



Livingston County, Kentucky Board of Education Meeting

May 11, 2020 6:00 PM

Live-streaming via Facebook Live,

<https://www.facebook.com/livingstoncountyschools/>, from

Livingston Central High School Library, Terry Watson via Zoom,

750 US HWY 60 West

Smithland, KY 42081

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: 7:05 PM

Mrs. Terry Watson was updated to present at: 7:15 PM

Mrs. Terry Watson was updated to absent at: 8:45 PM

1. Call to Order

2. Adopt the Agenda

Order #537 - Motion Passed: A motion to adopt the agenda 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
-----------------	-----

3. Amended Board Meeting Protocols Resolution

Discussion:

The amended board meeting protocols includes language from Senate Bill 150 that includes the option to conduct meetings via live audio conference.

Order #538 - Motion Passed: A motion to adopt the amended Board of Education Meeting Protocols for Novel Coronavirus (COVID-19) 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

4. Recognitions - Live RED Recognitions

4.a. Staff LiveRED Recognition

Discussion:

Presented by Mr. Zimmerman as contained in the LiveRED Report.

4.b. Live RED Report

Discussion:

Presented by Mrs. Amy Ramage.

5. Public Comment

Discussion:

Due to the current health emergency and guidelines that prevent gatherings of more than ten (10) people, this meeting was not open to the public. In order to include public participation and transparency, the meeting is being broadcast via Facebook Live. The advertisement of the meeting included an invitation for constituents to submit public comments.

Two communications were received and read as part of the public comment. The comments expressed a desire for the board to consider a traditional graduation ceremony.

6. Consent Items

Order #539 - Motion Passed: A motion to accept the consent items 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

6.a. Minutes of Previous Meetings

6.b. Payment of General and Title Program Claims

7. LCHS SBDM Gap Progress Report

Discussion:

Presented by Mrs. Stephanie Wood and Mr. Geco Ross.

8. High School Graduation

Discussion:

The governor mentioned two options that will be allowed in lieu of the traditional graduation ceremony. The potential to hold a traditional ceremony was not ruled out by the governor, however, it is unknown when restrictions would be lifted.

The governor's recommendation was to hold a virtual graduation or a drive-in style graduation. Approximately 59 seniors (about 79%) voting to have a drive-in style graduation ceremony. The third option is to hold the traditional graduation ceremony. As noted, a traditional graduation ceremony can only be considered when restrictions are lifted. Further discussion of a traditional graduation ceremony can take place when large gatherings are allowed. Another early consideration was to hold a parade of graduates. The intent is to move forward with the drive-in graduation ceremony as voted on by the seniors.

9. School Calendar

Discussion:

All schools in Kentucky must attain a minimum of 1062 instructional hours for students. NTI days, for this year, are now being counted as 7-hour instructional days; this is an increase of just over 30 minutes a day for our district. The 30 minutes a day will allow us to end the school year, for students only, with May 13th being the last instructional day.

Order #540 - Motion Passed: A motion to adopt the amended school calendar with May 13, 2020 as the last student day 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

10. Treasurer's Report & Finance Update

Discussion:

Ms. Mary Dunning and Mrs. Jill Duncan presented the Treasurer's Report and Finance update along with the Indirect Cost Report for FY2021.

Order #541 - 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

11. Salary Schedules

Discussion:

The proposed adjustments in the salary schedules reflect the following: the removal of extra service duties and pay for grants that are ending or have

ended; items that are no longer needed; the duties of Food Service Director has been added to the Systems Officer and require work to be done for summer meal programs and other tasks --- a recommendation of (20) twenty extra service days for the additional duties; and clarifications of terminology.

Order #542 - Motion Passed: A motion to approve the salary schedules 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

12. Tentative Budget

Discussion:

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

Order #543 - Motion Passed: A motion to approve the tentative budget for Fiscal Year 2021 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

13. Principal's Combining Budgets

Discussion:

Redbook requires that all school budgets are presented to the board for approval. A few corrections and adjustments should be made within some of the individual activity account budgets.

