**SPENCER COUNTY BOARD OF EDUCATION**

**REGULAR MONTHLY MEETING**

**Spencer County Board of Education Meeting Room**

**110 Reasor Avenue, Taylorsville, KY**

**\*\*\*6:00 p.m. Monday, June 26, 2023**

**BOARD MEMBERS PRESENT:**

Ms. Sandy Clevenger, Board Chair

Dr. Lynn Shelburne, Vice Chair

Mr. Aaron Erhardt

Mr. Timothy Truitt

**BOARD MEMBER ABSENT:**

Ms. Pamela Slone

**OTHERS PRESENT:**

Acting Superintendent, Chuck Abell, Steven Rucker, Grant Chenoweth, Greg Murphy, Diana Thomas, Todd Russell, Mike Phillips, Ashley Phillips, Cameron Chesser, Sarah Jump, Pete Clevenger, Michele Barlow and others.

**ORDER # 252**

**CALL TO ORDER**

Ms. Sandy Clevenger, Board Chair called the 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 # 253**

**REVIEW AND ADOPT AGENDA**

A motion was made by Mr. Aaron Erhardt and seconded by Mr. Timothy Truitt to adopt the June 26, 2023 Regular Monthly agenda as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**CITIZENS AND DELEGATIONS**

There were no citizens to address the Board.

**ACADEMIC SUCCESS AND STUDENT ACHIEVEMENT**

1. Superintendent’s Report: Mr. Chuck Abell reviewed Superintendent’s Report

**ACTION WITH DISCUSSION**

**ORDER # 254**

**APPROVAL OF BOARD MINUTES**

A motion was made by Mr. Aaron Erhardt and seconded by Mr. Timothy Truitt to approve the May 30, June 5, June 13, June 14, June 20, 2023 minutes as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 255**

**BID APPROVALS 2023-2024: LINES OF INSURANCE, GASOLINE & DIESEL FUEL, MEDICAL EXAMS, CHARTER TRANSPORTATION – COMMERCIAL CARRIER, SCHOOL & DISTRICT APPAREL, SOLID WASTE MANAGEMENT**

Bids were opened on June 16, 2023 for supplies and services of the District. The following bids were recommended by staff:

Solid Waste Management:

* Waste Management of Kentucky was the low bidder

School and District Generated Apparel:

* Up Top Apparel
* C & N Apparel

Charter Transportation:

* Miller Transportation was the sole bidder

Gas & Diesel Bid:

* Premier Energy was the sole bidder

Lines of Insurance:

* Wright Insurance package recommended due to deductibles

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Timothy Truitt approve the 2022-2023 bids as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 256**

**OVEC MEMBERSHIP DUES & CONSORTIUM MEMBERSHIP RENEWAL**

OVEC Membership Dues and Renewal was reviewed in the amount of $4,260 which is a decrease from last year.

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Timothy Truitt to approve the OVEC Membership Dues & Consortium Membership Renewal in the amount of $4,260 for the 2023-2024 school year.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 257**

**FIDELITY BONDS FOR 2023-2024**

A fidelity bond is required for employees with significant access to Board funds. Approval is requested for the fidelity bonds for the Finance Officer and the Accounting Manager, each of which has a bond amount of $300,000 (amount determined by the state) and a cost of $1,068.90. In the past, there has been a fidelity bond for the Superintendent, but most school districts (almost 90%) do not purchase this bond since the Superintendent has minimal access to Board funds and little to no access to the accounting software.

A motion was made by Mr. Timothy Truitt and seconded by Mr. Aaron Erhardt to approve the 2023-2024 Fidelity Bonds for the Finance Officer and Accounting Manager, each having a bond amount of $300,000 and a cost of $1,068.90 as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 258**

**EMERGENCY READING POLICY 08.23/HARMFUL TO MINORS COMPLAINT RESOLUTION PROCESS AND POLICY 08.11311/EARLY GRADUATION PROGRAM REQUIREMENTS**

The Board can declare an emergency and enact policy with only one reading:

*Per Policy 01.5, the Board may enact policy in one emergency reading with the rationale for such reflected in the minutes. Due to the* ***July 1*** *timeline for having the new “****08.23/”Harmful to Minors” Complaint Resolution Process*** *and* ***Policy 08.11311/****[Early Graduation Program (EGP)] requirements, you may want to consider this option.*

A motion was made by Mr. Aaron Erhardt and seconded by Dr. Lynn Shelburne to declare an emergency under Board Policy 01.5 and enact new Policies 08.23 and 08.11311 with only one reading to comply with the July 1, 2023, deadline established by statue and regulation.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 259**

**POLICY 03.222 HOLIDAY/VACATION DAYS (FIRST READING)**

Policy currently reads that anyone employed less than 10 years receives 10 vacation days.

