

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

Jackson, Ky., December 12, 2017

The Breathitt County Board of Education met in the Breathitt High School Library at 5:00 PM, with the following members present:

## **Attendance Taken at 5:00 PM:**

### Present Board Members:

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

### Updated Attendance:

Mrs. Rebecca Watkins was updated to present at: 5:15 PM

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 BHS Library.

### **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 shared that the Commissioner has approved the prior action taken on November 14, 2017, by the Board of Education.

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

**Order #97 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of adoption of the agenda 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	Absent

## **II. Presentations/Reports**

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

#### **II.A.1. SMS Teens for Christ**

Principal Reggie Hamilton recognized the Teens for Christ group from his school who organized an anti-bullying campaign at school to raise awareness and prevent bullying. He stated that he is very proud of them and what they are doing for SMS. Certificated were presented to the members of the club by Mr. Hamilton and Superintendent Watts.

##### **II.A.1.a. Erin Adams**

##### **II.A.1.b. Elizabeth Fletcher**

##### **II.A.1.c. Kennedy Fletcher**

##### **II.A.1.d. Katelyn Gross**

##### **II.A.1.e. Jericha Henson**

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II.A.1.f. Sam Herald  
II.A.1.g. Mariah Kjellesvig  
II.A.1.h. Preston Napier  
II.A.1.i. Stephen Thorpe  
II.A.1.j. Raven White

**II.A.2. HT ALEKS Math Completers**

Since school was canceled due to the weather, the recognitions for the HT students will be made at the next regular meeting.

II.A.2.a. Michael Turner - 3rd Grade  
II.A.2.b. Natilee Turner - 3rd Grade  
II.A.2.c. Breanna Turner - 4th Grade  
II.A.2.d. Brenda Turner - 5th Grade  
II.A.2.e. Brady Turner - 5th Grade  
II.A.2.f. Sierra Johnson - 5th Grade

**II.B. Reports**

**II.B.1. 2016-2017 Financial Audit Report**

Matt Shackelford with Cloyd and Associates, presented the audit report for the year ending June 30, 2017. The audit firm was able to give an unqualified, clean opinion of the financial statements of the Board of Education noting that we had a slight decrease in fund balance, due to the decline in unmined minerals, like many other districts of this region. There were no findings for the district; however the schools did have some findings noted in the audit. These findings are areas where improvements can be made to strengthen accounting in the school activity funds, and some of them have already been addressed. Mr. Shackelford noted that it is sometimes difficult for schools to comply with all red book processes due to limited staffing, etc. Overall, the district is strong and have excellent finance staff.

**II.B.2. Superintendent's Report**

Our school year continues to move along in a very positive trajectory and we have now completed 5 months of school. One of our core values of our mission statement is, "advocating for every child", and we have been working hard in the public to advocate for the students. Christmas break will start on Wednesday, December 20, 2017 and students will return on Wednesday, January 3, 2018 (2 Week Break).

There has been a tremendous amount of activity in our district towards advancing student achievement. With the collaborative efforts of our central office leadership team and education recovery team members, we are improving systems and processes. We are using real-time data to impact teaching and learning in a more timely manner.

I am proud to say, the budget over the past 6 months shows our contingency is now projected at almost 7% . Revenue is up about \$30,000 and expenditures are down about \$90,000.

State Management Audit Team has conducted interviews and are still requesting some documentation. Hope to receive feedback at the February KDE board meeting.

Central office and schools are working on the District/School Improvement Plans via e Prove (goals, objectives and strategies)...

District has set the Response to Intervention (RTI) protocol and it is being implemented in every school. ROI (Rate of Improvement) and non-negotiables and processes are still being improved.

Central Office Leadership Team and Principals' meetings have been very productive. Reviewed the following the leadership characteristics: Honesty, Competent, Inspiring and Forward Looking. We discussed the importance of

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improving our processes, mission and vision, audit, day to day operations, communication and 7-12 reconfiguration planning.

Principal site visits/with feedback has or are being conducted.

Training and Meetings: KASA - New Superintendent Training (media), KSBA (subjects on: evaluation, school facilities, finance, and fraud, visit at Lee County with Superintendent Mentor, Committee Meetings on the 7-12 reconfiguration, Leadership/RTI meetings with principals, scheduled times for principals observations and KVEC board meeting, site visits with Principals.

