

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

Jackson, Ky., March 27, 2018

The Breathitt County Board of Education met in the LBJ Elementary School 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

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 LBJ Elementary School Library.

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

### **I.B. Pledge of Allegiance/Vision and Mission**

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

State Manager Mike Murphy shared that all prior action taken by this Board was approved by Commissioner Pruitt.

### **I.D. Adopt Agenda**

Add:

Consider approval of declaring an emergency with regard to the chiller at Highland-Turner Elementary School and begin the process of replacing it.

**Order #157 - Motion Passed:** After adding Item III-B-15 - Consider approval of declaring an emergency with regard to the chiller at Highland Turner and begin the process of replacing it, and 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	Yes

## **II. Presentations/Reports**

### **II.A. Energy Star Recognition**

Jean Crowley presented framed certificates to BHS Principal Carolyn McDaniel and SMS Principal Reggie Hamilton for the improvements realized in these schools with regard to energy usage.

### **II.B. Student Recognitions**

#### **II.B.1. BHS FFA**

FFA Sponsor Sherrie Stewart, Superintendent Phillip Watts, and Board Chair Ruschelle Hamilton presented FFA members with certificates for their recent achievements at regional competition.

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II.B.1.a. Bethany Adams - Tobacco Essay  
II.B.1.b. Ruthie Brewer - Swine Placement; Superior Treasurer's Book; State Degree  
II.B.1.c. Ty Carter - Nursery Operations  
II.B.1.d. Abby Chaney - Agriculture Research Animal Systems Placement  
II.B.1.e. Kelsie Childers - Superior Scrapbook  
II.B.1.f. Brittany Gross - Specialty Animal Placement  
II.B.1.g. Mary Gullett - Forestry Placement; Superior Secretary's Book; State Degree  
II.B.1.h. Lori Hall - Goat Entrepreneur and Agriculture Processing and Regional Star Visit in Agribusiness; State Degree  
II.B.1.i. Aaron Lyons - Food Science Placement  
II.B.1.j. Braden Manns - Forage Placement; State Degree  
II.B.1.k. Jacob McIntosh - Diversified Agriculture Production Placement  
II.B.1.l. Jessilyn Neace - Diversified Crop Placement  
II.B.1.m. Taheton Stacy - Agriculture Communications and Agriculture Education Placement; State Degree  
II.B.1.n. Matthew Stevens - Agriculture Mechanics Repair and Agriculture Mechanics Design Placement  
II.B.1.o. Obie Stewart - Equine Placement and Agriscience Plant Research; State Degree  
II.B.1.p. Breonna Swift - Agriculture Services Placement  
II.B.1.q. Terri Turner - Agriculture Sales Placement; State Degree  
II.B.1.r. Shayna White - Environmental Science Placement; State Degree

**II.B.2. MRC Academic Team - District Governor's Cup Quick Recall Runner-Up; District Sportsmanship Award**

Academic Coach Heather Hall, along with Superintendent Phillip Watts, and Board Chair Ruschelle Hamilton presented certificates to the members of the MRC Academic Team for their achievements during District and Regional Governor's Cup Competition.

II.B.2.a. Alyssa Banks - District-4th in Written Composition; 5th in Arts and Humanities  
II.B.2.b. Mahala Bowling - District Governor's Cup - 3rd in Arts and Humanities; 4th in Language Arts  
II.B.2.c. Kylan Combs - District- 1st in Math; 1st in Written Composition; Regional-4th in Math  
II.B.2.d. Sawyer Hall - District-1st in Science; 5th in Math; Regional-5th in Science  
II.B.2.e. Willie Wagers - District-1st in Social Studies; 1st in Language Arts; Regional-2nd in Social Studies; 4th in Language Arts

**II.C. Reports**

**II.C.1. Superintendent's Report**

Our school year continues to move along in a very positive trajectory and we have now completed 8 months of school. We have missed 19 days of schools due to weather and flooding.

One of our core values of our mission statement is, "Promoting positive school/community culture ", and we have been working hard to communicate and engage the community. Examples are ACT prep sessions, open house, 7-12 parent meetings, extra curricular events, and attending community events... Communication: Tune the Point - Radio, newspaper articles, facebook, etc...

Encourage the Heart - I want to thank our faculty and staff for the hard work that they have been putting in to help our students be successful. The passion and dedication has not gone unnoticed and I am truly appreciative. Central Office Leadership Team and Principals are working hard to help us reach our goals.

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Attended the Celebrating Educator and Student Success at the Capitol – KVEC Sponsored Event with Dr. Jim Evans - Lee County Superintendent (ILP Mentor); KASA New Superintendent Training, Education Law and Finance Institute; New Superintendent Luncheon with ILP Board Member Albert Little, and KSBA Spring Conference with board members and community event on Economic Development.

