

**Mercer County Board of Education  
July Special Board Meeting Minutes  
July 23, 2019, 5:00 PM  
Central Office**

**Attendance Taken at 5:00 PM:**

Present Board Members:

Ms. Marianne Davis  
Ms. Christie Devine  
Mr. Billy Montgomery  
Mr. Larry Yeager

Absent Board Members:

Mr. Randy Phillips

**1. Call to Order/Roll Call**

Rationale:

Marianne Davis, District 1  
Larry Yeager, District 2  
Billy Montgomery, District 3  
Christie Devine, District 4  
Randy Phillips, District 5

**2. Approval of Agenda**

Rationale:

The agenda is being presented for approval. Any changes are to be made at this time.

**Order #201995 - Motion Passed:** Approval of agenda passed with a motion by Mr. Larry Yeager and a second by Mr. Billy Montgomery.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Absent
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent
Mr. Larry Yeager	Yes

**3. Enter Executive Session - pursuant to KRS 61.810**

Rationale:

A motion is needed to enter into Executive Session in order to discuss the evaluation of the Superintendent.

**Order #201996 - Motion Passed:** Approval to Enter into Executive Session pursuant to KRS 61.810 passed with a motion by Mr. Billy Montgomery and a second by Mr. Larry Yeager.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Absent
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent

Mr. Larry Yeager        Yes

#### **4. Exit Executive Session**

Rationale:

A motion is need to exit Executive Session.

**Order #201997 - Motion Passed:** Approval to exit Executive Session passed with a motion by Mr. Billy Montgomery and a second by Ms. Christie Devine.

Ms. Marianne Davis        Yes

Ms. Christie Devine        Yes

Mr. Billy Montgomery        Yes

Mr. Randy Phillips        Absent

Mr. Larry Yeager        Yes

#### **5. Superintendent's Evaluation**

Rationale:

Outcome and approval of the Superintendent's Evaluation.

Discussion:

High Accomplished moving to exemplary. Three goals to work on moving forward:1. Increase Cultural Awareness in the district. Improve diversity district wide. Training's put in place for staff.2. Working to move out of TSI status. Input initiatives in the Instructional Department to increase student academic achievement.3. Strive to become exemplary in all areas.

**Order #201998 - Motion Passed:** Approval of the Superintendent's Evaluation passed with a motion by Ms. Christie Devine and a second by Mr. Billy Montgomery.

Ms. Marianne Davis        Yes

Ms. Christie Devine        Yes

Mr. Billy Montgomery        Yes

Mr. Randy Phillips        Absent

Mr. Larry Yeager        Yes

#### **6. Reports**

Rationale:

This section of the agenda is reserved for reports only, no action will be taken.

##### **6.A. Superintendent's Report**

Rationale:

The Superintendent will report to the board at this time.

##### **6.B. Finance Officer's Report**

Rationale:

The Finance Officer will report to the board at this time.

### **Board Meeting – July 23, 2019**

## **June 2019 Recap - Ending GF Cash Balance \$3,706,361 (LY \$3,793,034)**

- General Fund Revenue:
  - Overall revenue is on par with last June, this includes the beginning balance. Receipts received in the year are up 3% compared to last year at this time.
  - Increase in Revenue of \$1.15 million between May and June.
  - Received 102.7% of the revenue that was budgeted for the fiscal year, including the beginning balance.
- Expenditures:
  - Up 1% compared to the prior year.
  - Increase in Expenses of \$2.79 million between May and June.
    - Mainly due to numerous summer payrolls.
  - Expended 94.1% of the expenses that were budgeted for the fiscal year.
- Timeline:

### July:

- Opening of the new year – started new year PO's
- Unaudited financial report was submitted to KDE on Friday, it is due by the 25<sup>th</sup>.
- Waiting on tax assessment from KDE.

### August:

- Set tax rates
- Students and staff return
- KECSAC MOA

### September:

- Working Budget due to KDE by September 30<sup>th</sup>

District Funding Assurances due in GMAP by September 30<sup>th</sup>

## **6.C. Attendance/Enrollment Report**

### Rationale:

The DPP will report to the board at this time.

