

Morgan County Board of Education Regular Meeting  
July 17, 2018 6:30 PM  
Central Office

Call to order by Board Chair, Marshall Jenkins at 6:30 PM

Roll called by Superintendent, C. Thomas Potter II, Ed.D. at 6:30 PM:

Present Board Members:

Mr. Roger Finch  
Mr. Marshall Jenkins  
Ms. Mary Alice Oldfield  
Mrs. Michelle Vance

Absent Board Members:

Mrs. Esther Cain

Updated Attendance:

Mr. Marshall Jenkins was updated to absent at: 8:35 PM  
Mr. Marshall Jenkins was updated to present at: 8:55 PM

**3. APPROVE AGENDA**

**Order #8048. - Motion Passed:** Approve agenda as amended by moving consent item 6.d. Dues and Fees for Morgan County Schools 2018-2019 to action item 7.y. passed with a motion by Ms. Mary Alice Oldfield and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**4. REPORTS AND INFORMATION**

**4.a. Legislative Update**

Discussion:  
See attachment.

**4.b. Facilities Update**

Discussion:  
See attachment.

**4.b.I. Utilities for 2017-2018 school year**

Discussion:  
See attachment.

**4.c. Summer Feeding**

Discussion:  
See attachment.

#### **4.d. SBDM Minutes**

Discussion:  
See attachment.

#### **4.e. Personnel Actions**

##### **Hire/Transfer**

Brenda Alfrey, Custodian MCMS, effective May 11, 2018  
Heather Keeton, Cook/Baker EES, effective July 1, 2018  
Debra VanHoose, Instructional Assistant EES, effective July 1, 2018  
Shelly Loudermilk, Teacher EVES, effective July 1, 2018  
Betty Cantrell, Transferred from Cook/Baker at EES to Manager I at EES, effective July 1, 2018  
Amber O'Neal, Occupational Therapist District, effective July 1, 2018  
Xenia Palma Fernandez, Instructional Assistant-Interpreter, effective July 3, 2018  
Emilie Calhoun, Transfer MCES Instruction to MCMS Secretary I, effective July 9, 2018  
Ashley Pelfrey, Transfer MCES Principal to MCMS Principal, effective July 4, 2018  
Rebecca Goodpaster, Speech/Language Pathologist, effective July 6, 2018  
Kelli Hamm, Substitute Assistant, Secretary, Custodian, Cook/Baker, effective July 2018  
Leann Fugate, Assistant Football Coach MCHS, effective July 10, 2018  
Taylor Clinger, Assistant MCHS Girls Basketball Coach, effective July 10, 2018  
Johnny Perry, MCHS Girls Basketball Coach, effective July 10, 2018  
Holly O'Quinn, MCHS Nurse, effective July 10, 2018  
Troy Lee Thomas, Instructor of In-School Suspension MCHS, effective July 10, 2018  
Sonya Bowling, MCMS Teacher, effective July 11, 2018  
Kasey Hampton, Transfer from MCHS Teacher to MCES Principal, effective July 13, 2018  
Tina Harvey, Instructional Assistant EES, effective July 10, 2018  
James Bryant, Emergency Certified Substitute Teacher, effective July 12, 2018

##### **Resignation/Retirement**

Cheryl Walter, Resignation MCHS Registered Nurse, effective June 30, 2018  
Jennifer Smith, Resignation Assistant MCMS Soccer Coach, effective June 26, 2018  
Avery Bailey, Resignation Bus Driver, effective June 25, 2018 (will remain a sub driver)  
Heather Goodman, Resignation Speech Language Pathologist, effective July 31, 2018  
James Hampton, Resignation Assistant Girls MCMS Basketball Coach, effective July 6, 2018  
Jamie Turner, Resignation Exceptional Child Instructor MCMS, effective July 9, 2018  
Teresa Owens, Resignation Cook/Baker, effective July 10, 2018  
Justin Shuler, Resignation but will remain a sub Bus Driver, effective July 12, 2018

#### **4.f. District Camera System Information**

Discussion:  
See attachment.

#### 4.g. Incident Reporting Form 09.43 AP.21

Discussion:  
See attachment.

