

## RECORD OF BOARD PROCEEDINGS (MINUTES)

### **SPRINGFIELD, KY SEPTEMBER 20, 2021 REGULAR SESSION**

The Washington County Board of Education met in Regular Session at the Washington County TEL Center at 6:00 p.m. on the 20<sup>st</sup> day of SEPTEMBER 2021 with the following members present:

(1) Curtis Hamilton (2) Patsy Lester (3) Jeremy Thompson (4) Carissa Harley  
(5) Sherri Cheser

Board chair Curtis Hamilton led the Pledge of Allegiance and board member Jeremy Thompson read the district mission statement. Mr. Hamilton welcomed all in attendance and proceeded with the meeting.

#### **AP Exam Recognition**

WCHS students (current and recent graduates) who scored a 3 or higher on an Advanced Placement exam last year were recognized for their achievement by WCHS Principal Malissa Hutchins and WCHS Assistant Principal Charlie Cox, and were awarded with a certificate and a check for \$100 for each passing score. Students recognized were Jasmine Coulter, Monica Keene, Makenzie Purdom, Hannah Hale, Jazmin Hernandez, Raegan Abell, David Burns, Dawson Coulter, Erin Donahue, Lily Fenwick, Madeline Gabhart, Allee Harris, Miranda Landram, Ashley Lyons, Isabella Murphy, Olivia Ornelas, Aimee Raymond, Malissa Sallee, Anna Taylor, Mary Wimsatt, Grant Matherly, Jillian Hammes, Kathryn Lewis, James Mattingly, Dakota Mudd, Carla Roberts, Jacob Shain and Clinton Wandle.

#### **WC Teen Leadership**

Members of WC Teen Leadership were present at the board meeting to learn the ins and outs of decision-making at board meetings.

#### **Legislative Liaison Report**

Board member Jeremy Thompson reported that the Interim Joint Committee on Education met on September 1, 2021 and included a discussion of pre-discussion of items that may be presented in the much anticipated special session. These items centered around COVID-19 issues: funding concerns – ADA versus absenteeism and stabilization, keeping kids in-person (presented by KSAA), and a discussion on quarantining using localized metrics and local school decisions, common sense approaches without state mandates. The pros and cons were also discussed, such as false negatives of test-to-stay for school level exposures. The special session was held on September 7-9, 2021. Items passed include extending NTI, test-to-stay, and removing the state mask mandate and making it a local decision. As of the date of this board meeting, it was reported by KSBA that 165 districts out of 171 made a local decision to require masks. The remaining 6 districts encouraged it, but made it optional.

## **Treasurer's Report**

Board Meeting Date: 9/20/21

### **Working Budget information:**

A budget totaling \$31,429,500 was presented.

#### **General Fund:**

The budget is \$20,786,016

- Beginning Balance \$4,486,094
- Revenue highlights
  - Ad Valorem Taxes budgeted amount are \$3,793,600 and utilities taxes are \$720,000
  - The SEEK amount budget is \$6,839,495
  - On-behalf State Revenue is \$4,575,600
  - Budgeted indirect cost from School Food Service is \$91,150
  - Interest is \$130,000
- Expenditure highlights
  - Total salaries and fringe were budgeted at \$15.4 million. Additional budget was added for substitute costs and sick leave payout if needed. (74% of total budget OR 67% when you exclude state on-behalf payments)
    - KTRS employer rate is 16.105% for federal grants with local and state programs 3.00% employer match.
    - CERS employer match is 26.95%.
  - Operating budget cost highlights compared to prior year actuals
    - Building repairs and maintenance budgeted \$766,000 FY21 \$86,289 FY20 \$225,051, FY19 \$275,013; FY18- \$129,694; FY17 \$103,112
    - Asphalt Resurfacing/stripping - \$85,000 FY 21 \$0, FY20 \$101,492 FY19 \$72,704
    - Contract grounds services -budgeted \$60,535 – FY 21 \$48,910, FY20 46,575 \$FY19 \$52,014; FY18 \$49,417 FY 17 – \$47,899
    - Diesel – Budgeted \$177,300 FY21 \$81,727 FY20 107,712 FY19 \$123,286; FY18 \$127,372; FY 17 \$107,716
    - Bus repair parts – Budgeted \$70,000 – FY21 \$23,998 FY20 \$61,827 FY19 \$57,905; FY18 \$66,782; FY17 \$51,422
    - Electricity-Budgeted \$502,500 –FY21 370,790 FY20 \$386,246 FY19 \$403,554; FY18 \$429,433 FY17 \$425,848
    - Sanitation - \$41,020 –FY21 \$32,227 FY20 \$31,227 FY19 \$22,618; FY18 \$23,325 FY17 \$24,718
    - Water-Budgeted \$30,670 – FY21 \$16,862 FY20 21,916 FY19 \$23,029; FY18 \$27,021; FY17 - \$30,892
    - Contingency \$1,213,680 (5.84%)