SAAR - End of Year Attendance Comparison

	SAAR 14-15	SAAR 15-16	SAAR 16-17	SAAR 17-18	SAAR 18-19
District Attendance Percent:	95.5	95.43	95.29	94.93	95.01
MCSH Attendance Percent:	94.92	94.80	94.9	94.9	95

Day Treatment Attendance Percent:	89.89	90.40	91.0	91.2	95.3
KMS Attendance Percent:	96.06	95.60	95.6	94.9	95
Mercer Central Attendance Percent:	90.81	91.40	88.7	91.3	89.8
MCIS Attendance Percent:	96.19	96.20	95.9	95.4	95.2
MCES Attendance Percent:	95.92	95.60	95.2	94.7	95
Harlow Attendance Percent:	94.30	95.20	NA	NA	NA
District Enrollment(K-12) :	2901	2849	2796	2758	2715
Number of Days:	170	172	173	171	171
SAAR AADA without K adjustment	2725.47	2679.73	2624.87	2579.38	2549.11
SAAR AADA with K adjustment	2613.235	2588.19	2527.23	2489.32	2461.20

#### 6.D. Personnel Report

##### Rationale:

KRS 160.390; KRS 160.38; KRS 160.370 The Superintendent is responsible for all personnel actions including hiring, assignments, transfer, dismissal, suspension, reinstatement, promotion, and for reporting these actions to the board of education (KRS 160.390 (1)). All appointments, promotions and transfers of principals, supervisors, teachers, and other school employees shall be made only by the Superintendent of schools, who shall notify the Board of the action taken (KRS 160.380(2a)).

Name	Personnel Action	Job title	Location	Date Effective
<b>Certified Staff</b>				
Ashley Roach	New Hire	Teacher	MCIS	07/11/2019
Christopher Daniel	New Hire	Teacher	KMS	07/03/2019
<b>Classified Staff</b>				
Tim Ellis	New Hire	Bus Driver	District	07/02/2019
<b>Coaches</b>				
Shawn Curtsinger		Head Tennis Coach		07/01/2019
<b>Terminations</b>				
Nicholas Kyle Porter	Resignation	Teacher	KMS	06/30/2019
Kristy Drakeford	Resignation	Teacher	MCIS	06/30/2019
Michele Yeager	Resignation	IA	MCIS	06/30/2019
Shannon Butcher	Retiring	Teacher	MCES	08/31/2019
Debbie Tillet-Goodlett	Resignation	Teacher	District	06/30/2019
Laurie Readnower	Resignation	IA	MCIS	07/12/2019
Carmen Souder	Resignation	Teacher	MCES	07/11/2019
Adam Shartzner	Resignation	Baseball Coach	MCSH	06/20/2019

## 7. Public Participation

### Rationale:

Pursuant to Board Policy 01.421, persons wishing to address the Board must first be recognized by the Chairperson and stand behind the podium. An individual or group granted the privilege of being heard must give his/her name, address, and reason for speaking. The Chairperson may rule on the relevance of the topic to the Board's Agenda, and will set the time limit to five (5) minutes. The Board will only act on/respond to items on the published agenda. If you wish to have an item placed on the agenda, you must first meet with the Superintendent.

At this time the board will receive comments from the public.

## 8. Consent Agenda

### Rationale:

"Consent Agenda" items are voted on with one motion and one vote.

These are, typically, items that happen on a regular basis, are annual fees, or routine items in doing business.

The board may discuss any item they wish.  
The board has the option to pull any item out for a separate vote.

**Order #201999 - Motion Passed:** Approval of consent agenda passed with a motion by Mr. Larry Yeager and a second by Ms. Christie Devine.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent
Mr. Larry Yeager	Yes

#### **8.A. Board Meeting Minutes**

#### **8.B. Invoices**

#### **8.C. SBDM Meeting Minutes**

Rationale:  
Approval of SBDM Meeting Minutes as presented.

#### **8.D. Corning Foundation Grant**

Rationale:  
The grant will be used to offset the cost of STEM Camp Invention to students. Camp Invention has been a part of MCIS for the last 4 summers. This is a great summer learning activity for students of incoming 2nd-5th grade. Teachers from MCES or MCIS will be paid a stipend from the Company for running the camp. The company includes every single item needed to have a successful camp as well as the word for word curriculum to follow for each of the 5 day sessions.  
The total cost of camp per student is \$225. The grant as well as additional FRC funds will reduce the cost per camper to \$80 (paid by the camper) and we will host 60 MCES/MCIS student campers. The KMS YSC will pay for 6-8 KMS campers/leaders in training to attend. We will solicit volunteer help from up to 15 MCSHS students as Leadership Interns to help run the camp under teacher supervision. This is a great opportunity for all ages.

#### **8.E. First Reading of Policy/Procedure Updates for 2019-20**

Rationale:  
Attached are the updates to policies and procedures for 2019-20.

