

RECORD OF BOARD PROCEEDINGS (MINUTES)

Lee County Board of Education Regular Meeting

The Lee County Board of Education met in Regular Session in the Lee County Board of Education Board Room Board Room at 6:00 PM, on September 12, 2017.

Attendance Taken at 5:56 PM:

Present Board Members:

Mr. Lamont Coldiron

Mr. Curtis Davis

Mr. Donald Napier

Mr. William Owens

Ms. Janie Thorpe

CALL TO ORDER

Discussion:

Board Chair William Owens called the meeting to order.

20-18 APPROVE AGENDA

Rationale:

Dr. Evans will recommend approval of the September 12, 2017 Lee County Board of Education Regular Meeting agenda as presented.

Motion Passed: Approval of the September 12, 2017 Lee County Board of Education Regular Meeting agenda as presented passed with a motion by Ms. Janie Thorpe and a second by Mr. Curtis Davis.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

CELEBRATIONS

Discussion:

In his Celebration report, Dr. Evans informed board members that the F. L. Dupree Superintendent of the Year award came with a \$5,000.00 stipend. Dr. Evans will be using the stipend to create an F.L. Dupree Award Scholarship for high school seniors. Five different seniors, who will be the first in their family to attend college, will receive a \$1,000.00 scholarship. The \$1,000.00 scholarships will be awarded to one student per year over the next five years.

Dr. Evans also thanked board members for attending the KSBA Regional Meeting hosted by the district on September 7th. He shared that he had received many compliments from guests who had attended regarding hospitality, student entertainment, and great food. Dr. Evans thanked staff for their contributions in making the meeting a success.

COMMUNICATION REPORT

Discussion:

- Dr. Evans informed members that bus 83 and 86 previously declared surplus had been disposed of. After advertising for bids, bus 83 was sold to Shuler's Junkyard for \$300 and bus 86 to Glendon Fields for \$485.75.
- The current calendar of events was sent via email to all board members.
- The district has received information from KSBA regarding the Director At Large. William Owens shared that since he was currently serving as the Upper Kentucky River Regional Chair, the Director At Large position would not be open to another Lee County board member.
- Dr. Evans told the board that he had sent the application and deadline information for the KSBA Student Scholarship to the high school counselor and principal to share with students.
- The school photography bid has been awarded to Lifetouch School Portraits with Representative Rick Zielke.
- Board members received written information explaining the Open Meetings and Open Records Acts as well as proper records retention and management. This information will also be shared with school councils. Board members completed the proof of receipts.

21-18 REVIEW/APPROVE MONTHLY BUDGET REPORT

Discussion:

Zina Gibson, District Finance Officer, shared the August 2017 monthly reports of revenue and expenditures.

The district has received \$438,000.00 in Fund I for the month, which is 11.4% of budget of the projected budget. A total of \$594,000.00 across all funds was received for the month, which is 7.4% of the total budget for all funds.

The district expended \$437,000.00 for the month in Fund I, which is 17.9% of the budget. We expended a total of \$635,000.00 for the month across all funds.

There was nothing extraordinary in revenue or expenditures for August. We did get revenue from the fiscal court in forestry receipts totaling \$1,185.00. This is actually revenue for the 2016-2017 year, but we did not receive it until August. Revenue from the forestry receipts has gone down about \$10,000.00.

Motion Passed: Approval of the August 2017 Revenue and Expenditure Reports as presented passed with a motion by Mr. Curtis Davis and a second by Mr. Lamont Coldiron.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

22-18 APPROVE FY18 WORKING BUDGET

Discussion:

Zina Gibson, District Finance Officer, presented the FY18 Working Budget Summary.

