

# **BOARD MEETING MINUTES**

**August 13, 2013**

**6:00 P.M.**

Members Present: William Owens, Larry Burgess, Janie Thorpe, and Melissa L. Judd.

## CALL TO ORDER

The meeting was called to order by William Owens.

## **10-14 APPROVE AGENDA**

Upon recommendation, on motion of Larry Burgess, seconded by Janie Thorpe, and by unanimous vote, it was ordered to approve the agenda as presented.

## GREAT NEWS

Superintendent James Evans, Jr. reported the following Great News: The district has had an excellent start to the 2013-2014 school year.

- Fifty-two (52) agencies participated in Readifest on August 2nd, providing parents and students with resources and supplies to promote academic success.
- Lee County High School will have the TEALS program in place again this school year. Through TEALS, twenty high school students will have the opportunity to take Intro to Computer Programming, and seven will participate in Advanced Placement Computer Programming.
- Beattyville Elementary Principal Maureen Patrick was awarded an appreciation certificate on behalf of the Kentucky Language and Speech Organization. District Speech and Language Pathologist Susan Perdue had nominated Ms. Patrick earlier in the year for the award which is given to individuals outside the field who support the Speech/Language Program.

## STRATEGIC PLAN UPDATE

Superintendent Evans shared the six (6) goals developed by the Strategic Planning Committee. He also read the Mission Statement and advised members that the district is currently working to develop a new Mission Statement.

## COMMUNICATION REPORT

Superintendent Evans reported on avenues that have been established to better communicate with staff, students, parents, and the community. The District and all four schools now have Communication Plans in place. Superintendent Evans is providing weekly updates to staff. Monthly Parent Breakfast meetings will continue this year at the Central Office. The first of these open forum breakfast meetings is scheduled for September 16<sup>th</sup>. Board agendas, minutes, policies, and procedures are posted on the district web site for public view. A monthly district newsletter *Spotlight on Success*, is posted on the district site, sent home to each parent, and shared with community organizations via mail, email, and hand delivery.

### **11-14 FORMALLY EXCUSE BOARD MEMBER ATTENDANCE REQUIREMENTS**

Upon recommendation, on motion of Janie Thorpe, seconded by Melissa L. Judd, and by unanimous vote, it was ordered to excuse board member Curtis Davis from board meeting attendance while he is recuperating. Mr. Davis will return as soon as possible.

## BUDGET REPORT

Zina Gibson, District Finance Officer, presented the monthly budget report.

### **12-14 REVIEW/APPROVE UNAUDITED ANNUAL FINANCIAL REPORT**

Zina Gibson, District Finance Officer, presented the Annual Financial Report (AFR) for Board review. The AFR indicated that the district closed the 2012-2013 school year better than projected. Board members were informed that Rupert White of White & Associates Accounting Firm had met briefly with Superintendent Evans and Zina to report on the 2012-2013 Audit of Lee County School District's financial records. Mr. White informed both that he was impressed with the direction the district is going by making hard decisions to stay fiscally sound. Upon recommendation, on motion of Larry Burgess, seconded by Janie Thorpe, and by unanimous vote, it was ordered to approve the Unaudited Annual Financial Report as presented. Copy on file.

### **13-14 SET 2014 MOTOR VEHICLE AND UTILITLY TAX RATES**

Upon recommendation, on motion of Larry Burgess, seconded by Janie Thorpe, and by unanimous vote, board members voted to maintain the Motor Vehicle and Utility tax rates the same as last year. The Motor Vehicle tax rate is set at 52.3, and the Utility tax rate at 3%.

### **14-14 APPROVE PROPOSED 2014 PROPERTY (REAL AND PERSONAL)**

## TAX RATE

In setting the Real and Personal Property tax rates, Superintendent Evans recommended a total tax rate of 35.7. This rate would include: HB940 @ 30.0 cents, Recallable Nickel @ 5.5 cents, and .2 cents for exonerations. On motion of Janie Thorpe, seconded by Melissa L. Judd, and by unanimous vote, it was ordered to approve a proposed Real and Personal Property Tax Rate of 35.7 as recommended. A Public Hearing is scheduled for 5:00 p.m. Wednesday, September 4, 2013 in the Lee County Board of Education Board Room to hear public comment regarding the proposed tax rate.

