**WCBE Special Called Meeting**

May 28, 2019, 5:30 PM

Board Conference Room

Dixon, KY 42409

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

Present Board Members

Mr. Mickey Dunbar

Ms. Venita Murphy

Mr. James Nance

Absent Board Members

Mr. Cameron Edwards

Mr. Tim McCormick

**A. CALL TO ORDER**

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

**A.1. Pledge to Flag - Mickey Dunbar**

**A.2. Invocation - Venita Murphy**

**B. APPROVE AGENDA**

**Order #86 - Motion Passed:**  Approval of the agenda passed with a motion by Mr. James Nance and a second by Ms. Venita Murphy.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**C. PRESENTATIONS & RECOGNITIONS**

**C.1. InvestWrite Winner - Kloe Bolser** *(removed)*

**Order #87 - Motion Passed:**  Upon the recommendation of the Superintendent, approval to remove InvestWrite Winner - Kloe Bolser from the meeting agenda passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**C.2. NASDME LEA/LOA Administrator Award Winner - Sherril Tanner**

Mrs. Callaway was very pleased to recognize Sherril Tanner for receiving the NASDME LEA/LOA Administrator Award at the National Migrant Education Conference in New Orleans, LA in May. Mr. Tanner has served over 30 years as the Director of Webster County Migrant Education Program. Over the span of his remarkable career, Sherril has cultivated an environment of trust and respect among students, educators, the migrant population, and the community for his dedication and expertise. Mr. Tanner expressed his appreciation to the Board, teachers and Migrant Program Administrators saying without them the program could not be successful.

**C.3. DWIGHT SALSBURY - BONDING FOR WCHS SAFE/SECURE ENTRANCE**

Dwight Salsbury with Ross, Sinclaire and Associates, LLC, the District's bonding agent, summarized the bonding issue with the Board for the high school’s safe/secure entrance project.

**C.4. APPROVE RESOLUTION TO ENTER INTO CONTRACT WITH WEBSTER COUNTY SCHOOL DISTRICT FINANCE CORP FOR ISSUANCE/FINANCING OF BONDS ON WCHS SAFE/SECURE ENTRANCE PROJECT**

Mr. Salsbury read the following resolution to the Board for approval:

***RESOLUTION OF THE BOARD OF EDUCATION OF THE WEBSTER 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 LEASE AGREEMENT WITH THE WEBSTER COUNTY SCHOOL DISTRICT FINANCE CORPORATION AND ANY FURTHER NECESSARY INSTRUMENTS; APPROVING CERTAIN ARCHITECTS' PLANS FOR THE CONSTRUCTION OF A CERTAIN SCHOOL BUILDING PROJECT; APPROVING THE EXECUTION OF CONTINUING DISCLOSURE PROCEDURES, AND APPROVING THE PLAN OF FINANCING THE COST OF SAID PROJECT.***

**Order #88 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Resolution given above in order to issue bonds and approve the plan of financing on the WCHS Safe/Secure Entrance Project passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**C.5. TEMPORARY ADJOURNMENT FOR SPECIAL CALLED MEETING OF WEBSTER COUNTY SCHOOL DISTRICT FINANCE CORP.**

**Order #89 - Motion Passed:**  Upon the recommendation of the Superintendent, approval to temporarily adjourn the regular meeting of the Webster County Board of Education at 5:55 p.m. for a special called meeting of the Webster County District Finance Corporation passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

***\* SPECIAL CALLED MEETING – WEBSTER COUNTY SCHOOL DISTRICT FINANCE CORPORATION***

Mickey Dunbar, President, called the meeting to order with the following officers present: President Mickey Dunbar, Secretary Rhonda Callaway and Treasurer Brandi Burnett.

***APPROVAL TO ENTER INTO CONTRACT, LEASE AND OPTION WITH THE BOARD OF EDUCATION AND TO APPROVE ADVERTISEMENT AND SALE OF BONDS***

On a motion by Venita Murphy and seconded by James Nance, the vote was 3-0 to approve the following resolution:

***A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEBSTER COUNTY SCHOOL DISTRICT FINANCE CORPORATION, RELATING TO AND PROVIDING FOR THE ISSUANCE OF $2,865,000.00 PRINCIPAL AMOUNT (SUBJECT TO A PERMITTED ADJUSTMENT OF $285,000.00) OF SPECIAL OBLIGATION BONDS (SCHOOL BUILDING REVENUE BONDS) IN ACCORDANCE WITH SECTIONS 58.180 AND 162.120 THROUGH 162.290 AND 162.385 OF THE KENTUCKY REVISED STATUTES TO PROVIDE FUNDDS FOR SCHOOL BUILDING PURPOSES, PROVIDING AND DETERMINING THE DUTY OF SAID CORPORATION IN CONNECTION WITH THE OPERATION OF THE SCHOOL PROPERTY, THE CREATION OF FUNDS SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON SAID REVENUE BONDS AS AND WHEN THEY MATURE, THE CREATION OF ADEQUATE MAINTENANCE AND INSURANCE FUNDS, AUTHORIZING AND APPROVING THE EXECUTION OF CONTINUING DISCLOSURE PROCEDURES, AND AUTHORIZING THE EXECUTION OF A LEASE OF SUCH FORGOING PROPERTY TO THE BOARD OF EDUCATION OF THE WEBSTER COUNTY SCHOOL DISTRICT.***

***ADJOURNMENT***

On a motion by James Nance and seconded by Venita Murphy, the meeting of the Webster County School District Finance Corporation adjourned at 5:57 p.m.

**C.6. REGULAR BOARD MEETING RECONVENED**

**Order #90 - Motion Passed:**  Upon the recommendation of the Superintendent, approval to reconvene the regular meeting of the Board at 5:58 p.m. passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**D. REMARKS BY CITIZENS - None**

**E. REPORTS AND COMMUNICATIONS**

**E.1. Staff Reports**

**E.1.a. Director of Finance/Treasurer's Report**

**E.1.a.>. KASBO Recap**

Brandi Burnett informed the Board she recently attended the KASBO Conference in May. The Kentucky Association of School Business Officials holds two conferences each year. These conferences allow participants to network with other districts and vendors and allows for continuing education hours.

**E.1.a.>. Revision to Purchasing Manual**

Director of Finance/Treasurer Burnett asked the Board to review the revised purchasing manual. The revision will allow a $500.00 threshold that will not require price comparisons.

**E.1.a.>. Review of Revision of Board Policy 04.3111 - District Issuance of Checks - to Allow for Weekly Bill Runs**

Finance/Treasurer Burnett asked the Board to review the Board Policy 04.3111 and to consider the proposed change which will allow for weekly bill runs. Each Board Member will receive an invoice list (via email) prior to bills being paid. Official action will be taken at the Board Meeting.

**E.1.a.>. Draft Pay Date Schedule**

A draft copy of the Pay Date schedule was included in the Board packet for the Board Members to review and approve at the next scheduled Board Meeting.

**E.1.a.>. Monthly Financial Report dated April 2019**

Burnett presented the financial report for April stating the balance on hand at the beginning of the month was $4,391,977.72 and the Reconciled Munis Cash Balance totaled $4,383,286.26 a difference of $8,691.46. She concluded the District is still seeing a 13% increase over April 2018.

**E.1.a.>. 2019-2020 Tentative Budget**

The 2019-2020 Tentative Budget for the Board's approval. The total budget is set at $24,891,153 with the General Fund at $16.6 million and a 6% contingency. Ms. Burnett gave an overview of the budget covering SEEK Funds, Upcoming Projects and Debt Service.

**E.2. Superintendent's Report**

**E.2.a. Capstone Completion**

Superintendent Callaway reported she had finished her Capstone Project and had Committee approval.

**E.2.b. Closing Day Report**

The annual "Red Carpet" event was observed on Closing Day to celebrate staff achievements. Among those recognized were retirees and 1WC Employees of the Year, Teacher Abby Ranes and Providence Secretary Carol Hill.

**E.2.c. Recommendation to Rehire Roy Massey as School Board Attorney for 2019-2020**

Superintendent Callaway recommended to rehire Roy Massey as School Board Attorney for 2019-2020. Mr. Massey began his term with the District in December of 2014. He will be eligible for renewal in 2020-2021 and again in 2021-2022.

**E.3. Personnel Report**

**E.3.a. CERTIFIED**

**E.3.a.>. Employment**

**E.3.a.>.\*. Dawn Forker, Director of Elementary Curriculum and Instruction, Eff. 07-01-2019**

**E.3.a.>. Resignation**

**E.3.a.>.\*. Courtney Beth Gerstenecker, Webster County High School, Ag/FFA Advisor, Eff. 6-13-19**

**E.3.a.>. Transfer**

**E.3.a.>.\*. Brandon Fisher, Webster County Alt School Teacher to Providence/Clay Physical Education Teacher, Eff. 2019-2020**

**E.3.a.>.\*. Angela Garrard, Clay Elementary Kindergarten Teacher to Special Education Psychometrist, Eff. 2019-2020**

**E.3.a.>.\*. Christy Mitchell, Clay SLP to Sebree SLP, Eff. 2019-2020**

**E.3.a.>.\*. Pamela Powell, Clay/Providence Librarian to Clay Elementary School Librarian, Eff. 2019-2020**

**E.3.a.>.\*. Mark Spainhoward, Sebree/Clay PE Teacher to Sebree Elementary PE Teacher, Eff. 2019-2020**

**E.3.b. CLASSIFIED**

**E.3.b.>. Employment**

**E.3.b.>. Laura McReynolds, Substitute Custodian, Eff. 05-13-19**

**E.3.b.>. Retirement**

**E.3.b.>.\*. Gary Guinn, Maintenance, Eff. 08-01-19**

**E.3.b.>.\*. Anita Hobgood, Cook/Baker, Eff. 07-01-2019**

**E.3.b.>. Transfer**

**E.3.b.>.\*. Paige Denton, Dixon Elementary Instructional Assistant II to WCHS Instructional Assistant II, Eff. 2019-2020**

**E.3.b.>.\*. Janie Reeves, Clay Elementary Instructional Assistant to Clay Elementary Clerical Assistant, Eff. 2019-2020**

**E.3.c. EXTRACURRICULAR**

**E.3.c.>. Resignation**

**E.3.c.>.\*. Alan Pritchett, WCHS Assistant Baseball Coach, Eff. 6-30-19**

**E.3.c.>.\*. Shawn Oakley, WCHS Boys Assistant Basketball Coach**

**F. APPROVAL OF CONSENT ITEMS**

**F.1. Board Minutes dated 04-22-19 and 05-13-19**

**F.2. Field Trips**

**F.2.a. WCHS Boys Basketball, Sikeston MO, Basketball Tournament, June 14-15, 2019**

**F.2.b. WCHS Track, Lexington, KY, KHSAA State Track Meet, May 30-31, 2019**

**F.2.c. WCHS Boys Basketball, Western Kentucky University, June 6-8, 2019**

**F.2.d. WCHS Tennis, Lexington, KY, State Tennis Tournament, May 30-June 1, 2019**

**F.3. Agreements/Contracts**

**F.3.a. GRREC Membership Intent for 2019-2020**

**F.4. Superintendent's Out-of-District Travel**

**F.5. WC Schools' 2019-2020 Activity Budgets**

**F.6. Monthly Reports**

**F.6.a. Orders of the Treasurer dated 5-20-2019**

**F.6.b. Attendance Report**

**F.6.c. Treasurer's Monthly Financial Report dated April 2019**

**F.6.d. Food Service Monthly Financial Report dated April 2019**

**F.6.e. Payroll Registers dated 04-30-19 and 05-15-19**

**G. APPROVAL OF BOARD ACTION ITEMS**

**G.1. TC-4 Certificates for Substitute Teachers**

**Order #91 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the TC-4 Certificates for Substitute Teachers passed with a motion by Mr. James Nance and a second by Ms. Venita Murphy.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.2. Emergency Certification for Teachers for 2019-2020 Critical Shortage Core Content Areas/Special Education/State Identified Areas**

**Order #92 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the Emergency Certification for Teachers for the 2019-2020 in Critical Shortage Core Content Areas/Special Education/State Identified areas passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.3. 2019-2020 Tentative Budget**

The total of the Tentative Budget for 2019-2020, as given below, is $24,892,152.93:

Fund 1 $16,631,564.75 General Fund

Fund 2 2,649,070.20 Special Revenue

Fund 21 18,573.79 District Activity

Fund 310 197,970.00 Capital Outlay

Fund 320 3,418,436.16 Building Fund

Fund 51 1,976,538.03 Food Service

**Order #93 - Motion Passed:**  Upon the recommendation of the Superintendent, the 2019-2020 Budget passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.4. Roy Massey as School Board Attorney for 2019-2020**

**Order #94 - Motion Passed:**  Upon the recommendation of the Superintendent, approval to hire Roy Massey as School Board Attorney for 2019-2020 passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.5. WCHS Secure Entrance Project Change Order #1 (Includes Simplex Equipment in place of Premier Equipment at Cost of $10,155)**

**Order #95 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of Project Change Order #1 passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

**H. ADJOURNMENT**

**Order #96 - Motion Passed:**  At 6:05 p.m. the meeting of the Webster County Board of Education adjourned and passed with a motion by Ms. Venita Murphy and a second by Mr. James Nance.

**3 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Absent

Mr. Tim McCormick Absent

Ms. Venita Murphy Yes

Mr. James Nance Yes

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Mickey Dunbar, Chairperson

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Rhonda Callaway, Superintendent