**SPENCER COUNTY BOARD OF EDUCATION**

**Regular Monthly Meeting**

**6:30 p.m. Monday, April 27, 2020**

**TELECONFERENCE**

***Due to the nature of current concerns surrounding COVID-19, the Spencer County Board of Education will be conducting the meeting under “Special Called” provisions via teleconference***

**Board Members Present:**

Ms. Sandy Clevenger

Ms. Janet Bonham

Ms. Debbie Herndon

Dr. Lynn Shelburne

Ms. Jeanie Stevens

**Others present:** Superintendent Adams, Kevin Cheek and Allison Commings with Sherman Carter Barnhart, Michele Barlow and Board Attorney Bob Chenoweth

**ORDER # 166**

**CALL TO ORDER**

Ms. Janet Bonham called the meeting to order at 6:31 pm.

**STATEMENT OF BOARD MISSION**

Ms. Janet Bonham read the Statement of Board Mission.

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**ORDER # 167**

**REVIEW AND ADOPT AGENDA**

A motion was made by Debbie Herndon and seconded by Ms. Sandy Clevenger to approve the April 27, 2020 agenda as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**GOING THE DISTANCE:** Mr. Bill Dunning

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

Superintendent’s Report: Superintendent Chuck Adams updated the Board on the following items:

* Food Deliveries
* Bid Openings/ BG1 Modifications
* Executive Session
* Senior Parade
* NTI Evidence Collection
* School Calendar Modification

**ACTION WITH DISCUSSION**

**ORDER # 168**

**APPROVAL OF BOARD MINUTES**

A motion was made by Ms. Debbie Herndon and seconded Dr. Lynn Shelburne to approve the March 16, March 23, and April 9, 2020 minutes as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 169**

**INDEPENDENT AUDITOR CONTRACT**

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Debbie Herndon to approve White and Company PSC to perform the FY20 audit as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne No

Ms. Jeanie Stevens Yes

**ORDER # 170**

**CUB BANK ADVERTISING AGREEMENT**

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to approve CUB advertising for financial assistance of the educational foundation as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 171**

**2019-2020 SCHOOL CALENDAR MODIFICATION**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Sandy Clevenger to make May 15, 2020 the last day for students.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens No

**ORDER # 172**

**2019-2020 GRADUATION REQUIREMENT MODIFICATION**

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to approve the modification for the class of 2020 include deletion of civics test requirement, local requirement of 15 community services hours, and SBDM requirement of Senior Projects, although the writing piece was completed prior to March 13. Exit interviews will be conducted by virtual means as an opportunity for extra credit

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 173**

**CONSIDER AWARD OF CONTRACT FOR BID PACKAGE C, COMBINATION BID FOR THE SPENCER COUNTY BUS GARAGE (BG NO. 17-261) AND SPENCER COUNTY EARLY LEARNING CENTER (BG NO. 19-371) TO RISING SUN DEVELOPING, INC. IN THE AMOUNT OF $6,699,088 FOR SUBMITTAL TO KDE.**

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to Award Contract for Bid Package C, combination bid for the Spencer County Bus Garage (BG No. 17-261) and Spencer County Early Learning Center (BG No. 19-371) to Rising Sun Developing, Inc. in the amount of $6,699,088 for submittal to KDE.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 174**

**CONSIDER APPROVAL OF THE REVISED BG-1 FOR THE SPENCER COUNTY BUS GARAGE (BG NO. 17-261)**

A motion was made by Ms. Sandy Clevenger and seconded by Dr. Lynn Shelburne to approve the revised BG-1 for the Spencer County Bus Garage (BG No 17-261) as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 175**

**CONSIDER APPROVAL OF THE REVISED BG-1 FOR THE SPENCER COUNTY EARLY LEARNING CENTER (BG NO. 19-371)**

A motion was made by Ms. Debbie Herndon and seconded by Ms. Jeanie Stevens to approve the revised BG-1 for the Spencer County Early Learning Center (BG No 19-371) as presented?

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 176**

**CONSTRUCTION INVOICES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **SCHS Academic**  **Complex** | **SCHS**  **Culinary Lab** | **Bus Garage** | **Early Learning Center** |
| Churchill McGee |  | $24,548.09 |  |  |
| C&T Design and Equip |  | $31,297.40 |  |  |
| Kiper Hibbard |  | $65,350.00 |  |  |
| Isaac Tatum Construction | $14,900.00 |  |  |  |
| Plumbers Supply | $9,280.57 |  |  |  |
| Sherman Carter Barnhart | $763.87 | $511.13 | $2,329.80 | $9,843.36 |

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to approve the Construction Invoices as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 177**