Proposing a five day increase upon date of hire to increase to 15 vacation days.

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Timothy Truitt to approve the first reading of Policy 03.222 Holiday/Vacation Days as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 260**

**POLICY & PROCEDURE UPDATES 2023 (FIRST READING)**

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Aaron Erhardt to approve the first reading of the 2023 KSBA Policy & Procedure Updates as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 261**

**SCHEDULED PAY DATES 2023-2024**

|  |  |
| --- | --- |
| **Paydate** | **Period Covered for sub and extra work** |
| July 10, 2023 | June 11-25 |
| July 25, 2023 | June 26-Jul 10 |
| August 10, 2023 | Jul 11-25 |
| August 25, 2023 | Jul 26- Aug 10 |
| September 8, 2023 | Aug 11-25 |
| September 25, 2023 | Aug 26-Sep 10 |
| October 10, 2023 | Sep 11-25 |
| October 25, 2023 | Sep 26-Oct 10 |
| November 10, 2023 | Oct 11-25 |
| November 22, 2023 | Oct 26-Nov 10 |
| December 8, 2023 | Nov 11-25 |
| December 22, 2023 | Nov 26-Dec 10 |
| January 10, 2024 | Dec 11-25 |
| January 25, 2024 | Dec 26-Jan 10 |
| February 9, 2024 | Jan 11-25 |
| February 23, 2024 | Jan 26-Feb 10 |
| March 8, 2024 | Feb 11-25 |
| March 25, 2024 | Feb 26-Mar 10 |
| April 10, 2024 | Mar 11-25 |
| April 25, 2024 | Mar 26-Apr 10 |
| May 10, 2024 | Apr 11-25 |
| May 24, 2024 | Apr 26-May 10 |
| June 10, 2024 | May 11-25 |
| June 25, 2024 | May 26-Jun 10 |

A motion was made by Mr. Aaron Erhardt and seconded by Mr. Timothy Truitt to approve the scheduled pay dates for 2023-2024.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 262**

**SCHS SECTION SEVEN PERSONNEL**

In the approved Funding Formula passed by the Board, SCHS has a section seven .5 CTE teacher included in its allocation. At this time, Mr. Phillips is requesting to move that .5 from CTE to Guidance Counseling to help meet the demands of that department and help meet our Senate Bill 1 (2019) goal for Guidance Counselors.

A motion was made by Mr. Aaron Erhardt and seconded by Dr. Lynn Shelburne to approve the SCHS Section Seven Personnel as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 263**

**HILLVIEW CEP 2023-2024**

The Community Eligibility Provision allows schools with forty (40) percent or greater Direct Certified Free students to offer no cost breakfast and lunch school-wide. The funding mechanism is a 1.6 multiplier of your current Direct Certified number. Ideally, a school would need to be at 62.5% to be fully reimbursed by USDA. Hillview Academy meets the requirements for full reimbursement.

A motion was made by Mr. Timothy Truitt and seconded by Mr. Aaron Erhardt to approve the Hillview Community Eligibility Provision as presented for the 2023-2024 school year.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 264**

**BG1 FOR EARLY LEARNING CENTER**

OVEC has requested to move their Head Start classroom upstairs in the ELC. This would require the removal of asbestos in closet and the transition of that closet into a restroom for use in those rooms.

OVEC has agreed to reimburse up to $20,000 in cost associated with this transition.

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Aaron Erhardt to approve the BG-1 Early Learning Center as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 265**

**ACTION BY CONSENT**

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Aaron Erhardt to approve the Action by Consent items as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

1. Orders of the Treasurer
2. School Financial Report
3. District Financial Reports
4. Invoices for Approval
   1. Porter Banks Baldwin & Shaw Invoice
5. Acknowledge Monthly Report and District Employees, Termination, Resignations, and Retirements (Attached to minutes)
6. Field Trips (Out of State/Overnight)
   1. SCHS Trap Shooting – Mason, Michigan
7. Fundraiser Approvals

