**SPENCER COUNTY BOARD OF EDUCATION**

**Regular Monthly Meeting**

**6:30 p.m. Monday, June 22, 2020**

**Spencer County High School Media Center**

**BOARD MEMBERS PRESENT:**

Ms. Janet Bonham, Vice Chair

Ms. Debbie Herndon

Dr. Lynn Shelburne

Ms. Jeanie Stevens

**ABSENT:**

Ms. Sandy Clevenger, Board Chair (phoned in to listen to meeting. Did not vote)

**OTHERS PRESENT:**

Superintendent Chuck Adams, Vicki Goodlett, Diana Thomas, Steve Rucker, Jim Oliver, Dyllan Tipton and Michele Barlow.

**ORDER # 233**

**CALL TO ORDER**

Ms. Janet Bonham, Vice Chair called the meeting to order at 6:32 pm.

**STATEMENT OF BOARD MISSION**

**WELCOME OF VISITORS TO MEETING**

Ms. Janet Bonham read the Statement of Board Mission and welcomed visitors.

**ORDER # 234**

**REVIEW AND ADOPT AGENDA**

Superintendent Chuck Adams requested to amend the agenda in order to be able to add Change Order#10 for the negotiated price of TES Elementary polished stated concrete floors – making it Item P under Action with Discussion.

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lyn Shelburne to add Change Order # 10 as Item P under Action with Discussion.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**RECOGNITIONS**

Going the Distance – Lissi Petersen

**CITIZENS AND DELEGATIONS**

N/A

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

**SUPERINTENDENT’S REPORT:**

Superintendent Chuck Adams reported on the following:

* First Principals’ meeting to take place Wednesday.
* Senior Celebration: First weekend in august is when we are looking to have our senior celebration. Although it still will not include the entire class at the same time because of social distancing, we will be able to recognize groups and their parents rather than just individuals.
* Impact Survey Data and Return to School Survey – Written Communication

**ACTION WITH DISCUSSION**

**ORDER # 235**

**APPROVAL OF BOARD MINUTES**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Jeanie Stevens to approve the May 18, 2020 Special Called Meeting and Special Called Finance Corporation Minutes as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 236**

**CONSTRUCTION INVOICES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | SCHS Athletic/Academic Complex #17-236 | Bus Garage  #17-261 | SCHS Consumer Lab  #19-362 | Early Learning Center  #19-371 |
| Rising Sun Developing |  |  |  | $70,871.13 |
| Rising Sun Developing |  | $33,588.71 |  |  |
| Churchill McGee |  |  | $1,000.00 |  |
| Abatement and Contracting |  |  |  | $10,800.00 |
| Sherman Carter Barnhart | $2,030.18 | $957.66 | $255.56 |  |
| **TOTALS** | **$2,030.18** | **$34,546.37** | **$1,255.56** | **$81,671.13** |

A motion was made by Ms. Debbie Herndon and seconded by Ms. Jeanie Stevens to approve the construction invoices as presented above.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 237**

**APPROVAL OF BG-4 FOR SCHS FAMILY & CONSUMER SCIENCE LAB RENOVATION**

Original Contract Amount: $252,402.60

Net Total of Change Orders to Contract: ($65,350.00)

Original Purchase Order Total: $96,647.40

Net Total of Change Orders to Purchase Orders $0.00

Total Cost of Construction $283,700.00

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Debbie Herndon to approve the BG-2 for SCHS Family and Consumer Science Lab Renovation as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 238**

**RESTRICT GENERAL FUNDS FOR CENTRAL OFFICE/MAINTENANCE REPAIRS**

Requesting approval to restrict the funds received from sales of the OLD TES surplus items to be used towards the repairs and maintenance of the central office building. ($16,014.00 as of 6/19/2020).

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to restrict general funds for Central Office/Maintenance Repairs as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 239**

**HABITAT FOR HUMANITY LEASE AGREEMENT**

The Habitat for Humanity Lease Agreement is for the bus lot adjoining the current bus garage. A 30 day notice to vacate remains in the agreement with the anticipation of the new garage being completed during the 20-21 fiscal year.

A motion was made by Ms. Debbie Herndon and seconded by Dr. Lynn Shelburne to approve the Habitat for Humanity Lease Agreement for the bus lot adjoining the current bus garage as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 240**

**FIDELITY BONDS FY2020-2021**

Documentation of the Fidelity Bonds for the Superintendent and Finance Officer/Treasurer in the required penal sum of $400,000.

A motion was Dr. Lynn Shelburne and seconded by Ms. Jeanie Stevens to approve the Fidelity Bonds for Fiscal Year 20-21 as presented.

