

**Powell County Board of Education Regular Meeting**  
**May 16, 2023 6:00 PM**  
**Powell County Middle School Media Center**

**Attendance Taken at : 5:53 PM**

**Present Board Members:**

Brenda Crabtree

Kim Hall

Lisa Mays

Diann Meadows

Kathy Merriman

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Adopt/Approve Agenda**

**Order #23-490 - Motion Passed:** Motion to approve agenda passed with a motion by Kim Hall and a second by Lisa Mays.

Brenda Crabtree Yes

Kim Hall Yes

Lisa Mays Yes

Diann Meadows Yes

Kathy Merriman Yes

**IV. Staff/Student Recognitions**

**A. Technology Student Association**

Discussion:

Ms. Patricia Burton, Technology Student Association Sponsor, presented to the Board the accomplishments of her club:

- Music production - 1st place - music was written and produced digitally
- Game design - 2nd
- Audio Podcast - 3rd
- Students will be participating in several competitions at Nationals; total of 8 students will be attending the National competition which is in Louisville.
- Student shared the music that he wrote and produced with the Board.

**B. Agriculture Student Recognition**

Discussion:

Mr. Cole Wills, FFA Sponsor at Powell County High School, presented to the Board the accomplishments of the students who participated this year.

- Keeley Anderson should be receiving her American Degree in October and Klara Terry and Kimmie Hensley will be receiving their Kentucky State Degree.
- Regional Competition Results
- One current student placed 2nd at Regions and will compete at State in June
- At Regions, one student received the 2nd highest individual score in Welding

- Reported EOP Scores compared to the overall State Scores; Powell County performed well above the State Scores
- 33 students have received Industry Certifications

## V. Communication Report

### Discussion:

Superintendent Wasson shared the following information:

- I would like the Board to consider holding a special-called meeting to complete my evaluation on June 13, 2023. The first reading of the updated KSBA policy and procedure documents could also be held. (Meeting was scheduled.)
- Jonathan Compton met with me, Mr. Lyons, Ms. Jones, and Mrs. Frazier to discuss our special education plan for trying to reduce the spending in special education without causing problems with the Maintenance of Fiscal Effort report. Due to salary increases, we won't make that much of a decrease in spending even with the cuts that we have made.
- The Wage and Hour audit is still taking place. The auditors came back for a second visit and round of interviews. They are helping us ensure that we are paying our people correctly. They have asked for additional information regarding FMLA leave and job descriptions and we have provided everything they requested. I expect in the next couple of weeks to hear from them again. They said they have never audited a school district and are trying to make sure that there isn't anything they are missing with rules and laws that we have to conform to. We expect that we will have to review all time sheets for the past two years and make payment to anyone who should have received overtime and didn't.
- Softball and baseball are in their district tournament weeks. Softball won an exciting game last night against Lee County. Baseball is supposed to play tonight but may be rained out. Softball will play their championship game tonight or tomorrow if rained out.
- Kristie Marcum, Lana Napier, Martina Skidmore and I met with MCTC President Laura McCullough and her team to discuss ways that we can work together for our students to receive more dual credit opportunities. They want to develop partnerships with our community and we are looking forward to our community partners grant trying to be a bridge between MCTC, the school, and businesses in the community.
- Clay City Principal Suzanne Meadows, Middle School Principal Martina Skidmore, Stay Linn, Tiffany Anderson, and I met with KDE regarding our Resource Review. KDE personnel explained the process and the expectations for the review. The documentation must be uploaded to a shared drive by June 2. They will then review it and get back with us. Tiffany and Stacy have already started gathering information and that is the next thing I will have to focus.
- We met with the architects and construction manager last week to review the new building plans. We are excited about the progress they have made in the changes that were asked for. The plan is for them to bring the updated plans to the Board at the July meeting. One thing that was discussed that Mr. Brewer and I were disappointed to hear was the fact that there is not enough room for a track, baseball field, and softball field on the back of the property. What they call a "master plan" was not completed before the project began. What a master plan does is look at the entirety of the property and determine what could be placed on the property. They are willing to do a master plan for no more than \$5,000, but we have also found out some other information about the property. With the streams on the property, the permits required to utilize the land below the new school are extremely expensive. For example, a permit to build just a softball field in the area along the fence line of the middle school behind the new school would cost \$115,000. To put a track in the only area

it would fit would be much higher than that because it crosses two streams. Sherman Carter and Barnhart are willing to do the master plan, which would delay the bidding of the building, but I'm not sure that it would benefit us at this point if these permit costs are so high that we can't afford then to build what we want.

