**WCBE Regular Meeting**

April 22, 2019, 5:30 PM

Board Conference Room

Dixon, KY 42409

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

Present Board Members

Mr. Mickey Dunbar

Mr. Cameron Edwards

Mr. Tim McCormick

Ms. Venita Murphy

Absent Board Members

Mr. James Nance

**A. CALL TO ORDER**

The regular meeting of the Webster County Board of Education Board Meeting was called to order at 5:30 p.m. by Chair Mickey Dunbar.

**A.1. Pledge to Flag - Tim McCormick**

**A.2. Invocation - Cameron Edwards**

**B. APPROVE AGENDA**

**Order #60 Motion Passed:**  Upon the recommendation of the Superintendent, approval of the agenda passed with a motion by Mr. Cameron Edwards and a second by Ms. Venita Murphy.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**C. PRESENTATIONS & RECOGNITIONS**

**C.1. 1WC Certified Employee of the Month**

Venita Murphy recognized Dawn Forker as the 1WC Certified Employee of the Month. She has helped Sebree grow both professionally and culturally. She was instrumental in implementing instructional strategies and utilizing resources to help meet the diverse needs of the students. She is the example of a true leader who sincerely cares for her teachers and has helped them to develop leadership qualities. She is very deserving of the recognition.

**C.2. 1WC Classified Employee of the Month**

Vice Chair Tim McCormick recognized Val Knight, Director of Food Services, as the 1WC Classified Employee of the Month. She always has a positive attitude and is an extremely hard worker who gives 110% every day. Val is a selfless person who cares deeply for all the students and works to improve their environment on a daily basis. She has worked hard to improve our food service department and the food choices the District offers. She also works very hard to make sure our district is compliant with state, federal and Health Alliance guidelines.

**C.3. Webster County High School Theatrical Class Presentation**

The Webster County High School Theatrical Class thanked the Board for purchasing a sound system and bringing the Theatrical Program to Webster County Schools.

**C.4. Presentation from Students - Spring Trip to Europe**

Laura Smith and students Natalie Austin, Olivia Utley, and Jaci Hardison recently returned from a spring trip to Europe and made a presentation to the Board. The presentation included a video of many of the sights and countries the group toured. They thanked the Board for allowing the group the opportunity to make the trip and expand their knowledge about other countries and cultures.

**D. REMARKS BY CITIZENS**

Because the invitation to bid was sent to his old office, Mr. Jimmy Black with Pepsi was not able to get a bid submitted by the bid closing date. He addressed the Board regarding a proposal which would extend their contract with the Board of Education for one year.

**E. REPORTS AND COMMUNICATIONS**

**E.1. Staff Reports**

**E.1.a. Amended Job Description for Health Services Assistant Class Code 7273**

The Board was presented an amended job description for the Health Services Assistant, Class Code 7273, for 2019-2020. This amended description would allow the Health Services Assistant to administer daily medications and would allow for additional staffing to help nurses in Dixon, Clay and Sebree schools. The addition of a Certified Nurse Assistant License is now a requirement for the position.

**E.1.b. 2019-2020 Amended School Calendar (Change January 6- Professional Day and April 6 - Student Day)**

Mr. Bowles requested approval from the Board on amending 2019-2020 school calendar by changing January 6 to a Professional Day and April 6 to a Student Day.

**E.1.c. 2020-2021 Draft School Calendar**

Mr. Bowles presented the 2020-2021 draft school calendar to the Board for review and requesting later approval. School would begin for students on August 11, 2020.

**E.2. Director of Finance/Treasurer's Report**

**E.2.a. Monthly Financial Report for March 2019**

Brandi Burnett presented the Treasurer's Monthly Financial Report for March that showed the district finances at $4,412,840.95 at the beginning of the month with an ending balance of $4,391,977.72. A drop of $20,864.63, however she noted this was typical for this time of the year when the majority of the tax revenue had already been collected. In addition, the ending balance was a 14% increase over the available funds the same time last year.

**E.2.b. AEPA Event - Recap**

Mrs. Burnett attended the AEPA (Association of Purchasing Agencies) at GRREC in Bowling Green, KY. She explained that approved bid vendors of AEPA were set up in a room and everyone in attendance received 15 minutes to speak to each vendor about their products and how they could save a District money by purchasing products through them. She was glad she was able to attend and meet a wide variety of vendors and the products they offered.

**E.2.c. Indirect Tax Rate for 2019-2020**

Director of Finance/Treasurer Burnett recommended to the Board they approve the Indirect Tax Rate of 16.73%.

**E.3. Superintendent's Report**

**E.3.a. Webster County Middle School Graduation - May 16, 2019 at 6:00 PM**

**E.3.b. Webster County High School Graduation - May 17, 2019 at 7:00 PM**

**E.3.c. KSBA Regional Training Opportunities**

Superintendent Callaway informed the Board KSBA will have regional training opportunities available to meet the mandated requirements of ethics, finance and charter authorized training (attachment included with Board Agenda). If there is interest, please let her know and the arrangements will be made for the Board Members.

**E.3.d. 2019 KSPMA Annual Energy Conference**

Superintendent Callaway commented on her attendance at the 2019 KSPMA Annual Conference she attended with the Director of Maintenance Dennis Parrish. The conference included good information on facilities and how to cut energy costs within our District.

**E.4. Personnel Report**

**E.4.a. CERTIFIED**

**E.4.a.>. Employment**

**E.4.a.>.\*. Jarrod Hankins, WCHS Principal, Eff. 07-01-2019**

**E.4.a.>.\*. Christina Ipock, Ag Teacher, Eff. 07-01-2019**

**E.4.a.>.\*. Emily Johnson, WCMS Social Studies, Eff. 07-01-19**

**E.4.a.>.\*. Randall Smith, Substitute Teacher, Eff. 2018-2019**

**E.4.a.>. Resignation**

**E.4.a.>.\*. Elizabeth Pomeroy, WCHS English Teacher**

**E.4.b. CLASSIFIED**

**E.4.b.>. Employment**

**E.4.b.>.\*. Shawn Blanford, Dixon Campus Nurse, Eff. 04-22-19**

**E.4.b.>.\*. Rachel Gooch, Substitute Instructional Assistant, 2018-2019**

**E.4.b.>.\*. Ruth McCully, Insurance Coordinator**

**E.4.b.>. Resignation**

**E.4.b.>.\*. Jonathan Brothers, Custodian, Clay School, Eff. 03-27-19**

**E.4.b.>.\*. Brenden Roberts, Substitute Custodian, Eff. 04-26-19**

**F. APPROVAL OF CONSENT ITEMS**

**Order #61 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Consent Items passed with a motion by Mr. Tim McCormick and a second by Ms. Venita Murphy.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**F.1. Board Minutes dated 03-25-19 and 04-8-19**

**F.2. Field Trips**

**F.2.a. Webster County High School Tennis Team, May 4-5, 2019 Bowling Green, KY for Co-Ed State Championship**

**F.2.b. Webster County Migrant Program, June 9 - June 15, 2019 Murray State University, Murray, KY**

**F.2.c. Webster County Schools, Migrant Program, June 24-27, 2019 to Kentucky Dam Village, Draffenville, KY**

**F.2.d. Webster County High School FCCLA, June 28-July 4, 2019 Anaheim, CA for National FCCLA Conference and Star Event**

**F.3. Superintendent's Out-of-District Travel dated**

**F.4. Monthly Reports**

**F.4.a. Orders of the Treasurer dated 04-22-19**

**F.4.b. Treasurers Monthly Financial Report dated March 2019**

**F.4.c. Food Service Monthly Financial Report dated March 2019**

**F.4.d. Payroll Registers dated 03-29-19 and 04-15-19**

**F.4.e. Attendance Report dated 04-17-2019**

**F.4.f. Technology Report dated April 2019**

**F.4.g. FMLA Request, Beginning 04-8-19 Not to Exceed 12 weeks, Employee ID#: 104434**

**F.4.h. FMLA Request, Beginning 04-8-19 Not To Exceed 12 Weeks, Employee ID#: 104581**

**G. APPROVAL OF BOARD ACTION ITEMS**

**G.1. Indirect Cost Rate for 2019-2020**

**Order #62 - Motion Passed:**  Upon the recommendation of the Superintendent, approval to accept the tax rate at 16.73% passed with a motion by Ms. Venita Murphy and a second by Mr. Tim McCormick.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.2. Payment to RBS Design Group for Invoice Y18015-003 in the Amount of $20,728.45 for WCHS Secure Entrance/Office Remodel**

**Order #63 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of payment for invoice Y18015-003 in the amount of $20,728.45 for the estimated A/E fee as per BG-3, $17,855.50, plan overview-$1,193.70, Reproduction-$1,504.40, Reimbursable Shipping-16.45, and Mileage of $158.40 passed with a motion by Ms. Venita Murphy and a second by Mr. Cameron Edwards.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.3. Payment to RBS Design Group for Invoice Y18033-002 in the amount of $16,773.94 for the Facility Survey (Final Invoice on Facility Survey for this project) on WCHS Secure Entrance/Office Remodel.**

**Order #64 - Motion Passed:**  Upon the recommendation of the Superintendent, RBS Design Group Invoice Y18033-002 in the amount of $16,773.94 for the Facility Survey passed with a motion by Ms. Venita Murphy and a second by Mr. Cameron Edwards.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.4. Approval of School Picture Bids Opened on April 9, 2019 at 10:00 a.m. with the Recommendation to Award the Contract to Lifetouch for 2020**

The bid tab sheet for school pictures was reviewed with the Resource Efficiency Team, with bids received from Lifetouch, Inter-State Studio and Graham. The recommendation was for Lifetouch due to the extra services offered which out-weighed the price difference, positive past experience, and principal/administrator input.

**Order #65 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the opening of the photography/school picture bids on April 9, 2019, at 10:00 a.m. and the recommendation to accept and award the 2020 contract to Lifetouch passed with a motion by Mr. Cameron Edwards and a second by Ms. Venita Murphy.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.5. Approval of Trash Pick Up Bids Opened on April, 9, 2019 at 2:00 p.m. with the Recommendation to Award the Contract to Republic Services for 2020**

The bid tab sheet for trash pick-up was reviewed with the Resource Efficiency Team, with bids received by Republic Services and Tri-County Waste. The recommendation was for Republic Services due to being the lowest bidder.

**Order #66 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the opening of the trash pick-up bids on April 9, 2019, at 2:00 p.m. and the recommendation to accept and award the 2020 contract to Republic Services passed with a motion by Ms. Venita Murphy and a second by Mr. Cameron Edwards.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.6. Approval of Mowing Service Bids Opened on April 10, 2019 at 10:00 a.m. with the Recommendation to Award the Contract to Slayton Mooney, DBA Deer Valley for 2020**

The bid tab sheet for mowing services was reviewed with the Resource Efficiency Team, with bids from Deer Valley, BJ's Mowing Service, and RKC Services. The recommendation was for Slayton Mooney, DBA Deer Valley, due to being one of two low bidders, positive past experience, and being a local entrepreneur.

**Order #67 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the opening of the mowing service bids opened on April 10, 2019 at 10:00 AM and the recommendation to accept and award the 2020 contract to Slayton Mooney, DBA Deer Valley passed with a motion by Ms. Venita Murphy and a second by Mr. Tim McCormick.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.7. Approval of Elevator Service Bid Opened on April 10, 2019 at 1:00 p.m. with the Recommendation to Award the Contract to DC Elevator for 2020**

The bid sheet for elevator service was reviewed with the Resource Efficiency Team, with a bid received from DC Elevator. The recommendation was for DC Elevator due to being the lowest bidder that meets the criteria outlined in the bid specifications.

**Order #68 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the opening of the bid on April 10, 2019 at 1:00 PM and the recommendation to accept and award the 2020 contract to DC Elevator passed with a motion by Ms. Venita Murphy and a second by Mr. Cameron Edwards.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.8. Approval of Beverage Service Bids Opened on April 10, 2019 at 2:00 p.m. with the Recommendation to Award the Contract to Dr. Pepper for 2020**

The bid sheet for beverage service was reviewed with the Resource Efficiency Team, with a bid received from Dr. Pepper. The recommendation was for Dr. Pepper due to being the only bidder.

**Order #69 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the opening of bid on April 10, 2019 at 2:00 p.m. and the recommendation to accept and award the 2020 beverage service bid to Dr. Pepper passed with a motion by Mr. Cameron Edwards and a second by Mr. Tim McCormick.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.9. District Facilities Plan Final Submission**

**Order #70 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Public Hearing Report and the final submission of the District Facilities Plan passed with a motion by Ms. Venita Murphy and a second by Mr. Tim McCormick.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.10. 2019-2020 Amended School Calendar (January 6 - Professional Day and April 6, 2019 - Student Day)**

The 2019-2020 amended school calendar noting January 6, 2019, as a Professional Day and April 6, 2019, as a student day was reviewed and discussed by the Board.

**Order #71 - Motion Passed:**  Upon the recommendation of the Superintendent, the 2019-2020 Amended School Calendar passed with a motion by Mr. Tim McCormick and a second by Ms. Venita Murphy.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.11. 2020-2021 Draft Calendar**

**Order #72 - Motion Passed:**  Upon the recommendation of the Superintendent, the 2020-2021 Draft Calendar passed with a motion by Ms. Venita Murphy and a second by Mr. Cameron Edwards.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**G.12. K9 Resources**

Superintendent Callaway presented and discussed, in previous Board Meetings, the benefits of using K9 Resources in our school district. Mrs. Callaway is now presenting the contract for approval. Mr. Edwards commented on the attentiveness of the Board of Directors and thanked them for their support in providing such a wonderful partner for our school system.

**Order #73 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the agreement with K9 Resources passed with a motion by Ms. Venita Murphy and a second by Mr. Tim McCormick.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

**H. ADJOURNMENT**

**Order #74 - Motion Passed:**  At 6:15 p.m., approval to adjourn passed with a motion by Mr. Tim McCormick and a second by Mr. Cameron Edwards.

**4 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Absent

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Mickey Dunbar, Chairperson

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Rhonda Callaway, Superintendent