#### **Special Revenue Fund:**

The budget is \$5,478,613

- Expenditures are budgeted to the actual grant. Most of the budgets have been finalized. However, should there be a change please remember we present our budget amendments to the board each month.

District Activity Fund:

- The total budget is \$245,265. The primary revenue is student fees and other student activities revenues to be spent on supplies.

Student Activity Fund:

- The total budget is \$374,093. The primary revenue is fundraising for the benefit of the student and regulated by Redbook.

Capital Outlay fund, Building Fund & Debt Service Funds:

- The capital outlay budget is \$476,727. The building fund budget is \$1,432,599. The budgeted amount to be transferred to the debt service fund is \$1,32,190. The total debt service budget for FY is \$1,446,936. The state on-behalf contribution for debt service is \$214,746.

School Food Service Fund:

- Total budget is \$2,225,175. The budget for salaries and fringe is \$634,330 and on behalf state payments of \$91,000 contingency of \$279,782 and remaining expenditures including supplies of \$1,408,695. Budgeted indirect cost is \$91,150.

Day care fund:

- Total budget is \$411,012.

Scholarship Fund:

- The budget is \$18,882. Typically, \$2,500-\$5,000 is awarded in scholarships.

FY22 Year-to-date financial activity

Balance Sheet

General Fund \$4,759,400.9  
 Special Revenue \$428,396.63  
 District Activity \$135,278.28  
 Student Activity \$102,777.73  
 Capital Outlay \$617,974.78  
 Building \$424,397.42  
 Construction \$1,635,360.94  
 Debt Service \$(972,372.89)  
 Food Service \$707,897.61  
 Day Care \$228,425.41  
 Scholarship \$6,611.28

General Fund:

General fund received \$1,341,653 in revenue and spent \$704,084 in expenditures.

Special Revenue Fund:



Year-to-date expenditures for salaries and fringe are \$135,515 and operational expenditures are \$176,405.

District Activity Fund:

Year-to-date expenditures are \$3,435.

Student Activity Fund:

Year-to-date expenditures are \$9,990.

Capital Outlay Fund & Building (FSPK) Fund:

We received \$77,120 in capital outlay funding and \$316,644 in state match FSPK funding. This will be used to offset the debt service.

Construction Fund:

Year to date we spent \$74,479 in construction funds.

Debt Service Fund:

Year-to-date principal and interest paid on debt is \$972,373.

Food Service Fund:

Total year-to-date receipts are \$132,437 and expenditures are \$150,645.

Day Care Fund:

Total year-to-date receipts are \$18,269 and expenditures are \$2,455.

Scholarship Fund:

Total expenditures this year is \$1,000.

