**SPENCER COUNTY BOARD OF EDUCATION**

**REGULAR MONTHLY MEETING**

**SPENCER CO BOARD OF EDUCATION MEETING ROOM**

**110 REASOR AVENUE, TAYLORSVILLE KY**

**6:00 PM MONDAY, MARCH 27, 2023**

**BOARD MEMBERS PRESENT:**

Ms. Sandy Clevenger, Board Chair

Dr. Lynn Shelburne, Vice Chair

Ms. Pamela Slone

Mr. Tim Truitt

Mr. Aaron Erhardt

**OTHERS PRESENT:**

Mr. Chuck Abell, Acting Superintendent, Amanda Butler, Steven Rucker, Greg Murphy, Jared Scott, Lori Riddle, Patti Lancaster, Todd Russell, Grant Chenoweth, Michele Barlow and others.

**ORDER #**

**CALL TO ORDER**

Ms. Sandy Clevenger, Board Chair, called the March 27, 2023 meeting to order at 6:00 pm.

**STATEMENT OF BOARD MISSION**

**WELCOME OF VISITORS TO MEETING**

Ms. Sandy Clevenger read the Board Mission Statement and welcomed visitors.

**ORDER #**

**REVIEW AND ADOPT AGENDA**

A motion was made by Mr. Tim Truitt and seconded by Ms. Pamela Slone to adopt the amended agenda with the exclusion of Executive Session (Items 13 and Item 14).

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**RECOGNITIONS**

Making a Difference Award: Ms. Ronda Cox

**CITIZENS AND DELEGATIONS**

* Ms. Meagan Rogers – SCES Playground Equipment
* Ms. Jackee Brown – SCES March 10, 2023

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

* Academic Spotlight: SCHS Unmanned Aircraft Pathway
* Academic Report: Ms. Amanda Butler
* Superintendent’s Report:
* Mr. Tim Truitt will represent the Board of Education on the Superintendent Search Committee.

**ACTION WITH DISCUSSION**

**ORDER # 163**

**APPROVAL OF BOARD MINUTES**

A motion was made Mr. Aaron Erhardt and seconded by Ms. Pamela Slone to approve the February 27 and March 13, 2023 minutes as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 164**

**BUS CAMERAS**

Transportation is currently working to update the camera systems on our fleet. The buses with the updated system have shown the value they add in both safety and liability reduction. The updated systems have five (5) cameras, including a dash cam, to give much greater visibility when investigating claims on the buses. Our staff has been trained on the installation of these systems and will install them at our garage.

The base cost for this project with 20 cameras is $55,375 (including the optional GPS antenna). Unity School Bus Parts is a bid vendor through the Kentucky Purchasing Cooperative (KPC).

A motion was made by Mr. Tim Truitt and seconded by Mr. Aaron Erhardt to approve the purchase of 20 cameras at $55,375 which includes the optional GPS antenna.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 165**

**SELECTION OF AUDITOR**

The Board’s auditor, Joe Montgomery, has recently split off from his previous firm, which had 2 years of audits remaining on the contract previously approved by the Board. His former firm and the new firm agreed on a separation of clients among the firms, which included the school district going with the new firm, as indicated in the attached letter. The new firm has completed its licensing requirement (see license attached) and has agreed to conduct the 2 audits of the school district at the previously agreed-upon rate, and a slight (2.63%) increase for the 3rd year (2024-2025). The Board is requested to appoint the new firm, Montgomery and Company PLLC, to conduct the next 3 audits for the school district.

A motion was made by Ms. Pamela Slone and seconded by Mr. Tim Truitt to approve the Montgomery and Company PLLC to conduct the next three (3) audits as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 166**

**CLASSIFIED PAY GRADE STRUCTURE**

The current classified salary scales are very cumbersome and time-consuming to review and update. What is being proposed is a transition tool for the current scales to a new scale with employees assigned to pay grades. The cost and benefits of the proposed solution are shown in the enclosed documents. The annual costs to the General Fund and Food Service Fund are approximately $10,000 and $15,000, respectively. The additional costs can be absorbed by these funds.

A motion was made by Mr. Tim Truitt and seconded by Ms. Pamela Slone to approve the Classified Pay Grade Structure as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 167**

**TES LBD CO-TEACHER PROPOSAL**

We have an LBD Co-teacher at TES that is retiring in November of 2023. We are requesting the position be posted and hired now to get the best candidate to start the 23 – 24 school year. The current LBD Co-teacher would then become a full-time certified substitute next school year retiring in November 2023.

A motion was made by Mr. Aaron Erhardt and seconded by Mr. Tim Truitt to approve the hiring of the TES LBD Co Teacher as presented in order to get the best candidate for the 2023-2024 school years.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 168**

**PLAYGROUND MAKEOVER DONATION**

Karen Spencer is coordinating donations/volunteers to give the Playground located behind the Early Learning Center a makeover.

