

# **RECORD OF BOARD PROCEEDINGS (MINUTES)**

Jackson, Ky., October 24, 2017

The Breathitt County Board of Education met in the Marie Roberts-Caney Elementary School at 5:00 PM, with the following members present:

## **Attendance Taken at 4:57 PM:**

### Present Board Members:

Ms. Ruschelle Hamilton  
Mr. John Hollan  
Mr. George Johnson  
Mr. Albert Little  
Mrs. Rebecca Watkins

Also present: State Manager Mike Murphy

## **I. Call to Order.**

The regular meeting of the Breathitt County Board of Education was called to order by Chairperson Ruschelle Hamilton at 5 PM in the MRC Cafeteria.

### **I.A. Roll Call**

### **I.B. Pledge of Allegiance**

### **I.C. Recite Vision and Mission.**

### **I.D. Review of Commissioner's Approvals**

State Manager Mike Murphy stated that the Commissioner has approved the previous action taken at the September 26, 2017, board meeting.

### **I.E. Adopt Agenda**

**Order #74 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of adoption of the agenda passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

## **II. Presentations/Reports**

### **II.A. Student Recognitions**

### **II.B. Reports**

#### **II.B.1. Superintendent's Report**

Our school year continues to move along a very positive trajectory as we have now completed 3 months of school. I want to thank all of our faculty and staff, our students, and their families for making every day in our schools about student success. As our mission statement clearly states, we will always put students first in everything we do.

Big thank you to: the board, community, students and staff for supporting the nickel tax.

Teaching and learning is improving each day and high expectations are being communicated. Classroom visits to each school show the systems/processes are improving student achievement. District set the Response to Intervention (RTI) protocol and it is being implemented in every school.

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2nd Academic Celebration - enjoyed the celebration with the students and staff. Making arrangements to improve this each year (more student focused).

Breathitt County Area Technology Center/BHS CTE/Schools: 1. The 2016-2017 Anticipated CCR percentage based on our spreadsheet is 93%. Last year 80 out of 86 preparatory seniors from the ATC graduated college and/or career ready. We were at 74% for 2015-2016 school year. 2. This year we currently have 341 students enrolled at the ATC in Automotive, Business, Carpentry, Electricity and Health Science. 331 of those are Breathitt students. 3. In the spring, we received a \$15,000 grant from KVEC to construct a Tiny House. Construction has begun and students from Carpentry, Electricity and Engineering are working on the project. The Tiny House is scheduled to be on display at the Spring 2018 ARI Summit at the East KY Expo Center in Pikeville. The house will then go up for auction and the money will be used to construct another house during the 2018-2019 school year. 4. Pride Grant for High Tunnel and Greenhouse - \$2,750 5. Drone purchases at BHS and SMS (KVEC and 21st Century) 6. 11 ARI KVEC Grants awarded to different teachers for innovative projects. 7. Working with HCTC/BHS/ATC on sending teachers to an entrepreneurial workshop. 8. BHS Field day with the SMS 8th grade.

Central Office Leadership Team and Principals' meetings have been very productive. Reviewed and set the following the leadership characteristics: Honesty, Competent, Inspiring and Forward Looking. We discussed the importance of improving our processes, mission and vision, audit, day to day operations, and communication. Central office and schools are starting to work on the District/School Improvement Plans via e Prove. We are on the first step, Needs Assessment. All central office departments are working on the 2017-2018 30/60/90-day action plans. Certified Evaluation Plan and Professional Growth Plans for administrators has been started. We have started organizing and gathering documents for Management Audit for the week of November 6th.

Training and Meetings: KASA - New Superintendent Training, Continuous Improvement Summit, School Monitoring Visits, Leadership/RTI meetings with principals, scheduled times for principals observations and KVEC board meeting.

Individual Learning Plan (PGP and 30-60-90 Plan) - our team had our first meeting. We had a good meeting and look forward to working on the process and improving. Had visit from Superintendent Coach on September 26, 2017.

