

**RECORD OF BOARD PROCEEDINGS**

(MINUTES)

Fulton, KY, September 17, 2019

The Fulton Independent Board of Education met at the Board of Education Office at 12:00 o'clock P. M. on the 17th day of September, 2019 with the following members present:

- (1) Mrs. Debbie Vaughn, Chair (2) Carol Bransford, Vice-Chair (3) Mr. Bill Robertson  
(4) Mrs. Rea Jones (5) Christy Pettigrew

**REGULAR MONTHLY MEETING OF  
FULTON INDEPENDENT BOARD OF EDUCATION**

**CALL TO ORDER**

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

**ROLL CALL**

2. Mrs. Debbie Vaughn, Mrs. Carol Bransford, Mr. Bill Robertson, Mrs. Rea Jones and Mrs. Christy Pettigrew were present for roll call.

**SUPERINTENDENT ATTENDANCE**

3. Superintendent Miller was present for the September meeting.

**AGENDA AMENDMENT**

4. At the request of Superintendent Miller, the Board added *Pledge of Allegiance* to the agenda. This action was taken on a motion by Mr. Robertson and second by Mrs. Bransford. Following approval of the action item, Carr Elementary second graders led in reciting the Pledge.

Members voting yes: Mrs. Bransford, Mrs. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**APPROVAL OF AGENDA**

5. With the recommendation of the Superintendent, a motion by Mrs. Jones and second by Mrs. Pettigrew, the Board approved the September 17, 2019, Agenda of the Fulton Independent Board of Education Regular Monthly Meeting, as amended.

Members voting yes: Mrs. Bransford, Mrs. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**APPROVAL OF MINUTES**

6. With a motion by Mrs. Bransford and second by Mrs. Jones, the Board approved the minutes of the August 23, 2019, Special Called Meeting as presented by the Board Secretary.

Members voting yes: Mrs. Bransford, Mrs. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**APPROVAL OF CONSENT AGENDA ITEMS**

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

**A. ASAP Moment**

Mr. Nathan Castleman, Student Support Specialist, provided a PowerPoint presentation informing Board Members of a retreat recently held at Southland Ranch in Kevil, KY, and

attended by several FHS students and chaperoned by Mr. Castleman and Ms. Sherri Langford, Co-Sponsor. The event was funded by Four Rivers Foundation, and co-sponsored by Fellowship of Christian Athletes, with Fulton Independent, Ballard County, Fulton County, and Hickman County Schools taking part in the team building, faith-based event. Mr. Castleman also noted Fields of Faith at Hickman County Schools, Sept. 18, 2019, and Fulton High School's See You at the Pole on Sept. 25, 2019, as upcoming events FHS students will take part in.

**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 August, 2019.

Attachment A

**C. Food Service Report**

Mrs. Ashley Teasley, Food Service Director, submitted the Monthly Food Service Reports, outlining activity in the school cafeterias through August, 2019.

**D. Fundraiser Requests**

Board Members approved the following Fundraiser Requests:

- High School Girls Basketball Team to sponsor a booth at the Banana Festival and sell baked goods, Sept. 21, 2019; proceeds will fund team expenses;
- High School Football & Track Teams to sell fish and chicken sandwiches at Unity Park on Oct. 5, 2019, during the community yard sale held the first Saturday of each month; profits will be split between the teams and will be used to pay team expenses;
- PTO to sell Grandparent sticker/decals on Grandparent's Day, Sept. 12, 2019, and at business locations throughout Fulton, and to sell homeroom/class photos; monies raised will be used to fund student dances, faculty and Board Member appreciation meals, and K-PREP recognition.

**E. Murray Head Start Partnership Agreement**

Board Members reviewed and accepted 2019-2020 Murray Head Start and Fulton Independent School District Partnership Agreement, outlining the terms and conditions through with pre-school age children will be served.

**F. Overnight Student Trip Review**

Board members reviewed the details of the overnight trip request granted by Superintendent Miller, pursuant to FISBoE Policy 09.36, allowing FHS students Sherrel Walker, Kire Tribble, Takira Taylor, Tristan Lalley, Shane Lalley, Charlie Cavness and Na Tori Hutcherson, to attend the Four Rivers Foundation/Fellowship of Christian Athletes Retreat held at Southland Ranch in Kevil, KY, Sept. 13-14, 2019.

**G. Superintendent Report**

Superintendent Miller provided Board Members with a report of her activities during August, 2019, noting how these activities aligned with the Kentucky NxG Superintendent Effectiveness Standards.

Attachment B

**RECORD OF BOARD PROCEEDINGS**

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(4) Mrs. Rea Jones (5) Christy Pettigrew

**H. Teacher of the Month**

Ms. Chloe Lollar, Music Teacher, and Mrs. Tammy Malray, Third Grade Teacher, were named August Teachers of the Month for Fulton High School and Carr Elementary, respectively.

Members voting yes: Mrs. Bransford, Ms. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**PUBLIC COMMENTS**

8. There were no public comments.

**PERSONNEL REPORT**

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

*Appointments:* Melissa Ramsey, 21<sup>st</sup> Century After-School Program Student Needs Specialist  
O'Shea King, Assistant High School Football Coach  
Carnation Hart, Head Middle School Girls Basketball Coach  
High School Softball Coach  
Kenneth Irvine, Assistant High School Football Coach  
Assistant Softball Coach  
Bryant Mathias, Assistant Middle School Football Coach  
Brad Rozzell, Volunteer Assistant Middle School Football Coach  
Emmanuel Pettigrew, Volunteer Assistant Middle School Football Coach

*Resignations:* Brad Rozzell, Assistant Middle School Football Coach

**2019-2020 DISTRICT ASSURANCES**

10. With the recommendation of the Superintendent, a motion by Mrs. Bransford and second by Mrs. Pettigrew, the Board approved the 2019-2020 District Assurances, verifying compliance with all grant funding requirements.

Members voting yes: Mrs. Bransford, Ms. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**EMERGENCY DECLARATION & APPROVAL OF EMPLOYMENT OF TEACHER WITH EMERGENCY CERTIFICATION**

11. With the recommendation of Superintendent Miller, the Board moved to declare an emergency and authorized the employment of an elementary teacher with Emergency Certification, in order to allow time to complete PRAXIS testing. This action was taken on a motion by Mr. Robertson and second by Mrs. Pettigrew.

Members voting yes: Mrs. Bransford, Ms. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**FINANCIAL REPORTS AND ORDERS OF THE TREASURER**

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

Members voting yes: Mrs. Bransford, Ms. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**APPROVAL OF DISTRICT RTI PLAN**

13. With the recommendation of the Superintendent, a motion by Mrs. Bransford and second by Mrs. Pettigrew, the Board approved the 2019-2020 District Response to Intervention (RTI) Plan as submitted by Mrs. Dana Crawford, Assistant Principal.

Members voting yes: Mrs. Bransford, Ms. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**SELECT SECURITY CONTRACT APPROVAL**

14. With the recommendations of Superintendent Miller and Mr. Kent Green, Facilities Director, the Board moved to go into contract with Select Security to replace four security cameras at Carr Elementary.

Members voting yes: Mrs. Bransford, Ms. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**APPROVAL OF SUPERINTENDENT TRAVEL REIMBURSEMENT**

15. With a motion by Mrs. Bransford and second by Ms. Jones, the Board approved the travel reimbursement request of Superintendent Miller for travel expenses related to school business for August, 2019.

Members voting yes: Mrs. Bransford, Ms. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**APPROVAL OF 2019-2020 WORKING BUDGET**

16. With the recommendation of the Superintendent, a motion by Mr. Robertson and second by Mrs. Bransford, the Board approved the 2019-2020 Working Budget as presented by Mrs. Becky Fisette, Finance Officer.

Members voting yes: Mrs. Bransford, Ms. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

**ADJOURNMENT**

17. With a motion by Mrs. Jones and second by Mrs. Pettigrew, the Board meeting was adjourned at 6:20 p.m.

Members voting yes: Mrs. Bransford, Mrs. Jones, Mrs. Pettigrew, Mr. Robertson, Mrs. Vaughn

  
Chair

  
Secretary

**The Family Connection**  
Fulton Independent's Family Resource / Youth Services Center  
August 2019 work

**events / speakers**

FHS back-to-school night (August 1): grades 6-12  
FRYSC purchased / served refreshments.

Kindergarten family breakfast (August 2): grade K  
FRYSC purchased / served breakfast and spoke about FRYSC services.

Carr back-to-school night (August 5): grades K-5  
FRYSC purchased / served refreshments.

FISD faculty training (August 12): all FISD faculty and staff  
FRYSC did child abuse / neglect reporting training.

Preschool/Head Start back-to-school night (August 19): preK  
FRYSC gave out CECC kindergarten readiness materials.

**clubs / groups**

BADD Club: 2 during-lunch meetings (5 BADD members, grades 9-12). Spoke to all high schoolers about BADD Club in recruitment effort. First two meetings to re-establish BADD Club work (substance abuse prevention, positive life choices).

Art club: 2 after-school sessions (14 students, grades 6-8). First session held in home ec room; new teacher asked that art club move; now -- per admin -- art club is meeting in high school computer lab.

**services**

clothing - 9 students

toiletries -- 2 students

school supplies - 21 students

17 home visits (medication, emergency food delivery, physical, truancy / no show)

2 referrals to Mountain Comprehensive

created, printed, distributed both August and September Dawg Bites newsletters, grades K-12 (normally start with September, but DPP / school safety officer requested an August issue to notify parents about state ID requirement for visitors)

pursued new Backpack Feeding program sponsors

helped PTO -- attended August meeting, wrote recap of meeting for all FISD, provided letter for parent to present to businesses for concessions donations, copied 70 silent

auction donor letters, contacted shaved ice food truck for festival, submitted fundraiser letter for homeroom photo fundraiser  
met with Happy Feet nonprofit about 75 FUSD students receiving shoes  
negotiated with Sleep In Heavenly Peace nonprofit for 12 FUSD students to receive a free bed  
attended regional Healthy Kids Summit  
sought new mentors for 2019-20 mentoring program, connected with returning mentors, reviewed mentoring calendar / students with principal  
collaborated with Spanish teacher Morgan Wade on Banana Festival art contest at Carr;  
supplied art contest materials at FHS

Superintendent Report for August 2019 Board Meeting

Listed below are some of the activities that Superintendent Miller accomplished during July 2019. 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 2 community member, 3 parents
- Phone call with 5 parents
- Developed a Strategic Planning Committee to plan for the next 5 years.

**Standard 2: Instructional Leadership**

- Worked with Principals, Students and Parents on student schedules
- Worked on Four Rivers Career Academy student schedules with students & FRCA Principal

**Standard 3: Cultural Leadership**

- Mailed thank you, birthday, and congratulations cards

**Standard 4: Human Resource Leadership**

- Completed Administrative and Office Staff Calendar entries into MUNIS
- Met with Principals at address a personnel issue

**Standard 5: Managerial Leadership**

- Recorded checks received and reviewed bank statements

**Standard 6: Collaborative Leadership**

- Worked on a partnership plan with the UTM Call Me Mister mentoring program

**Standard 7: Influential Leadership**

- Attended one Rotary meeting

**Standard 1: Strategic Leadership**

**SUMMARY:** Superintendents create conditions that result in strategically reimaging 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.