

ROCKCASTLE COUNTY SCHOOLS

245 RICHMOND STREET

MT. VERNON, KY 40456

Minutes of the Board Meeting

Tuesday, July 14, 2020

Rockcastle Board of Education Members

Angela Stallsworth-Mink - Chair, Susan Jordison - Vice Chair,

Anna Stevens-Goff, Misty Lakes, Jeff Vanhook

- 1. CALL TO ORDER:** At approximately 6:00 pm, Vice-Chairman Susan Jordison called the meeting to order.
 - A. Silent Prayer:** At the direction of Vice-Chairman Susan Jordison, the Board observed a moment of silent prayer.
 - B. Roll Call:** All members present with the exception of Angela Stallsworth-Mink.
 - C. Reading of Board Team Commitments:** Misty Lakes read the board commitments.

- 2. ADOPT AGENDA/ACTION:** Vice-Chairman Susan Jordison asked for an amendment to the agenda, adding the approval of the July 7, 2020 Special Board Meeting minutes to Operations/Actions. Anna Stevens-Goff made a motion to approve the agenda with the requested amendment. Misty Lakes made a second. All members present agreed.

- 3. OPERATIONS/ACTIONS:**
 - A. Approve Minutes of the June 9, 2020 Regular Board Meeting**
 - B. Approve Bills for Payment**
 - C. Approve Shortened School Days for Hospital Classroom for 2020-2021 School Year**
 - D. Approve 2020-2021 District Funding Assurances (GMAP)**
 - E. Approve Contract with Kentucky Educational Development Corporation (KEDC)**
 - F. Approve 2020-2021 KPC/KEDC Dairy Bid with Prairie Farms**
 - G. Approve Memorandum of Agreement with Midway University**
 - H. Approve Memorandum of Agreement with AmeriCorp/UNITE**
 - I. Approve Memorandum of Agreement with Berea College GEAR-UP**
 - J. Approve Code of Acceptable Behavior and Discipline for the 2020-2021 School Year**
 - K. Approve Crisis Guide for the 2020-2021 School Year**

Anna Stevens-Goff made a motion to approve Operations and Actions as presented. Misty Lakes made a second. All members present agreed.

- 4. DISCUSSION/ACTION:**
 - A. Review/Approve Mileage Reimbursement Rate for the 2020-2021 School Year (Mrs. Sweet)**

Jenny Sweet recommended a mileage reimbursement rate of .39 for the 2020-2021 school year, which is based on AAA Daily Fuel Gauge Report for Kentucky regular unleaded gasoline. Anna Stevens-Goff made a motion to approve the rate. Jeff Vanhook made a second. All members present agreed.

 - B. Review/Approve Monthly Financial Reports (Mrs. Sweet)**
 - 1. Month Ending Balance Sheet**
 - 2. Revenue & Expenditures for the Month by Fund**

Misty Lakes made a motion to accept the monthly financial reports. Anna Stevens-Goff made a second. All members present agreed.

 - C. Review/Approve Second and Final Reading of Policies & Procedures for the 2020-2021 School Year**

Misty Lakes made a motion to approve the final reading of the Policies & Procedures for the 2020-2021 school year. Anna Stevens-Goff made a second. All members present agreed.

 - D. Review/Approve 2020-2021 Employee Handbook (Mrs. Ballinger)**

Anna Stevens-Goff made a motion to approve the 2020-2021 Employee Handbook. Misty Lakes made a second. All members present agreed.

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E. Review/Approve 2020-2021 Coaches Handbook (Mrs. Ballinger)

Misty Lakes made a motion to approve the 2020-2021 Coaches Handbook. Anna Stevens-Goff made a second. All members present agreed.

F. Review/Approve 2020-2021 School Calendar – Second Reading (Mrs. Ballinger)

Anna Stevens-Goff made a motion to approve the 2020-2021 School Calendar - Option #4 with August 26th being the first day for students. Anna Stevens-Goff made a motion to approve the 2020-2021 school calendar. Misty Lakes made a second. All members present agreed.

G. Review/Approve Traditional (In-Person) and Virtual School Options (Mrs. Ballinger)

Mrs. Ballinger presented the Back to School Options and asked for the board to also approve the possibility of using an A/B schedule if enough students do not sign up for online learning. She also asked to include the approval of purchase of any PPE and supplies necessary for making the safest return to school. Anna Stevens-Goff made a motion to approve the Back to School options, possibility of an A/B schedule and the purchase of any necessary supplies. Jeff Vanhook made a second. All members present agreed.

H. Review/Approve Creation of Special Education Director Position (Mrs. Ballinger)

Mrs. Ballinger presented the Director of Special Education job description and salary schedule. Misty Lakes made a motion to approve the creation of a Director of Special Education position, job description and salary schedule. Jeff Vanhook made a second. All members present agreed.