Marketing for the schools and meeting with legislators are taking place.

Pension Updates, attended pension rally with Dr. Evans.

Fall break, used some time to spend with the family.

Encourage everyone to come support our schools and student extra-curricular activities and fall sports.

## 2. Action Strategies Completion

The Kentucky School Boards Association (KSBA) continues to provide training to the local board of education. Winter conference dates are December 1 and 2. Training hours have been communicated to all members.

Tech team is working on repairs and tickets. Maintenance team is working hard on fixing problems and upgrading schools. Closing out the Energy Management Project - paperwork. Energy manager report and technology readiness report completed.

COLT and Principals are working on the Improvement Plans via eProve (needs assessment).

ILP Committee completed first meeting. KASA continues to provide new superintendent training.

Recallable Nickel tax passed!

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### **3. Action Strategies Deficiencies**

Difficulty finding a Middle School Math teacher and ROTC instructor.

Walkthrough data validates the need for additional training and support in many areas of instruction for the majority of teachers in the district.

Professional Development Plan is addressing the areas of concern.

Facilities - New KDE approved District Facilities Plan shows \$66.3 million dollars of need. Current bonding potential is 1.2 million. Maintenance tools to increase efficiency. Technology upgrades are needed to keep up with the demands of the students and teachers.

Marketing and Public relations needs a 30-60-90 plan. Positive Communication/Public Relations are important.

Budget cuts and declining enrollment.

### **4. Action Strategies - Additions**

Documentation and scheduling has begun with the State Management audit process.

A 30-60-90 Action Plan for the upcoming school year has been created via Google Sheets; Instruction, Governance and Operations for the Central Office Leadership Team, dates have been established, and work has begun on the plan.

Tax rate was set at 62.7; compensating rate that includes the recallable nickel - 7.4 cents.

### **II.B.2. Attendance Report**

DPP Susan Watts was not present but Supt. Phillip Watts shared the October attendance report with the board and the audience showing attendance currently at 94.58%. There was a drop last month, but attendance is beginning to pick back up this month; hopefully, the improvements will show in next month's report.

### **II.B.3. School Health Report**

Wayne Sizemore presented the Health Report through October 26, 2017, showing that our nursing staff has reported almost 6,000 health visits to this date. Out of that number, only 241 students were sent home (about 4%). This validates the presence of nurses in the schools to address health issues. The nursing staff is there too address issues, so that students can stay in school rather than be sent home to lose instruction.

### **II.B.4. District/School Data Presentation**

DAC Donna Fugate presented information regarding the release of assessment data at the beginning of October. All of our schools showed significant improvement over last year. Each school has also analyzed their data to determine what areas need the greatest focus this year. Each principal also addressed the board and the audience about how they are continuing to improve their instructional processes to meet the needs of our students and provide them with the tools they need to improve scores as well as become successful students.

## **III. Student Learning and Support Items Recommended for Approval**

### **III.A. DISCUSSION ITEMS**

#### **III.A.1. Consider approval of minutes of September 26, 2017 special meeting.**

**Order #75 - Motion Passed:** Based on the recommendation of Interim Superintendent Phillip Watts, approval of the minutes of the September 26, 2017 regular meeting passed with a motion by Mr. George Johnson and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton      Yes

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Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.2. Consider approval of the September 2017 Treasurer's Report.**

**Order #76 - Motion Passed:** Based on the recommendation of Interim Superintendent Phillip Watts, approval of the September 2017 Treasurer's Report passed with a motion by Mr. Albert Little and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.3. Approval of October 2017 bills for payment.**

**Order #77 - Motion Passed:** Based on the recommendation of Interim Superintendent Phillip Watts, approval of the October 2017 bills for payment passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.4. Consider approval of second and final reading of Policy 09.15- Student Fees.**

**Order #78 - Motion Passed:** Based on the recommendation of Interim Superintendent Phillip Watts, approval of the second and final reading of Policy 09.15- Student Fees passed with a motion by Mr. George Johnson and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.5. Consider approval of the following updated job descriptions:**

**Order #79 - Motion Passed:** Upon the recommendation of Superintendent Phillip Watts, approval of the revised job descriptions for Chief Academic Officer/Curriculum and Instructional Supervisor, and Professional Development Coordinator passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.5.a. Chief Academic Officer/Curriculum and Instructional Supervisor**

**III.A.5.b. Professional Development Coordinator**

**III.A.6. Consider approval of the PGP (Personal Growth Plan) for Interim Superintendent Phillip Watts.**

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**Order #80 - Motion Passed:** Approval of the PGP for Interim Superintendent Phillip Watts passed with a motion by Mr. George Johnson and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.7. Consider approval of the MOA with Kentucky Power for the GOAL (Get Online and Learn) Project.**

**Order #81 - Motion Passed:** Based on the recommendation of Interim Superintendent Phillip Watts, approval of the MOA with Kentucky Power for the GOAL Project passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.8. Consider approval of the updated Organizational Chart.**

**Order #82 - Motion Passed:** Based on the recommendation of Interim Superintendent Phillip Watts and after discussing improving the layout, approval of the updated Organizational Chart passed with a motion by Mr. Albert Little and a second by Mr. George Johnson.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**III.A.9. Consider approval of the MOA with HCTC for Dual Credit for the 2017-2018 school year.**

**Order #83 - Motion Passed:** Upon recommendation of Superintendent Phillip Watts, approval of the MOA with HCTC for Dual Credit, for the 2017-2018 school year passed with a motion by Mr. George Johnson and a second by Mrs. Rebecca Watkins.

Ms. Ruschelle Hamilton	Yes
Mr. John Hollan	Yes
Mr. George Johnson	Yes
Mr. Albert Little	Yes
Mrs. Rebecca Watkins	Yes

**IV. Personnel Notifications**

**Resignations/Retirements/Terminations/Non-renewals/Suspension/Reductions**

Bobby Gillum Resignation as Bus Driver due to Retirement, Effective December 31, 2017

Anna Morris, Resignation as Teacher due to Retirement, Effective October 31, 2017

**Employment/Transfers**

Bethany Adams, Bus Monitor, Effective September 15, 2017

MaKayla Fugate, Bus Monitor, Effective September 15, 2017

Jessica Fugate, Substitute Teacher, Effective September 15, 2017

Christa Gillum, Bus Monitor, Effective September 15, 2017

Chris McDaniel, Middle School Athletic Director, Effective September 25, 2017

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Krista Pitts, Bus Monitor, Effective September 15, 2017

Patty Plummer, Substitute Administrative Secretary, Effective October 16, 2017

Allison Thompson, Bus Monitor, Effective September 15, 2017

Samantha Turner, Cheer Coach at HT, Effective September 5, 2017

Sharlena Turner, Bus Monitor, Effective September 15, 2017

Terri Turner, Bus Monitor, Effective September 15, 2017

**V. Informational Items**

**V.A. Communication/Sharing (All Present)**

**V.B. School Financial Reports**

**V.C. BHS Pride Grant Award**

**V.D. SBDM Reports**

**VI. State Management Report and Recommendation**

State Manager Mike Murphy thanked the principals for their hard work and their good working relationship with the ER staff and KDE.

He then stated that he would forward the action taken at this meeting to the Commissioner for approval, without reservation.

**VII. Adjournment**

**Order #84 - Motion Passed:** There being no further business of the Board, adjournment at 6:15 PM passed with a motion by Mrs. Rebecca Watkins and a second by Mr. Albert Little.

Ms. Ruschelle Hamilton      Yes

Mr. John Hollan              Yes

Mr. George Johnson          Yes

Mr. Albert Little              Yes

Mrs. Rebecca Watkins        Yes

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Secretary

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Board Chairperson