## **15-14** CONSENSUS ITEMS

On motion of Melissa L. Judd, seconded by Janie Thorpe, and by unanimous vote, it was ordered to approve the following consensus items:

### APPROVE MINUTES

It was ordered to approve the minutes of the July 9, 2013 regular board meeting as presented. Copy on file.

### APPROVE BUS & BUILDING APPLICATIONS

It was ordered to approve the following bus and building applications as presented:

#### Bus

- 08-09 LCSH Agriculture Students to Ag Exhibits at Happy Top - Beattyville
- 08-12 LCHS Golf to Sag Hollow Golf Course – Booneville
- 08-15 LCHS Agriculture Students to Kentucky State Fair – Louisville
- 08-16 LCMS Girls Basketball to Berea Community High School – Berea
- 08-17 LCMS Girls Basketball to Berea Community High School – Berea
- 08-22 LCMS Girls Basketball to Owsley County High - Booneville
- 08-27 LCHS Volleyball to Estill County High – Irvine
- 08-29 LCMS Girls Basketball to Jackson City Schools
- 09-04 LCMS Gear Up Students to Berea Gear Up Kick Off at the Corbin Arena
- 09-10 LCHS Volleyball to Morgan County High School – West Liberty
- 09-10 LCMS Girls Basketball to Jackson County Middle – McKee
- 09-14 LCHS Marching Band to Montgomery County Band Competition – Mt. Sterling
- 09-14 LCHS Cross Country to Owsley County High School – Booneville
- 09-16 LCMS Girls Basketball to Estill County Middle – Irvine
- 09-17 LCHS Cross Country to Campton Elementary – Campton
- 09-18 LCHS Volleyball to Breathitt County High School – Jackson
- 09-20 LCHS Agriculture Students to Forestry Show Career Knowledge – Lexington
- 09-20 LCHS Volleyball to Wolfe County High – Campton
- 09-23 LCHS Volleyball to Jackson City High School
- 09-28 LCHS Marching Band to Corbin

- 10-11 LCHS Volleyball to Powell County High – Stanton
- 10-07 LCHS Cross Country to Campton Elementary
- 10-09 LCHS Volleyball to Owsley County High – Booneville
- 10-11 LCMS Girls Basketball to Menifee County Middle School – Frenchburg
- 10-12 LCHS Marching Band to South Laurel High School – London
- 10-15 LCHS Volleyball to Jackson County – McKee
- 10-15 LCHS Cross Country to Owsley County High School – Booneville
- 10-17 LCHS Volleyball to Letcher County – Whitesburg
- 11-02 LCHS Cross Country to Fairview High School – Fairview
- 11-09 LCHS Cross Country to Kentucky Horse Park – Lexington

Building

Lee County Youth Sports to use SS Gymnasium and Cafeteria, BE Gymnasium and Cafeteria, and LCHS Gymnasium (end of year tournaments) from 4:30 p.m. to 8:30 p.m. for basketball and cheer practice and games. School activities have precedence on use of facilities. Youth Sports must check with the principal of each school to determine availability.

APPROVE FUND RAISER APPLICATIONS

Upon recommendation, it was ordered to approve the following fund raiser applications:

Throughout the 2013-2014 School Year

Lee County Middle School will sell concessions to raise funds for student activities.

Throughout the 2013-2014 School Year

Lee County Middle School will sell items at the School Store to raise money for an 8<sup>th</sup> grade field trip.

September 27, 2013 thru October 3, 2013 and March 24, 2014 thru March 28, 2014

Lee County Family Resource will hold a Scholastic Book Fair at Southside Elementary.