- Revenue for Fund I was projected approximately \$260,258.00 less than the previous year.
- The sheriff collects property, oil, and franchise tax. Collection rates are down approx. 14% over the past two years. As mentioned earlier, forestry receipts have been reduced greatly.
- Revenue and expenditures in a school district budget must balance. The difference is the contingency which is set aside for unexpected emergency needs. Our contingency is currently 3.9%.
- The Working Budget as presented does not include the 17% reduction in State funding announced this week.
- Fund II is made up of State, Federal, and grant monies; there is no contingency in Fund II.
- 310 is Capital Outlay @ \$100/child.
- 320 is the Building Fund.
- 400 is the Debt Service Fund which is used to pay bond principal and interest.
- Food Service - revenue is projected to go up.

Motion Passed: Approval of the FY18 Working Budget as presented passed with a motion by Mr. Lamont Coldiron and a second by Mr. Donald Napier.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

23-18 APPROVE 2017-2018 ASSURANCES FOR FEDERAL PROGRAMS

Rationale:

Mr. Steve Carroll, Instructional Supervisor/ARI Coordinator, will present the 2017-2018 Assurances of Federal Programs for board review and approval.

Motion Passed: Approval of the 2017-2018 Assurances for Federal Programs as presented passed with a motion by Mr. Curtis Davis and a second by Ms. Janie Thorpe.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

INSTRUCTION

Discussion:

Steve Carroll, Instructional Supervisor, discussed the following:

- Kelloggs Grant - This is similar to the PIPE work only this focuses on efficiency in the classroom; processes for getting the most out of your time. Lee County has a teacher group and administrator group which meet with others from Owsley County.
- I have concerns regarding the New Assessment System. The Star rating system seems to be setup for more affluent districts; it will be difficult for small rural districts to reach the Star 5 rating due to limited access to resources.
- We held our follow-up teachers leading teachers Professional Learning and worked on action and growth plans.
- We have held our first TELL meeting; those attending the follow-up professional Learning session were invited to participate in the TELL Committee meetings.
- Our ACT scores showed growth in every area. We are just under the State average.
- Map assessment will replace Think Link as our interim assessment. Map will pay half the cost.
- An Emergency Non-Certified Substitute Teacher Training has been scheduled for October 2nd, 3rd, and 4th. We hope to train new applicants as we have a shortage of substitute teachers.

**24-18 APPROVE 2017-18 LEE COUNTY MIDDLE HIGH SCHOOL CHROMEBOOK
OPTIONAL INSURANCE POLICY**

Discussion:

The optional accident insurance will provide parents the opportunity to secure accident insurance coverage for chromebooks for \$25. This is much cheaper than repair or replacement of a chromebook should it become damaged by accident.

Motion Passed: Approval of the Chromebook optional insurance policy as presented passed with a motion by Mr. Lamont Coldiron and a second by Mr. Curtis Davis.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

25-18 APPROVE CONSENT AGENDA

Rationale:

Dr. Evans will present the Consent Agenda recommended for board approval.

Motion Passed: Approval of the Consent Agenda as presented passed with a motion by Mr. Curtis Davis and a second by Mr. Donald Napier.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

XA. APPROVE BOARD MINUTES

Discussion:

It was ordered to approve the August 8, 2017 Lee County Board of Education Regular Board Meeting Minutes as presented.

XB. APPROVE BUS APPLICATIONS

It was ordered to approve the following bus applications:

ADDITIONAL TRIPS -

- FFA Overnight trip to London, Kentucky for National FFA Leadership Competition September 29 & 30, 2017 - Orville Bennett
- Agriculture and Industrial Arts students to Wood Expo Competition at Master Station Park in Lexington, Kentucky on September 15, 2017 - Orville Bennett & Jason Jewell Volleyball Team to overnight tournament in Lexington, Kentucky September 22 & 23, 2017 - Jessica Todd

