



**Livingston County, Kentucky Board of Education Special Meeting**

April 13, 2020 6:00 PM

Video teleconference. Members of the public can view a live-stream of the board meeting via the Livingston County Schools Facebook Page.

**Attendance Taken at 6:00 PM:**

Present Board Members:

Mr. Dennis Fleet  
Mr. David Kitchens  
Mrs. Christine Thompson  
Mr. Joseph Wood  
Mrs. Terry Watson

Absent Board Members:

Mrs. Terry Watson

Updated Attendance:

Mrs. Terry Watson was updated to absent at: 7:17 PM

**1. Call to Order**

Discussion:

Call to order by Chairwoman Mrs. Christine Thompson.

**2. Meeting Protocols for Health Concerns**

Discussion:

Meeting protocols for health concerns are on file and available for review.

**Order #520 - Motion Passed:** A motion to hereby RESOLVE AND ORDER the above Meeting Protocols for Novel Coronavirus (COVID-19) for the duration of the above declared state of emergency passed with a motion by Mr. David Kitchens and a second by Mrs. Terry Watson.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**3. LiveRED Report**

Discussion:

Presented by Mrs. Amy Ramage.

**4. Public Comment**

Discussion:

The advertisement of the school board meeting included instructions for public comment to be emailed to [communications@livingston.kyschools.us](mailto:communications@livingston.kyschools.us) or to the board secretary, Superintendent Victor Zimmerman, at [victor.zimmerman@livingston.kyschools.us](mailto:victor.zimmerman@livingston.kyschools.us). The board meeting is being live-

streamed and the public comments will be read. Public comments will need to be received prior to 6:00 p.m. on Monday, April 13, 2020. There were not any public comments.

**5. Consent Items**

**Order #521 - Motion Passed:** A motion to accept the consent items passed with a motion by Mr. Dennis Fleet and a second by Mr. Joseph Wood.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**5.a. Minutes of Previous Meetings**

**5.b. Payment of General and Title Program Claims**

**6. Treasurer's Report & Finance Update**

Discussion:

Presented by Ms. Mary Dunning and Mrs. Jill Duncan.

**Order #522 - Motion Passed:** A motion to accept the Treasurer's Report passed with a motion by Mrs. Terry Watson and a second by Mr. Joseph Wood.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**7. Farmer's Bank Contract**

Discussion:

The contract with Farmer's Bank is a two-year contract and will be up for renewal in 2021. No concerns were presented.

**8. LCMS SBDM Gap Progress Report**

Discussion:

Presented by Mr. Bobby Love.

**9. No Kid Hungry Grant by Share Our Strength**

Discussion:

Presented by Mrs. Kristy Nelson.

"Share Our Strength's No Kid Hungry Campaign is pleased to award a grant of \$49,378.00 to Livingston County School District. The purpose of this grant is to support your critical work to bring nutritious meals to kids and families in response to the coronavirus emergency,..."

**Order #523 - Motion Passed:** A motion to accept the No Kid Hungry Grant by Share Our Strength passed with a motion by Mrs. Terry Watson and a second by Mr. Dennis Fleet.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

#### **10. Non-Traditional Instruction Program**

Discussion:

Presented by Mrs. Amy Ramage.

**Order #524 - Motion Passed:** A motion to proceed with the intent to participate in the Non-Traditional Instruction Program for FY2021 passed with a motion by Mr. David Kitchens and a second by Mr. Joseph Wood.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

#### **11. Graduation Date**

Discussion:

The anticipated graduation date is proposed for May 22, 2020 at 7:00 p.m. However, this date and time is subject to change with the current concerns of public health.

**Order #525 - Motion Passed:** A motion to set graduation for May 22, 2020 at 7:00 p.m. passed with a motion by Mr. Dennis Fleet and a second by Mrs. Terry Watson.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**12. Transportation Report**

Discussion:

Presented by Mrs. Amy Ramage.

**13. Technology Report**

**13.a. Windstream Voice (Telephone) Service Agreement**

**Order #526 - Motion Passed:** A motion to accept the Voice Service Agreement with Windstream passed with a motion by Mr. David Kitchens and a second by Mr. Dennis Fleet.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**14. Personnel Report**

Discussion:

The superintendent is to "notify the Board of all personnel actions taken." The Personnel Report fulfills this requirement; no action is needed.