Order #544 - Motion Passed: A motion to approve the schools' activity account budgets 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

14. Audit Contract and Bid Results

Order #545 - Motion Passed: A motion to accept the Independent Auditor's Contract with Duguid, Gentry & Associates, P.S.C. 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

15. Grant Update

Discussion:

Mrs. Dockins reported, in part: "Some projects were eliminated when NTI was implemented. Funding from corporate sponsors has been in disarray. Planning for the projects next year is a little difficult due to uncertainty. I anticipate a slowdown in grant applications until all of this settles out." However, she stated that, "We are working on America's Farmers grow Rural Education grant. The deadline has been extended." She also reported that she "surveyed 81 nonprofits in the region to gauge the impact of the pandemic response." The report has been provided.

Another grant application has been submitted to assist with food deliveries. The summer meal program for Livingston County Schools will include "pick-up meal packs" at two (2) school sites. All deliveries and mobile sites will cease beginning May 18th due to changes in regulations. This grant (eMTY) will allow those individuals who currently receive home delivered meals, who cannot make it to the school sites, to continue having meals delivered to their homes.

16. Agreement with the Collaborative for Teaching and Learning

Discussion:

This agreement describes the programmatic and financial commitments made to advance the school's purpose of improving instructional practice through literacy integration, in order to increase student learning. This agreement describes the work with Livingston County Public Schools to implement (the Center for Teaching and Learning) CTL's Artful Reading Model at the pre-K level. CTL's fees and expenses to provide the services described are \$18,500. Costs include all development and delivery labor, CTL travel expenses, and participant tools, materials, and print. This agreement is part of the contractual terms of the Striving Readers Grant. The grant funds will pay for these expenses.

Order #546 - Motion Passed: A motion to accept the partnership agreement with the Collaborative for Teaching Learning to implement CTL's Artful Reading Model at the pre-K level 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

17. Family Resource and Youth Service Center (FRYSC) Commonwealth of Kentucky Contract & Waiver

Discussion:

The contract allows the district to continue to administer the Family Resource and Youth Services Centers within the parameters established in the approved plans and agreement for Fiscal Year 2021. Also included as an informational item is a copy of the fully executed third quarter current year (Fiscal Year 2020) contract modification for the Family Resources and Youth Service Centers (FRYSC).

Due to the health issues, we have been provided a notification from the Cabinet for Health and Family Services, Family Resource and Youth Services Centers (FRYSC), that it intends to waive referenced contract items. The waiver of the items is concurrent with the date of the memo and will be effective until the end of the fiscal year 2020 or further notice due to COVID-19.

Order #547 - Motion Passed: A motion to accept the Family Resource and Youth Service Center (FRYSC) Commonwealth of Kentucky Contract for Fiscal Year 2021 passed with a motion by Mrs. Terry Watson 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

18. SafeSchools Staff Training Program

Discussion:

This is the online staff training program that is used to provide all employees with required yearly trainings. The program also allows us to customize trainings specific to the district and to upload them to the same platform. The license agreement was approved last year and contains an annual auto-renewal. It is recommended that we continue with this service and no action is needed if the board accepts the recommendation.

19. Transportation Report

Discussion:

Presented by Mrs. Amy Ramage.

20. Technology Report

Discussion:

The board has received a third and final KETS offer of assistance for Fiscal Year 2020. The amount is \$5,077 and must be equally matched by the board.

21. Personnel Report

Discussion:

The personnel reports for May and June typically include more personnel actions than any other month. The activity for this month is well beyond anything that has been presented in recent history due to two significant events.