#### 4.h. August travel for ATC (Clotfelter and Samokar, Murphy Group Architects, and Sherman Carter Barnhart)

Discussion:  
Board will begin traveling to tour other ATC facilities in August.

### 5. DISCUSSION FROM THE FLOOR

Discussion:  
Board Member, Michelle Vance was asked to point out the pay scale for substitute teachers.  
Mrs. Teresa Williams was present at the meeting as our KEA President and informed the board that she will do her best to attend the meetings moving forward or have a representative there. She also brought to the boards attention that KEA will offer free PD training to our staff.

### 6. CONSENT AGENDA

**Order #8049. - Motion Passed:** Approve consent agenda as presented passed with a motion by Ms. Mary Alice Oldfield and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

- 6.a. Approve June 19, 2018 Minutes
- 6.b. Approve Orders of the Treasurer
- 6.c. Approve Monthly Financial Reports
- 6.d. Ratify and approve increased Fidelity Bond for the district treasurer
- 6.e. Agreement with NECCO for student services for 2018-2019 school year
- 6.f. Contract for Head Start Meal Services for 2018-2019
- 6.g. Memorandum of Agreement with Morehead State University for 2018-2019
- 6.h. Yearly Performance Maintenance for all 7 schools, new board office, and bus garage from Thermal Equipment Service Co
- 6.i. Memorandum of Understanding with Unite Corps of Operation Unite for an AmeriCorp at Wrigley Elementary
- 6.j. Interagency Agreements between the Department of Juvenile Justice and Morgan County School District for 2018-2019

### 7. ACTION ITEMS

#### 7.a. Morgan County Board of Education Year-to-Date Financial Report

**Order #8050. - Motion Passed:** Approve as presented the Morgan County Board of Education Year-to-Date Financial Report passed with a motion by Ms. Mary Alice Oldfield and a second by Mr. Roger Finch. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

#### **7.b. Morgan County Board of Education General Funds Account Report**

**Order #8051. - Motion Passed:** Approve as presented the Morgan County Board of Education General Funds Account Report passed with a motion by Ms. Mary Alice Oldfield and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

#### **7.c. American Express Credit Card Expenses**

**Order #8052. - Motion Passed:** Approve as reviewed/presented by Mr. Roger Finch the American Express Credit Card Expenses passed with a motion by Mr. Roger Finch and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

#### **7.d. Woodsbend Youth Development Center Transitional Coordinator position Reduction of Days**

**Order #8053. - Motion Passed:** Approve reducing Woodsbend Youth Development Center Coordinator position from 220 days to 192 days to be paid for with Woodsbend Youth Development Center Title 1 funds and with the board paying for up to 34 days if necessary passed with a motion by Ms. Mary Alice Oldfield and a second by Mr. Roger Finch. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

#### **7.e. Create School Administration Manager position and job description**

**Order #8054. - Motion to Amend Passed:** To amend the motion from: "Create School Administration Manager position and job description" to: "Per request of Morgan County Middle School SBDM Council Create School Administration Manager position and job description" passed with a motion by Ms. Mary Alice Oldfield and a second by Mr. Marshall Jenkins. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**Order #8055. - Motion Passed:** Per request of Morgan County Middle School SBDM Council Create School Administration Manager position and job description passed with a motion by Mr. Marshall Jenkins and a second by Mr. Roger Finch. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes

Ms. Mary Alice Oldfield    Yes  
Mrs. Michelle Vance        Yes

**7.f. Amended Salary Schedule for 2018-2019**

**Order #8056. - Motion Passed:** Approve Amended Salary Schedule for 2018-2019 once adding School Administration Manager instead of the abbreviation passed with a motion by Mr. Marshall Jenkins and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain            Absent  
Mr. Roger Finch            Yes  
Mr. Marshall Jenkins        Yes  
Ms. Mary Alice Oldfield    Yes  
Mrs. Michelle Vance        Yes

**7.g. Memorandum of Understanding with Between Jobs for Kentucky's Graduates and Morgan County Schools**

**Order #8057. - Motion Passed:** Approve Memorandum of Understanding with Between Jobs for Kentucky's Graduates and Morgan County Schools passed with a motion by Mr. Marshall Jenkins and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain            Absent  
Mr. Roger Finch            Yes  
Mr. Marshall Jenkins        Yes  
Ms. Mary Alice Oldfield    Yes  
Mrs. Michelle Vance        Yes