**ORDER # 241**

**BOND OF DEPOSITORY**

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to approve the Bond of Depository as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 242**

**TECHNOLOGY PURCHASE**

Due to COVID-19 there is much uncertainty around both the start of school as well as the delivery of instruction. Based on our previous NTI experiences as well as data from our district survey it is clear that there will be a greater dependence on digital learning as we move forward. As a result, we are requesting board approval to purchase 500 additional devices so that we can adequately meet the needs of our students. Based on the current inventory of the schools 200 will go to SCHS and 100 each to TES, SCMS, and SCES. A majority of the funding will come from KETS with the remaining to come from the GEER’s allocation. There is adequate funding in the carryover of KETS funds and the CARES Act GEER grants to support this request.

Janet Bonham asked that the District look into internet access options such as hotspots for students without wifi.

A motion was made by Ms. Debbie Herndon and seconded by Dr. Lynn Shelburne to approve the technology purchase as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 243**

**EARLY LEARNING CENTER - RFP FOR FUNDAMENTAL COMMISSIONING SERVICES**

Results from the RFP for Fundamental Commissioning Services for the MEP systems at the Early Learning Center were provided. Facility Commissioning Group had the lowest proposal at $14,075.

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Debbie Herndon to approve Facility Commissioning Group for the MEP Systems as the Early Learning Center.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 244**

**PAY DATES 20-21**

The following Pay Dates for 20-21 were presented:

|  |  |  |  |
| --- | --- | --- | --- |
| July 10, 2020 | October 23, 2020 | February 10, 2021 | May 25, 2021 |
| July 24, 2020 | November 10, 2020 | February 25, 2021 | June 10, 2021 |
| August 10, 2020 | November 24, 2020 | March 10, 2021 | June 25, 2021 |
| August 25, 2020 | December 10, 2020 | March 25, 2021 |  |
| September 10, 2020 | December 23, 2020 | April 9, 2021 |  |
| September 25, 2020 | January 8, 2021 | April 23, 2021 |  |
| October 9, 2020 | January 25, 2021 | May 10, 2021 |  |

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to approve the pay dates for 20-21 as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 245**

**OVEC CONSORTIUM MEMBERSHIP RENEWAL**

A motion was made by Dr. Lynn Shelburne and seconded by Ms. Debbie Herndon to approve the OVEC Consortium Membership Renewal in the3 amount $10,464.00 as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 246**

**OVEC MEMBERSHIP DUES 2020-2021 INVOICE**

A motion was made by Ms. Debbie Herndon and seconded by Dr. Lynn Shelburne to approve the OVEC Membership Dues in the amount of $10,464.00 for 2020-2021 as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 247**

**CERTIFIED EVALUATION PLAN 20-21**

The Certified Evaluation Plan has been reviewed and modified by a committee that is comprised of an equal number of teachers and administrators. All members support the plan presented. KDE is now requiring that administrators be evaluated based on the professional Standards for Educational Leaders (PSEL). The CEP has been modified to reflect this requirement.

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to approve the Certified Evaluation Plan for 20-21 as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 248**

**KDE DISTRICT FUNDING ASSURANCES**

A motion was made by Ms. Debbie Herndon and seconded by Dr. Lynn Sheburne to approve the KDE District Funding Assurances as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 249**

**KSBA POLICY AND PROCEDURE – FIRST READING**

The following Policies and Procedures received their first reading. Policies will receive a second reading at the July meeting.

**Policies** 01.83; 02.31; 03.11; 03.121; 03.131; 03.19; 03.21; 03.231; 03.27; 03.29; 03.4; 04.1; 04.312; 05.4; 05.48; 06.221; 08.1312; 09.12; 09.1223; 09.126; 09.15; 09.22; 09.2211; 09.227; 09.33; 03.1236/03.2236; 04

**Procedures:** 01.3 AP.2; 01.3 AP21; 03.121 AP. 22; 03.19 AP. 23; 04.312 AP.2; 06.221 AP.2; 09.14 AP. 232; 09.227 AP.1; 09.425 AP.22; 03.6 AP.2; 03.6 AP.21; 03.121 AP. 212; 03.221 AP. 212; 03.125 AP.23; 03.225 AP.23; 04.31 AP.1; 05.31 AP.21

A motion was made by Ms. Debbie Herndon and seconded by Ms. Jeanie Stevens to approve the KSBA Policy and Procedure First Reading as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 250**

**CHANGE ORDER #10 – ELEMENTARY SCHOOL AGREEMENT WITH MOREL CONSTRUCTION**

As per the negotiated agreement between the Spencer County Board of Education and Morel Construction. The cost to remediate the polished stained concrete floor at negotiated price of $39,597.87.