## **VI. Public Comments**

Discussion:

No Public Comments

## **VII. Sterling Health Presentation**

Discussion:

Mrs. Cathy Razor, Sterling Health, shared information with the Board information in regards to how many students and staff they have seen over the school year to date.

Mrs. Razor also reported that they offer behavioral health services to the schools; accounting for 857 encounters/visits with students during this school year. She also reported that they had 1175 encounters so far for current school year.

## **VIII. Consent Agenda**

**Order #23-491 - Motion Passed:** Motion to approve all consent items as presented passed with a motion by Brenda Crabtree and a second by Kim Hall.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

**A.** Approval of minutes for regular meeting minutes 04.18.23

**B.** Approval of Payment of Claims

**C.** Approval of Monthly Financial Report

**D.** Approval of Orders of Treasurer

**E.** Approve Agreement with Cooperative Educational Service Agency I (CESA1)

**F.** BSN Sports Agreement

**G.** Stanton Elementary Fundraiser

**H.** KEDC Membership

**I.** June Trips

**J.** Overnight or Out of State Field Trip Requests

**1.** Retro-Active Trip Request for the PCHS Bass Fishing Team

**2.** PCHS Gear Up Summer Road Trip Tour to Louisville, KY

**3.** PCHS Technology Student Association National Competition

**4.** PCHS FCCLA National Competition in Denver, Colorado

**5.** PCHS FBLA National Competition in Atlanta, GA

**6.** PCHS FFA Camp in Hardinsburg, KY

**7.** 8th Grade Trip To Holiday World

**8.** Middle and High School Band Trip to King's Island

**9.** Approval of HS Boys Basketball Team to Western KY University Basketball Camp

**K.** Surplus Old Textbooks and Resource Materials

- L.** Approval of Food Service to Participate in the Community Eligibility Program (CEP)
- M.** Approval of Food Service Indirect Cost
- N.** Sterling Health CDL/MOA
- O.** Approval of Renewal of Sterling Health Contract for 2023-2024 School Year
- P.** Approval of Mountain Comprehensive Services Contract 2023-2024 School Year
- Q.** Approval of Renewal of Food Service Mahoney Grease Removal Contract
- R.** Approval for Renewal of Deana Brooks Consulting Contract for 2023-2024 Year
- S.** Approval of Contract Renewal with Kelly Stewart for Orientation and Mobility Services for Vision Impaired Students
- T.** Approval of SBDM Carryover Funds

**IX.** Approval of FY 2024 Tentative Budget

**Order #23-492 - Motion Passed:** Motion to approve the FY 2024 Tentative Budget passed with a motion by Diann Meadows and a second by Brenda Crabtree.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

Discussion:

Mrs. Alicia Frazier, CFO, presented to the Board the Revenue portion of the Tentative Budget

- SEEK funding = 4200 per pupil
- 70% transportation funded from the State
- All day Kindergarten is funded again by the state for this coming fiscal year
- Increase of \$653k
- \$22M+ in Revenue

Mrs. Sarah Wasson presented to the Board the Expenditure portion of the Budget

- Contingency = 4.6%
- The salary scales that will be presented to the Board are in place in this tentative budget

There was a short discussion over the budget and proposed salary scales.

**X.** Salary Scales, Positions, and Job Descriptions for 2023-2024 School Year

**A.** Salary Scales For 2023-2024 School Year

**Order #23-493 - Motion Passed:** Approval of 2023-2024 Salary Scales passed with a motion by Kim Hall and a second by Diann Meadows .

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

## Discussion:

Mrs. Wasson presented to the Board the salary scales and reviewed the changes that they made to the salaries after the Board Work Session. She stated that with the changes in scaling back the amounts, the district is still competitive with surrounding districts.

## Salary Scales That Are Competitive Was The Goal:

- Not Considering raising all levels of salaries by a percentage
- Different calculations were used for different scales and parts of scales
- Most scales needed improvement, but there are some that we would recommend to stay the same and others recommended a decrease as new people are hired.

