**SPENCER COUNTY BOARD OF EDUCATION**

**Regular Monthly Meeting**

**6:30 p.m. Monday, July 22, 2019**

**Spencer County Middle School Media Center**

**BOARD MEMBERS PRESENT:**

Ms. Sandy Clevenger, Board Chair

Ms. Debbie Herndon

Dr. Lynn Shelburne

Ms. Jeanie Stevens

**BOARD MEMBERS ABSENT**

Ms. Janet Bonham, Vice Chair

**OTHERS PRESENT:**

Superintendent Chuck Adams, Chuck Abell, Mark Thomas, Vicki Goodlett, Todd Russell, Jim Oliver, Steve Rucker, Stephen Webb, Mary Lynn Martin, Terri Cooper, Kevin Cheek, Allison Commings, Michele Barlow and others.

**ORDER # 1**

**CALL TO ORDER**

Ms. Sandy Clevenger, Board Chair called the meeting to order at 6:32 pm.

**STATEMENT OF BOARD MISSION**

**WELCOME OF VISITORS TO MEETING**

Ms. Sandy Clevenger read the Statement of Board Mission and Welcomed Visitors.

**ORDER # 2**

**REVIEW AND ADOPT AGENDA**

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to approve the agenda as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**RECOGNITIONS**

**Going the Distance**

Superintendent Adams recognized Dee Thompson with the Going the Distance Award.

**CITIZENS AND DELEGATIONS**

Terri Cooper addressed the Board regarding activities which will allow seniors to be apart of the football and soccer fields which are currently under construction. .

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

1. Academic Report – Chuck Abell
   1. ACT Presentation
2. Superintendent’s Report: Chuck Adams
   1. Kevin Cheek and Allison Commings with Sherman Carter Barnhart reviewed the Schematic Design Developments for Bus Garage and Early Learning Center.
   2. TES/SCHS Project Update
   3. KSBA Policy and Procedure Update
   4. Accounting Clerk Position
   5. Preschool Asst Coordinator
   6. Adult Ed Surplus
   7. Partnership with OVEC to Fulfill Head Start and Early Child Care Position

**ACTION WITH DISCUSSION**

**ORDER # 3**

**APPROVAL OF BOARD MINUTES**

A motion was made by Ms. Debbie Herndon and seconded by Dr. Lynn Shelburne to approve the June 24, 2019 Board Minutes as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 4**

**CONSTRUCTION INVOICES**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Jeanie Stevens to approve the construction invoices as presented below.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

* 1. Isaac Tatum Construction $159,079.50
  2. Atlas Enterprises $9,209.39
  3. Bland Technologies $6,652.50
  4. Matthew Sibole $1,500.00
  5. Sherman Carter Barnhart $6,874.84
  6. City of Taylorsville $(1,951.00) Credit Remaining on Deposit

**ORDER # 5**

**GEOTECHNICAL SURVEY AND SPECIAL INSTRUCTIONS/QUALITY CONTROL SERVICES FOR THE BUS GARAGE AND EARLY CHILDHOOD CENTER**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Jeanie Stevens to approve

Geotechnical survey and special instructions/quality control services for the bus garage and early childhood center as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 6**

**REVIEW/APPROVE SCHEMATIC DESIGN DOCUMENTS FOR THE NEW SPENCER COUNTY BUS GARAGE PROJECT FOR SUBMITTAL TO THE KENTUCKY DEPARTMENT OF EDUCATION**

A motion was made by Ms. Debbie Herndon and seconded by Dr. Lynn Shelburne to approve the Schematic Design documents for the new Spencer County Bus Garage project for submittal to the Kentucky Dept of Education as recommended.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 7**

**REVIEW/APPROVE SCHEMATIC DESIGN DOCUMENTS FOR THE PHASE 1 SPENCER COUNTY EARLY LEARNING CENTER RENOVATION AND ADDITION FOR SUBMITTAL TO THE KENTUCKY DEPT OF ED.**

A motion was made by Ms. Debbie Herndon and seconded by Ms. Jeanie Stevens to *TABLE* the Schematic design documents for the Phase 1 Spencer County Early Learning Center Renovation and Addition.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 8**