**15. Certified Evaluation Plan**

Discussion:

The certified evaluation plan was developed by an evaluation committee composed of an equal number of teachers and administrators. "The local board of education shall review, as needed, the district's certified evaluation plan to ensure compliance with KRS 156.557 and administrative regulation."

**Order #527 - Motion Passed:** A recommendation to approve the Certified Evaluation Plan passed with a motion by Mr. Dennis Fleet and a second by Mr. David Kitchens.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**16. Certified Evaluation Plan Resolution**

Discussion:

In summary, any provisions of the Certified Evaluation Plan that cannot realistically or reasonably be adhered to during the current state of emergency shall be waived, including but not limited to, the holding of pre-conferences for classroom observations, formal full and mini classroom observations, and site visits.

**Order #528 - Motion Passed:** A motion to adopt the above resolution regarding Certified Evaluations During the Novel Coronavirus (COVID-19) Health Emergency passed with a motion by Mr. Dennis Fleet and a second by Mrs. Terry Watson.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**17. SBDM Staffing Classifications**

Discussion:

The Board provides each school with their staffing allocations in preparation for the next school year. The SBDM councils have been tasked with determining the classifications that are needed for their respective schools. The Board is now responsible for creating the necessary positions to fulfill the requests that have been submitted by the councils. LCHS and LCMS have submitted their respective classification requests. NLES and SLES have not yet finalized their classifications.

**Order #529 - Motion Passed:** A motion to create the positions as determined by the classifications from each SBDM council passed with a motion by Mr. David Kitchens and a second by Mr. Dennis Fleet.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**18. Surplus**

Discussion:

"The Superintendent shall advise the Board when certain properties are no longer needed for public school purposes. Upon receiving this report, the Board may, at such time as it deems proper.... authorize the disposal of school properties..."

**Order #530 - Motion Passed:** A motion to approve the surplus items passed with a motion by Mr. Dennis Fleet and a second by Mr. Joseph Wood.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**19. Facilities**

**19.a. Revised BG1**

Discussion:

BG20-148 for the LCHS Hydronic Piping is revised to reflect \$3,212.50 from the General Fund.

**Order #531 - Motion Passed:** A motion to accept the revised BG1 for BG20-148 passed with a motion by Mr. Joseph Wood and a second by Mrs. Terry Watson.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**19.b. Architect Agreement for LCMS GYM Floor**

**Order #532 - Motion Passed:** A motion to approve the Standard Form of Agreement with Urban Fabric, PLLC for the LCMS gym floor passed with a motion by Mrs. Terry Watson and a second by Mr. Joseph Wood.

**5 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**20. Emerald Foundation Training Agreement**

**Order #533 - Motion Passed:** A motion to approve the training agreement with Emerald Foundation passed with a motion by Mr. Dennis Fleet and a second by Mrs. Terry Watson.

**4 Yeas - 1 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	No

**21. Board Policy 01.11 General Powers and Duties of the Board**

Discussion:

"Administration-

The Board shall exercise generally all powers prescribed by law in the administration of the public school system, appoint the Superintendent of schools, create and abolish positions, establish job classifications, and fix the compensation of employees."

"Management-

The Board may set goals for the District and shall make and adopt, and may amend or repeal policies for its meetings and proceedings for the management of the schools and school property of the district, for the transaction of its business and for the qualifications and duties of employees and the conduct of pupils."

#### School Board Leadership Guide

Chapter 2, page 16

The board as a corporate body According to KRS 160.160, "Each Board of Education shall be a Body Politic and Corporate with perpetual succession." This means that individual board members have no authority to bind the board unless they are authorized to do so by action taken in a proper meeting. Only when the board gathers as a corporate body do the members have the ability to take action on behalf of the district. They cannot direct any action in the district outside of those meetings. With the exception of the chairperson's authority to call a special meeting, individual board members have no more authority than an individual citizen to direct the affairs of the district. Only actions recorded in the minutes of a board meeting reflect the official acts of the board. This is why each board member should carefully review the minutes of each board meeting before voting on their approval, as the minutes are the only legal record of the official actions of the board.