The original sum was: $11,525.700.00

The next change by previously authorized change orders: $ 75,000.13

The Contract Sum prior to this Change Order was: $11,600,700.13

The Contract Sum will be increased by this change order

In the amount of: $ 39,597.87

The new Contract Sum including this Change Order: $11,640,298.00

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to approve the Change Order # 10 reflecting the settlement with Morel Construction as presented.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER # 251**

**ACTION BY CONSENT**

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

Ms. Sandy Clevenger Absent

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
3. District Financial Reports
4. Invoices for Approval
   1. Sherman Carter Barnhart
5. Acknowledge Monthly Report and District Employees, Termination, Resignation, and Retirements

**Taylorsville Elementary** **Spencer County Elementary**

Janet Allen, Secretary Rhonda Frederick, IA Media Center

Amanda Holt, Elementary Teacher 1st Grade Rank 2

Samantha Sweazy, IA ESS

**Spencer County High School**

Travis Downing, Special Ed LBD (.5) Rank 3

Raymond Farrar, Science Teacher, Rank 1

**Other**

Linda Neyhart, Educational Diagnostician ECE Dept Rank 2

Jeffrey Rogers, Director, Operations & Transportation (pending) Rank 2

Elijah Sherrard, Sub Classified Employee

Jeremiah Knight, Student Worker

David Montgomery, Sub Classified Employee

Tami Sloan, Emergency Certified Sub Teacher, Rank 4

**Resignations**

Michelle Good, Emergency Certified Sub Teacher, Eff 6/17/2020

Tami Sloan, Bus Monitor, Transportation Eff 6/17/2020

Madison Higgs, Youth Advocate GT eff 6/30/2020

Nathan Frantz, Science Teacher, SCMS eff 6/30/2020

Connie Bowman, Secretary TES eff 6/30/2020

Susan Smith, IA TES eff 7/1/2020

**Rescind Retirement**

Sue Daniel, Preschool Assistant Coordinator, Rank 1 Betty Shouse, Bus Monitor Transportation 6/30/2020

Jamie Ware, Special Education, MSD, SCMS Rank 3 Angela Smith, Special Ed SCMS 7/1/2020

Kathryn Morgenstern, Accounts Payable Clerk 9/1/2020

1. Field Trip Approvals (Overnight and Out-of-State)
   1. SCMS HOSA Crown Plaza Hotel – Louisville
   2. SCMS HOSA – Orlando, FL
   3. SCMS Washington DC Trip
2. Fundraiser Approvals
3. Fee Requests
4. Grant Requests
5. Surplus Items
6. Non Resident Contracts
7. Employee Handbook 2020-2021
8. Approval of the School Nutrition Program Procurement Plan for the 19-20 School Year
9. Travel Expense
10. Data Security & Privacy
11. Full Utilization Agreement for Headstart 2020-2021

**COMMUNICATIONS**

1. Board Members

* Impact Survey was reviewed.
  + Dr. Lynn Shelburne shared concerns for TES and about resources.
  + Ms. Janet Bonham wants to see Technology Training for teachers to help assist with NTI. Superintendent Adams stressed that much Professional Development will be offered in July to help everyone with Google Platform and Zoom along with other technology.

1. SCEA Update
2. Written Communication
   1. Attendance Report
   2. Bus Maintenance Report
   3. Building Inspections
   4. SBDM Minutes
   5. Open Records Requests
   6. 2020 Annual Determination for IDEA
   7. Indirect Cost Rates for 20-21
   8. Health Report
   9. Impact Survey
   10. Return to School Survey

**DIALOGUE AND FUTURE AGENDA TOPICS**

* Would like to hear from principals regarding plans for how each school plans to move forward.
* Principal, Steve Rucker shared plans for TES which included Amending homework policy; teaching parents and students how to work on various programs with technology; setting expectations; schedule Google and Zoom Conferences.

**ORDER # 252**

**MOTION TO MAKE AGENDA PART OF THE OFFICIAL BOARD MINUTES**

A motion was made by Ms. Jeanie Stevens and seconded by Ms. Debbie Herndon to make the agenda dated June 22, 2020 as part of the official board minutes.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes

**ORDER #253**

**ADJOURN BOARD MEETING**

A motion was made by Ms. Jeanie Stevens and seconded by Dr. Lynn Shelburne to adjourn meeting at 7:40 pm.

Ms. Sandy Clevenger Absent

Ms. Janet Bonham Yes

Ms. Debbie Herndon Yes

Dr. Lynn Shelburne Yes

Ms. Jeanie Stevens Yes