

**Regular Meeting
November 21, 2019 5:30 PM
Central Office**

Attendance Taken at : 5:30 PM

Present Board Members:

Ms. Christie Devine

Mr. Billy Montgomery

Mr. Randy Phillips

Mr. Bobby Walden

Mr. Larry Yeager

1. Call to Order/Roll Call

Bobby Walden, District 1

Larry Yeager, District 2

Billy Montgomery, District 3

Christie Devine, District 4

Randy Phillips, District 5

2. Approval of Agenda

Order #202049 - Motion Passed: Approval of agenda passed with a motion by Mr. Randy Phillips and a second by Mr. Bobby Walden.

Ms. Christie Devine	Yes
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Mr. Billy Montgomery	Yes
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Mr. Randy Phillips	Yes
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Mr. Bobby Walden	Yes
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Mr. Larry Yeager	Yes
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The agenda is being presented for approval. Any changes are to be made at this time.

3. Recognitions

1. TITAN PROUD – No Exceptions - A student from each school (Mercer Elementary, Mercer Co. Intermediate School, King Middle, and Mercer County Senior High School) will be recognized each month at the board of education meetings for their efforts in the classroom, leadership skills and attitude. The student award recipient must meet the following guidelines:

- Perfect attendance during the month student(s) are being observed.
- Completed all homework assignments and tests.
- Passing grade.
- No discipline issues.
- Student demonstrates good leadership skills.

- Student exhibits a winning attitude and spirit toward learning and peers.

MERCER ELEMENTARY SCHOOL - both October and November recipients will be awarded at the December board meeting (unable to attend this meeting)

MERCER INTERMEDIATE SCHOOL – Olive Frisby, 4th Grade (October); Matthew Clark, 5th Grade (November)

KING MIDDLE SCHOOL – Elijah Stamper, 7th Grade (October); Aiden McKinney, 8th Grade (November)

MERCER COUNTY SENIOR HIGH – Zaden DiNardo, 10th Grade (October); Bailey Hall, 11th Grade (November)

4. Reports

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

A. Superintendent's Report

The Superintendent will report to the board at this time.

B. Finance Officer's Report

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

Board Meeting – November 21, 2019

October 2019 Recap

- Ending GF Cash Balance was \$2,493,816 as opposed to \$2,723,660 last October
- General Fund Revenue:
 - Overall revenue is on par with last October, this includes the beginning balance. Receipts received in the year are down 2% compared to last year at this time.
 - Increase in Revenue of \$1.03 million between September and October.
- Expenditures:
 - Up 4% compared to the prior year.
 - Increase in Expenses of \$1.69 million between September and October.

Timeline:

November:

- Audited Annual Financial Report was sent to KDE on November 4th
- Administrative Costs were sent to KDE on November 7th

December:

- Draft Budget preparation
- Board Meeting scheduled for Thursday, December 19th at 5:30 p.m.

January:

- Review Draft Budget for fiscal year 2021
- Receive SEEK estimates for fiscal year 2021

C. Personnel Report

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
Classified Staff				
Albert Leitenberger	Additional Duties	Full Time Substitute Maintenance Worker	District	12/1/2019
Jennifer Patterson	New Hire	Full Time Substitute Bus Driver	Bus Garage	11/4/2019
Amber Hitchner	New Hire	Preschool/Daycare Instructional Assistant	MCES	11/25/2019
Jillian Shea Butler	New Hire	Preschool/Daycare Instructional Assistant	MCES	11/8/2019
Bethany Mobley	New Hire	Daycare Instructional Assistant	MCES	11/11/2019
Jessica Kneisley	New Hire	Custodian	MCSH	10/24/2019
Laura Sellers	New Hire	Daytime Instructional Assistant	MCES	10/16/2019
Certified & Classified Subs				
Christy Ransdell		Nurse Substitute	District	11/11/2019
Robin Beams		Certified Substitute	District	10/2/2019
Mark Bugg		Certified Substitute	District	11/1/2019
Susan Flora		Certified Substitute	District	11/12/2019
Paula Maples		Sub. Transportation	District	10/25/2019
Alex McRay		Certified and Classified Substitute	District	11/11/2019
Russell Sims		Emergency Certified and Classified Sub.	District	10/28/2019
Kelly Tyler		Emergency Certified and Classified Sub.	District	10/17/2019
Terminations				
Carla Baker	Resigned	Preschool/Daycare Instructional Assistant	MCES	11/15/2019
David Richmond	Retirement	Maintenance	Maintenance	11/30/2019
Aaron Jones	Resigned	Substitute Bus Driver	District	11/1/2019
Leaves				
Sara Cunningham	FMLA	Maternity/FMLA Leave	MCIS	Approx. 2/21/20-5/22/20

5. Public Participation

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.

