

**CHRISTIAN COUNTY BOARD OF EDUCATION  
BOARD OF EDUCATION MEETING  
HOPKINSVILLE, KENTUCKY**

**MINUTES OF BOARD MEETING  
JANUARY 16, 2020  
6:00 P.M.**

**REGULAR BOARD MEETING**

The Christian County Board of Education met at the Board of Education Central Office on Glass Avenue on Thursday, January 16, 2020, 6:00 P.M. for a Regular Board Meeting.

**BOARD MEMBERS PRESENT:**

Ms. Linda Keller, Chairperson

Mr. Tom Bell, Vice-Chair

Ms. Susan Hayes

Mr. Lindsey Clark

Mr. Jeff Moore

Ms. Mary Ann Gemmill, Superintendent and Board Secretary

Also present: Mr. Jack Lackey, Jr., School Board Attorney; Administrators, Media and Guests

**BOARD MEMBERS ABSENT:**

**ACTION/ITEMS**

---

**SCHOOL  
BOARD  
RECOGNITION  
MONTH**

In honor of School Board Recognition, Rich Liebe, representing Mayor Carter Hendricks and Judge Executive Steve Tribble, read the Proclamation. Gifts was presented to each Board Member and a video of appreciation was shown.

# **RECOGNITIONS:**

- A)     December High Attendance Staff Award:  
           Elementary Division - Millbrooke Elementary School  
           Middle School Division – Christian County Middle School  
           High School Division – Christian County High School

December High Attendance Student Award:  
           Elementary Division – South Christian Elementary School  
           Middle School Division – Hopkinsville Middle School  
           High School Division – Christian County High School

- B)     Student of the Month: Roslynn Bell, Sinking Fork Elementary School

## **INVOCATION PLEDGE CALL TO ORDER**

The Invocation was given by Ms. Hayes, with the prayer by Mr. Bell, followed by the Pledge of Allegiance. Ms. Keller called the meeting to order at 6:11 P.M.

## **#94   ELECTION OF BOARD CHAIRMAN**

Nomination by Lindsey Clark to elect **Linda Keller** as Board Chairman.

Voting yes: Mr. Clark, Ms. Hayes, Mr. Bell,  
                   Mr. Moore, Ms. Keller

Voting no:   NONE

## **#95   ELECTION OF BOARD VICE-CHAIR**

Nomination by Sue Hayes to elect **Tom Bell** as Board Vice Chairman.

Voting Yes: Ms. Hayes, Mr. Clark, Mr. Moore,  
                   Mr. Bell, Ms. Keller

Voting No:   NONE

**#96 APPROVAL  
OF AGENDA**

Motion by Mr. Clark, second by Ms. Hayes, to approve the Agenda with the following Addendum:

11. *Discussion/Approval to Declare the Roofs and Miscellaneous Repairs at Christian County High School, Christian County Maintenance Department and Freedom Elementary School, caused by Storm Damage on January 11, 2020, a State of Emergency in Compliance with 702 KAR 4:160, Section 2, Paragraph 6; Brad Hawkins, Chief Operations Officer*
12. *Discussion/Approval to Approve JKS Architecture to Perform the Design Work for Damaged Roofs at Christian County High School, Christian County Maintenance Department and Freedom Elementary School and Swift Roofing to Perform the Repairs at these locations; Brad Hawkins, Chief Operations Officer*

(a copy of which is attached and the terms of which are incorporated by reference.)

Voting yes: Mr. Clark, Ms. Hayes, Mr. Bell,  
Mr. Moore, Ms. Keller

Voting no: NONE

**COMMUNICATIONS/  
VISITORS AND  
OPEN FORUM**

NONE

**PRESENTATIONS:**

**REPRESENTATIVE OF KENTUCKY ASSOCIATION OF SCHOOL  
ADMINISTRATORS SUPERINTENDENT SEARCH AND  
SELECTION SERVICE**

Phil Eason, Consultant, Kentucky Association of School Administrators, was present to introduce himself to the board as the Consultant from KASA who will lead the Superintendent Search for Christian County. Mr. Eason explained the tentative timeline, application process, screening committee process

and hiring process. He will work closely with the board to find the best fit for Christian County.

