

**Mercer County Board of Education  
Regular Board Meeting Minutes  
January 17, 2019, 5:30 PM  
Central Office  
530 Perryville Street  
Harrodsburg, KY 40330**

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

Present Board Members:

Ms. Marianne Davis  
Ms. Christie Devine  
Mr. Billy Montgomery  
Mr. Randy Phillips  
Mr. Larry Yeager

**1. Call to Order/Roll Call**

Rationale:

Marianne Davis, District 1  
Larry Yeager, District 2  
Billy Montgomery, District 3  
Christie Devine, District 4  
Randy Phillips, District 5

**2. Approval of Agenda**

Rationale:

The agenda is being presented for approval. Any changes are to be made at this time.

**Order #201920 - Motion Passed:** Approval of agenda passed with a motion by Mr. Randy Phillips and a second by Mr. Billy Montgomery.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

**3. Election of Chairperson**

Rationale:

A motion and second is needed for a nomination to name a board chairperson for January 2019 through December 2020.

Once all nominations are finished, a motion and second, along with a vote is needed to elect a board chairperson.

**Order #201921 - Motion Passed:** Approval of Marianne Davis as Board Chairperson passed with a motion by Mr. Randy Phillips and a second by Mr. Billy Montgomery.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

#### **4. Election of Vice Chairperson**

Rationale:

A motion and second is needed for a nomination to name a board vice chairperson for January 2019 through December 2020.

Once all nominations are finished, a motion and second, along with a vote is needed to elect a board vice chairperson.

**Order #201922 - Motion Passed:** Approval of Christie Devine as Board Vice Chairperson passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

#### **5. Personnel Appointment: Board Attorney**

Rationale:

On a recommendation from Superintendent Davis, the board will make a motion and second and vote to appoint the law firm of Sheehan, Barnett, Dean, Hayes, Pennington, Little and Dexter as the Board Attorney (firm) for Mercer Co. Schools for 2 years from January 2019 through December 2020.

**Order #201923 - Motion Passed:** Approval to appoint the law firm of Sheehan, Barnett, Dean, Hayes, Pennington, Little and Dexter as the Board Attorney (firm) for Mercer Co. Schools for 2 years from January 2019 through December 2020 passed with a motion by Mr. Randy Phillips and a second by Ms. Marianne Davis.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

#### **6. Personnel Appointment: Board Secretary**

Rationale:

A motion, second and vote is needed to appoint the Board Secretary for a 2 year term from January 2019 through December 2020.

Superintendent Davis has served as Board Secretary since August 1, 2018.

**Order #201924 - Motion Passed:** Approval of Dennis Davis as Board Secretary from January 2019 to December 2020 passed with a motion by Mr. Billy Montgomery and a second by Mr. Larry Yeager.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

## **7. Personnel Appointment: Board Treasurer**

Rationale:

A motion, second and vote is needed to appoint the Board Treasurer for a 2 year term from January 2019 through December 2020.

Amber Minor, Finance Officer has served as Board Treasurer since January 2017.

**Order #201925 - Motion Passed:** Approval of Amber Minor as Board Treasurer from January 2019 through December 2020 passed with a motion by Mr. Billy Montgomery and a second by Mr. Larry Yeager.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

## **8. Approval of 2019 Board Meeting Dates/Times/Location**

Rationale:

All meetings will be held at Central Office, 530 Perryville Street, Harrodsburg, KY 40330.

All meetings will be scheduled to start at 5:30 p.m.

Proposed dates:

Thursday, January 17, 2019  
Thursday, February 21, 2019  
Thursday, March 21, 2019  
Thursday, April 18, 2019  
Thursday, May 16, 2019  
Thursday, June 20, 2019  
Thursday, July 18, 2019  
Thursday, August 15, 2019  
Thursday, September 19, 2019  
Thursday, October 17, 2019  
Thursday, November 21, 2019  
Thursday, December 19, 2019

Discussion:

Table to next meeting on Thursday, February 21, 2019.

## **9. Reports**

Rationale:

This section of the agenda is reserved for reports only, no action will be taken.

### **9.A. Superintendent's Report**

Rationale:

The Superintendent will report to the board at this time.