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SCHS Athletic Boosters – Softball | All Skills Softball Camp | July 17-19, 2023 | Equipment, field maintenance/upgrades, spring break trip | Adults/Students |
| SCMS Cheer | Calendar | June & July 2023 | Uniforms & Competitions | Adults/Students |
| SCMS Girls Basketball | Free Throw-a-Thon | July 29, 2023 | Uniforms & Equipment | Adults/Students |
| SCMS Girls  Basketball | Team Shop  H&W Apparel | School Year | Travel Gear | Adults/Students |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TES PTO | Tiger Magnets | School Year 23-24 | Student Rewards; activities, field trips, playground equipment, FRC, Books, Family Nights | Adults/Students |
| TES Archery | Tournament | November 2023 | New equipment, shed outside for storage, 3D target inserts | Adults/Students |
| TES Archery | Calendars | March/April 2024 | Nationals/Worlds | Adults/Students |
| TES Archery | Spirit Wear | Oct-April 2024 | New equipment, cutting individual costs/fees for tournaments | Adults/Students |
| TES Archery | Little Caesar Pizza Kits | October 2023 | New Equipment – Arrows- Replacement Targets, Bows etc | Adults/Students |
| TES Archery | Team Shirt Sponsors | Aug/Sept 2023 | Team Jerseys for tournaments | Adults/Students |
| TES | Donations / TES Staff | School Year 23-24 | Classroom Supplies from Amazon | Adults/Students |
| TES | Spring Fling | Spring 2024 | Classroom Supplies, Books, Student Rewards, Family Nights, Playground, Tech, Field Trips | Adults/Students |
| TES | Bookfair | Fall and Spring | Classroom Supplies, Books, Student Rewards, Family Nights, Playground, Tech, Field Trips | Adults/Students |
| TES Staff Fundraisers | Santa Shop | December 2023 | Classroom Supplies, Books, Student Rewards, Family Nights, Playground, Tech, Field Trips | Adults/Students |
| TES Staff | Box Tops | School Year 23-24 | Classroom Supplies, Books, Student Rewards, Family Nights, Playground, Tech, Field Trips | Adults/Students |
| TES Staff | Kroger Rewards | School Year 23-24 | Classroom Supplies, Books, Student Rewards, Family Nights, Playground, Tech, Field Trips | Adults/Students |
| TES Staff | Picture Sales  Lifetouch | Fall/Spring | Classroom Supplies, Books, Student Rewards, Family Nights, Playground, Tech, Field Trips | Adults/Students |
| TES PTO | Spirit Wear | Fall 2023 | Classroom Supplies, Books, Student Rewards, Family Nights, Playground, Tech, Field Trips | Adults/Students |
| TES Chorus | Chorus Wear | Fall/Spring | Music, Equipment, Trips, Chorus, Drama, Ensemble, Dance Supplies | Adult/Students |
| TES Chorus | Poinsettia | Fall | Music, equipment, trips, chorus supplies, drama/ensemble supplies | Adults/Students |
| TES Yearbook | Yearbook | School Year 23-24 | Classroom Supplies, Family nights, Technology, Staff appreciation | Adults/Students |
| TES PTO | Memberships/Donations | Fall 2023 | Student Rewards, Playground, FRE, Family Nights, Field Trips | Adults/Students |
| TES | UK/UL Penny War | Fall 2023 | WHAS Crusade for Children | Adults/Students |
| TES | Donations | Spring 2024 | Love For Animals | Adults/Students |
| TES | Jump Rope for Heart | Feb 2024 | American Heart Association | Adults/Students |
| TES PTO | Candy Grams | Feb 2024 | Student Rewards, Family Nights, Playground, FRC | Adults/Students |
| TES | Student Council | March 2024 | Student Council Projects | Adults/students |
|  |  |  |  |  |

1. Fee Requests

|  |  |  |
| --- | --- | --- |
| SCMS Girls Basketball | $75 | Team Travel Gear |
| SCMS Girls Basketball | $25 | Athletic Fee |
| SCMS Cheer | $200 | Cheer Fee Uniforms, Competitions, Supplies |

1. Surplus Items: N/A
2. Grant Approvals: N/A
3. Maternity Leave Requests
4. Employee Handbook 2023-2024

**COMMUNICATIONS**

1. Board Members – N/A
2. SCEA Update – No Report
3. Written Communication – No Discussion
   1. Attendance Report – N/A
   2. Bus Maintenance Report
   3. Building Inspections
   4. SBDM Minutes
   5. Indirect Costs 2023-2024
   6. Donated Stock
   7. Health Office Report
   8. Local Field Trips
   9. Open Records Requests

**DIALOGUE AND FUTURE AGENDA TOPICS**.

**ORDER # 266**

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

A motion was made by Mr. Timothy Truitt and seconded by Mr. Aaron Erhardt to approve the agenda dated June 26, 2023 as part of the official board minutes as presented.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes

**ORDER # 267**

**ADJOURN BOARD MEETING**

A motion was made by Dr. Lynn Shelburne and seconded by Mr. Aaron Erhardt to adjourn meeting at 6:41 pm.

Ms. Sandy Clevenger Yes

Dr. Lynn Shelburne Yes

Ms. Pamela Slone Absent

Mr. Aaron Erhardt Yes

Mr. Timothy Truitt Yes