August 29, 2013 thru September 11, 2013 and March 3, 2014 thru March 7, 2014

Lee County Family Resource will hold a Scholastic Book Fair at Beattyville Elementary.

AUTHORIZE SUPERINTENDENT TO APPROVE ATHLETIC, ACADEMIC, AND BAND TRIPS

Upon recommendation, it was ordered to authorize Superintendent Evans to approve athletic, academic, and band trips during the 2013-2014 school year.

AUTHORIZE ADVERTISING 2013-2014 YEARBOOK BID & AUTHORIZE SUPERINTENDENT TO AWARD BID

Upon recommendation, it was ordered to authorize Superintendent Evans to advertise the 2013-2014 Yearbook Bid and to award the bid deemed best.

AWARD THE 2013-2014 SCHOOL PICTURE BID

Upon recommendation, it was ordered to award the 2013-2014 School Picture Bid to Image Photography as presented. Copy on file.

ACCEPT \$1,000.00 DONATION FROM BRETAGNE OIL

Upon recommendation, it was ordered to accept a \$1,000.00 donation from Bretagne Oil Company to purchase PE uniforms.

APPROVE 2013-2014 STAFF ATTENDANCE INCENTIVE

Upon recommendation, it was ordered to approve the 2013-2014 Staff Attendance Incentive as presented. Copy on file

APPROVE NATIONAL SCHOOL BREAKFAST/LUNCH PROGRAM  
PARTICIPATION & DISCLOSURE/NOTIFICATION OF FREE  
BREAKFAST/LUNCH TO ALL STUDENTS

Upon recommendation, it was ordered to approve the National School Breakfast/Lunch Program Participation & Disclosure/Notification of free breakfast/lunch to all students as presented. Copy on file.

APPROVE SHORTENED DAY & SHORTENED WEEK FOR  
SPECIAL NEEDS STUDENT

Upon recommendation, it was ordered to approve a shortened day and shortened week for a special needs student as requested by Director of Special Education, Glenna Cummins.

AMEND 2013-2014 CLASSIFIED SALARY SCHEDULE

Upon recommendation, it was ordered to amend the 2013-2014 Classified Salary Schedule as presented. Copy on file.

APPROVE EKU STUDENT TEACHER MOA

Upon recommendation, it was ordered to approve the Student Teacher Memorandum of Agreement with Eastern Kentucky University to place two (2) student teachers in the Lee County School District during 2013-2014. Copy on file.

DECLARE ENTERASYS ETHERNET SWITCHES SURPLUS AND AUTHORIZE  
TRANSFER TO HAZARD INDEPENDENT SCHOOLS

Upon recommendation, it was ordered to declare the Enterasys Ethernet Switches presented as surplus and authorize transfer to Hazard Independent Schools. Copy of list on file.

ATTENDANCE UPDATE/NUMBERS

Ray Shuler, Director of Pupil Personnel, updated board members on student enrollment numbers. Lee County Schools ended the 2012-2013 school year with a total district enrollment of 1,053. Current district enrollment is up four (4) students at 1,057. Lee County High School has 324 students enrolled; Lee County Middle School has 237 students enrolled; Beattyville Elementary has 306 students enrolled; and Southside Elementary has 190 students enrolled. The current district –wide attendance rate is 98.22

TRANSPORTATION REPORT

Ray Shuler provided a transportation report for board members. There are 13 regular and two (2) special need bus routes in place to provide transportation for Lee County students during the 2013-2014 school year. The district employs 14 regular, full-time drivers. All bus drivers are CPR and First Aid trained.

PROJECTS

Ray Shuler updated board members on facility projects: Canopies and doors at both Lee County Middle School and Lee County High School have been painted. Sara Thorpe has painted Bobcats on the front entrance doors to Lee County High School. Security and alarm systems have been updated. Staff at the middle school and high school will now have their own unique security codes. The parking lot striping and sealing is complete at all locations. New drop-off and pick-up routes have been implemented at Lee County High School, Lee County Middle School, and Beattyville Elementary.