### **9.B. Finance Officer's Report**

Rationale:

The Finance Officer will report to the board at this time.

## **Board Meeting – January 17, 2019**

### **December 2018 Monthly Recap - Ending GF Cash Balance \$5,843,335 (LY \$6,101,248)**

- General Fund Revenue:
  - Overall revenue is comparable to last December, this includes the beginning balance. Receipts received in the year are up 6% compared to last year at this time.
  - Increase in Revenue of \$1,468,806 between November and December
    - Mainly due to receiving revenue for Utility Taxes for November and December in the month of December
  - Received 56.9% of the revenue that is budgeted for this fiscal year
- Expenditures:
  - Up 4% compared to last December
  - Increase in Expenses of \$1.53 million between November and December (average monthly expenses \$1.6 million)
  - Expended 43.1% of the expenses that are budgeted for this fiscal year
- Timeline:

January:

- Review Draft Budget for fiscal year 2020
- Receive SEEK estimates for fiscal year 2020
- Funding for District Improvements Project

February:

- Review and approve SBDM Allocations for fiscal year 2020
- Review contracts/potential new bids for services (Mowing, Snow Removal, Audit, etc.)

March:

- Start discussing and reviewing salary schedules for fiscal year 2020

## 9.C. Food Service Report

Rationale:

The Food Service Director will report at this time if needed.

### 9.C.1. Annual Wellness Update

Rationale:

Annual Wellness Update by Chris Minor

## 9.D. Personnel Report

Rationale:

KRS 160.390; KRS 160.38; KRS 160.370 The Superintendent is responsible for all personnel actions including hiring, assignments, transfer, dismissal, suspension, reinstatement, promotion, and for reporting these actions to the board of education (KRS 160.390 (1)). All appointments, promotions and transfers of principals, supervisors, teachers, and other school employees shall be made only by the Superintendent of schools, who shall notify the Board of the action taken (KRS 160.380(2a)).

Name	Personnel Action	Job title	Location	Date Effective
<b>Certified Staff</b>				
Jennifer Miller	New Hire	Interim Instructional Supervisor	District	12/13/2018
Marci Lawson	Transfer	Full time Preschool Teacher	MCES	12/11/2018
<b>Classified</b>				
Chris Minor	Transfer	Food Service Director	Food service	12/10/2018
Debra Starks	New Hire	Lunchroom Monitor	MCES	12/07/2018
Zane Lewis	New Hire	Mechanic	Bus Garage	12/19/2018
Carrie Rogers	Transfer	Cook/baker at Day Treatment	DT	12/11/2018
Terri Potts	Transfer	Food Manager at MCSH	MCSH	12/11/2018
Joshua Goodman	New Hire	Custodian	MCSH	11/15/2018
Aleena Peavler	New Hire	Preschool/ Daycare IA	MCES	1/3/19
Lizbeth Gonzalez	New Hire	Preschool.Daycare IA	MCES	1/7/19
Kristal Bartley	New Hire	K- IA	MCES	1/8/19

Ashlea Miller	New Hire	Preschool/daycare IA	MCES	1/4/19
Delbert White	New Hire	Bus Driver	Bus Garage	1/8/19
<b>Coaches</b>				
Eric Miller		Head Archery Coach	MCSH	7/1/2018
Jeremy Noel		Assistant baseball coach	MCSH	1/3/19
Ty Noel		Volunteer Baseball coach	MCSH	1/3/19
Brian Allen		Head Baseball Coach	KMS	1/4/19
Mark Huffman		Assistant Football coach	MCSH	8/9/18
Scott Elder		Head boys basketball coach	KMS	1/9/19
Michael grubbs		Vol. Assistant Girls Soccer Coach	KMS	1/10/19
Nikki Sawyer		Assistant Cheerleading Coach	KMS	1/10/19
<b>Certified &amp; Classified Subs</b>				
Robert Barnes		Emergency Certified		12/14/2018
Mary Ann Rawlings		Classified Substitute		12/12/2018
Bruce Paver		Emergency Certified Substitute		12/17/2018
Patricia Abrams		Classified Substitute		1/4/19
Kellan Conyers		Emergency Certified Sub		1/3/19
Allison Lusby		Long term Certified Sub		1/14/2019
Adela Martinez		Classified Substitute		1/7/19
<b>Terminations</b>				
Charlie Ballard	Resignation	Bus Driver	Bus Garage	12/31/2018
Kuristan Mays	Resignation	Assistant Volleyball Coach	MCSH&K MS	1/10/19
<b>Leaves</b>				

## **9.E. National School Counselor Awareness Month**

### **Rationale:**

Amy Riley shared a presentation with the board about the work of school counselors in Mercer County Schools.

