

Rockcastle County Board of Education

Angela Stallsworth-Mink, Chairman ♦ Anna Stevens-Goff, Vice Chairman

Larry Hammond ♦ Misty Lakes ♦ Angela Parsons-Woods

Rockcastle Academy ♦ 955 West Main Street, Mt. Vernon, KY 40456

SPECIAL BOARD MEETING MINUTES

May 11, 2021 - 6:00 PM

1. **CALL TO ORDER:** Mrs. Mink called the meeting to order at approximately 6 PM.

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- A. Silent Prayer - At the direction of Mrs. Mink, a moment of silent prayer was observed.
 - B. Roll Call - All members present with the exception of Ms. Lakes.
 - C. Reading of Board Team Commitments - Mrs. Mink read the Board Team Commitments.

2. **ADOPT AGENDA/ACTION**

Anna Stevens-Goff made a motion to approve the agenda. Larry Hammond made a second. All members present agreed.

3. **SCHOOL & COMMUNITY SHOWCASE:**

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- A. School Showcase – Brodhead Elementary School (*Mr. Bussell*)

Brodhead Elementary School Principal Derrick Bussell presented to the board highlighting his appreciation to the entire BES staff and their commitment to students during the pandemic. He noted that BES has placed a strong emphasis on reading and math and addressing the social/emotional needs of students. Mr. Bussell described several upcoming events and programs planned for students: FRC Muffins with Mom, Drive-Thru with Dad, kindergarten readiness backpacks, kindergarten screeners, kindergarten camps, student orientations for next school year and summer school. Mr. Bussell also shared the school's immense sense of Tiger Pride and how important it is to the entire Brodhead community. Mr. Bussell asserted his excitement in getting back to a more normal school year in 2021-2022 and being able to provide more routine and structure for both students and staff.

4. **OPERATIONS/ACTIONS:**

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- A. **Approve Minutes of the April 12, 2021 Special Board Meeting**
 - B. **Approve Minutes of the April 13, 2021 Regular Board Meeting**
 - C. **Approve Minutes of the April 26, 2021 Special Board Meeting**
 - D. **Approve Bills for Payment**
 - E. **Approve School Trips (*Appendix A*)**
 - F. **Approve Request for Family and Medical Leave of Absence**
 - G. **Approve 2021-2022 KEDC Membership Agreement**
 - H. **Approve Letter of Engagement for Fiscal Year 2021 Audit with Shad J. Allen, CPA, PLLC**
 - I. **Approve Independent Auditor's Contract with Shad J. Allen, CPA, PLLC**
 - J. **Approve MOA with Family Resource and Youth Service Centers**
 - K. **Approve Event Contract with Kirkland Productions for Guest Speaker Molly Hudgens**
 - L. **Approve Contract for Info Handler / ezEdMed Medicaid Billing**
 - M. **Approve MOA for Striving Readers KYCL Round 1, Year 2**

Larry Hammond inquired about the Letter of Engagement with Shad J. Allen, asking if the district did an RFP. Superintendent Ballinger noted that an RFP had been done. Finance Director Jenny Sweet added that the RFP was submitted to 80 contacts and two responded. Mr. Allen was the lowest bidder and came in lower than pricing in the year's past. Superintendent Ballinger added that Mr. Allen had worked in both Owsley and Bell counties and she had spoken with both and both were pleased with his work. Mr. Hammond inquired about the contract with Kirkland Productions. Superintendent Ballinger asserted that this was part of the district's Trauma Informed Training for all staff. Mr. Hammond inquired about the Striving Readers Grant. Director of Instruction Jennifer Mattingly noted that this is a 4-year, \$1M grant that our district has been involved with since the beginning of the 2020 school year and provides literacy training to our staff. The grant will also provide reading and instructional resources to teachers and will help pay for up to six teachers earn National Board certification. There was no further discussion and Mrs. Goff made a motion to approve Operations and Actions. Mrs. Woods made a second. All members present agreed.

5. **DISCUSSION/ACTION:**

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- A. **Review/Approve Senate Bill 128 Supplemental School Year (*Mr. Reppert*)**

Director of Student Services, Marcus Reppert, presented a request to approve Senate Bill 128 for the Supplemental School Year. Mr. Reppert noted that 36 students had applied, but that they do have the option to change their mind before next school year. Mr. Reppert shared that families and students had chosen this option for a variety of reasons including grades and maturity level. Mr. Hammond inquired as to whether any of these students would be attending

summer school. Mr. Reppert noted that several were signed up for summer school. Superintendent Ballinger added that principals have called families as well to make sure these students are aware of the opportunities for after school services and summer school. Mr. Reppert noted that these 36 students would not have any major impact on class size or student teacher ratio. Superintendent Ballinger asserted that we should respect parents and students' preference to participate in the supplemental school year. Mr. Reppert asserted that most school boards across the state have approved the supplemental school year. Mrs. Mink also shared that she thinks it best we respect parents' decisions and approve. Ms. Goff made a motion to approve Senate Bill 128 Supplemental School Year. Mrs. Woods made a second. Mrs. Mink, Mrs. Goff, Mrs. Woods all agreed. Mr. Hammond voted no.

