

## RECORD OF BOARD PROCEEDINGS MINUTES

The Menifee County Board of Education held a Menifee County Board of Education Special Called Meeting on November 20, 2018 at 5:30 PM, at the Menifee County High School Band Room with the following members present:

### **Attendance Taken at 5:30 PM:**

#### Present Board Members:

Mr. Matt Cooper

Ms. Brenda Evans

Ms. Julia Maness

Ms. April Smith

Mr. Greg Spencer

### **I. Call to Order**

#### **I.A. Roll Call**

#### **I.B. Pledge of Allegiance**

#### **I.C. Moment of Silence**

#### **I.D. Adopt Agenda**

**Order #316 - Motion Passed:** Recommend Commissioner Approve Adoption of Agenda passed with a motion by Ms. April Smith and a second by Mr. Greg Spencer.

### **5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

### **II. Presentations**

#### **II.A. Student Recognitions/Staff Recognitions**

##### **II.A.1. MCHS-Bryan Tolson**

#### **Discussion:**

Bryan Tolson, a student at MCHS, was recognized for his outstanding artwork.

#### **II.B. Reports**

**II.B.1. Menifee County School District: Values, Beliefs and Goals**

**II.B.2. Treasurer Reports**

**II.B.2.a. MUNIS Balance Sheets**

**Order #317 - Motion Passed:** Recommend Commissioner Approve the MUNIS Balance Sheet passed with a motion by Ms. April Smith and a second by Mr. Matt Cooper.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

Discussion:

Mrs. Lorri Bartley presented the MUNIS Balance Sheet: General Fund has 1,579,835.34, Special Revenue Fund has -261,645.03, District Activity Fund has 39,725.46, Capital Outlay Fund has 136,487.88, Building Fund has 308,408.78, Construction Fund has -217,075.80, Debt Service Fund has -62,882.95, and Food Service Fund has 233,903.17.

**II.B.2.b. Monthly Financial Report**

**Order #318 - Motion Passed:** Recommend Commissioner Approve the Monthly Financial Report passed with a motion by Ms. April Smith and a second by Ms. Brenda Evans.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

Discussion:

Mrs. Lorri Bartley presented the Monthly Financial Report. Our year to date receipts are 3.4 million and last year at this time it was 3.1 million. Our year to date expenditures are 1.5 million which is about the same as last year. Our contingency is right at 1 million.

**II.B.2.c. Bank Reconciliation**

**Order #319 - Motion Passed:** Recommend Commissioner Approve the Bank Reconciliation passed with a motion by Ms. April Smith and a second by Ms. Julia Maness.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

Discussion:

Mrs. Lorri Bartley presented the Bank Reconciliation. Our reconciled balance at the end of October is 1,756,000.00.

**II.B.2.d. Cash Flow Statement**

**Order #320 - Motion Passed:** Recommend Commissioner Approve Cash Flow Statement passed with a motion by Ms. April Smith and a second by Ms. Brenda Evans.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

Discussion:

Mrs. Lorri Bartley presented the Cash Flow Statement.

**II.B.3. Audit Report**

**Order #321 - Motion Passed:** Recommend Commissioner Approve Audit Report passed with a motion by Ms. April Smith and a second by Mr. Greg Spencer.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

Discussion:

Mr. Ryan Laskey with Summers, McCrary & Sparks, P.S.C. shared some of the highlights of the audit results.

**II.B.4. Assessment Coordinator**

Discussion:

Mrs. Catherine Hacker presented the Assessment Coordinator Report. She went over the data on our Quarterly Report.

#### **II.B.5. Attendance Report/Transportation Report**

Discussion:

Mrs. Lori Franklin presented the Attendance Report/Transportation Report. She shared that our adjusted ADA attendance was higher right now. She also stated that our district is still in need of bus drivers.

#### **II.B.6. PDSA Report/Instructional Coordinator Report**

Discussion:

Mrs. Robin Brewer presented the PDSA Report/Instructional Coordinator Report.

### **III. Student Learning and Support Items Recommended for Approval**

#### **III.A. CONSENT ITEMS**

**Order #322 - Motion Passed:** Recommend Commissioner Approve Consent Items passed with a motion by Ms. April Smith and a second by Ms. Brenda Evans.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

