**SPENCER COUNTY BOARD OF EDUCATION**

**SCHEDULED WORK SESSION**

**6:30 pm Tuesday, June 22, 2021**

**Spencer Co Elementary School Media Center**

**DRAFT MINUTES**

**BOARD MEMBERS PRESENT:**

Dr. Lynn Shelburne, Board Chair

Ms. Sandy Clevenger, Vice Chair

Ms. Debbie Herndon

Ms. Briana Bonham

**OTHERS PRESENT:**

Acting Superintendent Chuck Abell, Jeff Rogers, Diana Thomas, Todd Russell, Janet Allen, Terry Smith, Vicki Goodlett, Steve Rucker, Grant Chenoweth, Dyllan Tipton, Michele Barlow.

**ORDER # 232**

**CALL TO ORDER**

Dr. Lynn Shelburne called the meeting to order at 6:31 pm.

**ACTION ITEMS**

**ORDER # 233**

**SALARY SCHEDULES: CERTIFIED/CLASSIFIED & SUBSTITUTES 2021-2022**

A motion was made by Ms. Debbie Herndon and seconded by Ms. Briana Bonham to approve a salary adjustment of $500 in lieu of recurring salary to be paid in December.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Yes

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER # 234**

**SCHOOL NUTRITION – CAFETERIA MANAGER AND CAFETERIA WORKER AT EARLY LEARNING CENTER**

## To meet the nutritional needs of the students enrolled in the new Early Learning Center and Hillview Academy, we would request to post the position of Cafeteria Manager for the Spencer County Early Learning Center. In developing a staffing model for the Early Learning Center that is equitable with existing school cafeterias in the district, we have identified the need to create two positions, a manager and one seven hour cafeteria worker. The remainder of the kitchen staff will be comprised of two four-hour cafeteria workers that are reassigned, one each from Taylorsville Elementary and Spencer County Elementary. These split positions also enable us to utilize those individuals as bus monitors at the Early Learning Center.

A motion was made by Ms. Debbie Herndon and seconded by Ms. Briana Bonham to approve one Cafeteria Manager and one seven hour position as presented.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Yes

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER # 235**

**PRESCHOOL FURNITURE FOR THREE NEW CLASSROOMS AT EARLY LEARNING CENTER**

With the addition of the three new classrooms at the Early Learning Center opening in August of 2021, we need to purchase furniture. Below are the totals for the 3 new classrooms of furniture and manipulatives from the companies we will be ordering from:

1. Community Playthings: $13,212.00
2. Kaplan: $6,896.79

Requesting Board approval to purchase the furniture for the 3 new classrooms at a cost of $20,108.79. Attached are the details of what will be purchased for the classrooms.

A motion was made by Ms. Briana Bonham and seconded by Debbie Herndon to approve the purchase of preschool furniture for 3 classrooms at the ELC with a cost of $20,108.79.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Yes

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER #236**

**PRESCHOOL CLASSROOM MATERIALS AND MANIPULATIVES AT EARLY LEARNING CENTER**

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Debbie Herndon to approve the purchase of preschool classroom materials and manipulatives for the Early Learning Center

at a cost of $28,886.37.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Yes

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER # 237**

**PLAYGROUND EQUIPMENT AT EARLY LEARNING CENTER**

Quotes were accepted for the playground areas at the Early Learning Center. Within that area will be three different playgrounds (Early HeadStart, HeadStart, and Preschool). OVEC is committing to pay for the Early HeadStart and the HeadStart playgrounds, which is nearly 55% of the total cost of equipment and installation. Requesting Board approval to purchase the equipment with the total cost to the district being $75,431.40.

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Briana Bonham to approve the purchase of playground equipment for the Early Learning Center at a cost of $75,431.40.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Yes

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER #238**

**TECHNOLOGY PURCHASE FOR EARLY LEARNING CENTER**

Technology items needed for preschool/HeadStart/Bear Care rooms:

15 Desktops @ $962.05 ea. = $14,430.75

15 Infrared Touch Screens @ $259.70 ea. = $3,895.50

15 65” TV, cables and mounts @ $585.88 ea. = $8,788.20

18 Mitel Phones @ $153.47 ea. = 2,762.46

OVEC will reimburse $1,961.10 of this purchase for the HeadStart classroom. We will pay $7,844.40 of this purchase with Bear Care funds and the remaining $20,071.41 could be paid for with KETS funds.