6. Consent Agenda

Order #202050 - Motion Passed: Approval of consent agenda passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

“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.

A. Board Meeting Minutes

B. Invoices

C. SBDM Meeting Minutes

Approval of SBDM Meeting Minutes as presented.

D. KY Farm Bureau Mini Grant

KMS would like to apply for a KY Farm Bureau Mini Grant to work on the greenhouse at KMS.

E. Booster Club Agreements

The following groups would like to be recognized as booster organizations with Mercer County Schools:

KMS Boys Basketball

F. Out of State Overnight Field Trips

The following out of state overnight trips need board approval:

MCSH Track Team to Orlando over Spring Break. The trip will allow the team to train and allow the athletes an opportunity to have the Disney experience. The hope is to book a track meet while in Orlando. KSA events in Florida is coordinating the entire trip along with the flight plans. The Track Boosters will be paying for the trip. There will be no cost to the district.

G. Early Graduation Requests

Two students requesting permission from the BOE for early graduation. Letters will be submitted at the Board meeting.

H. Emergency Teaching Certificate

Approval of the following Emergency Teaching Certificates:

Stacy Logue - Physical Science

7. Leave of Absence Requests

Order #202051 - Motion Passed: Approval of Leave of Absence Requests as submitted passed with a motion by Mr. Randy Phillips and a second by Mr. Bobby Walden.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

Anna Robinson- Custodian-Requesting sick leave for remainder of the 19/20 school year. Using a combination of unpaid days, sick and donated days.

Sally Shipley- Teacher-Requesting sick leave until end of April 2020. Will be using a combination of unpaid, sick and donated days.

Chasity Etherington- Requesting sick leave from October 28th-November 8th. Will be using sick days and possible personal or unpaid days.

8. KETS Offer of Assistance

Order #202052 - Motion Passed: Approval of the KETS Offer of Assistance passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

The board has received the first KETS Offer of Assistance for the school year in the amount of \$22,151. In order to receive the funds, the board must match those same funds and transfer them into the KETS account. These funds are used on a rotation basis to replace computers in classrooms, computer labs, and libraries across the district. The matching funds have already been placed in the budget for the fiscal year.

9. Preschool Program Additional Classroom

Order #202053 - Motion Passed: Approval to add an additional classroom to the preschool program to be funded with general funds passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Christie Devine	Yes
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Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

Please see that attachment regarding the need for a fifth classroom starting January 1, 2020 in the preschool program.

Due to the program exhausting the current state funds for the preschool program, it is estimated that there will be an additional \$30,000-\$40,000 needed in this fiscal year for the preschool program to function properly.

The board is being asked to provide the additional funding needed for the preschool program.

10. Public Relations Contract

Order #202054 - Motion Passed: Approval to enter into a contract for public relations services passed with a motion by Mr. Randy Phillips and a second by Mr. Billy Montgomery.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

Answer received for our Public Relations bid that was sought back in the spring.

11. First Reading of Policy & Procedure Changes

Policy 07.1 Food/School Nutrition Services

Removal of a portion of a sentence regarding household income forms - this change should have been made when the district went full CEP a couple of years ago.

Removal of a full sentence regarding students, visitors, and substitutes being allowed to charge their meals to their account.

Policy 03.2232 Sick Leave (Classified Personnel)

Changed to match the Certified version of the policy.

Policy 03.122 Holidays and Annual Leave (Certified Personnel)

Change in prorated days in a mid year termination.

Policy 09.124 Tuition

Addition of entire policy.

Procedure 09.124 AP21

Addition of entire procedure.

12. Enter Into Executive Session pursuant to KRS 61.810(1)(b)

Order #202055 - Motion Passed: Approval to enter into Executive Session passed with a motion by Mr. Randy Phillips and a second by Mr. Larry Yeager.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

A motion is needed to enter into Executive Session.

13. Exit Executive Session

Order #202056 - Motion Passed: Approval to exit Executive Session passed with a motion by Mr. Larry Yeager and a second by Mr. Randy Phillips.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

A motion is needed to exit Executive Session.

14. Action related to Executive Session

A motion will be needed to take any action resulting from Executive Session.

15. Adjournment

Order #202057 - Motion Passed: Approval to adjourn the meeting passed with a motion by Mr. Randy Phillips and a second by Mr. Billy Montgomery.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes