**WCBE Regular Meeting**

April 27, 2020 5:30 PM

Board Conference Room

Dixon, KY 42409

Via Teleconference

Livestream: [www.webster.kyschools.us](http://www.webster.kyschools.us)

**Attendance Taken at 5:30 PM:**

Present Board Members

Mr. Mickey Dunbar

Mr. Cameron Edwards

Mr. Tim McCormick

Ms. Venita Murphy

Mr. James Nance

**A. CALL TO ORDER**

The meeting was called to order by Chair Mickey Dunbar at 5:30 p.m.

**A.1. Pledge to Flag - Tim McCormick**

**A.2. Invocation - Venita Murphy**

**B. APPROVE AGENDA**

**Order #106 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the agenda passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**C. PRESENTATIONS & RECOGNITIONS**

**C.1. 1WC Certified and 1WC Classified Employees of the Month**

The 1WC Employees of the Month were announced by Superintendent Rhonda Callaway. Dawn Powell, a Webster County Middle School Math Teacher and Brittany Stone an instructional assistant at Clay were selected. Powell and Stone along with the March Employees of the Month will be recognized formally at a later meeting in the year.

**D. REMARKS BY CITIZENS**

None

**E. REPORTS AND COMMUNICATIONS**

**E.1. Staff Reports**

**E.1.a. Director of Finance/Treasurer's Report**

**E.1.a.>. Treasurers Monthly Financial Report dated March 2020**

Director of Finance/Treasurer Brandi Burnett gave the March monthly financial report. The beginning balance for March was $5,304,198.30 with an ending balance of $4,823,153.16, a decrease of $481,045.14. This is a 9% increase over the same time in 2019.

**E.1.a.>. KETS 3rd Offer of Assistance in the Amount of $9,610**

Burnett also reported the District has received a $9,610.00 KETS Offer of Assistance, the third for this school year. She noted the District will match the grant through the District's General Fund.

**E.1.a.>. Final Pay Application #11 to Q&S Enterprises, LLC, in the Amount of $135,917.64**

The Board received the final pay invoice from Q&S Enterprises, LLC, in the amount of $135,917.64 for their work on the WCHS Safe/Secure Entrance. She has verified with Greg Bowles the final "punch list" of items have been completed. She noted the project is within budget and all the money allocated will be used.

**E.1.a.>. RBS Design Group Architecture Final Invoice Y18015-011 in the Amount of $6,352.16 for Work Completed on WCHS Safe/Secure Entrance**

A final invoice from RBS Design Group Architecture was received in the amount of $6,352.16 for the work completed on the WCHS Safe/Secure project. She is recommending the invoice be approved for payment.

**E.1.a.>. Indirect Cost Report for FY2020-2021**

Before concluding her presentation, Burnett also presented the FY2020-2021 Indirect Cost Report. The Indirect Cost Rate is a rate charged to Food Service to recover cost of utilities, garbage pick-up, etc. She recommended the District approve the rate of 17.55%.

**E.1.a.>. School Picture Bid Extension to April 30, 2020**

Burnett also informed the Board because of the Central Office being closed at the time school picture bids were due, the deadline for those bids were extended to April 30, 2020.

**E.1.b. Assistant Superintendent/DPP**

**E.1.b.>. 2019-2020 Final Amended School Calendar**

Assistant Superintendent/DPP Greg Bowles presented the amended 2019-2020 School Calendar to the Board. He reported the last day for students is scheduled for May 8, with May 11 being used as closing day. Teachers’ last day is set for May 20. The school year included 1063.5 hours of instruction. Bowles also told the Board that while a committee had planned to work on the next two-year calendar, that initiative is on hold until more information is available from the state. He expected to be part of a webinar concerning the 2020-2021 school calendars on Tuesday.

**E.1.c. Assistant Superintendent/Director of Secondary Education/HR**

**E.1.c.>. Revisions to Certified Evaluation Plan for the 2019-2020 School Year**

Assistant Superintendent/HR/Director of Secondary Education Aaron Harrell presented revisions to the 2019-2020 Certified Evaluation Plan telling the Board that because of the Covid-19 outbreak, which closed school buildings, it was necessary to adjust that plan and make deadline changes.

**E.1.c.>. 2020-2021 Certified Evaluation Plan**

Mr. Harrell presented the 2020-2021 Certified Evaluation Plan to the Board which must now be sent to KDE for approval. He reported that while the teacher portion of the plan saw few changes, there were significant changes made to the principals’ evaluation plan.

**E.1.c.>. 2020-2021 Classified Personnel Evaluation Plan**

Mr. Harrell also reported on the 2020-2021 Classified Personnel Evaluation Plan and commented there were no changes to the plan.

**E.2. Superintendent's Report**

**E.2.a. Calendar Adjustment for 2019-2020 End of School Year as May 8, 2020, Due to COVID-19**

Superintendent Callaway informed the Board of the adjustments to the 2019-2020 end of school year. Students will be able to turn in work from Link2Learn days through May 15.

**E.2.b. Webster County High School Graduation**

Superintendent Callaway also addressed WCHS graduation plans. On Monday afternoon, she learned that KDE is working with the public health department on guidance for graduation and other school functions. Callaway told the Board that the District has a graduation plan in place but is now waiting for the okay from KDE "to do more". Special activities are planned for the seniors to celebrate their graduation.

**E.2.c. 2020-2021 Salary Schedules**

Callaway presented the 2020-2021 Salary Schedules for the Board's review. The schedule reflects a two percent increase across the board for employees. The last raise District employees received was a state mandated raise in 2013-2014.

**E.2.d. Amended Resolution of the Webster County Board of Education Regarding Meeting Protocols for Novel Coronavirus (COVID-19)**

The Board also amended a resolution for meeting protocols due to Covid-19 to reflect the passage of HB150.

**E.2.e. COVID-19 Update**

Students will be completing the school year on May 8 and will be given until May 15 to turn in their completed assignments. Students taking AP exams will complete that process on line. The high school has initiated an adopt-a-senior program to honor this year's graduates. Staff members are recognizing seniors via Facebook and yard signs are being placed in the yards of seniors. Signs with senior pictures will also be placed along the front drive of the school.

**E.2.f. Link2Learn**

The superintendent announced Link2Learn participation numbers with 84% of the students participating during week one of the program, 85% during week two, and 88% during week three. Percentages for week for will be submitted on Friday.

**E.2.g. Webster County Schools Food Service**

Webster County Food Services has served a total of 78,000 meals (breakfast and lunch) during the pandemic. They will continue to serve meals through May 22, when they will take a break and then return to the schools for the Summer Feed Program which could begin June 1.

**E.2.h. KHSAA Spring Sports Cancellation Due to COVID-19**

Callaway reminded the Board that all spring sports were cancelled by the Kentucky High School Athletic Association due to COVID-19.

**E.3. Personnel Report**

**E.3.a. CLASSIFIED**

**E.3.a.>. Employment**

**E.3.a.>.\*. Jeffery Hayes, Custodian, Dixon Elementary, Eff: 04-13-2020**

**E.3.a.>.\*. Audrey Throgmorton, Instructional Assistant, Clay Elementary, Eff: 07-01-2020**

**E.3.a.>.\*. Joan Dock, Alternate Bus Driver, Eff: 03-16-2020**

**E.3.a.>. Transfer**

**E.3.a.>.\*. Alan Dement, Bus Driver Exceptional Child to Exceptional Child Bus Aide Eff: 04-01-2020**

**F. APPROVAL OF CONSENT ITEMS**

**Order #107 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Consent Items, taking all on one motion, passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**F.1. Board Minutes dated 03-23-2020 and 04-13-2020**