### **NURSES REPORT 2<sup>nd</sup> NINE WEEKS**

Ms. Megan Kidd, Head Nurse, provided the 2<sup>nd</sup> nine weeks' nurses' report for the Board noting that 19,662 students had visited the nurses in the schools the 2<sup>nd</sup> nine weeks of the 2019-20 school year (a copy of which is attached and the terms of which are incorporated by reference.)

### **FACILITIES SHOWCASE – CROFTON ELEMENTARY SCHOOL**

Mr. Brad Hawkins, Chief Operations Officer and Trevor Herndon, Facilities Coordinator, gave the board a PowerPoint facilities showcase on Crofton Elementary School (a copy of which is attached to the minutes). Mr. Hawkins and Mr. Herndon reviewed facility rating, capacity, work needed and work completed. They also reviewed upcoming estimated replacement dates of Roof, HVAC and renovations.

### **SCORECARD UPDATE**

Mary Ann Gemmill, Superintendent, began the presentation by stating that the District has updated their Scorecard based on the most recent survey results and each person would like to give their Scorecard update in their respective departments.

Jessica Addison, Interim Chief Instructional Officer, discussed her Scorecard updates in the Student Learning area.

Laura Morris, Chief Administrative Officer, discussed her Scorecard updates in the Staff and Student Support Services area.

Susie Hartline, Director of Strategic Planning, Federal Programs, and Grant Development, discussed her Scorecard updates in the Community Partnerships area.

#### **DISCIPLINE UPDATE**

Ms. Kim Stevenson, Director of Alternative Programs and Melanie Barrett, Director of Pupil Personnel, presented a PowerPoint Update on District Discipline for the first semester of the 2019-2020 school year (a copy of which is attached.) Ms. Stevenson compared discipline data from 2014 to present.

#### **DRAFT BUDGET UPDATE FOR FISCAL YEAR 2020-2021**

Ms. Mary Ann Gemmill, Superintendent and Jessica Darnell, Director of Business, provided the following information in a power-point presentation for the Board Members on the Draft Budget for Fiscal Year 2020-2021. Ms. Gemmill states that Senate Bill 1 has created \$1.3 million dollars in unfunded mandates for CCPS and they will continue to monitor new legislation as it is passed.

#### **DRAFT BUDGET**

- Draft Budget is an estimate based on information available at this time.
- Review of information to begin discussion and planning for next fiscal year are not required to be approved or adopted by the Board of Education. The Tentative Budget is to be adopted in May and the Working Budget to be adopted in September.

#### **REVENUE**

- SEEK funding:  
No New forecasts from KDE on SEEK Funding at this time. Budget reflects no change in our current SEEK, Capital Outlay, or FSPK Building fund levels.

- **District Carry Forward:**

Current projection shows carry forward of  
\$7,157,843

Decrease of \$3,145,676

**SEEK TREND**

Graph 2007 – 2020

**CONTINGENCY TREND**

Graph 2007 – 2020

**EXPENDITURES**

- Staffing of schools follows the staffing formula approved by the Board of Education
- Step Increase projected cost \$641,272.
- Funds added back for Buses
- Funds added back for Technology
- KTRS current rate 3% (no change at this time)
- CERS current rate 26.95%
- Contingency 6.564%

**CAPITAL OUTLAY & FSPK BUILDING FUNDS**

- Capital Outlay budget: \$757,498
- FSPK Budget: \$3,158,767
- KSBIT Annual Payment \$27,433
- Debt Payments FY21: \$2,978,578
- Balance to be used for Facilities Plan Projects: \$937,687

**SPECIAL REVENUE**

- No budgets are included in the Draft for Special Revenue funds – which include all State and Federal grant programs
- It is too early at this point to estimate how much grant funding will be received for FY21

**PROPRIETARY FUNDS**

- Proprietary Funds include Food Service and Daycare Funds.

- The budgets for these funds are copies of the current operating budgets for FY20.

