasscock Elementary School, effective June 30, 2019.
- Acceptance of Brenna Lenz's resignation as a teacher at Marion County Middle School, effective June 15, 2019.
- Appointment of Troy Benningfield as assistant superintendent for Marion County Public Schools, effective July 1, 2019.
- Appointment of Robby Peterson as principal at Marion County High School, effective May 29, 2019.
- Appointment of Todd Farmer as interim principal at West Marion Elementary School, effective May 29, 2019.
- Appointment of Lindsey Begley as an ECE instructor at Marion County High School, effective July 1, 2019.
- Appointment of John Bradley as a teacher at Marion County Middle School, effective July 1, 2019.
- Appointment of Steven Gilbert as a teacher at Marion County Middle School, effective July 1, 2019.
- Appointment of Andrew Beal as a teacher at Marion County Middle School, effective July 1, 2019.
- Appointment of Ann Hill Thomas as a teacher at West Marion Elementary School, effective July 1, 2019.
- Appointment of Davette Mattingly as a teacher at Calvary Elementary School, effective July 1, 2019.
- Appointment of Jordan Williams as assistant principal at Marion County Knight Academy, effective July 1, 2019.
- Appointment of Aletha Abell as district ARC chairperson, effective July 1, 2019.
- Appointment of Austyn Cheatham as an ECE instructor at Glasscock Elementary School, effective July 1, 2019.
- Appointment of Kelly Mattingly as a district ECE instructor, effective July 1, 2019.
- Acceptance of Emily Ford's resignation as a district emergency certified substitute teacher, effective May 16, 2019.
- Acceptance of Nikki Roution's resignation as a district emergency certified substitute teacher, effective May 9, 2019.
- Appointment of Stacey Hickey as a certified extended school services instructor at Marion County Middle School, effective May 22, 2019.

Marion County Board of Education
June 13, 2019

- Appointment of Sandra Gribbins 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 May 13, 2019.
- Appointment of Peggy Price 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 May 13, 2019.
- Appointment of the following teachers as certified summer ESS instructors at Marion County High School, effective May 8, 2019: Stephanie Cissell, Kurt Mattingly, Carol Stayton, and Harry VanWhy.
- The following certified staff members have been approved to work additional time as needed for the Summer Dream Academy: Cody Farmer, Josie Brockman, Cheryl May, Courtney Murphy, Stephanie Keeling, April Montgomery, Laurie Followell, Stephanie Gootee, Michelle Miles, Ginger Allen, Ellen McFall, Julie Dickerson, Sydney Cox, Jeanne Smith, Shannon Richardson, Beth Cambron, Kelly Rawlings, Keith Hamm, Jill Gaddie, Jeri Kay Adams, Michael G. Martin, Cana Herron and Lois Jean Patton.
- Approval of Allison Cooke to work additional hours as needed with the FRYSC summer programs at Marion County Middle School, effective May 28, 2019.
- Acknowledgement of Sandra Cook's retirement as a teacher at Marion County Middle School, effective June 1, 2019.

Classified

- Acceptance of Angela Garrett's resignation as a preschool instructional assistant at Glasscock Elementary School, effective June 30, 2019.
- Acceptance of Chris Potucek's resignation as custodian at Marion County High School, effective May 31, 2019.
- Acceptance of Therese Tatum's resignation as an instructional assistant at Marion County Knight Academy, effective June 30, 2019.
- Acceptance of Kaleb Ibarra's resignation as part-time FRYSC Assistant at Marion County High School and Marion County Knight Academy, effective June 30, 2019.
- Appointment of Kaleb Ibarra as Family Resource Youth Service Center Director at Lebanon Elementary School, effective July 1, 2019.
- Acceptance of Jessica Montgomery's resignation as Perkin's Grant Manager, effective June 28, 2019.
- Appointment of Devon Spalding-Moffitt as bookkeeper at Lebanon Elementary School, effective July 1, 2019.
- Appointment of Jason Flowers as custodian at Lebanon Elementary School, effective June 3, 2019.
- Approval of Janice Hoppes transfer as bookkeeper at West Marion Elementary School to bookkeeper at Marion County High School, effective July 1, 2019.
- Appointment of Scott Spalding as School Safety Coordinator for Marion County Public Schools, effective July 1, 2019.
- Appointment of Rob Reader as head football coach at Marion County High School, effective June 4, 2019.

Marion County Board of Education
June 13, 2019

- Appointment of Maze Stallworth as head basketball coach at Marion County High School, effective June 4, 2019.
- The following classified staff members have been approved to work additional time as needed for the Summer Dream Academy, effective May 28, 2019: Carolyn Cox, Sherry VanWhy, Marty Simpson, Jessica Bagwell, Amber Snyder, Donna Sandusky, Terrell Gerton, Karla O'Daniel, Alice Tungate, and Kristen Scalf.
- Approval of additional time for Jaela Benjamin to work 21st Century summer programs through the Summer Dream Academy, effective May 28, 2019.
- Appointment of Karen Kirkland as summer feeding manager, effective May 28, 2019.
- Approval of additional time as needed for the following cook/bakers to work summer feeding, effective May 28, 2019: Vickie Brady, Ann Bright, Dorothy Calhoun, Erica Furman, and Robin Oliver.
- Approval of additional time as needed for the following cafeteria managers to work summer feeding, effective May 28, 2019: Julie Caldwell, Anna Colvin, Betty Cox, Sandy Farris, and Joan Langford.
- Appointment of Dominick White as a FRYSC student worker at Marion County Knight Academy and Marion County High School, effective May 28, 2019.