

**LEE COUNTY BOARD OF EDUCATION
SPECIAL MEETING MINUTES**

December 3, 2013

6:00 P.M.

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

CALL TO ORDER

The meeting was called to order by Chairman William Owens.

47-14 APPROVE AGENDA

On motion of Larry Burgess, seconded by Curtis Davis, and by unanimous vote, it was ordered to approve the agenda as presented. Copy on file.

GREAT NEWS

Superintendent Evans recognized Beattyville Elementary Academic Team members for their success during the Annual Holiday Bowl. The Quick Recall Team, who remained undefeated throughout the season, placed first and the Future Problem Solving team placed second. Several students also placed in individual written assessment competition. Beattyville Elementary placed second overall out of a total of five (5) competing school districts.

Also in Great News, Jay Dailey, Beattyville Elementary social studies teacher, was recognized for completing the five day training necessary to become a Certified Safe Crisis Management Instructor. Mrs. Glenna Cummins, Special Programs Coordinator, reported that she had sent an email to all certified staff informing them that Lee County would have the opportunity to receive the training for a nominal fee. Mr. Dailey was the only staff member who indicated an interest. He is now a Certified Safe Crisis Management Instructor who can train staff at any district in the Kentucky Valley Educational Cooperative (KVEC) region. Mrs. Cummins thanked Jay for his commitment that will provide a cost savings for our district. Lee County has previously contracted with instructors outside the district to provide this service to our staff.

COMMUNICATION REPORT

Superintendent Evans updated board members on the status of the TELL Follow-up Survey. Positive staff responses indicate that differentiated professional development (PD) is heading in the right direction; and communication with staff and the community through postings on the web, district newsletter articles, and School Messenger calls is beneficial. A continued focus should be placed on discipline, community involvement, and the inclusion of classified staff in future surveys. Mr. Evans also informed the board that the next Superintendent/Parent Breakfast will be held at the Lee County Board of Education on December 16th at 8:30 a.m. Board members are welcome to attend.

48-14 AUTHORIZE SUPERINTENDENT TO ADVERTISE FOR CONSTRUCTION MANAGER

Upon direction of the Lee County School Board, Superintendent Evans investigated the possibility of utilizing a construction manager during the Southside Elementary Addition/Renovation Project. Both he, and Ray Shuler, contacted Tim Lucas at the Kentucky Department of Education to discuss the process and procedures, as well as the cost, involved in employing a construction manager for the project.

Ray Shuler reported they were advised of the following:

- KDE does not recommend employing a construction manager for projects of \$2,000,000.00 and under
- District will follow the same process as that of hiring an architect when employing a construction manager
- Pro would be the day to day on-site liaison
- Con would be the cost to employ a construction manager
- Estimated cost would be a quarter of million dollars to employ a construction manager for this project

On motion of Janie Thorpe, seconded by Melissa L. Judd, and by unanimous vote, it was ordered to solicit Requests For Proposals (RFP's) from construction managers for the Southside Elementary Addition/Renovation Project. Following receipt of RFP's, and presentations, the board will determine if it is feasible to employ a construction manager for the project.

BUDGET REPORT

District Finance Officer, Zina Gibson, provided the monthly revenue and expenditure budget report for board members. She informed members that the revenue report was incomplete as the special board meeting is early in the month and we have not yet received Food Service bank statements. Copy of budget report on file.

Mrs. Gibson advised board members that Artie White of White and Associates would be present later this evening to present the FY2013 Audit Report. He will also discuss Red Book training to be scheduled at another time.

BEATTYVILLE ELEMENTARY SBDM PRESENTATION

Mrs. Maureen Patrick, Beattyville Elementary Principal, provided Beattyville Elementary School's Site Based Decision Making (SBDM) Council presentation. Included was information contained in the School Report Card. Beattyville Elementary moved from a category of Needs Improvement the previous year, to the Proficient Progressing School category this year. Superintendent Evans commended Mrs. Patrick and Beattyville Elementary staff for their continuous academic improvement.

49-14 CONSENSUS ITEMS

On motion of Curtis Davis, seconded by Larry Burgess, and by unanimous vote, it was ordered to approve the following consensus items:

APPROVE MINUTES

Upon recommendation, it was ordered to approve the minutes of the November 12, 2013 Lee County Board of Education Regular Board Meeting. Copy on file.

APPROVE BUS & BUILDING APPLICATIONS

Upon recommendation, it was ordered to approve the following bus and building applications as presented:

Bus

- 11-16 LCMS Boys' Basketball to Carlisle
- 11-23 LCHS Archery to Berea
- 11-23 LCMS Archery to Berea
- 11-25 SS Basketball to Beattyville Elementary
- 11-30 LCHS Boys' Basketball to Ashland
- 12-02 LCHS Boys' Basketball to Allen Central High - Eastern
- 12-03 LCMS Academics to Estill County Middle School – Irvine
- 12-06 LCHS Boys' Basketball to Estill County High – Irvine
- 12-06 LCMS 8th Grade to BCTC/Ale 8 Factory – Winchester
- 12-07 LCHS Boys' Basketball to Shelby Valley High School – Pikeville
- 12-07 LCMS Academics to Estill County Middle School - Irvine
- 12-08 LCHS Band to All Regional Band Auditions – London