## COMMITTEE REPORTS

Mr. Clark has no new updates other than the governor will be presenting his budget on January 28, 2020.

Mr. Bell is excited to get the results of the Parent Survey.

**#97 DISCUSSION/  
APPROVAL  
PAYMENT TO  
WBW  
ENGINEERING,  
INC. IN THE  
AMOUNT OF  
\$380.00 –  
FINAL  
PAYMENT  
FOR  
HOPKINSVILLE  
HIGH SCHOOL  
POOL AIR  
HANDLER  
REPAIR**

Motion by Mr. Bell, second by Mr. Clark, to approve Payment to WBW Engineering, Inc. in the Amount of \$380.00 – Final Payment for Hopkinsville High School Pool Air Handler Repair (a copy of which is attached and the terms of which are incorporated by reference.)

Voting Yes: Mr. Bell, Mr. Clark, Mr. Moore,  
Ms. Hayes, Ms. Keller

Voting No: NONE

**#98 DISCUSSION/  
APPROVAL  
BG-4 FOR  
HOPKINSVILLE  
HIGH SCHOOL  
POOL AIR  
HANDLER  
REPAIR**

Motion by Ms. Hayes, second by Mr. Clark, to approve the BG-4 for Hopkinsville High School Pool Air Handler Repair (a copy of which is attached and the terms of which are incorporated by reference.)

Voting Yes: Ms. Hayes, Mr. Clark, Mr. Bell,  
Mr. Moore, Ms. Keller

Voting No: NONE

- #99 DISCUSSION/ APPROVAL APPLICATION OF WAIVER OF ADMINISTRATIVE REGULATIONS** After understanding from School Board Attorney, Jack Lackey, motion by Mr. Moore, second by Mr. Bell, to approve the Application of Waiver of Administrative Regulations (a copy of which is attached and the terms of which are incorporated by reference.)
- Voting Yes: Mr. Moore, Mr. Bell, Mr. Clark,  
Ms. Hayes, Ms. Keller
- Voting No: NONE
- 
- #100 DISCUSSION/ APPROVAL TO DECLARE THE ROOFS AND MISCELLANEOUS REPAIRS AT CHRISTIAN COUNTY HIGH SCHOOL, CHRISTIAN COUNTY MAINTENANCE DEPARTMENT AND FREEDOM ELEMENTARY SCHOOL, CAUSED BY STORM DAMAGE ON JANUARY 11, 2020, A STATE OF EMERGENCY IN COMPLAINE WITH 702 KAR 4:160, SECTION 2, PARAGRAPH 6** Motion by Mr. Bell, second by Mr. Clark, to Declare the Roofs and Miscellaneous Repairs at Christian County High School, Christian County Maintenance Department and Freedom Elementary School, Caused by Storm Damage on January 11, 2020, a State of Emergency in Compliance with 702 KAR 4:160, Section 2, Paragraph 6 (a PowerPoint of the storm damage is attached to the minutes.)
- Voting Yes: Mr. Bell, Mr. Clark, Mr. Moore,  
Ms. Hayes, Ms. Keller
- Voting No: NONE



- #101 DISCUSSION/ APPROVAL TO APPROVE JKS ARCHITECTURE TO PERFORM THE DESIGN WORK FOR DAMAGED ROOFS AT CHRISTIAN COUNTY HIGH SCHOOL, CHRISTIAN COUNTY MAINTENANCE DEPARTMENT AND FREEDOM ELEMENTARY SCHOOL AND SWIFT ROOFING TO PERFORM THE REPAIRS AT THESE LOCATIONS**
- Motion by Ms. Hayes, second by Mr. Clark, to approve JKS Architecture to Perform the Design work for Damaged Roofs at Christian County High School, Christian County Maintenance Department and Freedom Elementary School and Swift Roofing to Perform the Repairs at these locations (a copy of which is attached and the terms of which are incorporated by reference.)
- Voting Yes: Ms. Hayes, Mr. Clark, Mr. Moore, Mr. Bell, Ms. Keller
- Voting No: NONE