BUS REQUESTS FOR BOARD APPROVAL - SEPTEMBER 12, 2017

DATE SUBMITTED	SCHOOL	DEPARTURE DATE	RETURN DATE	LOCATION & DESCRIPTION	PERSON RESPONSIBLE	OVERNIGHT?	TRIP # IN TRAVEL TRACKER	COMMENT
8/3/2017	Lee Co. Middle High	8/17/2017	8/18/2017	Fairgrounds - Louisville, KY/Agriculture	Orville Bennett	Y	1185	
8/4/2017	Lee Co. Middle High	8/31/2017	8/31/2017	High - Jackson, KY/Girls	Danny Wright	N	1186	
8/4/2017	Lee Co. Middle High	9/21/2017	9/21/2017	Middle School - Stanton, High School -	Danny Wright	N	1187	
8/4/2017	Lee Co. Middle High	9/9/2017	9/9/2017	Booneville, Middle School -	Danny Wright	N	1188	
8/4/2017	Lee Co. Middle High	10/10/2017	10/10/2017	Campton, Middle School -	Danny Wright	N	1189	
8/4/2017	Lee Co. Middle High	9/11/2017	9/11/2017	Irvine, KY/Girls High School -	Danny Wright	N	1190	
8/4/2017	Lee Co. Middle High	9/7/2018	9/7/2017	Booneville, Upward Bound	Danny Wright	N	1191	
8/4/2017	Lee Co. Middle High	9/23/2017	9/23/2017	- Berea, Upward Bound	Holly Branscum	N	1192	
8/4/2017	Lee Co. Middle High	10/21/2017	10/21/2017	- Berea, Upward Bound	Holly Branscum	N	1193	
8/4/2017	Lee Co. Middle High	12/2/2017	12/2/2017	- Berea, Upward Bound	Holly Branscum	N	1194	
8/4/2017	Lee Co. Middle High	11/4/2017	11/4/2017	- Berea, Golf Course -	Holly Branscum	N	1195	
8/8/2017	Lee Co. Middle High	8/23/2017	8/23/2017	Booneville, Golf Club -	Matt Watterson	N	1196	
8/8/2017	Lee Co. Middle High	9/14/2017	9/14/2017	Clay City, Golf Course -	Matt Watterson	N	1197	
8/8/2017	Lee Co. Middle High	9/16/2017	9/16/2017	London,	Matt Watterson	N	1198	

XC. APPROVE FUND RAISER REQUESTS

Discussion:

It was ordered to approve the following fund raiser requests:

- Three 8th Grade Fundraiser Requests, Magic Melts, Dances, Penny Wars
- 2017 Fall Book Fair Fundraiser Request
- Varsity Cheerleader Flower Sales
- Varsity Volleyball Capitol Cups
- Varsity Girls Basketball Golf Scramble
- Middle School Girls Basketball Golf Scramble
- Teals KY Fundraising Cards

XD. AUTHORIZE GUIDANCE COUNSELORS TO CHAIR ARC MEETINGS IN ABSENCE OF PRINCIPAL

Discussion:

It was ordered to allow School Guidance Counselors to chair ARC meetings in the absences of the School Principal.

XE. APPROVE SHORTENED WEEK FOR ONE LEE COUNTY ELEMENTARY STUDENT, A SHORTENED DAY FOR ONE LEE COUNTY ELEMENTARY STUDENT, AND A SHORTENED DAY FOR ONE LEE COUNTY MIDDLE HIGH SCHOOL STUDENT

Discussion:

It was ordered to approve the request submitted by Carla Lyons, DOSE for:

Approval for a shortened Day schedule for a Lee County Middle High School Student

Approval for a shortened Day schedule for a Lee County Elementary student

Approval for a shortened Week schedule for a Lee County Elementary Student

XF. APPROVE FACILITY REQUEST APPLICATIONS

Discussion:

It was ordered to approve the following facility request applications:

September 18,19, 20, 25, 26, 27, 29, 30, 2017 Woolly Worm Committee to use Sedley Stewart Auditorium for Pageant

October 22, 2017 Woolly Worm Committee to use back of the Beattyville Elementary to host car show

XG. APPROVE CHARGING INDIRECT COSTS DURING 2017-2018

Discussion:

It was ordered to charge indirect costs to appropriate programs when applicable during the 2017-2018 school year.

XH. APPROVE 2017-2018 SUPERINTENDENT EVALUATION INSTRUMENT

Discussion:

It was ordered to adopt the SPGES Superintendent Evaluation Instrument to evaluate Dr. Evans during 2017-2018.