INSTRUCTION

Sharon Bush, Instructional Supervisor, informed board members that the district had received materials for a self-assessment to follow-up on the SACS Accreditation and state evaluation visits. She also reported that flash drives and web cams had been ordered for the TEALS class at Lee County High School.

## REVIEW ACT RESULTS

Glenna Cummins, District Assessment Coordinator, provided ACT data for Board review.

## PRINCIPAL REPORTS

Lee County High School Principal-Mark Murray, Lee County Middle School Principal-Karen Angel, Beattyville Elementary Principal-Maureen Patrick, and Southside Elementary Principal-Steve Carroll reported on their school 30-60-90 Plans.

### **16-14 AMEND ATHLETIC EVENT ENTRANCE FEES**

Lee County High School Assistant Principal, David Lyons, requested the entry fees for high school athletic events be amended to \$3.00 for students and \$4.00 for adults. Lyons said the change was necessary to cover official fees. On motion of Larry Burgess, seconded by Melissa L. Judd, and by unanimous vote, it was ordered to set the entrance fee for high school athletic events at \$3.00 for students and \$4.00 for adults.

## PERSONNEL

Superintendent Evans reported the following personnel: Susan Pettit will be retiring from her central office administrative assistant position on August 31, 2013; Elaine Thomas has resigned the position of school bus driver; Sondra Kidd and Wayne Cornett are currently on leave; and Cassandra Morris has been employed as the school nurse.

The following classified and certified staff have been employed for the 2013-2014 school year:

### **Central Office**

James Evans, Jr. - Superintendent, Glenna Cummins - Special Programs Coordinator/Director of Special Education, Sharon R. Bush -Instructional Supervisor/Title I Coordinator, Earl Ray Shuler - Director of Pupil Personnel/Transportation Director

### **Southside Elementary**

Steven Carroll - Principal, Rhonda Estes - Counselor PT  
Faculty – Linda Begley, Matthew Coleman, Roxanne Evans, Candice Jewell, Carol Ann Napier, Cara Stamper, Charla White, Glenna Wright  
Itinerant Faculty – Sandy Arnold, Tammy Caudell, Jana Durbin-Librarian PT, Debra Green, Carla Lyons, Melissa Smith

### **Beattyville Elementary**

Maureen Patrick - Principal, Rhonda Estes - Counselor PT

Faculty - Vickie Adams, James Dailey, Pam Deaton, Brent Duncil, Candice Sizemore Duncil, Vickie Hinkle, Letha Hogan, Cynthia Johnson, Gina Land, Cheri Murrey, Cindy Neiderman, Bethany Hobbs Riley, Karen Stansbury, Veronica Wilder  
Itinerant Faculty – Sandy Arnold, Deanna Keith, Kendra Napier, Susan Perdue, Melissa Smith, Kim Williams-Librarian PT

### **Lee County Middle School**

Karen Angel - Principal, David Lyons - Assistant Principal PT, Amy Johnson - Counselor  
Faculty – Tony Barrett, Ivalea Brooks, George Chaney, Darlene Jewell, Serita McCoy, Donna Pelfrey, Debbie Smith, Amber Stacy  
Itinerant Faculty – Leisa Ammerman, Julia Bishop, Michelle Estes, Jason Jewell, Deanna Keith, Jessica Napier, Connie Smith - Academic Coach, Tami Stickler- Gifted & Talented, Susan Tipton, Matt Watterson - Gear Up Academic Specialist, Kim Williams - Librarian PT

### **Lee County High School**

Mark Murray - Principal, David Lyons - Assistant Principal PT, Jamie Stickler - Counselor  
Faculty – Phillip Angel, Orville Bennett, Leslie Cable, Larry Wayne Cornett, Phillip Durbin, Kevin Franklin, Angela Hall, Brian Johnson – Gear Up Interventionist, Jolie King, Rhonda Linkous, Jeremy Miller, Lisa Parrett, Danny Wright  
Itinerant Faculty – Leisa Ammerman, Julia Bishop, Jana Durbin-Librarian PT, Michelle Estes, Jason Jewell, David Land, David Lyons, Jessica Napier, Connie Smith-Academic Coach, Tami Stickler-Gifted & Talented, Susan Tipton, Matt Watterson – Gear Up Academic Specialist

