

**Special Board Meeting
December 17, 2019 5:00 PM
Central Office**

Attendance Taken at : 5:00 PM

Present Board Members:

Ms. Christie Devine

Mr. Billy Montgomery

Mr. Randy Phillips

Mr. Bobby Walden

Mr. Larry Yeager

1. Call to Order/Roll Call

Bobby Walden, District 1

Larry Yeager, District 2

Billy Montgomery, District 3

Christie Devine, District 4

Randy Phillips, District 5

2. Approval of Agenda

Order #202058 - Motion Passed: Approval of agenda passed with a motion by Mr. Randy Phillips and a second by Mr. Billy Montgomery.

Ms. Christie Devine	Yes
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Mr. Billy Montgomery	Yes
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Mr. Randy Phillips	Yes
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Mr. Bobby Walden	Yes
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Mr. Larry Yeager	Yes
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The agenda is being presented for approval. Any changes are to be made at this time.

3. Recognitions

1. TITAN PROUD – No Exceptions - A student from each school (Mercer Elementary, Mercer Co. Intermediate School, King Middle, and Mercer County Senior High School) will be recognized each month at the board of education meetings for their efforts in the classroom, leadership skills and attitude. The student award recipient must meet the following guidelines:

- Perfect attendance during the month student(s) are being observed.
- Completed all homework assignments and tests.
- Passing grade.
- No discipline issues.
- Student demonstrates good leadership skills.

- Student exhibits a winning attitude and spirit toward learning and peers.

MERCER ELEMENTARY SCHOOL - Micah Ransdell, 2nd Grade - October; Aniston Carey, Preschool - November, Piper Riley, 1st Grade - December

MERCER INTERMEDIATE SCHOOL – Stephanie Noort, 3rd Grade

KING MIDDLE SCHOOL – Madi Collier, 6th Grade

MERCER COUNTY SENIOR HIGH – Dillon Warren, 12th Grade

2. Madison Brown, a 16 year old junior at Mercer County Senior High School designed the winning Christmas Card this year. She loves art and plans to be an art teacher. Her hobbies include singing, painting, and going to church. She is thankful for her family and their support.

4. Reports

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

A. Superintendent's Report

The Superintendent will report to the board at this time.

B. Finance Officer's Report

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

Board Meeting – December 17, 2019

November 2019 Recap

- Ending GF Cash Balance was \$2,126,254 as opposed to \$5,981,497 last November
 - Main difference due to delay in tax revenue from Sheriff's Office in the amount of \$4,799,555, which would make the general fund cash balance \$6,090,071.
- General Fund Revenue:
 - Overall revenue is down 30% compared to last November, this includes the beginning balance. Receipts received in the year are down 43% compared to last year at this time.
 - Again due to the delay in tax revenue from Sheriff's Office, with that in mind the overall revenue is up 1% compared to last November, including the beginning balance and receipts received in the year are also up 1% compared to last year at this time.
- Expenditures:
 - Up 1% compared to the prior year.
 - Increase in Expenses of \$1.55 million between October and November.

- Timeline:

January:

- Review Draft Budget for fiscal year 2021 by January 31st
- Receive SEEK estimates for fiscal year 2021

- Review/Approve Staffing Guidelines for fiscal year 2021

February:

- Review/Approve SBDM Allocations for fiscal year 2021
- Review contracts/potential new bids for services (Mowing, Snow Removal, Audit, Copier, etc.)

C. Attendance/Enrollment Report

The DPP will report to the board at this time.

Mercer County Schools

Attendance Report 2018 - 2019 Month 4 (11/01/19 - 12/02/19)

SCHOOL	Mbrship 16-17	Mbrship 17-18	Mbrship 18-19	Mbrship 19-20
MCES	646	613	594	581
MCIS	632	652	653	621
KMS	607	600	614	620
MCSHS	825	808	773	770
MDT	11	12	12	15
Mercer Central	26	25	39	41
DISTRICT TOTAL (w/out P)	2747	2710	2685	2648

SCHOOL	ADA 16-17	ADA 17-18	ADA 18-19	ADA 19-20
MCES	609.86	576.67	559.68	546.54
MCIS	603.12	619.15	617.73	586.86
KMS	579.18	566.57	576.58	585.19
MCSHS	773.68	759.67	722.09	725.19
MDT	8.84	11.34	8.68	12.82
Mercer Central	22.04	18.89	21.2	18.58
DISTRICT TOTAL (w/out P)	2596.72	2552.29	2505.96	2475.18 (Half K 2382.89)

SCHOOL	Att % 16-17	Att % 17-18	Att % 18-19	Att % 19-20
MCES	94.46	94.31	94.46	94.23
MCIS	95.54	95.14	94.68	94.90
KMS	95.47	94.60	95.01	95.30
MCSHS	94.45	94.43	93.83	94.54
MDT	88.89	92.89	92.78	91.43
Mercer Central	85.03	89.24	88.43	91.28
DISTRICT TOTAL (w/out P)	94.82	94.56	94.39	94.69