## **10. Public Participation**

### **Rationale:**

Pursuant to Board Policy 01.421, persons wishing to address the Board must first be recognized by the Chairperson and stand behind the podium. An individual or group granted the privilege of being heard must give his/her name, address, and reason for speaking. The Chairperson may rule on the relevance of the topic to the Board's Agenda, and will set the time limit to five (5) minutes. The Board will only act on/respond to items on the published agenda. If you wish to have an item placed on the agenda, you must first meet with the Superintendent.

At this time the board will receive comments from the public.

## **11. Consent Agenda**

### **Rationale:**

"Consent Agenda" items are voted on with one motion and one vote.

These are, typically, items that happen on a regular basis, are annual fees, or routine items in doing business. The board may discuss any item they wish.

The board has the option to pull any item out for a separate vote.

**Order #201926 - Motion Passed:** Approval of consent agenda passed with a motion by Ms. Christie Devine and a second by Mr. Randy Phillips.

Ms. Marianne Davis      Yes

Ms. Christie Devine      Yes

Mr. Billy Montgomery      Yes

Mr. Randy Phillips      Yes

Mr. Larry Yeager      Yes

### **11.A. Board Meeting Minutes**

### **11.B. Invoices**

### **11.C. SBDM Meeting Minutes**

### **Rationale:**

Approval of SBDM Meeting Minutes as presented.

### **11.D. Shortened School Day/Week for Students with Disabilities**

### **Rationale:**

Based on special education procedures, the Admissions and Release Committee (ARC) may recommend an exemption from the regular length of the school day or week for students with disabilities based on medical need. This ARC recommendation must be presented to the Board of Education for approval of a shortened school day or partial week.

Please see handout for student/school specific information.

Board approval is requested for the shortened school days based on ARC recommendation with supporting documentation for this student for the 2018-2019 school year as indicated.

#### **11.E. KPC Membership Agreement**

Rationale:

KPC membership including access to collective bidding, purchasing, and technology services.

This is part of our KEDC membership that was previously board approved and paid for. This service now requires a signed membership agreement.

#### **11.F. Tractor Supply Grant for KMS Ag Class and FFA**

Rationale:

We learned Wednesday, January 16, 2019 that Tractor Supply supports local FFA chapters with a competitive grant. Chapter Adviser Mrs. Milburn would like to apply for a grant to secure funds to work on our greenhouse.

#### **12. Leaves of Absence Requests**

Rationale:

Thomas Williams- Bus driver, requesting to extend his leave until end of school year due to medical complications.

**Order #201927 - Motion Passed:** Approval of Leaves of Absence Requests as submitted passed with a motion by Mr. Randy Phillips and a second by Mr. Billy Montgomery.

Ms. Marianne Davis      Yes

Ms. Christie Devine      Yes

Mr. Billy Montgomery      Yes

Mr. Randy Phillips      Yes

Mr. Larry Yeager      Yes

#### **13. District and School Improvement Plans**

Rationale:

The school board is being asked to approve the updated School and District Improvement Plans for 2018-2019. The principals and Jennifer Hatton will share the goals and key strategies of the plans with school board. The school plans were developed by teachers, parents, and administrators and have been approved by the SBDM Council at each school.

Mercer Central/Day Treatment - Jaziel Guerra

Mercer County Elementary School - Lee Ann Divine

Mercer County Intermediate School - Dana Cobb

King Middle School - Terry Gordon

Mercer County Senior High - Spencer Tatum

District - Jennifer Hatton

**Order #201928 - Motion Passed:** Approval of the District and School Improvement Plans passed with a motion by Mr. Randy Phillips and a second by Mr. Billy Montgomery.



Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

#### **14. Draft Budget**

Rationale:

The Draft Budget must be reviewed by the Board of Education by January 31, 2019. Attached is the Draft Budget and a summary.

No action to be taken.

#### **15. District Improvements Project - Contractor Approval**

Rationale:

Bid opening for contractors for the District Improvements Project was held on December 18, 2018. BCD, Inc. met all requirements to bid and was the lowest bid at \$555,500.00.

Superintendent Davis recommends approving BCD, Inc. as the contractor for the District Improvements Project.

**Order #201929 - Motion Passed:** Approval of BCD, Inc. as the contractor for the District Improvements Project passed with a motion by Mr. Randy Phillips and a second by Mr. Larry Yeager.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

#### **16. District Improvements Project - Special Inspection Vendor**

Rationale:

The board must approve a vendor to complete a special inspection for the District Improvements Project. The attachments show the results of the proposals.

Superintendent Davis recommends approval of Geotechnology as the special inspection vendor for the District Improvements Project.

**Order #201930 - Motion Passed:** Approval of Geotechnology as the special inspection vendor for the District Improvements Project passed with a motion by Mr. Billy Montgomery and a second by Mr. Larry Yeager.

Ms. Marianne Davis	Yes
Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes

## **17. District Improvements Project - Revised BG-1**

### **Rationale:**

Attached is the revised BG-1 for the District Improvements Project to include changes with the costs due to receipt of bids.

**Order #201931 - Motion Passed:** Approval of Revised BG-1 for District Improvements Project passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Marianne Davis      Yes

Ms. Christie Devine      Yes

Mr. Billy Montgomery      Yes

Mr. Randy Phillips      Yes

Mr. Larry Yeager      Yes

## **18. District Improvements Project Financing Plan**

### **Rationale:**

RESOLUTION OF THE BOARD OF EDUCATION OF THE MERCER COUNTY SCHOOL DISTRICT, CONFIRMING THE ACCEPTANCE OF AN OFFER OF ASSISTANCE FROM THE KENTUCKY SCHOOL FACILITIES CONSTRUCTION COMMISSION; AUTHORIZING AND APPROVING THE EXECUTION OF A PARTICIPATION AGREEMENT WITH SAID COMMISSION; AUTHORIZING AND APPROVING THE EXECUTION OF A CONTRACT, LEASE AND OPTION WITH THE MERCER COUNTY SCHOOL DISTRICT FINANCE CORPORATION AND ANY FURTHER NECESSARY INSTRUMENTS; APPROVING CERTAIN ARCHITECTS' PLANS FOR THE CONSTRUCTION OF A CERTAIN SCHOOL BUILDING PROJECT; AND APPROVING THE PLAN OF FINANCING THE COST OF SAID PROJECT.

**Order #201932 - Motion Passed:** RESOLUTION OF THE BOARD OF EDUCATION OF THE MERCER COUNTY SCHOOL DISTRICT, CONFIRMING THE ACCEPTANCE OF AN OFFER OF ASSISTANCE FROM THE KENTUCKY SCHOOL FACILITIES CONSTRUCTION COMMISSION; AUTHORIZING AND APPROVING THE EXECUTION OF A PARTICIPATION AGREEMENT WITH SAID COMMISSION; AUTHORIZING AND APPROVING THE EXECUTION OF A CONTRACT, LEASE AND OPTION WITH THE MERCER COUNTY SCHOOL DISTRICT FINANCE CORPORATION AND ANY FURTHER NECESSARY INSTRUMENTS; APPROVING CERTAIN ARCHITECTS' PLANS FOR THE CONSTRUCTION OF A CERTAIN SCHOOL BUILDING PROJECT; AND APPROVING THE PLAN OF FINANCING THE COST OF SAID PROJECT passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Marianne Davis      Yes

Ms. Christie Devine      Yes

Mr. Billy Montgomery      Yes

Mr. Randy Phillips      Yes

Mr. Larry Yeager      Yes

## **19. Adjournment**

**Order #201933 - Motion Passed:** Approval to adjourn the meeting passed with a motion by Ms. Christie Devine and a second by Mr. Randy Phillips.

Ms. Marianne Davis      Yes

Ms. Christie Devine      Yes

Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Larry Yeager	Yes