Events this past month: Safe Schools meeting with principals lead by Kentucky State Police and Jackson Police Department, PBIS training, Dual credit meeting with HCTCS/ATC/BHS, Pilot district with KDE on KFICS - FACPAC (building evaluations instruction), KETS Region 8 Technology Meeting, Walk-in Activity after school for past and present employees, American Fidelity meeting, and School Resource Officer interview.

There has been a tremendous amount of activity in our district towards advancing student achievement. With the collaborative efforts of our staff, principals, and central office leadership team, we are improving systems and processes. Principals and teachers are using real-time data to impact teaching and learning in a more timely manner. (Benchmark Data, Progress Monitoring Data, RTI, PBIS, PLC Protocol, Action Plans, and Site Visits)

The budget has many concerns and we are reviewing the tentative budget for 2018-2019 school year. Trend data shows the loss of student enrollment at 34%. We are doing more with less and trying to improve our contingency.

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

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

Reviewed "Encouraging the Heart". We discussed the importance of improving our processes, mission and vision, audit, day to day operations, communication and 7-12 reconfiguration planning (action plans). We also discussed safety and security measures. Critical conversations with leadership teams are taking place and we are reviewing objectives and goals.

## 2. Action Strategies Completion

The Kentucky School Boards Association (KSBA) continues to provide training to the local board of education. Board members will have the opportunity to attend upcoming KSBA meetings to complete required trainings (budgets and charter schools).

Principal/COLT/Maintenance/Technology meetings show progress via 30-60-90 day updates, big tickets items and discussion for improving items for students.

KASA continues to provide new superintendent training. Communication reports have been completed. Capstone date has been set for May 31, 2018.

7-12 Re-configuration Committee has completed presentation and documentation. We are meeting regularly and action items are being completed. Received board approval. In the process of completing action plan tasks (communication, etc...)

Local board and KDE approved BG1(S) for Breathitt ATC Project Phase I

Erate Applications for telecommunication and internal connections have been filed.

## 3. Action Strategies Deficiencies

A5/A6 Schools (closing of the Residential Treatment Center, changes in the Cadet Leadership Program and enrollment)

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

Budget cuts and declining enrollment. Growth Factor Report decline of 56 students.

Planning stages with architects to identify the need and cost of Security Vestibules at schools.

## 4. Action Strategies - Additions

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Comprehensive Improvement Planning for Schools and Districts has been completed. Principals, Central Office, and KDE education recovery team collaborated on this project. 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.

7-12 reconfiguration for Breathitt High School in 2018-2019.

Grant work: Striving Readers Grant Application, New Gear Up Application, Striving Readers, Title IV Grant, etc...

A 30-60-90 Action Plans are being reviewed/updated via Google Sheets; Instruction, Governance and Operations - for the Central Office Leadership Team, Maintenance, Technology, Athletics and 7-12 reconfiguration.

Safety and Security Building Checks, meetings scheduled to review, maintenance is working on some are of concerns, and School Resource Officer - planning stage.

Process for the new Breathitt County Area Technology Center - Phase I

Completed the hiring of a new ROTC instructor

#### **II.C.2. Attendance Report**

DPP Susan Watts presented the latest attendance report nearing the completion of the seventh month of school. Attendance is improving somewhat to a little more than 93%. Over the last few weeks, attendance has shown continued improvements. If these improvements will remain consistent, the overall attendance percentage may improve or at least remain the same as last year's attendance.

#### **II.C.3. Data Review**

DAC Donna Fugate presented graphs showing how our students are performing in RTI. The graphs show whether students are adequately progressing through the programs. As more data becomes available, the graphs will become more meaningful and more accurate.

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

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

**Order #158 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the consent items listed below 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 Building Use Request from the Breathitt Outlaws for LBJ on May 5, 2018.**

**III.A.2. Consider approval of the Building Use Request for the Breathitt Academic Boosters for Awards Night on April 24, 2018.**

**III.A.3. Consider approval of the ARC Chairperson Designee for LBJ Elementary School.**

**III.A.4. Consider approval of the FY2019 calendars for the A-6 schools.**

**III.A.5. Consider approval of the FY2019 Certified Evaluation Plan.**

**III.A.6. Consider approval of the Owner/Architect Agreement for BG18-245 ATC Project.**

#### **III.B. DISCUSSION ITEMS**

**III.B.1. Consider approval of minutes of previous meetings.**

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**III.B.1.a. February 27, 2018 Regular Meeting Minutes**

**Order #159 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the February 27, 2018, regular meeting minutes passed with a motion by Mr. George Johnson and a second by Mr. Albert Little.

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

**III.B.1.b. March 14, 2018 Special Meeting Minutes**

**Order #160 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the March 14, 2018 special meeting minutes 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.2. Consider approval of the February 2018 Treasurer's Report.**

Finance Officer Darnell McIntosh presented the monthly treasurer's report and shared that the final SEEK allocation for the current school year shows that we will receive approximately \$54,000 more in SEEK funds. With that increase as well as other areas where the district has realized savings, the general fund is projected to end the year with at least 6.5% contingency or about \$935,000. After reviewing the updated School Report Card on the KDE website, it was noted that the district is spending about 83% of the budget on salaries. Over the last few years this number has increase; however, not because of increase salaries or staff but due to matching benefits for employees. If nothing changes, next year matching benefits for a classified employee will be approximately 35%. This can become a real budget challenge in the future.