#### **III.A.1. Board Minutes**

#### **III.A.2. Subsequent Claims, Current Claims and Salaries (Bills for Payment)**

#### **III.A.3. Amend 2018-2019 Pay Scales**

#### **III.A.4. Second Reading of Amendment to the Student Welfare and Wellness Policy 09.2**

#### **III.A.5. 2019 KETS 1st Offer of Assistance**

#### **III.A.6. Approve Resolution to Participate in KISTA Loan Program for Purchase of New School Bus**

#### **III.A.7. 2019 School Bus Purchase Authorization**

#### **III.A.8. Abolish High School Instructional Coach Position**

#### **III.A.9. Create District High School SAM (School Administration Manager) Position**

#### **III.A.10. Approve Job Description for District High School SAM (School Administration Manager) Position**

#### **III.A.11. Fundraisers**

#### **III.A.11.a. MCHS Athletics-Season Basketball Passes**

#### **III.A.11.b. MCHS Athletics-Various Levels Sponsorship**

#### **III.A.11.c. MCHS Senior Class-Paint Night**

#### **III.A.11.d. MCHS Senior Class-Corn Hole Tournament**



**III.A.11.e. MCHS Athletics/MCHS Beta-Rook Tournament/Corn Hole Tournament**

**III.A.11.f. MCHS Varsity Cheer-Spirit**

**III.A.11.g. MCHS Wildcat Behavior-Jeans**

**III.B. DISCUSSION ITEMS**

**III.B.1. Waiver for K-8 Art Classroom Door**

**Order #323 - Motion Passed:** Recommend Commissioner Approve Per 702 KAR 4:170 / Art Classroom item b.7.1 which requires an exterior door from the Art room. a. Request a waiver from this requirement due to the added security risk of this door passed with a motion by Ms. April Smith and a second by Mr. Greg Spencer.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

**III.B.2. Waiver for K-8 Separate Bathroom for Coach's Office**

**Order #324 - Motion Passed:** Recommend Commissioner Approve Per 702 KAR 4:170 / Gymnasium item b.10.2 which requires a private toilet and shower directly off of the Coach's office a. Request a waiver from this requirement due to the need to get maximum usage from this toilet / shower room. By locating the toilet / shower room adjacent to the Coach's office but entered from a private corridor, the toilet / shower room can be used for other occupants, i.e. as a nursing / pump room for female staff passed with a motion by Ms. April Smith and a second by Ms. Brenda Evans.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

**III.B.3. Waiver for K-8 Shower Heads in Gymnasium Locker Room**

**Order #325 - Motion Passed:** Recommend Commissioner Approve 3. Per 702 KAR 4:170 / Gymnasium item b.10.2 which requires a minimum of 5 shower heads in each locker room. a. Request a waiver from this requirement to reduce the number of showers to one in each locker room due to the current reality of students no longer using showers at the middle school level. Recent discussions with District staff verify that these facilities, when provided, are not used by students within the District passed with a motion by Mr. Matt Cooper and a second by Ms. Brenda Evans.

### **5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

### **III.B.4. Restriction of Funds**

**Order #326 - Motion Passed:** Recommend Commissioner Approve Restriction of \$187,000.00 out of General Fund for Demolition of Menifee Elementary. passed with a motion by Ms. April Smith and a second by Ms. Brenda Evans.

### **5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

### **IV. Personnel Notification**

#### **V. Informational Items**

##### **V.A. Maintenance Request Form Report**

##### **V.B. Monthly Community Report**

##### **V.C. Principal Update/Instructional Support**

#### **Discussion:**

Mr. McNabb gave an update for Botts Elementary. He shared that the after school program is doing really well. He stated that attendance is good right now. Botts will have Winterfest on December 1st. Mrs. Swartz gave an update for MCHS. She talked about progress reports, ACT Mastery practice, and stated that the seniors had participated in mock interviews. MCHS has an upcoming Band concert and Homecoming week and basketball season is starting as well. Mrs. Means gave an update for MES. She discussed a couple of big community involvement events, Trick or Treat in October and Thanksgiving Dinner in November. There will be a Christmas play in December. MES has an upcoming audit in December and they are preparing for that. She also discussed the data wall that is used to see how students are doing.

#### **V.D. SBDM Minutes**

##### **V.D.1. Botts Elementary**

##### **V.D.2. Menifee Elementary**

##### **V.D.3. Menifee High School**

##### **V.E. School Activity Financial Report**

V.E.1. Botts Elementary  
V.E.2. Menifee Elementary  
V.E.3. Menifee High School

**VI. Communication/Sharing (All Present)**

**VII. Adjournment**

**Order #327 - Motion Passed:** Recommend Commissioner Approve Adjournment passed with a motion by Ms. April Smith and a second by Mr. Matt Cooper.

**5 Yeas - 0 Nays.**

Mr. Matt Cooper	Yes
Ms. Brenda Evans	Yes
Ms. Julia Maness	Yes
Ms. April Smith	Yes
Mr. Greg Spencer	Yes

Signed: April Smith  
Menifee County Board Chairman

Signed: Tyler D. Pa...  
Menifee County Board of Education Secretary