## **8.F. Master Bell Schedule**

Rationale:

	Students to Class	Instructional Bell	End
MCES	7:25-7:55	8:00	3:05
MCIS	7:55	8:00	3:12
KMS	7:55	8:00	3:07
MCSH	7:45	8:00	3:05
DAYTREATMENT	7:55	8:10	2:55
MERCER CENTRAL	7:55	8:00	2:55

## **8.G. Supervision of Students for 2019-20**

Rationale:

Board Policy 09.221 AP.1 The principal of each school shall submit a supervision plan to the superintendent/designee for review and to the Board for its approval.

## **8.H. Mercer County Schools Code of Acceptable Behavior & Discipline 2019-20**

Rationale:

KRS 158.148 states that the Board shall develop a student discipline code that shall be posted at each school, referenced in all school handbooks, and provided to school employees, parents, legal guardians, or other persons exercising custodial control or supervision. The Board shall update this plan every two years.

## **8.I. Campbellsville University Memorandum of Agreement**

Rationale:

Approval of the MOA with Campbellsville University for usage of Mercer County athletic facilities on a month to month basis with Campbellsville paying \$2,000/month for usage.

## **8.J. Morehead State University Memorandum of Agreement**

Rationale:

See attached MOA for Morehead State University.

## **8.K. Department of Juvenile Justice Memorandum of Understanding**

Rationale:

Approval for the MOU for the Department of Juvenile Justice in relation to Mercer County Day Treatment.

## **9. Leaves and Absence Requests**

Rationale:

Summer Smothers- Teacher- Requesting an Educational Leave for 20 days between 8-26-19 through 12-13-2019. See letter for more details.

Cindy Baker-Bookkeeper- Requesting Medical Leave Beginning 8/12/2019. Will be using Sick days. See letter for more information.

**Order #202000 - Motion Passed:** passed with a motion by Ms. Christie Devine and a second by Mr. Billy Montgomery.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent
Mr. Larry Yeager	Yes

## **10. 2019-20 Salary Schedule Update**

Rationale:

Addition of District Communications and Web Management, \$5,000 stipend and 21 extended days.

**Order #202001 - Motion Passed:** Approval of the updated 2019-20 Salary Schedule passed with a motion by Mr. Billy Montgomery and a second by Ms. Christie Devine.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent
Mr. Larry Yeager	Yes

## **11. Change Order for District Improvements Project**

Rationale:

Attached is a change order for the District Improvements Project. The change is to add VCT flooring in the office space and back vestibule at MCIS. The increased cost is \$1,352. The total amount of the project will still be \$6,841 lower than originally anticipated.

**Order #202002 - Motion Passed:** Approval of the change order for the District Improvements Project passed with a motion by Ms. Christie Devine and a second by Mr. Billy Montgomery.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent
Mr. Larry Yeager	Yes

## **12. Mercer County School District Safety Plan 2019-20**

Rationale:

KRS 158.440 requires every student to have access to a safe, secure, and orderly school. KRS 158.445 requires local school districts to assess school safety and develop and review a District School Safety Plan, which serves as the umbrella for school safety.

The district has updated the Mercer County School District Safety Plan and has provided a copy for your approval.

**Order #202003 - Motion Passed:** Approval of the Mercer County School District Safety Plan for 2019-20 passed with a motion by Ms. Christie Devine and a second by Mr. Larry Yeager.



Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent
Mr. Larry Yeager	Yes

### **13. Mercer County District Emergency Management Guide and School Emergency Plans 2019-20**

Rationale:

KRS 158.445 requires local school districts to assess school safety and develop and review a District Emergency Management Guide.

The Mercer County School District Emergency Management Guide has been reviewed by the District Safety Committee and a copy has been provided for your approval.

Each School's Site Based Decision Making Counsel has reviewed and adopted a School Emergency Management Guide. Copies are provided for your review.

The district and school committees continued to refine emergency plans and practices throughout the school year as needed. We continue to work with our state and local emergency responders and agencies to ensure we are prepared to keep our students safe.

**Order #202004 - Motion Passed:** Approval of the Mercer County District Emergency Guide and School Emergency Plans for 2019-20 passed with a motion by Ms. Christie Devine and a second by Mr. Billy Montgomery.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent
Mr. Larry Yeager	Yes

### **14. Adjournment**

**Order #202005 - Motion Passed:** Approval to adjourn the meeting passed with a motion by Ms. Christie Devine and a second by Mr. Larry Yeager.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Absent
Mr. Larry Yeager	Yes