**Order #161 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the February 2018 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 March 2018 bills for payment.**

**Order #162 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the March 2018 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 amending the 2017-2018 calendar to include Monday, May 28th, Thursday, May 31st, and Friday, June 1st as make up days, making the last day of school for students on Friday, June 1st.**

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**Order #163 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts and the survey conducted with district staff, approval of amending the 2017-2018 school calendar to include Monday, May 28th, Thursday, May 31st, and Friday, June 1st as make up days 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.B.5. Consider approval of the 2018-2019 school calendar (second and final reading) .**

**Order #164 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the 2018-2019 school calendar 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.6. Consider approval of the Gear Up Field Trip to New York City from June 3-5, 2018.**

**Order #165 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the Gear Up Field Trip to New York City, June 3-5, 2018 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.7. Consider approval of the FFA Field Trip to Dollywood on May 25, 2018.**

**Order #166 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the FFA Field Trip to Dollywood on May 25, 2018 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.8. Consider approval of Cloyd and Associates to perform the FY2018 financial audit at a price of \$17,250.**

**Order #167 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of contracting with Cloyd and Associates to perform the FY2018 financial audit at a price of \$17,250 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

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Mrs. Rebecca Watkins                      Yes

**III.B.9. Consider approval of creating an Administrative Secretary for the School Nutrition Program at the Central Office**

**Order #168 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of creating an Administrative Secretary for the School Nutrition Program 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.B.10. Consider approval of keeping the local tariff/state rates for telecommunications (Plain Old Telephone Service, PRI, and Local and Long Distance) with vendors AT&T, and TDS for the 2018-2019 school year.**

**Order #169 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of keeping the local tariff/state rates for telecommunications (Plain Old Telephone Service, PRI, and Local and Long Distance) with At7T and TDS for the 2018-2019 school year 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.11. Consider approval of contracting with Extreme Networks through the KETS Eligible State Contract Matrix for internal connections for the 2018-2019 school year.**

**Order #170 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of contracting with Extreme Networks through the Eligible State Contract Matrix for internal connections for the 2018-2019 school year 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.B.12. Consider approval of the following policies (2nd and final reading):**

**III.B.12.a. Policy 02.4331-School Staffing(SBDM)**

**Order #171 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the second and final reading of amended Policy 02.4331-School Staffing(SBDM) 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.12.b. Policy 08.12-Instructional Organization**

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**Order #172 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the second and final reading of amended Policy 08.12-Instructional Organization 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.13. Review of Procedure 09.36 AP.211 Trip Permission/Transportation Waiver Form**

Review of Procedures does not require action.

**III.B.14. Consider approval of the Relay for Life Building Request for Highland Turner on April 14, 2018.**

**Order #173 - Motion Passed:** Based on the recommendation of Superintendent Phillip Watts, approval of the Relay for Life request to use Highland-Turner on April 14, 2018 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.B.15. Consider approval of declaring an emergency with regard to the chiller at Highland-Turner Elementary School and begin the process of replacing it.**

**Order #174 - Motion Passed:** Based on the recommendation of Phillip Watts, approval of declaring an emergency with regard to the chiller at Highland-Turner, and beginning the process of replacing it 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

**IV. Personnel Notifications**

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

Leslie D. Miller, Resignation as Instructional Assistant, Effective March 16, 2018

**Employment/Transfers**

Jesse Bailey, Assistant Principal at LBJ, Effective March 20, 2018

Larry Charles Griffin, Substitute Teacher, Effective March 23, 2018

Danielle Herald, Substitute Cook/Baker, Effective March 1, 2018

Denita White, Substitute Cook/Baker, Effective March 1, 2018

**FMLA/Leave**

Connie Alsept, March 7, 2018 through ??

Edwin S. Hollan, March 22-30, 2018

Hazel Noble-Hundley, March 19 through April 19, 2018

**V. Informational Items**

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



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Jean Crowley from KSBA gave a training report regarding the board members' recent training, as well as upcoming training in which they might participate. She stated that they are continuing to focus on board governance and leadership, and may think about setting up a work session to review goals since some their goals have been reached at this point.

**V.B. Kentucky New Skills for Youth Initiative ATC Grant**

**V.C. School Financial Reports**

**V.D. School SBDM Reports**

**VI. State Management Report and Recommendation**

State Manager Mike Murphy stated that all action taken at tonight's meeting would be recommended for approval by the Commissioner of Education.

**VII. Adjournment**

**Order #175 - Motion Passed:** There being no further business of the Board, adjournment at 6:20 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