**RESPONSIBILITY FACTORS AND EXTENDED DAYS**

|  |  |  |
| --- | --- | --- |
| **POSITION** | **RESPONSIBILITY FACTOR** | **EXTENDED DAYS** |
| Assistant Superintendent | 17% | 65 |
| Director of Operations | 5% | 60 |
| Director of Special Education | 12 | 65 |
| ECE Consultant |  | 10 |
| School Psychologists |  | 10 |
| DPP/Alternative School Principal | 9% | 65 |
| HS Principal | 12% | 65 |
| HS Asst Principal | 4% | 25 |
| HS Asst Principal – Instruction | 5% | 35 |
| HS Guidance Counselors | 1.5% | 27 |
| Title 1/RTI Coordinator |  | 5 (funded by Title 1) |
| MS Principal | 11% | 65 |
| Asst Principal Academic Achievement | 3.5% | 27 |
| Asst. Principal Student Affairs | 3.5% | 28 |
| Elem Principals | 10% | 65 |
| Elem Asst Principals | 3.5% | 21 |
| Elem Guidance Counselors | 1.5% | 21 |
| Media Specialists |  | 15 |
| Vocational Ag Instructors |  | 55 |

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Debbie Herndon to approve the responsibility factor and extended days for 2020-2021 as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 178**

**CERTIFIED EVALUATION PLAN ADDENDUM**

Due to the unexpected circumstances that developed as a result of the COVID-19 virus a motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to approve the following evaluation plan addendum to the 2019-2020 staff evaluation plan.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

***Certified Staff:***

* Administrators are to complete evaluations utilizing the available evidence collected as of March 13th.
* No evaluative evidence collected by administrators after March 13th, the last day of regular instruction before the implementation of NTI due to COVID-19, will be utilized as part of the evaluation process.
* Certified staff members may provide additional evidence that they feel might enhance their overall rating if they so choose. This evidence must be provided by May 10th to give time for inclusion in the evaluative process.
* Evaluation timelines as identified in the current evaluation plan are not required to be followed due to the availability of staff. However, all evaluation requirements should be completed by June 15th.
* Due to the social distancing requirements all conferences, communications, and signatures may be done electronically.

***Classified Staff:***

* Classified staff evaluations will not be required for the 2019-2020 school year.

**ORDER # 179**

**TES CREATION OF .5 READING INTERVENTION TEACHER POSITION - RENEWAL**

A motion was made by Ms. Debbie Herndon and seconded by Ms Sandy Clevenger to approve the renewal of the TES .5 Reading Intervention Teacher Position renewal as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 180**

**TES RENEWAL OF MATH INTERVENTION TEACHER POSITION – RENEWAL**

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Jeanie Stevens to approve the renewal of the math intervention teacher position renewal as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 181**

**SCES STAFFING ALLOCATIONS 2020-2021**

A motion was made by Ms. Debbie Herndon and seconded by Dr. Lynn Shelburne to convert three (3) instructional assistant positions to 1 additional certified classroom teacher for the 2020-2021 school year based upon staffing allocations as presented?

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 182**

**SCES PARENT & COMMUNITY COORDINATOR/CAFETERIA MONITOR 20-21**

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to employ a Parent and Community Coordinator/Cafeteria Monitor to be paid by SBDM allocations as presented.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 183**

**ACTION BY CONSENT**

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

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

1. Orders of the Treasurer Reports
2. School Financial Reports (Monthly)
3. District Financial Reports
4. Invoices for Approval
5. Acknowledge Monthly Report and District Employees, Termination, Resignation, and Retirements

**Spencer County Elementary** **Spencer County High School**

Samantha Dennis, Instructional Coach, Rank 2 Michelle Noel, Assistant Principal (Pending) Rank 1

**Resignations** **Retirement**

Gary Kidwell, Interim Asst Principal – SCHS Eff 4/20/20 Anna Lee Stokley, IA SCMS 7/1/2020

Angela Lucian, Custodian SCES eff 5/1/20

**Transfers**

Barbie Mercer, Instructional Coach, SCES to Elementary Teacher SCES eff 7/1/2020

1. Field Trip Approvals (Overnight and Out-of-State)
2. Fundraiser Approvals

SCES Dance Team Fundraisers

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Fundraiser Title | Description | Time Frame | Funds Used For | Who is doing the fundraiser |
|  |  |  |  |  |
| T-Shirt Sponsorship | Companies can donate funds to the team to put their logo on the back of our team t-shirts | June | Music, Spirit Wear, Competition Fees, Choreography for Pom Routine | Adults |
| Macs Dough House Dinner | Restaurant in J-town. We hand out fliers and 15% of sales. | July | Music, Spirit Wear, Competition Fees, Choreography for Pom Routine | Adults |
| Texas Roadhouse Dinner | We hand out fliers and get 10% of sales. | August | Music, Spirit Wear, Competition Fees, Choreography for Pom Routine | Adults |
| Dance-A-Thon | Girls get sponsored for amounts of time they can dance/number of turns they can do. Then we have a date where we video them and complete the tasks. | August - September | Music, Spirit Wear, Competition Fees, Choreography for Pom Routine | Adults/Students |
| Hometown Pizza Cards | Selling discount cards | November | Music, Spirit Wear, Competition Fees, Choreography for Pom Routine | Adults |
| Paint Party | Paint door hangers | December | Music, Spirit Wear, Competition Fees, Choreography for Pom Routine | Adults |