- #102 CONSENT AGENDA**
- Motion by Mr. Bell, second by Mr. Clark, to approve the following Consent Agenda:

(All exhibits are attached to the minutes)

**A) Financial Matters:**

1. Approval of Monthly Financial Reports and Authorize Payment of Bills
2. Other

**B) Approval of Minutes of Regular Board Meeting held December 19, 2019**

- C) Approval School Related Trip Request by Hopkinsville High School to Paducah, KY on February 7-8, 2020**
- D) Approval School Related Trip Request by Hopkinsville High School to Lexington, KY on February 20-22, 2020**
- E) Approval School Related Trip Request by Hopkinsville High School to Calloway County, KY on December 27-28, 2019 (Emergency Approval)**
- F) Approval School Related Trip Request by Hopkinsville Middle School to CCMS PAC on February 10, 2020**
- G) Approval School Related Trip Request by Hopkinsville Middle School to Gateway Academy on January 28, 2020**
- H) Approval School Related Fundraiser Request from Project Graduation, Discount Cards, March – May 2020**
- I) Approval School Related Fundraiser Request from Project Graduation, Cow Pasture Bingo, March – May 2020**
- J) Approval School Related Fundraiser Request from Project Graduation, Event Ticket and T-Shirt Sales, March – May 2020**
- K) Approval School Related Fund Raiser Request by Christian County High School, Choir, Sonic Spirit Night, July 2019 – June 2020 (Emergency Approval)**
- L) Approval School Related Fund Raiser Request by Christian County High School, Track & Field, T-Shirt Sponsorships, December 20, 2019 – January 24, 2020 (Emergency Approval)**
- M) Approval School Related Fund Raiser Request by Christian County High School, Boys' Basketball, T-Shirts, January 17 – February 2020**
- N) Approval School Related Fund Raiser Request by Christian County High School, Athletics, Dairy Queen Night, December 16, 2019 – June 30, 2020 (Emergency Approval)**
- O) Approval School Related Fund Raiser Request by Christian County High School, Track & Field, Beef Sticks, January 17 – February 28, 2020**
- P) Approval School Related Fund Raiser Request by Christian County High School, Track & Field, Quarter Board, February 28 – March 27, 2020**
- Q) Approval School Related Fund Raiser Request by Christian County High School, Track & Field, Papa John's Raising the Dough, January 17, 2020 – June 2020**

- R) Approval School Related Fund Raiser Request by Christian County High School, Track & Field, Davo's Night, January 17, 2020 – June 2020
- S) Approval School Related Fund Raiser Request by Christian County High School, Track & Field, Chick-Fila-A Night of Service, January 17, 2020 – June 2020
- T) Approval School Related Fund Raiser Request by Christian County Middle School, STLP, Candy-Gram, February 3-13, 2020
- U) Approval School Related Fund Raiser Request by Hopkinsville Middle School, 8<sup>th</sup> Grade Formal Pictures, May 16, 2020
- V) Approval School Related Fund Raiser Request by Hopkinsville Middle School, Memory Maker Picture CD, May 11-18, 2020
- W) Approval School Related Fund Raiser Request by Indian Hills Elementary School, Valentine's Day Dance, February 14, 2020
- X) Approval School Related Fund Raiser Request by Millbrooke Elementary School, Papa Johns Dollars for Dough, February 5, 2020
- Y) Approval School Related Fund Raiser Request by South Christian Elementary School, Earbuds, February – June 2020
- Z) Approval Request for CCBOE to Co-Sponsor Division of Parks and Recreation's Summer Adventure Camp, Summer of 2020
- AA) Approval Summer Lunch Program at Christian County Middle School and Appointment of Penny Holt as Program Administrator
- BB) Approval Non-Resident Student Contracts for Trigg County Public Schools for 2020-2021
- CC) Approval Non-Resident Student Contracts for Hopkins County Public Schools for 2020-2021
- DD) Approval Non-Resident Student Contracts for 2020-2021 for Caldwell, Dawson Springs, Todd, Muhlenberg, Logan, Russellville Independent and other Neighboring Districts, if Applicable
- EE) Discussion/Approval Non-Resident Tuition for Out of State Employee's Children
- FF) Approval Shortened School Day Request