B. Review/Approve Virtual School Waiver for 2021-2022 School Year (Mr. Reppert)

Director of Student Services Marcus Reppert presented the Virtual School Waiver for the 2021-2022 school year. Mr. Reppert explained that, while we know virtual school is not the best option for most students, if the district does not offer it, we risk losing several students to homeschool or other online programs. Mr. Reppert noted that we would like to offer the virtual option to students at all grades levels. Mr. Hammond shared this concern with offering a virtual option for grades K-5 and that he couldn't support it. Mr. Reppert asserted that if the district does not offer the virtual option at all grade levels, we estimate losing 20-30 elementary students. Superintendent Ballinger added that by not having a virtual option, we will lose students to homeschool and other districts, especially when open borders begin. Superintendent Ballinger stated that Rockcastle County Schools wants to provide the best virtual option possible and provide all services possible - mental health services, health services and trauma prevention. Mr. Hammond inquired about staffing for the virtual school. Superintendent Ballinger noted that we will use the current Academy staff, an addition of a Principal and then any other adjustments would be based on how many students actually choose the virtual option. Mr. Hammond shared his concern for K-5 virtual school once again. Superintendent Ballinger stated that "we can't build a failure narrative" and the district wants to make virtual school a success and operate a program of the highest integrity. Superintendent Ballinger further explained that students are the district's #1 priority whether they are in-person or virtual. With no further discussion Mrs. Woods made a motion to approve the Virtual School Waiver for the 2021-2022 School Year. Ms. Goff made a second. Mrs. Mink, Mrs. Goff, Mrs. Woods all agreed. Mr. Hammond voted no.

C. Review/Approve MyRock Online Qualifications and Contract for 2021-2022 School Year (Mr. Reppert)

Director of Student Services Marcus Reppert presented the MyRock Online Qualifications and Contract for the 2021-2022 School Year. Ms. Goff made a motion to approve the MyRock Online Qualifications and Contract for the 2021-2022 School Year. Mrs. Woods made a second. All members present agreed.

D. Review/Approve 2021-2022 Salary Schedules (Mrs. Ballinger)

Superintendent Ballinger presented the 2021-2022 Salary Schedule. In regards to prior discussion about extended days for four department head positions, she noted the Director of Instruction position had been taken back to 55 extended days due to a retirement that will vacate this position in the upcoming school year. She also noted that as other positions are vacated, they will be taken back to 55 extended days as well. Superintendent Ballinger noted that there is the addition of the School Based Mental Health Advocate and a raise for Family Resource and Youth Service Center Coordinators. She added that at one time, the district had the highest paid FRYSC staff, but as new staff were hired, those positions had become some of the lowest in the state. Superintendent Ballinger noted that we looked at other districts and decided upon an amount that was in the middle. Mr. Hammond inquired as to how much of a raise FRYSC Coordinators would be getting. Finance Director Jenny Sweet noted that a new hire with a bachelor's degree previously made \$27,000 annually and that would not be \$36,462. Superintendent Ballinger asserted that FRYSC are a key position in our schools, that bachelor's degree is required and they work a 240 day contract.

Ms. Goff inquired as to why the GEAR-UP salaries remain low in comparison to other positions with a bachelor's degree. Mrs. Sweet explained that GEAR-UP establishes a ceiling amount that can be used from the grant for salaries. Superintendent Ballinger added that GEAR-UP positions are only 185 days, which also makes a difference.

Mrs. Mink and Ms. Goff shared their concerns for the salary of the new Human Resource Manager position being too high. Superintendent Ballinger asserted that Rockcastle County Schools is the second largest employer in the county and we have no one dedicated to Human Resource responsibilities. She added that there are multiple people in the office currently handling those responsibilities and that creates the possibility of errors. Superintendent Ballinger noted that the salary is based on research from surrounding counties with the candidate having a bachelor's degree and working 240 days per year. Mr. Hammond suggested that the board consider making a motion to approve the salary schedule with the deletion of the Human Resources Manager salary. He noted that he couldn't be in support of the position at that salary with declining enrollment. Mrs. Mink noted that she approves of the position, but not the salary. Superintendent Ballinger noted that the position would be more than covered by the absorption of the Digital Learning Coach and the decrease in the cost of a Speech Language Pathologist and that the position is a severe need. Mr. Hammond noted that didn't think the number of Central Office personnel had changed much over the years. Mrs. Ballinger asserted that the number of Central Office employees has actually decreased quite a bit. Mrs. Sweet shared that in 2003 there were 35 district employees, in 2016 there were 17, in 2018 there were 18 and there are currently 16. Mrs. Mink and Ms. Goff requested a budget for those years be provided for comparison. Superintendent Ballinger added that many Central Office staff have taken on multiple roles and the responsibilities have become too much. Mrs. Mink recommended the approval of the salary schedule with the removal of the Human Resource Manager salary until a later date. Mrs. Woods asserted that she was in support of the position and the salary, understanding that the position is much needed and requires a lot of work. Mrs. Woods suggested that a more detailed job description might allow for a better understanding of the roles and responsibilities and also inquired as to what Community Education entailed.

Superintendent Ballinger noted that Community Education is a \$20,000 grant we receive each year and would help cover the cost of the salary. Mrs. Sweet noted that this would allow the person in the HR position to put more emphasis on community involvement. Mr. Hammond made a motion to approve the salary schedule with the removal of the Human Resource Manager position. Ms. Goff made a second. All members present agreed.

E. Review/Approve Human Resource Manager Position (Mrs. Ballinger)

Mrs. Mink noted that she is in favor of the position. Mrs. Woods requested a more updated, detailed job description and qualifications be created, since the description provided by was from 1992.. Mrs. Sweet noted that the job descriptions commonly used come from a state database and are tied to job class codes in MUNIS. Superintendent Ballinger asserted that we could provide a more detailed job description and qualifications at the next meeting. Mrs. Mink inquired if any one employee had ever done Human Resources before. Mrs. Sweet noted that there had been individuals responsible for HR in the past, but they are no longer employed in the district. She added that those positions were not filled at the time to help provide more funding for all day kindergarten. Central Office staff took different pieces of HR responsibilities and it is more than the current staff can do, and do well. Mrs. Sweet noted that the HR work needs focus so that we can best support our staff with the many aspects of training, development, contracts, certifications, unemployment, etc. Ms. Goff shared her concern that the position requires a bachelor's degree, but the salary is much higher than other positions with the same educational requirement. Mrs. Sweet explained that those positions are typically grant funded and the district must operate within the means of the grant's budget or what the grant allows. Mrs. Woods made a motion to approve the Human Resource Manager position. Mrs. Goff made a second. Mrs. Mink, Mrs. Goff, Mrs. Woods all agreed. Mr. Hammond voted no.

F. Review/Approve Itinerant Speech Language Pathologist (Mrs. King)

Director of Special Education Wendy King requested the hiring of an Itinerant Speech Language Pathologist as opposed to continuing a contract with Hands on Therapy for speech services. Mrs. King noted that the cost to the district for the contract with Hands on Therapy is a total of \$108,000 annually. In comparison, she noted that the district could hire an Itinerant Speech Language Pathologist for an annual cost of \$78,122 annually. She added that the savings for a first year employee would be \$42,690.42 and the total savings for a 20 year employee would be \$29,877.54. Mrs. Woods made a motion to approve the position for an Itinerant Speech Language Pathologist. Ms. Goff made a second. All members present agreed.

G. Review/Approve ESSER II Positions (Mrs. Ballinger)

- **Academic Interventionist (3 elementary positions)**
- **Rockcastle Academy Principal**
- **School-Based Mental Health Advocate (District-wide)**

Superintendent Ballinger presented three positions to be covered by ESSER II funding. She noted that these positions are vital to support our students and would be for the 2021-2022 and 2022-2023 school years.

Superintendent Ballinger explained that the Academic Interventionists would be working directly with students without any other administrative duties. She also noted that the Academy Principal would be vital in regards to our previous discussion related to our virtual program. Lastly, she noted that the School Based Mental Health Advocate would work alongside our School Based Mental Health Coordinator to continue to address the increasing social/emotional needs of our students. Ms. Goff made a motion to approve the ESSER II Positions as presented. Mrs. Woods made a second. Mrs. Mink, Mrs. Goff, Mrs. Woods all agreed. Mr. Hammond voted no, stating he was for all positions except for the Academy Principal position.

H. Review/Approve Monthly Financial Reports (Mrs. Sweet)

- 1. Month Ending Balance Sheet**
- 2. Revenue & Expenditures for the Month by Fund**

Mrs. Sweet presented the monthly financial reports. Mrs. Mink inquired about CARES funding. Mrs. Sweet explained that CARES funding along with ESSER I funds have been expended and reimbursed by the state. Those funds were used to cover expenses related to COVID, but primarily for 1:1 student technology expenses. Mrs. Mink inquired as to whether we had received any reimbursements from FEMA. Mrs. Sweet noted that as of the board meeting date, we had not, but we are still working on it. With no further discussion, Mrs. Woods made a motion to approve the monthly financial reports. Ms. Goff made a second. All members present agreed.

6. DISCUSSION/REVIEW:

- A. Review Superintendent's Personnel Action Report (Mrs. Ballinger) (Appendix B)

Superintendent Ballinger shared current personnel actions with the Board.

7. DEPARTMENT REPORTS

Department reports were provided to Board members via Google Drive.

8. SUPERINTENDENT COMMUNICATION

Superintendent Ballinger shared the following information:

- KPREP Assessment has started across the district
- RCHS Graduation will be held May 25th at 7:00 PM on the RCMS football field. May 27th is the rain date.
- Prom will be held on Saturday, May 15th at RCHS.
- KSBA Conference would be the following weekend in Louisville

Superintendent Ballinger noted that she would be completing her capstone project as part of her Superintendency Onboarding program. She will be sharing that with board members at the June meeting. Dr. Fred Carter and Ms. Taylora Schlosser will be in attendance as well. Superintendent evaluation will also be part of the regular June board meeting.

Superintendent Ballinger shared that the district was recently featured in CAP's magazine recognizing our work with the Hunger Walk initiative.

9. BOARD COMMENTS

Mrs. Mink inquired about whether the board would be doing something for the senior class. Mrs. Ballinger noted that Mr. Bussell is meeting with school counselors to determine what is best and would work with her and Mr. Reppert to make plans. A cookout is what is being considered.

Mr. Hammond shared his appreciation for CAP and noted that they are an extreme asset to Rockcastle County. Mr. Hammond also said he would like to clarify his comments (from a previous meeting) in regards to the \$35 an hour rate for summer school employees. He noted that his comments were made because he wanted to make sure the rate was equitable to all employees.

10. ADJOURNMENT

Ms. Goff made a motion to adjourn at 9:04 PM. Ms. Woods made a second. All members present agreed.

Angela Stallsworth-Mink, Board Chair

Carrie Ballinger, Secretary

Appendix A

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**Approval for School Trips
May 13th, 2021**

<u>Date</u>	<u>School</u>	<u>Grade</u>	<u>Number In Group</u>	<u>Location</u>
6/1	RCHS	9-12	4	JROTC Color Guard - Lexington, KY
6/6-6/8	RCHS	8-12	30	Basketball Camp - Lexington, KY
6/10-6/12	RCHS	8-12	29	Basketball Camp - Athens, TN
6/21-6/23	RCHS	10-12	11	FFA Camp - Hadinsburg, KY
7/19-7/22	RCHS	9-12	26	Cheer Camp - Mason, OH
TBD	RCHS	9-12	19	Academic Team Banquet - Lexington, KY

SUPERINTENDENT'S PERSONNEL ACTIONS REPORT

April 13, 2021 – May 11, 2021

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 SBDM 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

Full Time Classified Employees

Name	Effective Date	Position
Joann Delph	5/10/2021	Custodian - RCMS

Resignation

Name	Effective Date	Position
Aaron McNabb	2/4/2021	Assistant Football Coach – RCMS
Jackie Weaver	3/3/2021	Assistant Football Coach - RCMS
Jason Coguer	3/10/2021	Digital Learning Coach – District
Chrissy Cash	4/23/2021	Assistant Girls Basketball Coach - RCMS
Brenda McKnight	4/30/2021	Custodian – RCMS

Retirement

Name	Effective Date	Position
Tracy Lewis	6/1/2021	Teacher - MVES
Sherri Cash	6/1/2021	Teacher - MVES
Paula Cowan	6/1/2021	Teacher - MVES
Tena Daugherty	7/1/2021	Instructional Assistant - MVES
Diane Stephens	7/1/2021	Bus Driver
Michelle Atkin	7/1/2021	Teacher - RES
Brenda Hatton	7/1/2021	Cook/Baker - RCHS
Joan Northern	7/1/2021	Instructional Assistant - RES

Certified Substitutes

Names	Effective Date	Position
Conner Richardson	4/28/2021	Substitute Teacher

Classified Substitutes

Names	Effective Date	Position