XI. APPROVE BEREA COLLEGE GEAR UP MEMORANDUM OF AGREEMENT

Discussion:

It was ordered to approve the Berea College Gear Up Memorandum of Agreement as presented.

XJ. APPROVE LEE COUNTY SCHOOLS FAMILY RESOURCE GRANT APPLICATION/DONATIONS AS PRESENTED

Discussion:

It was ordered to approve the Lee County Schools Family Resource Center's request regarding a grant application to receive computers, coats, shoes, and a donation of \$4,000 as presented.

XK. APPROVAL TO ACCEPT DONATIONS TO LEE COUNTY SCHOOLS YOUTH SERVICE CENTER AS PRESENTED

Discussion:

It was ordered to accept the donations to the Youth Service Center as presented.

XI. ENROLLMENT/ATTENDANCE UPDATE

Discussion:

David Lyons informed board members that we have a total of 910 students enrolled district-wide as of this morning. The average attendance for the district is 94.4% .

The 2017-2018 School Calendar has been updated due to August 21st missed for the eclipse; the last day for students is not May 2nd.

26-18 DECLARE AN EMERGENCY TO ADOPT THE LEE COUNTY SCHOOLS VIRTUAL LEARNING POLICY IN ONE READING AND SUBMIT TO KSBA

Rationale:

Dr. Evans and David Lyons will present Lee County Schools Virtual Learning Policy for board review and approval. Recommendation is made to declare an emergency and approve the policy in one reading and submit to KSBA. The board attorney has reviewed the policy.

Discussion:

Virtual School (Lee County Virtual Learning) K-12 will work in our favor. This Policy will help kids.

Motion Passed: Approval to declare an emergency to adopt Lee County Schools Virtual Learning Policy as presented in one reading and submit to KSBA passed with a motion by Mr. Lamont Coldiron and a second by Ms. Janie Thorpe.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

27-18 REVIEW/APPROVE LEE COUNTY SCHOOLS VIRTUAL SCHOOL CONTRACT AGREEMENT PROCEDURE AND SUBMIT TO KSBA

Rationale:

Dr. Evans and David Lyons, D.P.P. will present Lee County Schools Virtual School Contract Agreement Procedure for board review and approval to send to KSBA. The board attorney has reviewed the contract.

Motion Passed: Approval of Lee County Schools Virtual School Contract Agreement Procedure as presented with submission to KSBA to follow passed with a motion by Mr. Donald Napier and a second by Mr. Lamont Coldiron .

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

28-18 APPROVAL TO AMEND BUS TRIP RATES AS PRESENTED

Discussion:

David Lyons told board members he proposed amending the trip rates to make it easier for finance when invoicing.

Free trips were removed, and no mileage fees will be invoiced, only the driver's pay.

Motion Passed: Approval to amend Lee County Schools' transportation department trip rates as presented passed with a motion by Ms. Janie Thorpe and a second by Mr. Curtis Davis.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

PERSONNEL REPORT

Discussion:

Dr. Evans reported the following personnel changes:

- Jessie Dennis employed as maintenance worker between morning and evening bus runs when school is in session, and eight hours per day during the summer break.
- Paul Samples employed as FMD Instructional Assistant
- Chelsea Adams employed as New Skills for Youth Team Lead

29-18 PAY BILLS & CLAIMS

Rationale:

Dr. Evans will present bills and claims recommended for board approval.

Motion Passed: Approval to pay the bills and claims as presented passed with a motion by Mr. Curtis Davis and a second by Ms. Janie Thorpe.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

30-18 ADJOURN

Motion Passed: Approval to adjourn the Lee County Board of Education September 12, 2017 Regular Board Meeting passed with a motion by Mr. Lamont Coldiron and a second by Ms. Janie Thorpe.

Mr. Lamont Coldiron	Yes
Mr. Curtis Davis	Yes
Mr. Donald Napier	Yes
Mr. William Owens	Yes
Ms. Janie Thorpe	Yes

Chairperson

Superintendent