## Calculation of Current Rates:

- In determining current salary rates for next year, district factored in the cost to be staffed based on the approved allocation formula and also factored in special education certified staffing needs
- Reduction of 1 certified teacher in overall allocation formula
- Reduction of 2 certified special education teachers
- Reduction of half time secretary split between the Middle School and High School

## Cost of Special Education in District:

- Exceptional Child Add-on in SEEK Formula = \$1,779,113
- District General Fund SEEK Expenditures (22-23 SY) = \$2,761,563

## Cost of Certified Employees

- Current Rate of Certified Employees: \$8,315,439.84
- Proposed Rate for Certified Employees: \$8,763,113.52
- Total Cost for Competitive Wage Increase = \$447,673.68

## Cost of Classified Employees:

- Current Rate of Classified Employees: \$2,977,415.86
- Proposed Rate for Classified Employees: \$3,035,271.08
- Total Cost for Competitive Wage Increase = \$57,855.22

Total Cost to make Powell County Competitive = \$505,528.90

## Reductions:

- 1 Central Office Account Clerk Position
- 3 Bus Routes (without the loss of full-time bus drivers)
- 6 Special Education Assistant Positions

## Salary Information:

- Draft budget Total Salary Amount = \$11,528,255.08
- Tentative Budget Total Salary Amount = \$11,933,601.17
- Difference = \$450,346.09
- Difference was found in revenue with SEEK increase of \$653,524

- Other miscellaneous revenue increase was \$75,000
- Went down in carry forward = \$138,397

#### Discussion Points:

- Revenue - feel confident that for the next 2 years the new salary scales will be sustainable because SEEK is not going to be cut all the way to a level of current ADA
- During this time, the district hopes to significantly improve attendance
- Launch new Virtual Academy will help with revenue
- Nurses will bill Medicaid to sustain their positions and generate revenue
- Focus on staff attendance as well
- Salaries that were paid out to sub teachers as well as classified staff amounted to over \$227k (\$57k classified).
- We must continue to pay Energy Bond which is an annual expenditure
- Full Day Kindergarten funding - not guaranteed for next year
- Extra \$100 SEEK - not guaranteed for next year
- District supports two programs currently not state funded - Preschool and Alternative Ed Program
- Cost of Preschool = \$353,814.66
- Cost of Alternative Ed Program = \$205,341.87
- Concentrate on increasing student attendance and decreasing staff absences
- Try to reduce other district positions as retirements / resignations come about

Reviewed updated salary scales with the Board

#### Other Salary Items:

- All personnel will be paid on the 15th and 30th of each month = 24 pay periods
- Employees with 211 days or more will be considered 12-month employees receiving checks year round
- Employees with 210 days or less will be considered 10-month employees and will receive their first check on August 15th and then receive 2 additional checks in June making their pay periods also 24 pay periods

### B. Job Descriptions

#### 1. Account Clerk I and II

**Order #23-494 - Motion Passed:** Approval of Account Clerk I and Account Clerk II Job Descriptions passed with a motion by Kim Hall and a second by Diann Meadows.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

#### Discussion:

The Account Clerk I job description will replace the elementary book keeper job description and the Account Clerk II position will replace the middle and high school job description. These titles and job descriptions better align with jobs actually being done.

#### 2. Waste Management Tech

**Order #23-495 - Motion Passed:** Approval of Waste Management Tech job description passed with a motion by Kim Hall and a second by Brenda Crabtree.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

Discussion:

This job description is for the part time position we have working with the sewer plant at Bowen Elementary.

### 3. Administrative Secretary II

**Order #23-496 - Motion Passed:** Approval of Administrative Secretary II job description passed with a motion by Kim Hall and a second by Lisa Mays.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

Discussion:

The Administrative Secretary II job description will be utilized for all administrative secretaries at the central office location unifying their job descriptions and pay rates for the 23-24 school year and beyond.

### C. Establish an Instructional Assistant Position for Clay City Elementary and Powell County Middle School

**Order #23-497 - Motion Passed:** Motion to approve instructional assistant positions at Clay City Elementary and Powell County Middle School passed with a motion by Kim Hall and a second by Diann Meadows .

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

**Order #23-498 - Motion Passed:** Motion to approve instructional assistant positions at Clay City Elementary and Powell County Middle School passed with a motion by Kim Hall and a second by Diann Meadows .

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

Discussion:

Clay City Elementary is losing one special education assistant and would like to fund an assistant position from Title I.

The Middle School is losing one special education assistant and would like to fund an assistant from ESSER.

## **XI. Approval of District Banking Services**

Discussion:

Mrs. Alicia Frazier, CFO, presented to the Board the proposals for the District Banking Services:

- Renewal year / Bid Year
- Contract every 2 years / new bid every 5 years

Mrs. Frazier reviewed the top points of each banks bids. This was followed by some discussion by the Board. Representatives from Whitaker Bank were present at the meeting. They were allowed to review with the Board some of their other points of their bid package.

It was discussed by the Board to invite the other bank to present further information on their bid and allow board members to ask questions if warranted.

The motion was withdrawn until the next possible availability for the representatives from the Peoples Exchange Bank to be at one of the June meetings.