**KSBA MEMBERSHIP RENEWAL 2019-2020**

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to approve the KSBA Membership Renewal for 2019-2020 for $4,785.68 as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 9**

**INCREASE IN CONTRACT HOURS FOR ACCOUNT CLERK POSITION**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Debbie Herndon to approve the increase in contract hours for account clerk position.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 10**

**PRESCHOOL ASSISTANT COORDINATOR (100) DAYS**

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to approve the preschool assistant coordinator (100) days as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 11**

**DISTRICT ECE INSTRUCTIONAL ASSISTANT**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Jeanie Stevens to approve the District ECE Instructional Assistant as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 12**

**ADULT ED BUILDING – SURPLUS – APPROVAL TO SURVEY AND APPRAISE**

A motion was made by Ms. Debbie Herndon and seconded by Dr. Lynn Shelburne to approve to survey and appraise the Adult Ed Building along with surrounding land which was recently surplused by the Board of Education.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 13**

**KSBA POLICY AND PROCEDURES (FIRST READING)**

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to approve the First Reading of the KSBA Policy and Procedures as presented

**Policies:** 01.1; 01.11; 01.3; 01.821 02.31; 02.421; 02.4241; 03.11; 03.113; 03.123; 03.1233; 03.1234; 03.1327; 03.133; 03.162; 03.19; 03.21; 03.212; 03.2327; 03.233; 03.262; 03.29; 03.6; 04.32; 04.6; 04.61; 05.23; 05.31; 05.4; 05.48; 05.5; 06.221; 08.113; 08.14; 08.221; 09.126; 09.22; 09.224; 09.4232; 09.425; 09.429; 10.5

**Procedures;** 01.3 AP.2; 01.3 AP.21; 01.6 AP.2 03.11 AP.21; 03.11 A.25; 03.123 AP.2; 03.162 AP.2; 03.19 AP.23; 03.223 AP.2; 03.29 AP.23; 04.32 AP.1; 05.411 AP.1; 05.5 AP.1; 06.34 AP.2; 07.11 AP.1; 07.13 AP.1; 8.13451 AP.1; 09.224 AP.1; 09.33 AP.21; 09.425 AP.22; 09.429 AP.1; 10.11 AP.21; 10.5 AP.1; 05.31 AP.21;

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 13**

**EXPANSION OF EARLY HEAD START POSITION**

A motion was made by Ms. Debbie Herndon and seconded by Ms. Jeanie Stevens to approve the expansion of the early head start position based on contract as recommended.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 14**

**ACTION BY CONSENT**

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to approve the Action by Consent items as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

1. Orders of the Treasurer Reports
2. School Financial Reports (Monthly)
3. School Financial Reports (Year End)
4. District Financial Reports
5. Invoices for Approval
   1. Chenoweth Law Office
   2. EMSW Invoice
6. Acknowledge Monthly Report and District Employees, Termination, Resignations, and

Retirements

Spencer Co Elementary

Hayley Dowell, Special Ed LBD Teacher, Rank 3

Gina McGinnis, Principal, Rank 1

Spencer Co Middle

Jason Armstrong, Science Teacher, Rank 3

Brenna Murray, Drama Teacher, Rank 3

Danielle Thompson, IA

Spencer Co High School

Ross Goodwin, IA

Other

Chris Lewis, Custodian/Bus Monitor

Cynthia Hayes, School Nurse

Kathy Dippel, School Nurse

Gage Bradburn, Sub Classified

Resignations

Tracy O’Grady, Family Advocate – 21st Century Program TES eff 6/30/2019

Jane Anderson, Principal – SCES eff 6/30/19

Emily Browning, Emergency Cert Sub Teacher eff 6/30/19

Mary Ann Spencer, IA – Preschool eff 7/1/19

Lillian Mathews, Science Teacher-SCMS eff 7/16/19

Chastity Claywell, On-Site Team Leader – Bear Care Program, revised eff 9/30/19

Retirements

Dawn Cox – Accounts Clerk eff 8/1/19

1. Donations 2018-2019
2. Field Trips (Out-of-State and Overnight)
   1. SCHS FFA Dairy Team – Wisconsin State Fair July 30-Aug.3, 2019
   2. SCHS FFA West Springfield, MA Sept 12-15, 2019
3. Fundraiser Approvals