- GG) Acknowledgment Receipt of Month Five (5) Attendance
- HH) Acknowledgement Receipt of Personnel Matters/Reports
- II) Establish Next Special Board Meeting/Workshop for February 6, 2020 and Regular Board Meeting for February 20, 2020, 6:00 P.M. in the Board Room at the Central Office
- JJ) Other

Voting Yes: Mr. Bell, Mr. Clark, Ms. Hayes,  
Mr. Moore, Ms. Keller

Voting No: NONE

**INDIVIDUAL BOARD  
MEMBER AND  
SUPERINTENDENT  
COMMENTS  
AND CONCERNS**

**MR. BELL**

Mr. Bell thanked Ali Lancaster for putting together the School Board appreciation video. He encouraged Ms. Gemmill to forget what's happened in the past and keep moving toward the future because the future is still bright at CCPS. Mr. Bell invited everyone to celebrate Martin Luther King, Jr. at the Hopkinsville Community College on Saturday at 12:00pm. Dr. Young will be the keynote speaker and there will be several art, poem and essay pieces completed by students on display. Mr. Bell thanked everyone for the board appreciation gifts.

**MR. CLARK**

Mr. Clark thanked everyone for the board appreciation gifts. He also offered his condolences to the family of the Sinking Fork student who passed away. Very heartbreaking. He wishes everyone a happy new year that will be full of changes. Mr. Clark thanked everyone in attendance at the board meeting.

**MS. HAYES**

Ms. Hayes thanked Gateway Academy Culinary students for the dessert table. Everything was wonderful! She also thanked everyone for the board appreciation gifts. She commended the people who always consistently attend the board meetings. She stated every time she walks through the Central Office

employees are hard at work. Ms. Hayes stated this is the most efficient group of people she has ever worked with.

**MR. MOORE**

Mr. Moore is thankful for the little damage from the storm as it could have been much worse. He stated he is very proud of the PBIS progress this first semester and he thanks all the administrators and teachers for their hard work.

**MS. KELLER**

Ms. Keller thanked everyone as well for coming to the board meetings. She mentioned Gateway's robotics competition will be held Saturday at Christian County Middle School. She encouraged everyone to come as it is always an amazing competition. Ms. Keller thanked the board members for giving her the opportunity to be Chair again this year. She is looking forward to working together to find the next Superintendent for CCPS. Ms. Keller stated the importance of finding the right fit for CCPS, someone who has the students' needs first as that is the most important priority.

**MS. GEMMILL**

Ms. Gemmill stated it is School Board Appreciation Month and she hopes the board members enjoy their gifts, video and desserts from Gateway culinary students. She thanked the board for working with perseverance under pressure and courage to lead. She admires and respects each board member and thanks them for their service to the district.

**#103 CLOSED  
SESSION**

Motion by Mr. Bell, second by Mr. Clark, to enter into Closed Session to discuss pending litigation in Ladson vs. Christian County Board of Education, et al 19-CI-00266 as authorized by KRS 61.810(1){c} at 8:20 p.m.

Voting Yes: Mr. Bell, Mr. Clark, Mr. Moore,  
Ms. Hayes, Ms. Keller

Voting No: NONE

**#104 EXIT  
CLOSED  
SESSION**

Motion by Mr. Moore, second by Mr. Clark, to Exit Closed Session at 8:33 p.m.

Voting Yes: Mr. Moore, Mr. Clark, Mr. Bell,  
Ms. Hayes, Ms. Keller

Voting No: NONE

**#105 ADJOURN**

Motion by Mr. Moore, second by Mr. Clark, to Adjourn (8:33 P.M.)

Voting Yes: Mr. Moore, Mr. Clark, Mr. Bell,  
Ms. Hayes, Ms. Keller

Voting No: NONE

**APPROVED CHAIRPERSON** \_\_\_\_\_

**APPROVED SECRETARY** \_\_\_\_\_