## **XII. Approval of Classified Evaluation Plan**

**Order #23-499 - Motion Passed:** Motion to approve the Classified Evaluation Plan passed with a motion by Lisa Mays and a second by Kim Hall.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

## **XIII. Approval of Classified Evaluation Forms**

**Order #23-500 - Motion Passed:** Motion to approve the Classified Evaluation Forms passed with a motion by Brenda Crabtree and a second by Kim Hall.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

## **XIV. Instruction**

### **A. Approve Local Evaluation Appeals Panel Chair and Alternate Chair**

**Order #23-501 - Motion Passed:** Motion to appoint (certified staff member) as the Chair of the Local Evaluation Appeals Panel and (certified staff member) as the Alternate Chair of the Local Evaluation Appeals Panel for the 2023-2024 school year Tiffany Anderson - Chair Meredith Robinson - Alternate Chair passed with a motion by Diann Meadows and a second by Brenda Crabtree.

Brenda Crabtree	Yes
Kim Hall	Yes



Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

**B. Approve Local Evaluation Appeals Panel for 2023-2024**

**Order #23-502 - Motion Passed:** Approve the Local Evaluation Appeals Panel passed with a motion by Kim Hall and a second by Diann Meadows .

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

**C. K-5 Reading and Writing Curriculum Adoption**

Discussion:

Mrs. Ashley Randall, presented to the Board the new Reading Curriculum update:

- All 3 Elementary Schools will receive brand new Reading and Writing Resources for the 23-24 school year
- Every student will receive consumables, online access to the Rigby Library and digital access that can be viewed "offline"
- This results from a 6 month process with our K-12 Reading Leadership Team that included every school
- Student, Teacher, Parent and Community surveys set the Local Criteria for Evaluation
- Teachers will receive the printed Rigby Library, online access to all materials, access to the online dashboard and assessments and hardback Teacher's Editions
- 6 year contract purchased with ESSER funding
- Spoke about the Powell County School Learner Profile
- Short review of the Powell County Instructional Vision for Reading & Writing
- Reviewed the Adoption Evaluation Rubric to see what curriculum meets the standards and adhere to the Greenlight curriculum
- Reviewed what the resources will look like for students and staff

**D. Approval of Emergency Teacher Certificate for Middle School English and Middle School English/Social Studies Positions**

**Order #23-503 - Motion Passed:** Approval of Emergency Teacher Certificate for Middle School English and Middle School English/Social Studies Positions passed with a motion by Diann Meadows and a second by Kim Hall.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

## **XV. Facilities**

### **A. Stanton Elementary Pay Application #2**

**Order #23-504 - Motion Passed:** Motion to approve Pay Application #2 for the Stanton Elementary Roofing Project passed with a motion by Lisa Mays and a second by Brenda Crabtree.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

### **B. District Facility Plan Update**

Discussion:

Mr. Doug Brewer, District Administrator, presented to the Board the information that is required by KDE, to inform them that the Local Planning Committee is requesting a waiver for developing the District Facilities Plan for the following reasons:

- It has been less than 8 years since the new DFP has been developed by the LPC and approved by KDE
- The District shows no significant change in enrollment, educational programs or building needs since the last district facility plan was developed
- Bonding potential doesn't allow for broad planning at this time

## **XVI. Informational Items**

### **A. Personnel Report**

## **XVII. Other Business**

Discussion:

None

**XVIII. Motion to enter closed session under KRS 61.810(1)(f) for a hearing which may lead to the discipline of an individual student.**

**Order #23-505 - Motion Passed:** Motion to enter closed session under KRS 61.810(1)(f) for a hearing which may lead to the discipline of an individual student passed with a motion by Lisa Mays and a second by Kim Hall.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

**Order #23-506 - Motion Passed:** Motion to enter closed session under KRS 61.810(1)(f) for a hearing which may lead to the discipline of an individual student passed with a motion by Kim Hall and a second by Lisa Mays.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes

Diann Meadows	Yes
Kathy Merriman	Yes

**Order #23-507 - Motion Passed:** Motion to enter closed session under KRS 61.810(1)(f) for a hearing which may lead to the discipline of an individual student passed with a motion by Diann Meadows and a second by Kim Hall.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

**XIX. Motion to Return to Open Session**

**Order #23-508 - Motion Passed:** Motion to return to Open Session passed with a motion by Diann Meadows and a second by Kim Hall.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

**XX. Adjourn**

**Order #23-509 - Motion Passed:** Motion to adjourn passed with a motion by Kim Hall and a second by Lisa Mays.

Brenda Crabtree	Yes
Kim Hall	Yes
Lisa Mays	Yes
Diann Meadows	Yes
Kathy Merriman	Yes

---

Board Chairperson

---

Board Secretary