**Superintendent's Report**

Dr. Cochran reported that the Coordinator of Communications & Public Relations/Assistant to the Superintendent Hillary C. Wright-Kaufman and Instructional Technology Supervisor Wayne Stevens had been meeting with various companies to revamp the district website and develop a district app. She advised the board members that the district received the Kentucky Comprehensive Literacy Grant in the amount of \$853,726 over the next three years. She notified them that we received notification from the Kentucky Department of Education of a vaccine incentive – all full and part-time employees of public school districts are eligible for a one-time payment of \$100 after being fully vaccinated against COVID-19, and KDE will reimburse the district through ESSER funds. She advised them that the district received the Preschool Partnership Grant of \$150,000. She also spoke to the board about field house work and forming a committee about sports fields.

**Student Learning and Support Services – Action by Consent**

**Bd. #21-109** – Upon motion of Jeremy Thompson and seconded by Patsy Lester, the board approved by a vote of 5-0 the following consent items:

- Approved minutes from August 26, 2021 Tax Hearing/Regular Session/Executive Session, September 1, 2021 Special-Called Meeting and September 7, 2021 Work Session.
- Approved payment of bills as presented.
- Approved budget amendments as presented.
- Approved submitted donations made to Washington County Schools to date as presented:
  - Donation to WCHS from Sarah Crowe; \$30 to help pay fees for students in need
  - Donation to WCHS Girls Basketball from Mark Broce; \$1,000
- Approved the following leave affidavits for unpaid days:
  - Donna White – January 20-21, 2022 (2 days)
  - Jane Kephart – January 19-21, 2022 (3 days)
- Approved to rescind the following leave affidavits for unpaid days:
  - Judy Cloyd – September 23-24, 2021
- Approved Student Teacher Agreement with Campbellsville University as presented.
- Approved Washington County School District Consolidated Allocations as presented.
- Approved Kentucky Incentives for Prevention 2021 Memorandum of Understanding as presented.
- Approved to increase price of adult meal lunches to \$4.05 and adult meal breakfasts to \$2.65.
- Approved Washington County Schools to participate in Newspapers in Education with The Springfield Sun.
- Approved acceptance of the Comprehensive Literacy Grant from the Kentucky Department of Education.
- Approved for the superintendent to implement SB 1 strategies that are optional as deemed necessary.
- Approved Order between Finalsite and Washington County School District pending any contract language changes advised by finance or BOE attorney.

#### **Student Learning and Support Services – Action, Potential Discussion**

**Bd. #21-110** – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote of 5-0 Trip Request for WCMS 8<sup>th</sup> Grade Class to travel to North Carolina and South Carolina June 13-16, 2022 as presented.

**Bd. #21-111** – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote of 5-0 Trip Request for WCHS Beta Club to attend the Kentucky Senior Beta Club Convention at the Kentucky International Convention Center in Louisville on January 9-11, 2022 as presented.

**Bd. #21-112** – Upon motion of Carissa Harley and seconded by Patsy Lester, the board approved by a vote of 5-0 Patrick D. Murphy Co., Inc. Architects consulting proposal for WCHS EIFS and window repairs and WCES/WCMS storm drainage as presented.

**Bd. #21-113** – Upon motion of Sherri Cheser and seconded by Jeremy Thompson, the board approved by a vote of 5-0 correction to section 6 carryovers for FY21:

NWES: \$17,518

WCMS: \$7,041

WCHS: \$21,508

WCES: \$19,370

**Bd. #21-114** – Upon motion of Jeremy Thompson and seconded by Carissa Harley, the board approved by a vote of 5-0 Jackson Kelly PLLC representation letter, client engagement policies, and contingency fee agreement as presented.

**Bd. #21-115** – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote of 5-0 request to form a WCHS Commanderette Basketball Booster Club as presented.

**Bd. #21-116** – Upon motion of Carissa Harley and seconded by Sherri Cheser, the board approved by a vote of 5-0 revisions to School Webmaster and District Webmaster job description as presented.