D. Personnel Report

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
Classified Staff				
Michael Miyasato	New hire	Preschool IA	MCES	11/26/2019
Anthony Carrier	New hire	Vehicle Mechanic	Bus Garage	12/6/2019
Coaches				
Keith Lewis	New Hire	Freshman Girls Basketball Coach	MCSH	7/26/2019
Jared Long	New Hire	JV/Freshman Assistant Baseball Coach	MCSH	8/8/2019
Darren Ransdell	New Hire	Head coach for KMS Girls Softball	KMS	7/3/2019
Certified & Classified Subs				
Rose Rogers	New Hire	Classified & emergency certified	District	08/20/19
Robin Montgomery	New Hire	Emergency Certified	District	11/01/2019
Susanne Sanders	New Hire	Certified Sub	District	09/16/2019
Jamie Wince	New Hire	Certified Sub	District	12/4/2019
Terminations				
Chasity Etherington	resigned	Preschool IA	MCES	11/15/2019
Jennifer Patterson	Resigned	bus driver	Bus garage	12/2/2019
Carletta Daniels	retirement	IA	MCES	12/31/2019
Bonnie Woodward	retirement	IA	MCES	12/31/2019
Sherry Buterbaugh	retirement	Cook/baker	KMS	12/31/2019
Steven Lyons	retirement	IA II	Maint.	12/31/2019
Terry Montgomery	retirement	Lead Mechanic	Bus garage	12/31/2019
Leaves				
Lora Watts	FMLA	Custodian	MCSH	10-14-19 thru 11/26/2019
James Stratton	FMLA	Mechanic	Bus garage	12/13/19 thru 1/10/2019

E. Kentucky Arts Academy

A presentation will be given to the board at this time.

F. Audit Report

Joe Montgomery with White & Company will present the audit report to the board at this time.

5. Public Participation

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.

6. Consent Agenda

Order #202059 - Motion Passed: Approval of consent agenda passed with a motion by Mr. Randy Phillips and a second by Mr. Billy Montgomery.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

“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.

A. Board Meeting Minutes

B. Invoices

C. SBDM Meeting Minutes

Approval of SBDM Meeting Minutes as presented.

D. Campbellsville University Student Teacher Agreement

Approval of the attached Student Teacher Agreement with Campbellsville University is being sought.

7. Leaves & Absence Requests

Order #202060 - Motion Passed: Approval of the Leaves and Absences as presented passed with a motion by Mr. Randy Phillips and a second by Mr. Larry Yeager.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

Lilly Frederick- Cook/Baker at MCES- Requesting a leave of absence to care for a family member beginning 1-6-2020 until 4-13-2020. Leave will consist of a few sick/personal days and remainder will be unpaid.

8. Salary Schedule Additions

Order #202061 - Motion Passed: Approval of the Salary Schedule Additions passed with a motion by Mr. Larry Yeager and a second by Mr. Randy Phillips.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

The following additions for the salary schedule:

Basketball Strength & Conditioning Coach	\$1,250.00	Booster paid - Boys & Girls
Basketball Support Staff	\$250.00	Booster paid - Boys & Girls

9. BG-4 Approval for District Improvements Project

Order #202062 - Motion Passed: Approval of the BG-4 for the District Improvements Project passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

Approval of the BG-4 closeout document for the District Improvements Project is needed to be sent to KDE. Please see attachment.

10. Second Reading & Approval of Policy & Procedure Changes

Order #202063 - Motion Passed: Approval of the Policy and Procedure Changes as listed passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

Policy 07.1 Food/School Nutrition Services

Removal of a portion of a sentence regarding household income forms - this change should have been made when the district went full CEP a couple of years ago.

Removal of a full sentence regarding students, visitors, and substitutes being allowed to charge their meals to their account.

Policy 03.2232 Sick Leave (Classified Personnel)

Changed to match the Certified version of the policy.

Policy 03.122 Holidays and Annual Leave (Certified Personnel)

Change in prorated days in a mid year termination.

Policy 09.124 Tuition

Addition of entire policy.

Procedure 09.124 AP21

Addition of entire procedure.

11. Set January Meeting Date

Order #202064 - Motion Passed: Approval of the January 2020 Meeting Date/Time as proposed passed with a motion by Mr. Randy Phillips and a second by Mr. Bobby Walden.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes

The January 2020 Meeting Date/Time must be set by the board. The proposed date is Thursday, January 16, 2020 and the proposed time is 5:30 p.m. at Central Office.

The remaining 2020 dates will be set at the January Meeting.

12. Adjournment

Order #202065 - Motion Passed: Approval to adjourn the meeting passed with a motion by Mr. Billy Montgomery and a second by Mr. Randy Phillips.

Ms. Christie Devine	Yes
Mr. Billy Montgomery	Yes
Mr. Randy Phillips	Yes
Mr. Bobby Walden	Yes
Mr. Larry Yeager	Yes