**7.h. Second reading of KSBA policy Changes for 2018-2019**

**Order #8058. - Motion Passed:** Approve Second reading of KSBA policy Changes for 2018-2019 passed with a motion by Ms. Mary Alice Oldfield and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain            Absent  
Mr. Roger Finch            Yes  
Mr. Marshall Jenkins        Yes  
Ms. Mary Alice Oldfield    Yes  
Mrs. Michelle Vance        Yes

**7.i. Contract with Cintas for supplies and uniforms**

**Order #8059. - Motion Passed:** Approve contract with Cintas for supplies and uniforms passed with a motion by Ms. Mary Alice Oldfield and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain            Absent  
Mr. Roger Finch            Yes  
Mr. Marshall Jenkins        Yes  
Ms. Mary Alice Oldfield    Yes  
Mrs. Michelle Vance        Yes

**7.j. Pay App #12 for Morgan County High School PO's in the amount of \$363,337.71**

**Order #8060. - Motion Passed:** Approve Pay App #12 for Morgan County High School PO's in the amount of \$363,337.71 passed with a motion by Mr. Marshall Jenkins and a second by Mr. Roger Finch. Vote 4-0

Mrs. Esther Cain            Absent  
Mr. Roger Finch            Yes  
Mr. Marshall Jenkins        Yes

Ms. Mary Alice Oldfield     Yes  
Mrs. Michelle Vance         Yes

**7.k. Pay App #12 for Morgan County High School in the amount of \$647,012.93**

**Order #8061. - Motion Passed:** Approve Pay App #12 for Morgan County High School in the amount of \$647,012.93 passed with a motion by Mr. Roger Finch and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain             Absent  
Mr. Roger Finch             Yes  
Mr. Marshall Jenkins        Yes  
Ms. Mary Alice Oldfield     Yes  
Mrs. Michelle Vance         Yes

**7.l. Change order 008 for the Morgan County High School in the amount of \$23,887.40**

**Order #8062. - Motion Passed:** Approve revised Change order 008 for the Morgan County High School in the amount of \$23,887.40 passed with a motion by Mr. Marshall Jenkins and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain             Absent  
Mr. Roger Finch             Yes  
Mr. Marshall Jenkins        Yes  
Ms. Mary Alice Oldfield     Yes  
Mrs. Michelle Vance         Yes

**7.m. Change order 009 for the Morgan County High School in the amount of \$46,250.25**

**Order #8063. - Motion Passed:** Approve Change order 009 for the Morgan County High School in the amount of \$46,250.25 passed with a motion by Mrs. Michelle Vance and a second by Mr. Marshall Jenkins. Vote 4-0

Mrs. Esther Cain             Absent  
Mr. Roger Finch             Yes  
Mr. Marshall Jenkins        Yes  
Ms. Mary Alice Oldfield     Yes  
Mrs. Michelle Vance         Yes

**7.n. Create an English Language Learner teaching position for Morgan County Schools**

**Order #8064. - Motion Passed:** Approve creating an English Language Learner teaching position for Morgan County School district passed with a motion by Mrs. Michelle Vance and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain             Absent  
Mr. Roger Finch             Yes  
Mr. Marshall Jenkins        Yes  
Ms. Mary Alice Oldfield     Yes  
Mrs. Michelle Vance         Yes

**7.o. Professional Learning Plan for Morgan County Schools for the 2018-2019 school year**

**Order #8065. - Motion Passed:** Approve Professional Learning Plan for Morgan County Schools for the 2018-2019 school year passed with a motion by Mr. Marshall Jenkins and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain             Absent

Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.p. Furniture Selections for Morgan County High School**

**Order #8066. - Motion Passed:** Approve Furniture Selections for Morgan County High School passed with a motion by Mr. Marshall Jenkins and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.q. Universal Screener for 2018-2019**