Chapter 3, page 23

Good school board members know the difference between governance (which is their job) and management (the administration's job, and place a high priority on respecting that difference. Board members should recognize that their responsibility is not to run the system, but to see that it is well-run. That is why one of the board's most important duties is to hire a qualified and capable superintendent to administer its schools on a day-to-day basis. Vesting operational and administrative authority in the superintendent and staff enables the board to be more efficient in carrying out its oversight functions. Because the superintendent holds the key administrative position in the school system, the board should seek the best-qualified person. But to be successful, the board and superintendent must work together as a team. Neither can move the district forward in isolation, but together, as a board team, they can.

Page 26 see chart

Do and Don't

Don't:

- Jump to conclusions.
- Become a complaint department.
- Make promises outside the board meetings.
- Interfere with the administration's roles and responsibilities.
- Pretend to be an instant expert on school matters.
- Grandstand and make speeches.
- Surprise the superintendent or fellow board members at a board meeting with resolutions, problems and issues without their prior knowledge.
- Take all the credit when things are going well.

Do:

- Know and respect their role and responsibilities.
- Communicate with the staff through the superintendent as much as possible.
- Devote the time needed to do a good job.

- Do their "homework" prior to each meeting and be prepared to discuss the issues and take action.
- Admit what they don't know.
- Use facts, not emotion, when discussing issues.
- Communicate disagreements individually in private.
- Genuinely listen to others.
- Respect others and earn respect from them.
- Be prepared to compromise.

Every person elected to a board of education shall, before assuming the duties of his office, take the following oath, in addition to the constitutional oath: ".... \_\_\_\_\_ , being duly sworn, says that he is eligible under the law to serve as a member of the board of education, and that he will not, while serving as a member of such board, become interested, directly or indirectly, in any contract with or claim against the board, and that he will not in any way influence the hiring or appointment of district employees, except the hiring of the superintendent of schools or school board attorney...."

## **22. Board Policy 03.16 Grievances**

Discussion:

Policy states in part:

"Grievances are individual in nature and must be brought by the individual grievant. The Board shall take action only on those grievances that fall within the authority of the Board."

"The Board will hear grievances only after unsuccessful resolution by the employee's supervisors."

Procedure states in part:

"Employees are not authorized to contact Board members individually about grievances."

Every person elected to a board of education shall, before assuming the duties of his office, take the following oath, in addition to the constitutional oath: ".... \_\_\_\_\_ , being duly sworn, says that he... that he will not in any way influence the hiring or appointment of district employees, except the hiring of the superintendent of schools or school board attorney...."

## **23. Closed Session pursuant to KRS 61.810(1)(k) Any preliminary discussions relating to the evaluation of the Superintendent**

Discussion:

All meetings of a quorum of the members of any public agency at which any public business is discussed or at which any action is taken by the agency, shall be public meetings, open to the public at all times, except for the following: (k) Any preliminary discussions relating to the evaluation of the Superintendent by the Board or between the Board and the Superintendent prior to the summative evaluation shall be conducted in closed session

**Order #534 - Motion Passed:** A motion to go into closed session pursuant to KRS 61.810(1)(k) Any preliminary discussions relating to the evaluation of the Superintendent passed with a motion by Mr. Joseph Wood and a second by Mrs. Terry Watson.

**5 Yeas - 0 Nays.**



Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Yes
Mr. Joseph Wood	Yes

**24. Return to Open Session**

**Order #535 - Motion Passed:** Motion to return to Open Session passed with a motion by Mr. David Kitchens and a second by Mr. Dennis Fleet.

**4 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Absent
Mr. Joseph Wood	Yes

**25. Adjournment**

**Order #536 - Motion Passed:** A motion to adjourn the meeting passed with a motion by Mr. Dennis Fleet and a second by Mr. Joseph Wood.

**4 Yeas - 0 Nays.**

Mr. Dennis Fleet	Yes
Mr. David Kitchens	Yes
Mrs. Christine Thompson	Yes
Mrs. Terry Watson	Absent
Mr. Joseph Wood	Yes

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Chairperson	Date
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Superintendent	Date
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