Spencer County High School Fundraisers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Girls/Boys Golf | Putt-A-Thon | July 2019 – June 2020 | Tournaments and Apparel | Adults/Students |
| Athletics | Athletic Passes | July 2019 – June 2020 | Transportation, Equipment, Officials | Adults/Students |
| Athletics | Kroger Plus Card | July 2019 – June 2020 | Officials and Transportation | Adults/Students |
| Boys/Girls Golf | Championship PGA Open  (Help keep Score) | July 2019 – August 2020 | Volunteer to receive donation | Adults/Student |
| Football | Yard Signs | July 2019-August 2020 | Transportation | Adults/Students |
| Boys Soccer | PK-A\_Thon | August 2019 | Travel and Misc | Adults/Students |
| Choir | Kroger Rewards | July 2019 – June 2020 | Music, Equipment, Robes, Binders | Adults/Students |
| Softball | Kroger Sales | July 2019 – June 2020 | Uniforms, Equipment and Tournaments | Adults/Students |
| Girls Basketball | Daddy/Daughter Dance | September 21, 2019 | Practice jersey, equipment, tournaments | Adults/Students |
| Baseball | Kroger Rewards | July 2019  June 2020 | Transportation, Equipment, Awards, Uniforms, Food | Adults/Students |
| Cheer | Krispy Kreme | July 2019 – December 2019 | Camp, Mats, Competition, Choreography, Uniforms, Poms, Awards, Transportation, Banquet, Food, Senior Gifts, Music | Adults/Students |
| Cheer | Car Wash | July August Sept 2019 | Camp, Mats, Competition, Choreography, Uniforms, Poms, Awards, Transportation, Banquet, Food, Senior Gifts, Music | Adults/Students |
| Class of 2021 Project Grad | Kroger Rewards | July 2019 – May 2020 | Venue Rental and Prizes | Adults/Students |
| Boys Basketball | Kroger Rewards | July 2019-June 2020 | Boys Basketball, Tournaments, Uniforms, Practice Gear | Adults/Students |
| Class of 2020  Project Graduation | Concert  Held at SCHS Parking Lot | July 2019 – May 2020 | Project Graduation | Adults/Students |

Spencer County Middle School Fundraisers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Cheerleading | Center Plate – Concessions at YUM, Cardinal Stadium and other Louisville events | August 2019 – June 2020 | Cheer Uniforms, Choreography, music fees, t-shirts, supplies | ADULTS ONLY |

Spencer County Athletic Booster Fundraisers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Athletic Boosters | Football | Discount Cards | July-August 2019 | Equipment and Apparel for Players |
| Athletic Boosters | Girls/Boys Golf | UofL Parking | Sept – Nov 2019 | Tournament/Equipment costs |
| Athletic Boosters | Football | Lift-A-Thon  Pledges | January 20 – June 20 | Equipment and Apparel |
| Athletic Boosters | Athletics | Drive 4 School Ford | Sept – May 2020 | Officials, Transportation, Equipment |
| Athletic Boosters | Dance | Water Bottles | Aug/Sept 19 | Dance Fees Awards, Food, Transportation |
| Athletic Boosters | Boys Basketball | Sponsorships | July - May 2020 | Equipment, Apparel, Travel, Advertising |
| Athletic Boosters | Football | Sponsorships | July – June 2020 | Equipment and Apparel |
| Athletic Boosters | Football | Mulch | January – June 2020 | Equipment and Apparel |

Taylorsville Elementary Fundraisers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hickerson/Hollan/Whitley Classrooms | Scholastic Book  Sponsor a student for a $1.00 book for 10 months | 19-20 School Year | Students receive a $1.00 book a month | Adults Sponsor |
| TES | Spring Fling | April 2020 | Classroom Supplies, Books, Rewards, Family Nights, Playground Equip, technology | Adults/Students |
| Crystal Little | Yearbooks | 19-20 School Year | Classroom, Student Supplies, Family Night, Technology | Adults/Students |
| Crystal Little | Book Fair | Fall/Spring and end of year | Books, Classroom Supplies Technology, Student Rewards and Family Night | Adults/Students |
| Staff Fundraising | Santa Shop | December 2019 | Classroom Supplies, Books, Tech, Rewards, Family Nights | Adults |
| Staff Fundraising | Box Tops | 19-20 School Year | Family Resource Center activities, Rewards, Staff Appreciation, family Nights | Adults |
| Staff Fundraising | Kroger Community Rewards | 19-20 School Year | Student Rewards, Family Nights, Staff Appreciation | Adults |
| Staff Fundraising | Picture Sales | Fall and Spring | Student Rewards, Family Nights, Staff Appreciation | Adults |