**Bd. #21-117** – Upon motion of Carissa Harley and seconded by Jeremy Thompson, the board approved by a vote of 5-0 Application and Agreement for Use of District Property for WCHS Band Boosters to use WCES/WCMS cafeteria for annual Chili Supper Fundraiser on October 29, 2021 with \$25 fee.

**Bd. #21-118** – Upon motion of Carissa Harley and seconded by Jeremy Thompson, the board approved by a vote of 5-0 Application and Agreement for Use of District Property for City of Willisburg to use NWES parking lot for CD release event with \$25 fee.

**Bd. #21-119** – Upon motion of Jeremy Thompson and seconded by Patsy Lester, the board approved by a vote of 5-0 FY22 Working Budget as presented.

**Bd. #21-120** – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote of 5-0 testing agreement between Ethos Laboratories and the Washington County Board of Education as presented.



**Bd. #21-121** – Upon motion of Carissa Harley and seconded by Sherri Cheser, the board Approved by a vote of 5-0 to commit all funds in the students activity fund (Fund 25) to code 8740 – this should include financial statements ending June 30, 2021.

**The Board was notified of the following personnel actions:**

**September Personnel Actions**

**Certified Employment:**

Miranda Griffith – Substitute Teacher  
Aimee Mathews – Teacher (WCHS)  
Fran Taylor – Non-Certified Emergency Substitute Teacher  
Mary Smith – Non-Certified Emergency Substitute Teacher  
Donya Stevens – Part-Time Interventionist  
Brandy Thompson – Substitute Teacher  
Stephen Newby – Substitute Teacher

**Classified Employment:**

Bradford Hamblen – Substitute Bus Driver  
Sherri Grigsby – Childcare Worker  
Bobbi Norton – District Wide Special Needs Instructional Assistant  
Rebekah Barnett – Childcare Worker  
Sandra Chesser – District Wide Special Needs Instructional Assistant  
Megan Hill – District Wide Special Needs Instructional Assistant  
Sydney Nall – District Wide Special Needs Instructional Assistant  
Jennifer Giles – Preschool Instructional Assistant

**Coaches Employment:**

John Gribbins - Band Camp Performance – Percussion Assistant (WCHS)  
Travis Snyder - Band Camp Performance – Head Wood Wind (WCHS)  
Scott Elder – Girls Basketball Head Coach (WCHS)  
Charles Smith – Boys Basketball Head Coach (WCMS)  
Jamaal Stiles – Cheerleading Head Coach (WCHS)  
Katie Riley - Girls Developmental Basketball Head Coach (WCES)

**Extra Services Employment:**

Elizabeth Hahn – Teacher Leader; STLP Coordinator WCMS)  
Whitney Bowen - .5 Athletic Director (WCMS)  
Emmanuel Hernandez – STLP Coordinator (NWES)

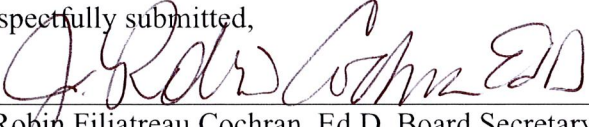
**Resignations:**

Maressa Garrett – Substitute Teacher  
Donna Mattingly – Special Needs Instructional Assistant  
Melanie Cain – Substitute Teacher


Randy Burns – Substitute Teacher  
Jeff Tingle – Substitute Teacher  
Megan Blanford – Substitute Teacher  
Nicole Wilson – Cheerleading Head Coach (WCHS)  
Rachelle Ater – Substitute Coordinator  
Christy Baker – STLP Coordinator (WCHS)  
Brian Powers- Girls Developmental Basketball Head Coach (NWES)  
Charles Smith – Boys Basketball Assistant Coach (WCMS)

**Bd. #21-122** – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote of 5-0 to adjourn at 7:35 p.m.

Respectfully submitted,

  
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J. Robin Filiatreau Cochran, Ed.D. Board Secretary

Approved:

  
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Curtis Hamilton, Board Chair