### **Instructional Aides**

**Preschool Program:** \*Lisa Ross-Beattyville Elementary/Southside Elementary  
**Beattyville Elementary:** Gloria Bryant, Vicky Charles, Sherry Frye, Sandra Howard, \*Kathy Kincaid  
**Southside Elementary:** \*Rosetta Caldwell, Lesa Caudill, Julia Evans, Marcella Fox, \*Linda Overbee  
**Lee County Middle School:** \*Patty Cole, \*Mary Ann Evans, \*Theresa Gabbard, \*Tammy Moore, \*Jessica Townsend, \*Judy Young  
**Lee County High School:** \*Patty Cole, \*Mary Ann Evans, \*Theresa Gabbard, \*Tammy Moore, \*Jessica Townsend, \*Judy Young

### **Clerks**

**Central Office:** Sharron Adams, Michelle Angel, Cathy Begley, Connie Dunaway, Zina Gibson, Shana Minter, Susan Pettit, Sherry Profitt  
**Beattyville Elementary:** Irene Brandenburg, Jennifer Osborne  
**Southside Elementary:** Pamela Bingham, Sandy Moore  
**Lee County Middle:** Sharon Mays, Teresa Noe, \*Betty Kincaid



**Lee County High:** Ruth Mays, Tara Newman, \*Betty Kincaid

### **Bus Drivers**

Greg Roberts-Bus Maintenance/Driver, Wendell Brandenburg-Bus Maintenance/Driver, Tammy Adkins, Marsha Gabbard, Kenneth Isaacs, Ricky Isaacs, Bill Pitmon, Keith Smith, James Spencer, Gary Steele, Doreen Thomas, Perry Thorpe, Larry Tincher, Johnny Todd

### **Cooks**

Teresa Thomas - Food Service Director

**Beattyville Elementary:** Donna Brandenburg, Linda Collins, Charlotte Marshall, Virginia Phillips

**Southside Elementary:** Eva Durbin, Sharon Marshall, Pauline McKinney

**Lee County Middle/Lee County High:** Kaye Addison, Sylvia Begley, Deborah Cole, Tonya Horn, Fannie Keller, Belinda Million, Lois Norman, Sheila Yarber

### **Family Resource Center**

Sherry Lanham - Director, \*Kathy Kincaid

### **Youth Service Center**

Pam Cornelius - Director, \*Betty Kincaid

### **School Nurse**

Cassandra Morris

### **Technology**

John Profitt - District Technology Coordinator, Stephanie Flinchum - Technology Technician

### **Maintenance**

John David Sipple - Maintenance Supervisor, James Spencer PT

### **Custodians**

**Beattyville Elementary:** James Greene, Jeffrey Noe

**Southside Elementary:** Tim Collins, Ron Bryant PT  
**Lee County Middle:** Robert Greene, Jr., Sondra Kidd PT  
**Lee County High:** James Liesegang, Bill Bailey  
**Central Office:** Sondra Kidd PT

*\*Itinerant*

#### **17-14 PAY BILLS & CLAIMS**

On motion of Larry Burgess, seconded by Melissa L. Judd, and by unanimous vote, it was ordered to pay the bills and claims in order at this time. Copy on file.

#### **ANY OTHER BUSINESS**

Superintendent Evans informed board members:

That A T & T personnel would be in the district next week to search for an alternate location for the tower. Underground lines prevented utilizing the first location selected.

Representative Herald and Senator Stivers will be at Lee County High School August 15<sup>th</sup> at 10:20 a.m.

Hal Rogers will be at Happy Top on August 19<sup>th</sup>.

We are currently initiating formation of a grant committee.

Upon motion, board adjourned.