1. Surplus Items

Spencer Co Elementary

* Sylvania 19” TV/VCR Combo (1)
* Karaoke Machine (1)
* DVD/VHS Player (1)
* Remote Controls (4)

OLD TES Building

* 294 Lockers

1. Non Resident Contracts
2. Substitute Employees for 2019-2020 School Year

**COMMUNICATIONS**

1. Board Members
   1. Dr. Lynn Shelburne would like to share a student video/testimony from the dental hygienist program at next BOE meeting.
2. SCEA Update
   1. July 31, 2019 SCEA will host a welcome back luncheon for new teachers. Board of Education and Administers are welcome to attend.
3. Written Communication
   1. Attendance Report N/A
   2. Bus Maintenance Report
   3. Building Inspections
   4. SBDM Minutes
   5. Annual Vendors (Model Procurement)

|  |  |  |
| --- | --- | --- |
| Atlas Metal Products Co, Inc | GBA Office Solutions | Pro-Chem, Inc |
| 4imprint | Golf Headquarters | Quality Stone & Ready Mix, Inc. |
| Albert L. Crush Co. | Greenhouse Megastore | Robert H. Deibel Greenhouses, LLC |
| AutoJet Muffler Corp | Hartman Publishing, Inc | Rocky Mountain Logistics |
| Band Shoppe | Heritage-Crystal Clean | Samuel French Publishing |
| Bardstown Sporting Goods | IRC Team Sports | Scott Electric |
| Bargain Supply Co, Inc | J.W Pepper | Secret Stories |
| Belinda Sheeley | John F. Trompeter Co. | Shelburne's Concrete & Dirt Work |
| Bi-Water Farm and Greenhouse | Lawson Products, Inc | Slam Dunk Sports Marketing |
| Boone's Butcher Shop | Lee Building Products | Snappy Tomato Pizza |
| Borden Dairy Company of KY, LLC | Louisville Awards | Southern Tool Supply |
| Bullitt Septic Service | Marenem, Inc | Stump Printing Company |
| Bumblebee Team Sports | Marlin Manufacturing, Inc | Swimville USA |
| Bush-Keller | Moleliminator | Taylorsville Hardware |
| Calculators Inc | Nasco Education, LLC | Tea Cup |
| Carey Signs | National Archery in the Schools Program, Inc | Teacher Synergy, LLC |
| Classroom Friendly Supplies | Neff Co. | Teachers Pay Teachers |
| Creation Gardens, Inc | Neill-LaVielle Supply Company | Till-Hayes Awards |
| Crown Awards | Newport Cleaners | Tocor Lighting |
| DC Elevator | Olde Master Originals | Tons of Fun, LLC |
| DECKER EQUIPMENT INC. | Pitsco Education | UpTop Awards & Apparel |
| Forklift Systems, INC | Pocket Nurse | USA Images |
| Formal Fashions, Inc | Power Distributors | Valor Oil |
| Franklin Equipment | Prestwick House | Willis Klein Commercial Sales |
| Gatterdam Industrial Services (GIS) | Print Tex USA | Woodwind & Brasswind, Inc |

* 1. Open Record Requests
  2. Employee Handbook

**DIALOGUE AND FUTURE AGENDA TOPICS**

\*Schematic Design for Early Learning Center

**ORDER # 15**

**MOTION TO MAKE AGENDA PART OF THE OFFICIAL BOARD MINUTES**

A motion was made by Ms. Debbie Herndon and seconded by Ms. Jeanie Stevens to make the agenda dated July 22, 2019 part of the official board minutes.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 16**

**ADJOURN BOARD MEETING**

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to adjourn meeting at 8:10 pm.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Absent

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes