

Rockcastle County Board of Education

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

Larry Hammond ♦ Misty Lakes ♦ Angela Parsons-Woods

Rockcastle County Middle School ♦ 945 West Main Street, Mt. Vernon, KY 40456

SPECIAL BOARD MEETING MINUTES

May 20, 2021

5:00 - 6:30 PM

1. CALL TO ORDER:

The meeting was called to order by Mrs. Mink at 5:05 pm.

- A. Silent Prayer - At the directions of Mrs. Mink, the board observed a moment of silent prayer.
- B. Roll Call - All members present with the exception of Larry Hammond.
- C. Reading of the Board Team Commitments

2. ADOPT AGENDA/ACTION

Mrs. Lakes made a motion to approve the agenda. Ms. Goff made a second. All members present agreed.

3. OPERATIONS/ACTIONS:

- A. **Approve School Trips**
- B. **Approve MOA with Kentucky Educational Development Cooperation (KEDC)**

Ms. Goff made a motion to approve Operations and Actions. Mrs. Lakes made a second. All members present agreed.

4. DISCUSSION/ACTION:

A. Review/Approve 2021-2022 Tentative Budget

Finance Director Jenny Sweet presented the 2021-2022 Tentative Budget. Mrs. Sweet noted an increase in our SEEK allocation in the amount of \$215,498. She added that this can change throughout the year. The district's overall budget is just over \$39M, including all district funds. She noted that 80% of our budget goes toward staffing. Mrs. Sweet explained that the budget is based on SBDM allocations, salary schedules and historical data. With no further discussion, Ms. Goff made a motion to approve the 2021-2022 Tentative Budget. Mrs. Woods made a second. All members present agreed.

5. ADJOURNMENT

Ms. Goff made a motion to adjourn at 5:12 PM. Mrs. Woods made a second. All members present agreed.

Angela Stallsworth-Mink, Board Chair

Carrie Ballinger, Secretary

STRATEGIC PLANNING COMMUNICATION FOLLOWING THE MEETING:

A. Strategic Planning Meeting – Session #6

Trent Clark presented the Facilities Department SWOT analysis, highlighting the following:

- Strengths: All school buildings are considered to be in good condition.
- Weaknesses: All systems need replaced at RCMS, Bus Garage needs renovated or replaced, Central Office needs renovated, Academy needs system upgrades, MVES needs parking lot and site drainage, RCHS traffic issues and improved security booth, Athletic facilities need attention, RES needs kitchen renovation
- Opportunities:
 - New LED lighting, Solar Array to be installed at RCHS, bi-polar ionization for air quality improvement, replacement of MVES cooling tower, FEMA replacements of BES gutters and RCMS asphalt sealer (from ice storm), HVAC upgrades at MVES, door entry systems to be upgraded at all schools, new security booth and widening of drive at RCHS, improvements to MVES parking lot and site drainage, construction of central storage at RCHS and begin discussion on replacement of RCMS and renovation of football facility and track.
- Threats: Fluid cooler at MVES fails prior to replacement, finding qualified custodial/maintenance staff, funding for capital projects, losing community centric role of current middle school in new design

Brandon Reynolds presented the Technology Department SWOT analysis, highlighting the following:

- Strengths:
 - Existing Infrastructure
 - Reliable and high performing wireless coverage
 - 1:1 Chromebooks
 - Help Desk and fast response time
 - Mental Health staff monitoring student emails/files
 - Student internet traffic monitoring
 - Updated web filter
 - Clever sign-on
 - Automated Student Account Creation
- Weaknesses:
 - Age of of teacher workstations
 - Not enough time for training and teacher technology PD
 - Staff/Students failure to use proper line of communication for tech assistance
 - No clear consequences for students intentionally breaking devices or bad digital citizenship
 - No distinct wide plan for student digital citizenship training
 - Technology dept website needs improvement
 - Acceptable Use Policy needs updated
 - Academy Building network infrastructure is dated
- Opportunities:
 - ESSER funding to improve teacher work stations
 - Implementation of student ran help desk
 - STLP Implementation
 - Increase Security for IC by implementing SSO
 - Pursue USDA RUS grant
 - Increase staff Google certifications
 - Expand weekly internet reports to parents for their students
 - Improve teacher/administrator to student/parent communication via SendIt and new websites
 - Expand Classroom Relay so all teachers can view student chromebook screens
 - Move all data to Google Drive
- Threats:
 - Lack of dedicated funding for maintaining 1:1
 - Neglect of devices
 - Chromebook warranties are only 3 years
 - Increasing demands of technology staff
 - Protection of confidential information
 - Student Screen Time Overload

- Cyberattacks on KDE and local networks
- Increased complexity of almost every area of technology

Ken Hopkins presented the Transportation Department SWOT analysis, highlighting the following:

- T-Codes
 - T1 - Twice Daily, Greater Than 1 Mile = \$4 to \$6 Per Day - 1480 students
 - T2 - Twice Daily, Less Than 1 Mile = \$0 - 15 students
 - T3 - Once Daily, Greater Than 1 Mile = \$2 to \$3 Per Day - 246 students
 - T4 - Once Daily, Less Than 1 Mile = \$0 - 21 students
 - T5 - Special Transportation = \$8 to \$12 per day - 24 students
 - NT - Not Transported = \$0 - 993 students
 - Total Students Transported is 1,786 / 2,779 = 64%
- School Bus Fleet
 - Daily Route Buses = 45
 - 41 Regular Routes
 - 4 Special Needs Routes
 - 1 Special Needs Route To KSD In Danville
 - Spare Buses = 16
 - Total Number of Buses = 61
 - KDE Recommends Replacing 6% of Daily Route Buses Each Year (3)
- School Bus Depreciation
 - Funding received yearly for the first 14 years, for each school bus.

Depreciation Scale:

<u>Years:</u>	<u>Percentage:</u>	<u>Total:</u>
1-2	12%	24%
3-8	10%	60%
9-10	8%	16%
11-14	6%	<u>24%</u>
		124%

1. We currently only have 1 Daily Route Bus (0601) out of Depreciation.
2. KDE Recommends having only 20% of the entire fleet out of Depreciation.
 - a. Currently 26% of our fleet is out of Depreciation.

- School Bus Warranty
 - All new school buses come with a 5 Year Warranty.

Buses Under Warranty Since 2016:

- ❖ 2016/2017 = 21 (47%)
- ❖ 2017/2018 = 20
- ❖ 2018/2019 = 19
- ❖ 2019/2020 = 16
- ❖ 2020/2021 = 13
- ❖ 2021/2022 = 10 (22%)

Year	Odometer Mileage	Daily Mileage	Trips/Competition
2019/2020	462,965	3,251	33,699

2018/2019	607,599	3,249	50,500
2017/2018	621,026	3,274	56,631

- Opportunities for Improvement
 - Need More Drivers
 - Need More Monitors
 - New Buses
 - Aging Bus Garage

Jenny Sweet presented the Finance Department SWOT analysis, highlighting the following:

- Strengths:
 - District financial decisions are student focused on instructional program.
 - Unifying force of grants and partnerships to support Fund 2 staff and expenditures
 - Cash Flow corrective measures implemented for stabilization (\$1.4M monthly and June \$4.2M payroll obligations).
 - Safe work environment with risk management strategies.
 - Responsible decision making and good management = cost savings.
 - Strong district contingency over \$1.8M (2% required/7% maintained).
 - Continuous monitoring and adjustments are made based on staffing allocations.
 - Established detailed staffing formula for SBDM allocations.
 - Analysis of historical revenues and expenditures data for long-range financial planning.
- Weaknesses:
 - Lack of Human Resources position to support needs of our education workforce.
 - Historical tax rate decisions, have resulted in long-term negative district financial growth.
 - Anatomy not granted to those who best understand the needs of the district, to make financial decisions based on student needs, data and district goals.
 - District monies of \$3M in CD's not prioritized for direct student impact or visionary plan.
 - Limited community growth = less local revenues.
 - Gaps in per-pupil funding between the state's poorest and wealthiest districts continue to grow.
- Opportunities:
 - Energy Project to maximize savings and priority needs.
 - Bonding Potential Growth to \$17.2M
 - Efforts to shift use of Capital Outlay Funds for bus purchases to General Fund to maximize future bonding potential.
 - Support for instructional programs maximized with leaders pursuing grants. Strong Fund 2 Budget of \$3.4M prior to COVID relief funds.
 - Build upon community support of RCS for facility needs.
- Threats:
 - Potential for SEEK reductions due to enrollment loss.
 - Lack of Cyber Insurance to protect against possible attacks.
 - COVID 19 ramifications.
 - District must be granted authority to develop innovative instructional plans to prevent loss of enrollment due to open borders legislation. Result will be negative impact on revenues.
 - SEEK shortfalls due to reduced revenues at the state level.

Jamie Saylor presented the Food Service Department SWOT analysis, highlighting the following:

- Strengths:
 - ALL STUDENTS ELIGIBLE TO EAT FREE!
 - Community Eligibility Program (CEP) was implemented in SY 2015-2016
 - School meals participation has increased annually and remains steady.
 - Breakfast participation has made large gains since the 2013-2014 School Year.
 - 2nd Chance Breakfast at MVES, RCMS and RCHS
 - Increased reimbursements for 7 consecutive years (excluding 2020 when the year was cut short)
 - Improved cafeteria environment at RCHS with interior design improvements

- Expansion of the After School Snack Program
- Exemplary Administrative Compliance Reviews by KDE in 2015 and 2018
- Awarded 3 Equipment Assistance Grants over the last three years.
- Weaknesses:
 - The need to modernize cafeteria spaces, especially at RCMS and RES.
 - Summer Food Service Program (SFSP) offerings and site locations. If non-congregate waivers remain in place after the pandemic, this would have a major positive impact on SFSP in our area.
 - Offer more options during lunch (made additions in 2019-2020 school year and will resume with the 2021-2022 school year).
 - How to best serve our MyRock Online population and offer better quality food options.
 - The need to review staff schedules, efficiency, training and include time for menu experimentation.
 - Outdated/old equipment.
- Opportunities:
 - Many USDA waivers have made it possible to serve our students in ways that were never allowed before. We need to advocate that some of these waivers stay in place even after the pandemic is over. (Examples: Meal Time Waivers, Non-Congregate Waivers, Parent Pick-Up Waivers)
 - Addition of AppHarvest at RCHS. This will provide fresh lettuce for all schools across the district.
 - Partnerships with local churches, government and community organizations made through the Rocket Refuel program. How can we expand these partnerships for more options in the summer months?
 - Recently awarded an additional USDA Equipment Assistance Grant to make upgrades to the RCMS kitchen (new combi oven).
 - KDE has purchased a new Point of Sale service for all districts which will be implemented in the 2021-2022 school year.
- Threats:
 - How to serve meals to students who choose MyRock Online.
 - 100 virtual students is equal to \$115,260 of reimbursement in a single school year.
 - Loss of students to home-school. Under federal regulations, home-school students cannot be served by the National School Lunch and Breakfast Programs (only the Summer Food Service Program).
 - Loss of USDA waivers following the 2021-2022 school year.
 - The possibility of stricter milk (only fat-free), sodium and whole grain requirements returning to the USDA meal pattern could result in less student-accepted menu offerings. There are waivers in place for next school year, but no guarantees for the years following.
 - Ability to recruit and retain quality staff.

Wendy King presented the Special Education Department SWOT analysis, highlighting the following:

- Strengths:
 - Curriculum being modified to meet student needs.
 - Teacher creativity and resourcefulness
 - Understanding evaluation and identification of students with special needs
 - Offering of a wide range of services for special education students
 - Problem solving teams provide suggestions and interventions for students
- Weaknesses:
 - No standardized curriculum
 - Not all teacher are trained to modify curricula
 - Insufficient time for individualized instruction
 - Lack of textbooks
 - Workload of teachers
 - No training for regular teachers handling special needs students
 - Limited understanding of RI district-wide
 - Not properly co-teaching or collaborating
 - Disparity between the perceptions of general education teachers and special education teachers on the effectiveness of special education services across the district
- Opportunities:
 - PD opportunities relating to special education matters and include general education staff
 - Work collaboratively across the district
 - Centralized curriculum/High Yield Strategies
 - Encourage parents to participate in curriculum creation
 - Teacher can train parents for more awareness in special education programs, events and activities

- Monthly or bi-monthly trainings within the community to orient parents and other members of the community on Special Education Awareness
- Threats:
 - Growing needs for teachers and heavy workloads
 - COVID impact on Special Education