

**RECORD OF BOARD PROCEEDINGS**  
(MINUTES)

Fulton, KY, November 8, 2018

The Fulton Independent Board of Education met at the Board of Education Office at 5:30 o'clock P. M. on the 8th day of November, 2018 with the following members present:

- (1) Mrs. Debbie Vaughn, Chair (2) Mr. Bill Robertson, Vice-Chair (3) Mr. Sam Hancock  
(4) Mrs. Carol Bransford

**SPECIAL CALLED MEETING OF  
FULTON INDEPENDENT BOARD OF EDUCATION**

**CALL TO ORDER**

1. Mrs. Debbie Vaughn, Board Chair, called the Regular Monthly Meeting of Fulton Independent Board of Education to order at 5:30 p.m.

**OPENING PRAYER**

2. Pastor Mark McClure of Pentecostal Tabernacle Church, Water Valley, KY, opened the meeting with prayer.

**PLEDGE OF ALLEGIANCE**

3. The Pledge of Allegiance was led by Fulton High School students, Joey Fisette and Alyssa Whitaker.

**ROLL CALL**

4. Mrs. Debbie Vaughn, Mr. Bill Robertson, Mr. Sam Hancock and Mrs. Carol Bransford were present for roll call.

**SUPERINTENDENT ATTENDANCE**

5. Superintendent Miller was present for the November Meeting.

**APPROVAL OF MINUTES**

6. With a motion by Mrs. Bransford and second by Mr. Robertson, the minutes of the October 9, 2018, Regular Monthly Meeting were approved as presented by the Board Secretary.

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

**APPROVAL OF CONSENT AGENDA ITEMS**

7. With a motion by Mr. Robertson and second by Mrs. Bransford, the Board accepted the reports and approved action items listed in the consent agenda as follows:

**A. ASAP Moment**

Mr. Mancell Elam provided the Principal's Report with a PowerPoint presentation highlighting some of the activities taking place throughout the district, including: a first place winning float in the category of "school spirit" in the 2018 Banana Festival Grand Parade, recognition of students with perfect attendance, Red Ribbon Week activities, the start of the Middle School Basketball season, the annual PTO Fall Festival, Family Reading Night, and upcoming Veteran's Day Program and CSI Team meetings.

**B. FRYSC Activities Update**

Tracy Pulley, Family Resource / Youth Services Center Coordinator, submitted a report to Board Members detailing the activities and services she provided during October.

**C. Teacher of the Month**

Superintendent Miller and Board Members presented Certificates of Recognition to employees named as Teacher of the Month. Mrs. Tammy Malray was chosen for Carr Elementary and Ms. Beverly Pledge for Fulton High School.

**D. Enrollment Report**

Board members were presented with the Enrollment Report indicating a district enrollment of 314 students at the end of month 3.

**E. Fundraiser Requests**

Board Members approved the following Fundraiser Requests:

- FHS Drama Club requested permission to sell boxes of donuts from Red’s Donut Shop from Nov. 19 – Dec. 14, 2018, to raise money to fund dinner theatre productions;
- FHS Track Team was granted permission to sell grilled chicken or pork steak plate lunches on Dec. 1, 2018, at Fulton High School; profits will go towards team expenses.

**F. Food Service Report**

Mrs. Ashley Teasley, Food Service Director, submitted the Monthly Food Service Reports, outlining activity in the school cafeterias through October, 2018.

**G. Surplus Property**

Board members declared presented items as surplus and approved the sale or disposal of these items.

Attachment A

**H. Grant Information**

Superintendent Miller informed the Board that Carr Elementary has been awarded a Fresh Fruits and Vegetables grant in the amount of \$10,350.00, for the 2018-2019 school year. The FFV grant provides schools with produce in order to introduce variety and promote healthy eating habits to students. In addition, Fulton Independent received a \$1500.00 in-kind grant from Kentucky Humanities which will fund a visit from Kentucky Book Festival author Kristin Tubb and purchase a copies of her book, “The Story Collector: A New York Public Library Book”, for Carr Elementary students.

**I. Superintendent’s Report**

Superintendent Miller provided Board Members with a report of her activities during October, 2018, noting how these activities aligned with the Kentucky NxG Superintendent Effectiveness Standards.

Attachment B

**J. Travel Requests**

Board members approved the travel request of Superintendent Miller to attend the KASA Leadership Committee meeting in Frankfort, KY, Nov. 1-2, 2018; KASBO Conference in Lexington, KY, Nov. 13-16, 2018; and KASA Employee Training in Frankfort, KY, Nov. 27-29,

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2018. The travel request of Mr. Bill Robertson to attend the KSBA Winter Symposium in Louisville, KY, Nov. 27-29, 2018, was also approved.

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

**PUBLIC COMMENTS**

8. Members of the Fulton County Schools administration and several parents of students living in the Fulton Independent School District and attending Fulton County Schools addressed the Board with concerns about proposed changes to the 2019-2020 Non-Resident Student Contracts.

**PERSONNEL REPORT**

9. Superintendent Miller informed the Board of the following personnel actions:

*Appointments:* Asha Jenkins, District Technology Coordinator / Registrar  
Jana Large, Food Service Assistant  
Kathleen Lucy, Part-Time Custodian

*Retirement:* Becky Fisette, from District Technology Coordinator / Registrar  
to Finance Officer (Effective: Jan. 1, 2019)

**2019-2020 NON-RESIDENT STUDENT CONTRACTS**

10. With the recommendation of Superintendent Miller, a motion by Mrs. Bransford and second by Mr. Robertson, the Board approved the presented 2019-2020 Non-Resident Student Contracts with Mayfield Independent, Paducah Independent, and Fulton, Graves, Hickman and Carlisle County School Districts for the 2019-2020 school year. These contracts allow a release of SEEK funds for ADA on students who live within the Fulton Independent School District but attend other schools. There were no changes to the contracts with Hickman County and Paducah Independent Schools, allowing an exchange of 10 students with Hickman County and any/all with Paducah Independent. The any/all status with Carlisle, Fulton, Graves and Mayfield Independent Schools was changed to 10 with a one-for-one student exchange thereafter.

Members voting yes: Mrs. Bransford, Mr. Robertson, Mrs. Vaughn  
Members voting no: Mr. Hancock

**2019-2020 CALENDAR COMMITTEE**

11. With the recommendation of the Superintendent, a motion by Mrs. Bransford and second by Mr. Robertson, the 2019-2010 Calendar Committee list was approved as presented by Mr. Kent Green, Committee Chair.

Attachment C

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

**WRITING PLAN UPDATE**

12. With the recommendation of Superintendent Miller, Board members approved the Writing Plan Update as presented. The update brings the plan into alignment with changes to the Literacy Plan and incorporates aspects of the Striving Readers Grant which was recently awarded to the district. This action was taken on a motion by Mrs. Bransford and second by Mr. Robertson.

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

**MASTER FACILITIES PLAN LOCAL PLANNING COMMITTEE UPDATE**

13. With the recommendation of the Superintendent, a motion by Mrs. Bransford and second by Mr. Robertson, the Board approved an updated Master Facilities Plan Local Planning Committee list as presented by Mr. Kent Green, Facilities Director.

Attachment D

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

**APPROVAL OF SUPERINTENDENT TRAVEL REIMBURSEMENT**

14. With a motion by Mr. Robertson and second by Mrs. Bransford, the Board approved the travel reimbursement request of Superintendent Miller for travel expenses related to school business for October, 2018.

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

**21<sup>st</sup> CCLC GRANT SUBMISSION APPROVAL**

15. Following the recommendation of the Superintendent, the Board, on a motion by Mrs. Bransford and second by Mr. Robertson, approved the submission of a 21<sup>st</sup> Century Community Learning Centers program grant application. The 21<sup>st</sup> CCLC Grant funds “out-of-school” programs aimed at improving student academic and social achievements.

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

**FINANCIAL REPORTS AND ORDERS OF THE TREASURER**

16. With a motion by Mrs. Bransford and second by Mr. Robertson, the Board approved the monthly Financial Statement and Claims, and Activity Account Reports, as presented by Laurie Thorpe, Finance Officer, and Kim Farmer, Activity Account Treasurer.

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

**ADJOURNMENT**

17. With a motion by Mrs. Bransford and second by Mr. Robertson, the Board meeting was adjourned at 6:18 p.m.

Members voting yes: Mrs. Bransford, Mr. Hancock, Mr. Robertson, Mrs. Vaughn

  
Chair

  
Secretary



## Superintendent Report for November 2018 Board Meeting

Listed below are some of the activities that Superintendent Miller accomplished during October 2018. The items are categorized under the Kentucky NxG Superintendent Effectiveness Standards. This list is not inclusive of the daily duties of the Superintendent.

### **Standard 1: Strategic Leadership**

- Met with Kentucky School Board Member Mr. Rich Gimmel as he toured the River Counties
- Accepted appointment to serve on KASA's leadership planning committee
- Participated in video to promote vision for FIS

### **Standard 2: Instructional Leadership**

- Completed 7 walkthroughs of buildings
- Completed 4 classroom walkthroughs
- Transported FHS cinematography students from Carr to FHS.

### **Standard 3: Cultural Leadership**

- Met with 3 FIS parents
- Attended 2 football games
- Attended Fall Festival
- Mailed thank you and congratulations cards

### **Standard 4: Human Resource Leadership**

- Held Administrative Meeting
- Submitted and received the Fresh Fruits and Vegetables grant for Carr Elementary

### **Standard 5: Managerial Leadership**

- Attended a GEAR UP Grant Press conference at Murray State University
- Attended required training for FRYSC district contacts
- Attended the CSI required training at KDE

### **Standard 6: Collaborative Leadership**

- Met with Murray Head Start Director Cindy Graves re: increasing service opportunities for preschool families and students
- Attended WKEC Board of Directors Meeting

### **Standard 7: Influential Leadership**

- Attended the October Kentucky School Board of Education meeting in support of Mr. and Mrs. Robbie Rudolph receiving the Joseph Kelly Award for their support of public education.
- Attended three Rotary meetings

### **Standard 1: Strategic Leadership**

**SUMMARY:** Superintendents create conditions that result in strategically reimagining the district's vision, mission and goals to ensure that every student graduates from high school, is globally competitive in post-secondary education and/or the workforce, and is prepared for life in the 21st century. Superintendents create a community of inquiry that challenges the community to continually repurpose itself by building on the district's core values and beliefs about the preferred future and then developing a vision.

### **Standard 2: Instructional Leadership**

**SUMMARY:** The superintendent supports and builds a system committed to shared values and beliefs focused on teaching and learning where performance gaps are systematically eliminated over time and every student graduates from high school college-and-career ready.

### **Standard 3: Cultural Leadership**

**SUMMARY:** The superintendent understands and acts on the important role a system's culture has in the exemplary performance of all schools. He/she works to understand the people in the district and community as well as their history and traditions as they move forward to support and achieve district goals. The superintendent must be able to improve the district culture, if needed, to align the work of adults with the district's goals of improving student learning and infusing the work with passion, meaning and purpose.

### **Standard 4: Human Resource Leadership**

**SUMMARY:** The superintendent ensures the district is a professional learning community with processes and systems in place that result in recruitment, induction, support, evaluation, development and retention of a high-performing, diverse staff. The superintendent uses distributed leadership to

support learning and teaching, plans professional development, and engages in district leadership succession planning.

### **Standard 5: Managerial Leadership**

**SUMMARY:** The superintendent ensures that the district has processes and systems in place for budgeting, staffing, problem solving, communicating expectations, and scheduling that organize the work of the district and give priority to student learning and safety. The superintendent must solicit resources (both operating and capital), monitor their use, and assure the inclusion of all stakeholders in decision about resources so as to meet the 21st century needs of the district.

### **Standard 6: Collaborative Leadership**

**SUMMARY:** The superintendent, in concert with the local board of education, designs structures and processes that result in broad community engagement with support for and ownership of the district vision. Acknowledging that strong schools build strong communities, the superintendent proactively creates, with school and district staff, opportunities for parents, community members, government leaders, and business representatives to participate with their investments of resources, assistance, and goodwill.

### **Standard 7: Influential Leadership**

**SUMMARY:** The superintendent promotes the success of learning and teaching by understanding, responding to, and influencing the larger political, social, economic, legal, ethical, and cultural context. From this knowledge, the superintendent works with the board of education to define mutual expectations, policies, and goals to ensure the academic success for all students.



**2019-2020 Fulton Independent School**  
**Calendar Committee:**

**KRS 158.070**

(1) (d) "School district calendar committee" means a committee consisting of:

1. One (1) school district principal;
2. One (1) school district office administrator other than the superintendent;
3. One (1) member of the local board of education;
4. Two (2) parents of students attending a school in the district;
5. One (1) school district elementary school teacher;
6. One (1) school district middle or high school teacher;
7. Two (2) school district classified employees; and
8. Two (2) community members from the local chamber of commerce, business community, or tourism commission;

- Principal: Mancell Elam
- District Administrator: Kent Green
- Member of Local Board: Bill Robertson
- Parent: Anna McCoy
- Parent: Mellissa Trice-Martin
- Elementary Teacher: Tammy Malray
- Middle/High Teacher: Brad Rozzell
- Classified Employee: Tammy Crumble
- Classified Employee: Mark Roberson
- Community Member: Bridget Pirtle (business community)
- Community Member: Tracy Pulley (tourism commission)

**Fulton Independent School**  
2018-2019  
Facilities Plan Committee

Superintendent	DeAnna Miller*
Parent	Miranda Walker
Parent	Tracy Pulley
Teacher	Melissa Trice-Martin
Building Administrator	Mancell Elam**
District Facilities	Doug Fisette
Central Office Staff	Kim Farmer
Community Leader	David Prater
Board Member	Bill Robertson
Local Zoning Official	Nathan Lamb

\*The Superintendent serves as a non-voting member

\*\*Awaiting the Commissioner of Education approval