A motion was made by Ms. Sandy Clevenger and seconded by Ms. Debbie Herndon to approve the technology purchase for Early Learning Center with $20,000 from KETS funds.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Yes

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER # 239**

**PAY DATES 2021-2022**

A motion was made by Ms. Briana Bonham and seconded by Ms. Debbie Herndon to approve the pay dates for 2021-2022 as presented.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Yes

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER # 240**

**EXECUTIVE SESSION**

A motion was made by Ms. Debbie Herndon and seconded by Ms. Briana Bonham to enter into Executive Session Per KRS.61.810 Section 1 Subsections (c), (f), and (k); KRS 156.557 Section 6 Subsection (c) Rationale: A motion to go into executive session KRS 61.810 Section 1, subsection (c) for discussion of pending litigation by Hannah Jaggers and Donovan Hawkins; subsection (f) for discussion which might lead to discipline of an employee; and subsection (k) for a meeting which state law specifically requires to be conducted in private. Spencer County Board of Education, in accordance with KRS 156.557 Section 6 Subsection (c) is required to conduct preliminary discussions by the Board or between the board and the superintendent, relating to the superintendent’s evaluation in closed session.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Yes

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER # 241**

**OPEN SESSION**

A motion was made by Ms. Debbie Herndon and seconded by Ms. Briana Bonham to return to open session.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Ms. Clevenger had to leave meeting early

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**ORDER # 242**

**ADOPTION OF SUPERINTENDENTS SUMMARY EVALUATION 2021-2022**

Dr. Lynn Shelburne read the superintendent’s evaluation summary and District Goals as follows:

* STANDARD 1: Strategic Leadership 2.25 Developing
* STANDARD 2: Instructional Leadership 2.50 Developing/Accomplished
* STANDARD 3: Cultural Leadership 1.75 Developing
* STANDARD 4: Human Resource Leadership 2.25 Developing
* STANDARD 5: Managerial Leadership 2.50 Developing/Accomplished
* STANDARD 6: Collaborative Leadership 1.50 Improvement Required/Dev.
* STANDARD 7: Influential Leadership 1.25 Improvement Required

**PROGREESS REPORT FOR SUPERINTENDENT AND BOARD GOALS 2020-2021**

**GOAL #1:** Improve the perception of ongoing communication with stakeholders through visual means. i.e., district website, Facebook, etc.

**Rating: 2.00 Developing**

**GOAL #2:** Under the direction of the Superintendent, each school will develop an NTI (non traditional instructional)/virtual learning platform appropriate to their population that meets the needs of all students. This will include training for certified staff, classified staff and parents. It will include over-site that will be reported to the board

**Rating: 2.00 Developing**

A motion was made by Ms. Debbie Herndon and seconded by Ms. Briana Bonham to adopt the superintendent evaluation and district goals as presented.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Ms. Clevenger had to leave meeting early

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes

**AFTER DISCUSSING PERSONNEL IN CLOSED SESSION, THE BOARD MAY ENTERTAIN A MOTION RELATING TO PERSONNEL**

No action taken

**AFTER DISCUSSING PERSONNEL IN CLOSED SESSION, THE BOARD MAY ENTERTAIN A MOTION RELATING TO PENDING LITIGATION**

No action Taken

**DICUSSION ITEM**

**None**

**ORDER # 243**

**ADJOURN MEETING**

A motion was made by Ms. Debbie Herndon and seconded by Briana Bonham to adjourn meeting at 10:21 pm.

Dr. Lynn Shelburne Yes

Ms. Sandy Clevenger Ms. Clevenger had to leave meeting early

Ms. Debbie Herndon Yes

Ms. Briana Bonham Yes