1. The Striving Readers Grant included several extra service stipends that will cease due to the grant coming to a close. Reduction notices were provided to each of the employees who received a related stipend.
2. We do not know when in-person classes will resume, much less when we will be able to resume the sports and other extracurricular and co-curricular activities. All coaches and sponsors of the extracurricular and co-curricular activities received reduction notices or non-renewals until we know when the activities will resume. (The superintendent is to "notify the Board of all personnel actions taken," no board action is taken).

22. Job Descriptions

Discussion:

In 2015 a new KRS was created concerning the position of Finance Officer. This most recent update to the Finance Officer Job Description provides better alignment with the KDE class code and job description but is still open to certified or classified personnel. In the ongoing efforts to consolidate and better communicate job descriptions within and among the district, we identified and updated the existing job descriptions for the 21st Century Community Learning Center. The updates include: District Coordinator, Site Coordinator, and Assistant Site Coordinator. These job descriptions are being included with the rest of the district's job descriptions for uniformity. Other updates include two class code corrections to better match the actual job descriptions and qualifications: FRYCS Assistant Coordinator class code 7493; and FRYSC Coordinator class code 7492.

Order #548 - Motion Passed: A motion to approve the Finance Officer Job Description, 21st Century Community Learning Center job descriptions, and the class codes for the Family Resources and Youth Service Centers 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

23. 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. South Livingston Elementary School has submitted their requests. LCHS and LCMS submitted their requests last month. NLES does not have any new positions.

Order #549 - Motion Passed: A motion to create the positions as determined by the classifications from the SBDM council 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

24. Emergency Certified Substitute Teachers

Discussion:

Pursuant to KRS 161.100 and 16 KAR 2:030, the district should apply for and approve the use of substitute teachers.

Order #550 - Motion Passed: A motion to apply for and approve the use of up to thirty (30) Emergency Certified Substitute Teachers in 2020-2021 school year passed with a motion by Mr. Joseph Wood 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

25. School Resource Officer Contract

Discussion:

The SRO contract states that "the Agreement shall renew automatically for one-year periods thereafter unless one party to this Agreement elects to terminate it..." Superintendent recommends the continuation of the SRO contract and no action would be required.

26. Facilities

26.a. Board Office & Bus Garage

Discussion:

The construction of the new bus garage and board office is being placed on hold until we have a better understanding of the economic and financial impact of the pandemic. In order to be prepared to resume the project, when the timing is better, the architect has submitted a floor plan and rendering to see if the design meets the approval of board.

Order #551 - Motion Passed: A motion to accept the architectural rendering and floor plan for the bus garage and board office 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

26.b. District Facility Plan Hearing Officer

Discussion:

The district's facility planning process includes a requirement to hold a public hearing. The board of education has the responsibility to appoint the Hearing Officer. The Hearing Officer "is to document the public comments," and "shall not attempt to sway the public opinion or to comment on the proposed DFP."

Order #552 - Motion Passed: A motion to appoint Mary Dunning as the Hearing Officer for the DFP process 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

27. Insurance Coverage

Order #553 - Motion Passed: A motion to accept the insurance coverage through Peel & Holland without the excess earthquake premium 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

28. School Policies and Procedures

Order #554 - Motion Passed: A motion to approve the SLES Student Handbook 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

29. Professional Development

Order #555 - Motion Passed: A motion to approve the Professional Development plans for South Livingston Elementary School 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

30. Community Work Transition Program

Discussion:

Students identified as eligible or potentially eligible for Vocational Rehabilitation services may participate in the Community Work Transition Program (CWTP). This program is a wonderful opportunity for at-risk students to gain valuable skills to help them transition into the workforce. The application to continue our participation in this program has been submitted.

31. Closed Session pursuant to KRS 61.810(1) (k)

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 #556 - 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 by the Board or between the Board and the Superintendent 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

32. Return to Open Session

Order #557 - Motion Passed: Motion to return to Open Session passed with a motion by Mr. David Kitchens 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

33. Adjournment

Order #558 - Motion Passed: A motion to adjourn 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

Chairperson	Date
-------------	------

Superintendent	Date
----------------	------