1. Fee Requests

|  |  |  |
| --- | --- | --- |
| AP Exams – CURRENT YEAR | $40 | Late Fee to order exams after the November 15th 2019 deadline per HP College Board |
| 2020-2021 FEES BELOW |  |  |
| Y-Club | $30 | Dues |
| Y-Club | $260 | KUNA Conference |
| Y-Club | $260 | KYA and KMA Conference – Room/Meals/Conf |
| Art Club | $10 | Material and Field Trips |
| FBLA | $20 | Students Dues – National and State FBLA |
| FBLA | $35 | Region 3 Registration in March 2021 |
| FBLA | $350 | State Leadership Conference and Hotel |
| Choir Club | $8 | KY ACDA Audition Fee |
| Choir Club | $75 | Blue Notes Costumes and Dress/Vest |
| Choir Club | $50 | Spirit Wear |
| Choir Club | $12 | KMEA All State Audition Fee |
| Choir Club | $65 | Concert Attire |
| Choir Club | $13 | UofL Music |
| Choir Club | $150 | KMEA All State Registration |
| Choir Club | $60 | KY ACDA Honor Choir Tshirt Music CD |
| Choir Trip w/ Band | $500 | Choir and Band Trip |
| FCCLA | $20 | Club Dues – National, State, Regional, Local Levels |
| TSA | $10 | State and National Dues |
| Book Club | $3.00 | Club Dues |
| HOSA | $50 | Chapter, State and National Dues |
| HOSA | $40 | HOSA Apparel for Members |
| HOSA National | $260 | Registration/ Hotel/ Travel/Food |
| HOSA National | $2,000 | International HOSA Conference |
| HOSA National | $35 | T-shirts for State and National Conference |
| FFA | $10 | FFA Members |
| FFA | $125 | State Convention Registration |
| FFA | $100 | FFA Camp Registration |
| FFA | $15 | Bowling Trip during FFA Week |
| FFA | $85 | FFA Uniform Fee |
| FFA | $40 | Registration and Transportation to National FFA Con |
| National Honor Society | $10 | Dues for Club Supplies and Activities |
| National Honor Society | $23 | Graduation Stole |
| Military Readiness Club | $5 | Team Apparel and equipment |
| Academic Team | $10 | Tshirts for Competitions, Practice Questions, materials and food for competitions |
| History Club | $10 | Tshirts, club materials, and sponsored activities |
| Prom | $50 | Prom Ticket |
| Senior Class | $6 | Class Picture |
| Athletics | $75/$35 | Athletic Passes for Adults and Students |
| Baseball | $20 | Per Hat – Spirit Wear |
| Baseball | $400 | Florida Trip Fee 2021 |
| Boys Basketball | $150 | Travel Suits, and Tournament Fees |
| Girls Basketball | $300 | Florida Trip after Christmas |
| Girls Basketball | $150 | Warm ups, uniforms, and Team Spirit Wear |
| Dance | $1,260 | Dance Fees, Costumes, Pay Camp Fees, and other expenses related to dance. All fees are based on 14 dancers |
| Cheer | $200 | Cheer Participation Fee – Contribute to summer camp, and competition expenses |
| Cheer | $85 | Tumbling Fee |
| Cross Country | $75 | Uniforms, Entry Fees, Equipment, Awards |
| Boys Golf Team | $60 | Uniform, Golf Shirt Fee, Entry Fee 20-21 |
| Girls Golf Team | $60 | Uniform, Golf Shirt Fee, Entry Fee 20-21 |
| Boys Soccer | $150 | Player Fee – Uniforms, Socks, Bags, & Warm up |
| Girls Soccer |  | Uniform, Banquet, Awards, Equipment, Transportation Food |
| Girls Softball | $500 | Team Fee – Uniforms, apparel, equipment, tournaments, summer games, lodging, and transportation |
| Swim | $400 | Pool Membership, Suit Apparel, Food, Transportation, Entry Fees, Gear, Equipment Awards |
| Boys Tennis | $150 | Uniforms, Equipment, Tennis Balls, Awards, Transportation, etc. |
| Girl Tennis | $150 | Uniforms, Equipment, Tennis Balls, Banquet Awards |
| Volleyball | $75 | Jerseys and Volleyballs |
| Track | $75 | Uniforms, Entry Fees, Equipment, Awards |
| Football | $200 | Football Players, Camps, Apparel, Awards, Gear, Transportation, Pre Game Meals |
| Bass Fishing | $50 | Angler Federation Membership, Entry Fees to Tournaments, Equipment to host tournaments |
| Wrestling | $125 | Entry Fees, Supplies, Equipment/Gear, Transportation, Awards, Banquet, Cleaning Supplies and Tape |
| Archery | $125 | Tournament Registrations |
| Guidance | $17 | PSAT Testing Fee |
| Guidance | $5 | Documents for prior students/alumni |
| AP Testing | $100 | AP College Board for students to take exams |
| Parking Fee | $10 | Student Parking |
| ESS Fee | $150 | Teacher Salary and Materials |
| District | Varies | Material Fee 2020-2021 |
| Materials | $25 | Student Agendas, Paper, Ink used in printing, pens, folders consumable items needed by students |
| Art | $25 | Student Art Material |
| Band | $40 | School instruments owned by the band |
| Band | $65 | Band Fee – Instruments, music, travel expenses |
| Career Ag | $40 | Class Fee, Supplies for ag power and ag construction |
| Band | $50 | Music, accompanist, KMEA Fees and transportation |
| FCS | $25 | Foods and Nutrition Class Fee |
| FCS | $45 | Culinary 2 Course Fee – food, cleaning supplies, chef coats |
| FCS | $30 | Culinary 1 Course Fee – food and cleaning supplies |
| FCS | $15 | FACS Essentials Course Fee – Food and Cleaning Supplies |
| Emergency Procedure Fee | $25 | CPR Certification |
| Health Science | $80 | Consumables to be used in prep for EKG and Phlebotomy certifications |
| Health Science | $120 | Phlebotomy Certification |
| Health Science | $120 | EKG Certification |
| Health Science | $155 | NHA Exam (CCMA) |
| Health Science | $150 | CCMA Supply Certification Program |
| English Dept | $12 | Novel Fee |
| Mathematics Dept | $200 | Lost or damaged Textbooks and student materials |
| Science Dept | $200 | Lost or damaged textbooks and student materials |
| Social Studies Dept | $150 | Lost or damaged textbooks |
| Spanish | $5 | Supplies for projects |
| Tech Ed | $25 | Class Materials – supplies |
| FCS Fashion and Interior Design | $25 | Supplies and Materials for Class |
| FCS Fashion and Design 2 | $25 | Supplies and materials for class |
| National Latin Exam | $6 | Latin in Edgenuity |
| Media | $50 | Lost/damaged books |
| Greenhouse – Plant Science |  | Certification Fee |
| Drama – Middle/High Competition | $200 | Regional and State KTA Competition |
| Drama Class | $10 | Purchasing Class Materials |
| Floral Design | $30 | Flowers, Floral Tape, Greenery, Wire, etc. |
| Bldg/Grounds | Varies | Students/Staff |
| Yearbook | $50 | Yearbook |