**Order #8067. - Motion Passed:** Approve to accept NWEA's proposal with the recommendation of the district assessment coordinator for the amount of \$34,410. due to the lack of K-12 programming by the other low bid proposal passed with a motion by Mrs. Michelle Vance and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.r. Contract with Elliott County Board of Education for Occupational Therapy Services**

**Order #8068. - Motion Passed:** Approve Contract with Elliott County Board of Education for Occupational Therapy Services passed with a motion by Mrs. Michelle Vance and a second by Mr. Roger Finch. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.s. Solicit bids for automobile for maintenance**

**Order #8069. - Motion Passed:** Approve soliciting bids for a 2500 or F250 crew cab 4x4 truck based on Kentucky's bid specifications passed with a motion by Mr. Roger Finch and a second by Mr. Marshall Jenkins. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.t. Youth Service Corp, Americorp Application for Morgan County High school for 2018-2019**

**Order #8070. - Motion Passed:** Approve Youth Service Corp, Americorp Application for Morgan County High school for 2018-2019 passed with a motion by Ms. Mary Alice Oldfield and a second by Mr. Marshall Jenkins. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.u. Memorandum of Understanding with Vocational Rehabilitation Community Work Transition Program for 2018-19**

**Order #8071. - Motion Passed:** Approve Memorandum of Understanding with Vocational Rehabilitation Community Work Transition Program for 2018-19 passed with a motion by Ms. Mary Alice Oldfield and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.v. Uncommitt funds for KSBIT payment**

**Order #8072. - Motion Passed:** Approve un-committing insurance funds in the amount of \$42,940 to pay the fifth installment for KSBIT's assessment and un-committ SBDM funds passed with a motion by Mr. Roger Finch and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.w. Milk, Bread, and Primitive Vendors**

**Order #8073. - Motion Passed:** Approve Broughton Foods LLC as the districts milk provider and authorize the Superintendent or designee to accept the best lowest bid for district bread and prime vendor services passed with a motion by Mr. Marshall Jenkins and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**7.x. KSBA 2018-2019 Membership Dues**

**Order #8074. - Motion Passed:** Approve 2018-2019 KSBA membership dues in the amount of \$4,645.79 passed with a motion by Ms. Mary Alice Oldfield and a second by Mr. Roger Finch. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes



**7.y. Dues and Fees for Morgan County Schools 2018-2019**

**Order #8075. - Motion Passed:** Approve Dues and Fees for Morgan County Schools 2018-2019 passed with a motion by Ms. Mary Alice Oldfield and a second by Mrs. Michelle Vance. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Absent
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**8. Enter into executive session per KRS 156.557 (6) (c) preliminary discussions relating to the evaluation of the Superintendent**

**Order #8076. - Motion Passed:** Enter into executive session at 8:55 PM per KRS 156.557 (6) (c) preliminary discussions relating to the evaluation of the Superintendent passed with a motion by Ms. Mary Alice Oldfield and a second by Mr. Marshall Jenkins. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**9. Exit Executive Session**

**Order #8077. - Motion Passed:** Exit Executive Session at 9:55 PM passed with a motion by Mrs. Michelle Vance and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

**10. OTHER BUSINESS**

**10.a. Add and approve discussion of football field signage**

**Order #8078. - Motion Passed:** Add and approve discussion of football field signage passed with a motion by Mr. Marshall Jenkins and a second by Mrs. Michelle Vance. Vote 4-0

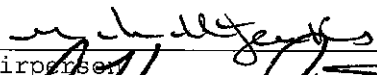
Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes
Ms. Mary Alice Oldfield	Yes
Mrs. Michelle Vance	Yes

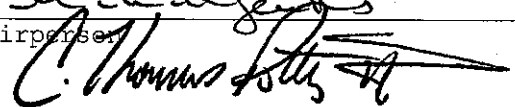
**11. ADJOURN**

**Order #8079. - Motion Passed:** Approve adjournment at 10:12 PM passed with a motion by Mr. Marshall Jenkins and a second by Ms. Mary Alice Oldfield. Vote 4-0

Mrs. Esther Cain	Absent
Mr. Roger Finch	Yes
Mr. Marshall Jenkins	Yes

Ms. Mary Alice Oldfield    Yes  
Mrs. Michelle Vance        Yes

  
Chairperson

  
Superintendent