I. Review/Approve Superintendent Ballinger as Board Secretary

Anna Stevens-Goff made a motion to approve Superintendent Ballinger as Board Secretary. Jeff Vanhook made a second. All members present agreed.

5. DISCUSSION/REVIEW:

A. Review Superintendent's Personnel Action Report (Appendix A)

No questions/comments regarding personnel actions by board members.

6. DEPARTMENT REPORTS

Marcus Reppert – Student Services

- Over 500 students were currently enrolled in online learning platform.
- Visiting schools with the Safety Marshal to address any safety concerns.
- Working to implement online registration through Infinite Campus

Jennifer Mattingly – Instruction/Assessment

- Literacy Grant PD for teachers
 - KY Reading Project – 10 Teachers
 - Early Literacy Project – 12 Teachers (June 2020)
 - Adolescent Literacy Project – 8 Teachers (August 2020)
 - Other teachers will be participating in the KY Writing Project in the fall

Jenny Sweet - Finance

- Closing out the 2019-2020 school year.

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- Finalizing financial reports.
- Working on order supplies needed to resume school during COVID-19, including masks, cleaning supplies, etc. CARE money will cover some of those costs. FEMA will also reimburse some of the costs for supplies related to COVID-19.

Brandon Reynolds – Technology

- Chromebook and G-Suite training with teachers. Many teachers are ready to test to earn certification.
- Virtual trainings start Wednesday, July 15 and will be recorded so that they can be watched later.
- Some internet providers are offering discounted rates for families enrolled in CEP schools.

7. SUPERINTENDENT COMMUNICATION:

- Attended KASA for Superintendent On-Boarding. Will be working on a 30-60-90 day plan. There are several standards that must be met, including a Professional Growth Plan. There will be a special called board meeting to review/approve plan.
- Shared preliminary Back to School plan with the Health Department and they have given the okay to move forward with our plan. The plan will tentatively be ready for approval in 1-2 weeks.
- Health Department also approved our plan to hold preschool screenings.
- Noted that department head phone numbers are available in board member folders.
- Commended Central Office staff on hard work and dedication have shown in planning for back to school. Each department has done a lot of research to find the most cost effective supplies.
- Back to School Task Force Teams (4 groups) met two times so that input could be gathered from all stakeholders within the community.

8. BOARD COMMENTS:

- Board Member Misty Lakes commented that she appreciates staff keeping the students' best interest at heart. She noted that "Rockcastle should be proud."

9. ADJOURNMENT: Motion to adjourn by Misty Lakes at 6:53 p.m. Anna Stevens-Goff made a second. All members present agreed.

Angela Stallsworth-Mink, Board Chair

Carrie Ballinger, Secretary

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APPENDIX A

SUPERINTENDENT'S PERSONNEL ACTIONS REPORT

June 9, 2020 – July 14, 2020

Appointments are subject to valid certification and other State requirements. All salaries/wages are in compliance with the current Board-approved salary schedule. Upon receipt of all required documentation, including SEDM approval and Principal recommendation, the Superintendent will send an official letter of employment to each individual. Employee assignments listed below are based on current projections and are subject to alteration as permitted by law.

Full Time Certified Employees

| Name | Effective Date | Position |
|-------------------|----------------|---------------------------|
| Linda Hamm | 7/1/2020 | Guidance Counselor - MVES |
| Kristy Parkey | 8/6/2020 | Guidance Counselor - MVES |
| Heather Shepherd | 8/6/2020 | Teacher - MVES |
| Elizabeth Cameron | 8/6/2020 | Teacher - MVES |
| Bethany Denny | 8/6/2020 | Teacher - BES |
| Hannah Adkisson | 8/6/2020 | Teacher - BES |

Full Time Classified Employees

| Name | Effective Date | Position |
|-------------------|----------------|--------------------------------|
| Tiffany Pingleton | 8/6/2020 | Instructional Assistant - RCMS |
| Jayna Albright | 8/6/2020 | Instructional Assistant - BES |

Resignation

| Name | Effective Date | Position |
|------------------|----------------|---------------------------|
| Chris Frith | 6/30/2020 | Tennis Coach - RCHS |
| Matt Bryant | 6/30/2020 | Bass Fishing Coach - RCHS |
| Lauren Vonlinger | 6/30/2020 | Teacher - RCHS |
| Markita Proctor | 6/4/2020 | Teacher - RCHS |

Retirement

| Name | Effective Date | Position |
|------|----------------|----------|
| | | |
| | | |
| | | |

Certified Substitutes

| Names | Effective Date | Position |
|-------|----------------|----------|
| | | |

Classified Substitutes

| Names | Effective Date | Position |
|-------|----------------|----------|
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