**F.2. Monthly Reports**

**F.2.a. Paid Warrant Report dated March 2020**

**F.2.b. Food Service Monthly Financial Report dated March 2020**

**F.2.c. Payroll Registers dated 03-01-2020 thru 03-15-2020 and 03-16-2020 thru 03-30-2020**

**F.2.d. Attendance Report dated April 2020**

**F.2.e. Technology Report**

**F.3. Payment to RBS Design Group Architecture Invoice #Y18015-010 in the Amount of $7,322.49 for 90% Work Completed on WCHS Safe/Secure Entrance**

**F.4. 2020-2021 Accounts Payable Pay Date Schedule**

**F.5. 2020-2021 Payroll Schedule**

**G. APPROVAL OF BOARD ACTION ITEMS**

**G.1. Calendar Adjustment for 2019-2020 End of School Year as May 8, 2020, Due to COVID-19**

**Order #108 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Calendar Adjustment for 2019-2020 End of School Year for Students as May 8, 2020, Due to Covid-19 passed with a motion by Mr. James Nance and a second by Ms. Venita Murphy.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.2. KETS 3rd Offer of Assistance in the Amount of $9,610**

**Order #109 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the KETS 3rd Offer of Assistance in the Amount of $9,610.00 passed with a motion by Mr. Tim McCormick and a second by Mr. Cameron Edwards.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.3. Final Pay Application #11 to Q&S Enterprises, LLC, in the Amount of $135,917.64**

**Order #110 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Final Pay Application #11 to Q&S Enterprises, LLC, in the Amount of $135,917.64,passed with a motion by Mr. James Nance and a second by Ms. Venita Murphy.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.4. RBS Design Group Architecture Final Invoice Y18015-011 in the Amount of $6,352.16 for Work Completed on WCHS Safe/Secure Entrance**

**Order #111 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of RBS Design Group Architecture Final Invoice Y18015-011 in the Amount of $6,352.16 for Work Completed on WCHS Safe/Secure Entrance passed with a motion by Ms. Venita Murphy and a second by Mr. Cameron Edwards.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.5. Indirect Cost Report for FY 2020-2021**

**Order #112 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Indirect Cost Report for FY 2020-2021 passed with a motion by Mr. Tim McCormick and a second by Mr. James Nance.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.6. 2019-2020 Final Amended School Calendar**

**Order #113 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the 2019-2020 Final Amended School Calendar passed with a motion by Ms. Venita Murphy and a second by Mr. Tim McCormick.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.7. School Picture Bid Extension to April 30, 2020**

**Order #114 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the School Picture Bid Extension to April 30, 2020, passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.8. 2020-2021 Salary Schedules**

**Order #115 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the 2020-2021 Salary Schedules passed with a motion by Mr. James Nance and a second by Ms. Venita Murphy.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.9. Revisions to Certified Evaluation Plan for the 2019-2020 School Year**

**Order #116 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Revisions to Certified Evaluation Plan for 2019-2020 School Year passed with a motion by Mr. Cameron Edwards and a second by Mr. Tim McCormick.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.10. Certified Evaluation Plan**

**Order #117 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the 2020-2021 Certified Evaluation Plan passed with a motion by Ms. Venita Murphy and a second by Mr. Tim McCormick.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.11. 2020-2021 Classified Personnel Evaluation Plan**

**Order #118 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the 2020-2021 Classified Personnel Evaluation Plan passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.12. Amended Resolution of the Webster County Board of Education Regarding Meeting Protocols for Novel Coronavirus (COVID-19)**

**Order #119 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Amended Resolution of the Webster county Board of Education Regarding Meeting Protocols for Novel Coronavirus (COVID-19) passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.13. Final SBDM Allocations for 2020-2021**

**Order #120 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Final SBDM Allocations for 2020-2021 passed with a motion by Mr. Tim McCormick and a second by Mr. James Nance.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**H. ADJOURNMENT**

**Order #121 - Motion Passed:**  At 6:22 p.m., approval to adjourn passed with a motion by Mr. Tim McCormick and a second by Mr. Cameron Edwards.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

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Mickey Dunbar, Chairperson

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Rhonda Callaway, Superintendent