1. Surplus Items
2. Non Resident Contracts – N/A
3. Grant Requests

* Tire-Derived Bench Project Grant (TES**)**

1. Approval of Annual Vendors (Model Procurement)
2. Maternity Leave Requests: Amanda Butler

**COMMUNICATIONS**

1. Board Members
2. SCEA Update
3. Written Communication
   1. Attendance Report
   2. Bus Maintenance Report
   3. Building Inspections
   4. SBDM Minutes
   5. Local Field Trips
   6. Open Records Requests
   7. Health Office Visits
   8. KETS Third Offer of Assistance

**DIALOGUE AND FUTURE AGENDA TOPICS**

**ORDER # 184**

**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 approve the agenda dated April 27, 2020 part of the official board minutes.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 185**

**EXECUTIVE SESSION**

Board Attorney, Bob Chenoweth joined the meeting.

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Debbie Herndon to enter into Executive Session per KRS 61.810 Section (c); discussions of proposed or pending litigation against or on behalf of the public agency.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 186**

**RETURN TO OPEN SESSION**

A motion was made by Ms. Janet Bonham and seconded by Dr. Lynn Shelburne to return to open session.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 187**

**POSSIBLE ACTION DEPENDING EXECUTIVE SESSION DISCUSSION (IF APPLICABLE)**

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Jeanie Stevens to grant Bob Chenoweth the authority to discuss in mediation what was discussed in Executive Session.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 188**

**ADJOURN BOARD MEETING**

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Jeanie Stevens to adjourn meeting at 8:34 pm.

Ms. Sandy Clevenger Yes

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes