**WCBE Regular Meeting**

August 26, 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

Mr. James Nance

**A. CALL TO ORDER**

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

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

**A.2. Invocation - Mickey Dunbar**

**B. APPROVE AGENDA**

**Order #9 - Motion Passed:**  Upon the Recommendation of the Superintendent, the motion to approve the agenda passed with a motion by Mr. Cameron Edwards and a second by Ms. Venita Murphy.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**C. PRESENTATIONS & RECOGNITIONS**

**C.1. 1WC Classified and Certified Employees of the Month**

Larry Vaughn, the lead custodian at Webster County Middle School, was recognized by Board Member Tim McCormick as the 1WC Classified Employee of the Month. Larry is described by his peers as being hard working and taking pride in his work. He initiates improvements on his own and is very dependable and is willing to put in extra time whenever it is needed. Larry is a wonderful lead custodian whose work deserves to be recognized. Jeff Jones, a teacher at Webster County Area Technology Center, was recognized by Board Member Venita Murphy. Jeff has gone above and beyond in motivating and leading students toward success as well as providing them with opportunities that build their own leadership experiences. Under Mr. Jones' leadership, current senior, Justin Newton, was recently elected as the SkillsUSA National Treasurer. Thus, solidifying the foundation of leadership opportunities that Skills USA has to offer to our students at Webster County ATC. He has dedicated countless hours giving his SkillsUSA members opportunities that will last a lifetime. It is because of teachers like Mr. Jones that students look forward to coming to school and aspire to be leaders and motivating others to aspire to greatness.

**C.2. WCHS Baseball Team - 2019 Academic Excellence Award**

WCHS Baseball Team received the 2019 Academic Excellence Award for maintaining a team GPA of 3.2 last year. Coach Mark Spainhoward and senior player Hayden Nunn accepted the award. Certificates were provided for each of the 18 players on Webster County's 2019 baseball team.

**D. REMARKS BY CITIZENS**

Cameron Edwards reported that Donna Bumpus, Drug Free Communities Coordinator, will be at the Extension Office on Tuesday, August 28, 2019, from 8:00 a.m. to 3:00 p.m. and at Baker Park from 5:00 p.m. to 7:00 p.m. signing volunteers for mentoring and Striving Readers Programs.

**E. REPORTS AND COMMUNICATIONS**

**E.1. Staff Reports**

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

**E.1.a.>. Treasurer's Monthly Financial Report Dated 7-31-19**

Brandi Burnett, Director of Finance/Treasurer presented the financial report for July. The Balance on Hand at the beginning of the month was $3,743,937.24 and the Balance at the Close of the Month was $6,696,932.62. She noted the increase was due to the bond sale revenues. The normal increase was $311,638.05 which is an eight (8%) increase over the same time last year.

**E.1.a.>. 2019-2020 Funding Assurance**

Brandi Burnett reviewed the 2019-2020 FRYSC District Assurances. She confirmed that the documentation submitted for Family Resource and Youth Services Center Continuation Program Plan is correct and complete in accordance with all applicable Federal and State laws and regulations and program assurances.

**E.1.b. Assistant Superintendent/DPP/Facilities Director**

**E.1.b.>. Student Enrollment Update for 2019-2020**

Mr. Bowles, Assistant Superintendent/DPP/Facilities, reported the enrollment is down by 40 students this year. Total District enrollment for 2019-2020 is 2,231. Bowles also noted 147 students are presently home schooled. He stated this is a big number but it is a big number in all of the surrounding Districts as well.

**E.1.b.>. Change Order #3 for WCHS Safe Secure Entrance-Adding Terrazzo Logo in the Amount of $17,238.00**

Mr. Bowles requested the Board review Change Order #3 for the WCHS Terrazzo Logo Change Order Request. The Change Order included the following changes to the contract for an increase cost of $17,238.00.

1. Labor $6,400.00

2. Materials $8,590.00

3. Profit and Overhead $2,248.00

**E.1.c. Director of Special Education/Early Childhood**

**E.1.c.>. Preschool Enrollment Update for 2019-2020**

The Director of Special Education and Early Childhood provided the Board with an update of preschool enrollment for 2019-2020. She reported that of the 128 available slots for pre-school 120 of those are filled. Saalwaechter noted that she believes the additional slots will be filled in the next few days. Pre-school slots are filled with poverty/at risk children and then others are added if spots are available. She added that the District continues to see growth in the area of students with disabilities. The state does not fully fund preschool programs which means Districts make less money from the high risk and poverty level enrollments. School Board member Cameron Edwards suggested that the District could look outside of the normal channels for assistance in growing the preschool programs.

**E.1.d. Assistant Superintendent/Director of Secondary Instruction/HR**

**E.1.d.>. Appointment of Board Approved District Level Certified Employee and Alternate for the Certified Evaluation Appeals Panel**

Mr. Harrell reported the need to appoint a certified chairperson and alternate chairperson to the Certified Evaluation Appeals Panel. Mr. Harrell volunteered to serve in that position and Dawn Forker will serve as the alternate.

**E.1.d.>. Data Security & Privacy**

Mike Stone, CIO, presented the required annual update of the Data Security and Privacy Plan for the Board Member's review. Mike briefly discussed Webster County Board of Education's procedures and best practices for Security and Privacy of its personal information. The idea was discussed to create a sub-committee consisting of teachers, principals and classified staff to meet and review security and privacy information throughout the year. Board Member Edwards suggested beginning an Educational Curriculum for staff.

**E.1.d.>. Draft Revision of 3.123 AP.2 Leave Request and Affidavit**

For the Board's review, Mr. Harrell presented a draft revision of the Administrative Procedure 03.123 AP.2 Leave Request and Affidavit. Per a move by state legislators, employees must complete a notarized affidavit following an absence stating the reason for the absence. The revision carries the same information but will reduce a three-page form to a one-page form. Employees are required to request absences for leave of absence, jury duty, maternity, and sick leave days and to use the online Frontline Absence Management program.

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

**E.2.a. Assessment Calendar Review**

Dawn Forker, Director of Elementary Education/DAC, reviewed the District Assessment Calendar with the Board reflecting the testing windows for MAP, ACCESS, KPrep and AP.

**E.2.b. September 9, 2019 Board Meeting: Council of Councils @ Webster Co. Annex**

Mrs. Callaway reminded the Board the next Board Meeting is the Council of Councils Meeting being held on September 9, 2019, 5:30 p.m. at the Annex.

**E.2.c. Managing Public Records**

Each Board Member was given a form to sign acknowledging they have received the Managing Public Records Management Law handout.

**E.3. Personnel Report**

Personnel actions taken by the Superintendent since the last regular Board meeting were reviewed with the Board.

**E.3.a. CERTIFIED**

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

**E.3.a.>.\*. Bob Hardison, Substitute Teacher, Eff. 8-12-2019**

**E.3.a.>.\*. Georgia Keeney, Substitute Teacher, Eff. 7-01-2019**

**E.3.a.>.\*. Holly Meadows, Special Ed. Teacher, Sebree Elementary, Eff. 8-13-2019**

**E.3.a.>.\*. William Springer, PE Teacher, Providence Elementary, Eff. 8-05-2019**

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

**E.3.a.>.\*. LaDon Powell, Sp Ed Teacher, Sebree Elem., Eff.7-24-2019**

**E.3.a.>. Retirement**

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

**E.3.a.>.\*. Buffy House, from Instructional Coach Sebree Elem. to CCR Clay Elementary, Eff. 7-22-2019**

**E.3.b. CLASSIFIED**

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

**E.3.b.>.\*. Sandra Bautista, Bilingual Instructional Asst., Sebree Elementary, Eff. 8-09-2019**

**E.3.b.>.\*. Kendra Earl, Health Services Assistant, Eff. 8-19-2019**

**E.3.b.>.\*. Darriel Harpole, Substitute Custodian, Eff. 8-13-2019**

**E.3.b.>.\*. Roxanna Hook, Bus Monitor, Eff. 7-01-2019**

**E.3.b.>.\*. Samantha Kelley, Instructional Assistant I, Dixon Elementary, Eff. 7-01-2019**

**E.3.b.>.\*. Kim Michalek, EBD Instructional Assistant II, Dixon Elementary, Eff. 8-12-2019**

**E.3.b.>.\*. Kandace Ramsey, District Health Service Asst., Dixon, Eff. 8-12-2019**

**E.3.b.>.\*. Daniel Ray, Jr., Substitute Custodian, Eff. 8-13-2019**

**E.3.b.>.\*. Meghan Richmond, Occupational Therapist, Eff. 8-12-2019**

**E.3.b.>.\*. Brittany Stone, Special Ed. Instructional Asst. II, Clay Elementary, Eff. 8-12-2019**

**E.3.b.>.\*. Angela Tapp, PreK Instructional Assistant, Providence Elem. Eff. 8-12-2019**

**E.3.b.>. Resignation**

**E.3.b.>.\*. Elizabeth Durham, Occupational Therapist, Eff. 7-19-2019**

**E.3.b.>.\*. Julie Hinton, Food Services, Eff. 8-09-2019**

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

**E.3.b.>.\*. Loretta Felker, Clerical Assistant, WCMS, Eff. 11-1-2019**

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

**E.3.b.>.\*. Nancy McBride, Lead Custodian, WCHS, Eff. 8-13-2019**

**E.3.b.>.\*. Darlene Winstead, from WCMS to WCHS, Eff. 8-13-2019**

**E.3.c. EXTRACURRICULAR**

**E.3.c.>. Employment**

**E.3.c.>.\*. Wendy Blue, Clay Speech Sponsor, Eff. 8-13-19**

**E.3.c.>.\*. Buffy House, Clay STLP Coach, Eff. 8-13-19**

**E.3.c.>.\*. Buffy House, Clay Technology Coordinator, Eff. 8-13-19**

**E.3.c.>.\*. Scott Miller, WCHS Boys Soccer Assistant, Eff. 7-24-2019**

**E.3.c.>.\*. Pamela Powell, Clay Academic Coach, Eff. 8-13-19**

**E.3.c.>.\*. Janie Reeves, Clay Yearbook Sponsor, Eff. 8-13-19**

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

**E.3.c.>.\*. Kayla Jackson, Volleyball, Eff. 8-07-2019**

**E.3.c.>. Transfer**

**E.3.c.>.\*. Kathleen Taft from WCHS Volunteer Volleyball Coach to WCHS Volleyball Coach Assistant, Eff. 7-24-2019**

**E.3.d. FMLA Leave**

**E.3.d.>. FMLA Leave, Employee ID: 105198, 9-27-19 thru 12-21-19**

**E.3.d.>. FMLA, Employee #101233, 8-26-19 thru 12-20-19**

**E.3.d.>. FMLA, Employee ID # 105246, 8-6-19 thru 10-4-19**

**F. APPROVAL OF CONSENT ITEMS**

**Order #10 - Motion Passed:**  Upon the recommendation of the Superintendent, the motion to accept all consent items passed with a motion by Mr. Tim McCormick and a second by Ms. Venita Murphy.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**F.1. Board Minutes dated 08-12-19 and 07-22-19**

**F.2. Field Trips**

**F.2.a. WCHS Girls Volley Ball, September 7, 2019, to Larue Co High School, Volley Ball Tournament**

**F.2.b. WCHS Gifted and Talented, October 8, 2019, Washington DC and New York, Educational Experience**

**F.3. Fundraisers**

**F.3.a. Clay Elementary, 08-19 thru 08-30, Krispy Kreme Donuts, For School Field Trips**

**F.3.b. Providence Elementary, 08-22-19 thru 09-17-19, Paragon, For Student Activity**

**F.3.c. Providence Elementary, Fridays throughout the 2019-2020 School Year, Sell Snowcones, for Purchase Items for Students and Teachers**

**F.3.d. Providence Elementary, 09-2019, Back to School Dance, Sell Tickets, Popcorn, Candy Nachos, and Water, Purchase Items for Students and Teachers**

**F.3.e. Providence Elementary, 09-2019, Gourmet Popcorn or Walk A Thon, To Purchase things for Students and Teachers**

**F.3.f. Providence Elementary, 10-2019, Fall Festival, Purchase Items for Students and Teachers**

**F.3.g. Providence Elementary, 12-2019, Santa Store, Purchase Items for School**

**F.3.h. Providence Elementary, 12-2019, Breakfast with Santa, Purchase Items for School**

**F.3.i. Providence Elementary, 01-2020, Snowball Dance, Purchase Items for School**

**F.3.j. Providence Elementary, 02-2020, Candy Grams for Valentines, Purchase Items for Student and Teachers**

**F.3.k. Providence Elementary, 03-2020, Father/Daughter Dance, Purchase Items for School**

**F.3.l. Dixon Elementary, Multiple Days Throughout School Year, School Dance, Purchase Items for School and Staff**

**F.3.m. Dixon Elementary, 9-1 thru 9-20-2019, Popcorn Fundraiser, Purchase Items for Students**

**F.3.n. Dixon Elementary, October 25, 2019, Fall Festival, Purchase Items for Teachers Classroom Needs**

**F.3.o. Dixon Elementary, Dates throughout the School Year, School Snack Store, Purchase Items for Student Rewards**

**F.4. Agreements/Contracts**

**F.4.a. Dual Credit MOA Between Henderson Community College and Webster County School District**

**F.4.b. Cooperative Agreement Between Rivervalley Behavioral Health and Webster County Public School System**

**F.4.c. MOA Between Lighthouse Counseling Services, Inc. and Webster County Board of Education**

**F.5. Monthly Reports**

**F.5.a. Paid Warrant Report 201908**

**F.5.b. Treasurer's Monthly Financial Report dated 7-31-2019**

**F.5.c. Food Service Monthly Financial Report**

**F.5.d. Payroll Registers dated 07-01-19 thru 07-15-19 and 07-16-19 thru 07-30-19**

**F.5.e. Attendance Report**

**F.5.f. Webster County Area Technology Center**

**F.6. WCHS Safe/Secure Entrance Change Order #2 in the Amount of $9,299.80**

**F.7. Q&S Pay Application #3 in the amount of $190,639.80.**

**F.8. GRREC 2019-20 District Dues $5,521.82 Invoice AR-07119**

**F.9. GRREC Grant Writing Consortium 2019-2020 in the Amount of $1,000.00 AR-07157**

**F.10. RBS Design Group Invoice Y18015-006 A/E Fee in the Amount of $38,749.68**

**G. APPROVAL OF BOARD ACTION ITEMS**

**G.1. 2019-2020 Tax Rate Funding Financial Update**

The Board reviewed the 2019-2020 Compensating Tax Rate at its meeting on August 12, 2019. The compensating rate for the new tax year is recommended at 55.6% with a rate of 57.8% an option should the four percent rate. It was recommended by the Director of Finance/Treasurer the District to approve the compensating rate which is projected to generate $3,727,448 in revenue for the District. James Nance stated, "With everything going on in the coal industry, it just isn't the time to raise taxes." Chair Dunbar commented, “This could be the last year the District does not have to take the four percent raise.”

The tax rates are as follows:

Real Estate: 55.6 cents per $100 assessed value\*

Personal: 55.6 cents per $100 of assessed value\*

Motor Vehicle: 48.0 cents per $100 of assessed value

Utility Tax: 3%

Exempt: Aircraft, Documented Watercraft, and Inventory in Transit.

\*This amount is the Compensating Rate of 55.6, no exonerations.

**Order #11 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the 2019-2020 Tax Compensating Rate of 55.6% passed with a motion by Ms. Venita Murphy and a second by Mr. Cameron Edwards.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**G.2. Change Order Request #3 for WCHS Safe Secure Entrance-Adding Terrazzo Logo in the amount of $17,238.00**

**Order #12 - Motion Passed:**  Upon the recommendation of the Superintendent, the Change Order Request #3 for the WCHS Safe Secure Entrance - Adding Terrazzo Logo in the amount of $17,238 passed with a motion by Mr. Tim McCormick and a second by Ms. Venita Murphy.

**4 Yeas - 0 Nays - 1 Abstained.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Abstain

**G.3. 2019-2020 Funding Assurance**

**Order #13 - Motion Passed:**  Upon the recommendation of the Superintendent, approval of the 2019-2020 Funding Assurance passed with a motion by Mr. Cameron Edwards and a second by Ms. Venita Murphy.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

**H. ADJOURNMENT**

**Order #14 - Motion Passed:**  Upon the recommendation of the Superintendent, approval to adjourn the regular meeting of the Webster County Board of Education at 6:15 pm passed with a motion by Mr. Tim McCormick and a second by Mr. Cameron Edwards.

**5 Yeas - 0 Nays.**

Mr. Mickey Dunbar Yes

Mr. Cameron Edwards Yes

Mr. Tim McCormick Yes

Ms. Venita Murphy Yes

Mr. James Nance Yes

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Mickey Dunbar, Chairperson

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Rhonda Callaway, Superintendent