Since the City is simply organizing donors and volunteers, and is not using any city money or city employees' labor, then this is just be a matter of the Board accepting the "gift" of donated time, equipment, paint, etc. School principals are allowed to accept gifts of less than $1000, but anything more than that requires Board approval.

A motion was made by Mr. Aaron Erhardt and seconded by Ms. Pamela Slone to accept the gift of donated time, equipment, and paint as presented for the Playground Makeover in the park area behind the Early Learning Center.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 169**

**2023-2024 TECHNOLOGY PLAN**

A motion was made by Ms. Pamela Slone and seconded by Mr. Tim Truitt to approve the Technology Plan as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 170**

**2022-2023 SCHOOL CALENDAR**

The Board agreed that taking Friday, May 5, 2023 (Oaks Day) as a “Make Up Instructional Day”, will allow the last day for students to be May 19, 2023 and Graduation on Saturday, May 20, 2023 – at Broadbent Arena at 2:00 pm.

A motion was made by Mr. Aaron Erhardt and seconded by Mr. Tim Truitt to approve the amended 22-23 school calendar as presented making graduation May 20, 2023 at 2:00 pm at Broadbent Arena.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 171**

**HEAD START CLASSROOM MODIFICATIONS**

A motion was made by Mr. Aaron Erhardt and seconded by Mr. Tim Truitt to approve the Head Start classroom modifications as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 172**

**MEDICAL ASSISTANT CNA**

To meet the growing medical needs of our students, seeking Boar approval to create two Medical Assistant/Certified Nursing Assistant positions. These staff members will be delegated daily medications and lower level triaged needs to allow our RN’s to focus on diabetic and chronic health concerns. One of these positons will serve with the RN at TES and the other will serve the ELC and Hillview. There will be a partial cost offset by not filling one of the open nursing positions in the District. The additional cost of the General Fund will be $16,000. A portion of this cost may be recouped from Medicaid billing revenue.

A motion was made by Mr. Aaron Erhardt to approve two (2) Medical Assistant/CAN positions as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne No

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 173**

**MIDWAY OPTION 9 AGREEMENT**

A motion was made by Ms. Pamela Slone and seconded by Mr. Tim Truitt to approve the Midway Option 9 Memorandum of Agreement as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 174**

**FUNDING FOR EXISTING MENTAL HEALTH POSITION**

The District has utilized FRYSC/GEER II Grant Funds for a mental health position. The grant funds were recently fully expended but the need still exists. Requesting approval to transfer the funding source to the ARP ESSER Grant, which should be able to fund the position at least through the end of the next school year.

A motion was made by Ms. Pamela Slone and seconded by Mr. Tim Truitt to approve the Mental Health Positon and to transfer the funding source to the ARP ESSER Grant which should be able to fund the position at least through the end of the next school years as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne No

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Abstained

**ORDER # 175**

**DIRECTOR OF CHILD CARE JOB DESCRIPTION CHANGE**

Requesting a change to the Director of Child Care job description to match the child care regulation qualifications. Currently the District qualifications do not match what is required by the Division of Childcare.

A motion was made by Mr. Aaron Erhardt and seconded by Ms. Pamela Slone to approve the Child Care Job Description Change as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 176**

**HIRING OF FACILITATOR FOR THE SUPERINTENDENT SEARCH (KASA OR KSBA)**

The Board reviewed both KASA and KSBA Facilitator packages for the Superintendent Search.

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Tim Truitt to hire KASA as the Facilitator using the Gold On-Site Package of $5,250.

Ms. Sandy Clevenger No

Dr. Lynn Shelburne Yes

Ms. Pamela Slone No

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Abstained

Motion died

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Tim Truitt to hire KASA as the Facilitator using the Gold On-Site Package of $5,250.

Ms. Sandy Clevenger No

Dr. Lynn Shelburne Yes

Ms. Pamela Slone No

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

Motion Passed

**ACTION BY CONSENT**

A motion was made by Mr. Aaron Erhardt and seconded by Ms. Pamela Slone to approve the Action by Consent Items as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt 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
6. Field Trip Approvals (Overnight and Out-of-State)
7. Fundraiser Approvals
8. Fee Requests
9. Surplus Items
10. Shortened School Day Waiver
11. Extended Leave Requests
12. Maternity Leave Requests
13. Annual Vendor Model Procurement
14. Approval of Emergency Certified Substitute Teachers
15. Grant Approvals
16. Personnel Document Procedure Draft

**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 Trips
   6. Health Office Visits
   7. Open Records Requests

**DIALOGUE AND FUTURE AGENDA TOPICS**.

**None**

**ORDER # 178**

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

A motion was made by Ms. Pamela Slone and seconded by Mr. Aaron Erhardt to make the agenda dated March 27, 2023 part of the official board minutes as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes

**ORDER # 179**

**ADJOURN**

A motion was made by Mr. Aaron Erhardt and seconded by Mr. Tim Truitt to adjourn meeting at 7:59 pm.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Yes

Mr. Tim Truitt Yes

Mr. Aaron Erhardt Yes