12-10 LCHS Boys' Basketball to Hazard
 12-13 LCHS Boys' Basketball to Owsley County High – Booneville
 12-13 BE 4th Grade students to Toyota at Georgetown
 12-14 BE Archery to Fleming Neon Middle School
 12-19 LCHS Girls' Basketball to Powell County High – Stanton
 12-20 Thru 12-22
 LCHS Boys; Basketball to Prestonsburg
 12-21 LCHS Bowling to Montgomery County
 12-26 LCHS Boys' Basketball to Wayne County High – Monticello
 01-11 LCHS Girls' Basketball to June Buchanan High School – Pippa Passes
 01-10 LCHS Boys' Basketball to Powell County High School - Stanton
 01-14 LCHS Bowling to Galaxy Bowling – Richmond
 01-18 LCHS Bowling to Flemingsburg
 01-28 LCHS Boys' Basketball to West Liberty
 02-01 LCHS Boys' Basketball to Perry Central - Hazard
 02-04 LCHS Girls' Basketball to Estill County High School – Irvine
 02-08 LCHS Boys' Basketball to Johnson Central High School - Paintsville
 02-11 LCHS Boys' Basketball to Menifee County – Frenchburg
 02-14 LCHS Boys' Basketball to Leslie County High – Hyden
 02-15 LCHS Boys' Basketball to Nicholas County – Carlisle
 02-21 LCHS Boys' Basketball to Wolfe County High – Campton

Building

On December 7, 2013, 21st Century Lighthouse will use Beattyville Elementary lunchroom, gym, and some classrooms to hold a celebration day for Lighthouse students.

APPROVE FUND RAISER APPLICATIONS

December 16-20, 2013, BE Archery will sale Tupperware to raise funding for supplies, registration fees, and student meals.

Upon approval, thru the basketball district tournament, Lee County Band Boosters will raffle UK Tickets for the March 4, 2014 game to raise funds for the band trip to Washington D.C.

February 14, 2014, Southside Elementary 5th Grade will hold a Valentine Dance to raise money for the 5th grade.

December 5, 2013 thru December 30, 2013, Southside Elementary will host a Christmas Bazaar to raise funds for student trips & rewards.

December 6, 2013 thru January 6, 2014, Lee County High School Boys' Basketball will sale banner sponsorships to raise money for basketball supplies.

ACCEPT SFCC KETS OFFER OF ASSISTANCE

It was ordered to accept the SFCC KETS Offer of Assistance in the amount of \$9,535 and match the entire amount at the present time.

AUTHORIZE GRANT APPLICATIONS FOR THE FOLLOWING GRANTS: READ TO ACHIEVE, 21ST CENTURY, READING IS FUNDAMENTAL, KASA PROCESS AND PROCEDURES AUDIT, AND CENTER FOR APPALACHIAN REGIONAL ENGAGEMENT/STEWARDSHIP

It was ordered to authorize school district personnel to apply for the following grants: Read To Achieve, 21st Century, Reading is Fundamental, KASA Process and Procedures Audit, and Center for Appalachian Regional Engagement/Stewardship.

AUTORIZER PARTICIPATION IN OPERATION PREPARATION

It was ordered to authorize Lee County Schools' participation in Operation Preparation.

AUDIT REPORT WITH RUPERT WHITE

Mr. Rupert White of White and Associates presented the Lee County School District 2013 Financial Audit Report. White commended district and school staff for their hard work and conscientious attention to detail. He informed board members that Lee County Schools have an excellent staff stating, "No one is perfect, but I would be very comfortable should any outside organization come in to review the district's financial records".

Mr. White also discussed agenda items included in the work training sessions he has conducted at districts around the state during the past few weeks. Current trends indicate that school boards are reactive; according to White, boards will need to become more proactive and visionary in order to attain long term goals while operating on less funding. Plans are underway to schedule a financial training/work session with Mr. White for Lee County School Board Members and district administrators in January of 2014.

INSTRUCTION

Sharron Bush, Instructional Supervisor provided the following:

- The District and High School Internal Audits have been scheduled on February 25th, and 26th, 2014. Two people will be sent to conduct the audits.
- School and district personnel are currently working on the CSIP's and CDIP.

- District staff will complete the KASA Process and Procedures Audit grant application tomorrow.

PRINCIPAL REPORTS

Board members heard school reports by Sharon Bush, Maureen Patrick, and Steve Carroll.

PROJECTS

No new projects to report at this time.

ATTENDANCE UPDATE

Ray Shuler, Director of Pupil Personnel, provided the monthly attendance report. Overall attendance percentages for the past school month are better than the same time period last year.

2012-2013 District Attendance Rate: 93.51%

2013-2014 District Attendance Rate: 93.66%

Current Total District Enrollment: 1,051

50-14 OUT OF DISTRICT/AREA AGREEMENT

Ray Shuler, Director of Pupil Personnel, presented an Out of District/Area Agreement for board review and approval. Mr. Shuler recommended the board approve the document which includes language regarding revocation of OOD/A status for out of district students attending Lee County who demonstrate poor attendance, behavior, and poor academic progress. On motion of Janie Thorpe, seconded by Curtis Davis, and by unanimous vote, it was ordered to approve the Out of District/Area Agreement as present by Ray Shuler. Copy on file.

PERSONNEL

Superintendent Evans reported the following personnel changes: Teresa York has resigned her substitute teacher position, and Cassandra Morris has decided to remain as the Lee County School District nurse.

51-14 APPROVE PAYMENT OF BILLS & CLAIMS

Upon recommendation, on motion of Larry Burgess, seconded by Curtis Davis, and by unanimous vote, it was ordered to pay the bills and claims in order as presented. Copy on file.

Upon motion, board adjourned.