MRC Bridge Closure, November 28, 2017, Remind everyone to be careful on the detour.

The Kentucky School Boards Association (KSBA) continues to provide training to the local board of education. Two board members attended December 1 and 2. Training hours have been communicated to all members and they have completed the required trainings.

Tech team is working on repairs and tickets. Maintenance team is working hard on fixing problems and upgrading schools. Quarterly Maintenance/Technology meeting show progressed, big tickets items and discussion for improving the buildings for students.

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

KASA continues to provide new superintendent training.

7-12 Re-configuration Committee has completed presentation and documentation.

Breathitt Residential Day Treatment and CLEP - verbally stated they are transitioning to a different type of facility.

Technology upgrades are needed to keep up with the demands of the students and teachers. E-rate funding for Wifi and network upgrades.

Marketing and Public relations needs a 30-60-90 plan , to increase positive communication/public relations.

Athletics has completed 1st meeting, started a 30-60-90 plan, and began the process for creating an athletic handbook, and etc....

Budget cuts (maybe 15%) and declining enrollment. Growth Factor Report decline of 56 students.

Comprehensive Improvement Planning for Schools and Districts has started. Principals, Central Office, and KDE education recovery team are collaborating. Teamwork: (goals, gaps, novice reduction).

District RTI plan and following up with schools to ensure results are being achieved (rate of improvement). School data will become more accurate, with more data points.

Information has been collected to evaluate the possibility of a 7-12 reconfiguration.

A 30-60-90 Action Plans are being reviewed/updated via Google Sheets; Instruction, Governance and Operations - for the Central Office Leadership Team.

#### **II.B.3. Attendance Report**

Attendance for the district did show a decline for a second month in a row. Supt. Phillip Watts shared that current procedures and efforts to improve attendance are being reinforced and will continue to remain a focus.

#### **II.B.4. December Child Count Report**

Special Education Director Wayne Sizemore informed the Board of the results of the December 1 childcount, which determines special education funding. Numbers for special education children increased district wide to 20% of the total student population. This is high based on past numbers and recommended numbers from KDE, but it is a trend statewide for special education numbers

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to be increasing. The district December 1 special education childcount is showing over 400 students.

#### **II.B.5. Monthly Accountability Data Report**

Donna Fugate updated the Board on progress in the elementary schools with the Dibels program. Revisions are still being made to the data in order to present the most accurate data possible and as time progresses with the program, the data will become more relevant and reliable. Current data shows that schools are making progress.

#### **II.B.6. Breathitt High School - Gap Report**

BHS Principal Carolyn McDaniel presented the gap reports for the high school which shows that they closed most of the gaps that were identified last year. Writing for IEP students is showing as the biggest gap currently. Closing the gap for IEP students in Social Studies indicates that the gaps can be closed in other areas; therefore, the school will be working on their co-teaching partners to maximize strengths of each teacher. Ms. McDaniel commended her teachers for their efforts giving examples of teachers taking ownership in the data and working to help their students on an individual level.

#### **II.B.7. Sebastian Middle School - Gap Report**

Principal Reggie Hamilton presented his gap data for the middle school showing that they did make progress in closing gaps in reading and math, but still have a lot of work to do to in Writing for all groups, as well as math for the IEP group. He is confident that the changes they are making to the schedule will help further close the gaps.

#### **II.B.8. Breathitt ATC**

Principal Joe Mayabb presented a report showing progress at the ATC over the past three years. Over the past three years, the ATC has more than doubled their numbers for College and Career Readiness and are ranked 8th in the state in CCR Numbers. They are working closely with the high school to increase participation at the ATC and continue their improvements. Mr. Mayabb commended his staff for their hard work in improving instruction at the ATC.

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

#### **III.A. CONSENT ITEMS**

**Order #98 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the following consent items 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.1. Consider approval of the 2018-2019 Technology Plan.**

**III.A.2. Consider approval of the continuing KSBA Energy Manager MOA for January 1, 2018 through June 30, 2018.**

**III.A.3. Consider approval of sick leave donation requests for Employee Numbers 3385 and 2088.**

**III.A.4. Consider approval of review of updated Procedure 09.123 AP.21-Attendance/Truancy Procedure to match current practice.**

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**III.A.5. Consider approval of review of rescinded Procedure 09.123 AP.1-Attendance Procedures to match current practice.**

**III.B. DISCUSSION ITEMS**

**III.B.1. Consider approval of minutes of November 14, 2017 regular meeting.**

**Order #99 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the November 14, 2017 regular meeting minutes 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.B.2. Consider approval of the November 2017 Treasurer's Report.**

**Order #100 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the November 2017 Treasurer's Report 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.B.3. Consider approval of the December 2017 bills for payment.**

**Order #101 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the December 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.B.4. Consider approval of the FY2017 Financial Audit.**

**Order #102 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the FY2017 Financial Audit passed with a motion by Mr. George Johnson 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.B.5. Consider approval of re-configuring Breathitt High School to include grades 7-12 beginning with the 2018-19 school year.**

Supt. Watts led the discussion with Principal Carolyn McDaniel, Reggie Hamilton, and Counselor Kera Howard regarding moving the 7-8 grades to BHS beginning next year, and re-configuring the high school to become a 7-12 school. The biggest reason for pursuing this idea is the decline in population and enrollment that has occurred in the district over the last seven years (at least). The Census data also shows that the projected population for Breathitt County is expected to decline by approximately 29% by 2020. The District has the responsibility to provide an efficient,

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effective education to its students. Moving the 7-8 grades to BHS will save money for the district in the way of facilities, maintenance, as well as staffing; but most of all, it will give more opportunity and access for our students. This move will allow the 7-8 graders to explore career classes at an earlier age; allow 8th graders to take high school credit classes, and provide more advanced classes to the upper classmen. By their senior years, students will be able to focus more on either a career or college pathway prior to graduation. The most beneficial part of this plan is the benefit to the students in the form of more opportunity and access to courses that meet their needs and interests. It allows the district to provide a bigger bang for its buck in providing a more effective, efficient education at a lower cost.

**Order #103 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of re-configuring Breathitt High School to include grades 7-12 beginning with the 2018-2019 school year passed with a motion by Mrs. Rebecca Watkins and a second by Mr. George Johnson.

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

**III.B.6. Consider approval of awarding the general supply bid to all vendors submitting a bid (Wal-Mart and Tractor Supply).**

**Order #104 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of awarding the general supply bid to all vendors (Wal-mart and Tractor Supply) 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.B.7. Consider approval of awarding the bid for food (not related to food service to all vendors (Jiffy Mart and Save-A-Lot).**

**Order #105 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of awarding the bid for food (not related to food service) to all vendors - Jiffy Mart and Save-A-Lot 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.B.8. Consider approval of the agreement with BSN Sports for Athletic Supplies and Equipment.**

**Order #106 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the agreement with BSN Sports for Athletic Supplies and Equipment 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

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Mrs. Rebecca Watkins                      Yes

**IV. Personnel Notifications**

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

Carolyn Combs, Resignation due to Retirement, Effective December 31, 2017

Joshua Huff, Resignation as Bus Driver, Effective January 19, 2018

Edith Shackelford, Resignation due to Retirement as Cook/Baker at SMS, Effective December 31, 2017

**Employment/Transfers**

Darren Iacono, Archery Coach, Effective November 8, 2017

Donna Little, Bass Fishing Coach, Effective November 8, 2017

Brandi Martin, Teacher at SMS, Effective November 16, 2017

Bertha Renae Neace, Instructional Assistant I/II at LBJ, Effective December 6, 2017

Latasha Kendall, Teacher at LBJ, Effective November 21, 2017

Robert Stamper, Bus Driver, Effective October 9, 2017

Lloyd Vaillencourt, Bus Driver, Effective November 14, 2017

**FMLA/Leave**

Stephen Campbell, November 8, 2017 through December 4, 2017

Ronnie Combs, November 27, 2017 through January 3, 2018

Margaret Henson, November 30, 2017 through January 2, 2018

Karen M. Miller, January 3, 2018 through February 14, 2018

Leslie D. Miller, December 1, 2017 through January 3, 2018

Cassie Napier, November 2, 2017 through January 3, 2018

Annettia Smith, November 27, 2017 through June 30, 2018

**V. Informational Items**

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

**V.B. School Financial Reports**

**V.C. School SBDM Reports**

**VI. State Management Report and Recommendation**

State Manager Mike Murphy stated that he would recommend the Commissioner approve the action taken at tonight's board meeting.

**VII. Adjournment**

**Order #107 - Motion Passed:** There being no further business of the Board, adjournment at 6:37 PM 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

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Secretary

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Board Chairperson