# Calloway County Board of Education

July 14, 2016 6:00 PM
2110 College Farm Road
Murray, KY

**Attendance Taken at 6:00 PM:**

Present Board Members:
Mr. Jeff Gordon
Mr. Steve Grogan
Mr. Jay Housden
Mr. Richard Smotherman

Absent Board Members:
Mrs. Bonnie Myers

**I. CALL TO ORDER**

**II. MINUTES OF THE JUNE 9, 2016 REGULAR MEETING**

**Order #297 - Motion Passed:** Approval of the minutes of the June 9, 2016 Regular Meeting passed with a motion by Mr. Richard Smotherman and a second by Mr. Jay Housden.

| | |
|---|---|
| Mr. Jeff Gordon | Yes |
| Mr. Steve Grogan | Yes |
| Mr. Jay Housden | Yes |
| Mrs. Bonnie Myers | Absent |
| Mr. Richard Smotherman | Yes |

**III. PUBLIC COMMENTS**

The Chairman opened the floor for public comments. No comments were made.

**IV. FINANCIAL**

**Order #298 - Motion Passed:** Approval of the Monthly Financial Report, Balance Sheet, Food Service Claims, all other claims, and the receipt of the U.S. Bank and BB&T credit card statements passed with a motion by Mr. Richard Smotherman and a second by Mr. Jay Housden.

| | |
|---|---|
| Mr. Jeff Gordon | Yes |
| Mr. Steve Grogan | Yes |
| Mr. Jay Housden | Yes |
| Mrs. Bonnie Myers | Absent |
| Mr. Richard Smotherman | Yes |

**IV.A. Monthly Financial Report/Balance Sheet**
**IV.B. Food Service Claims**
**IV.C. All Other Claims**
**IV.D. Credit Card Statements**

**DIRECT DISBURSEMENTS**

| | | |
|---|---|---|
| 219762 | KY State Treasurer | 60.00 |
| 219763 | Murray Electric System | 34,468.34 |
| 219764 | Murray Municipal | 2,880.71 |
| 219765 | Calloway County Sheriff | 469.83 |
| 219766 | AT&T | 3,202.86 |

**APPROVED**

| | | |
|---|---|---|
| 219578-219628 | The Heritage Bank | 142,708.25 |
| 219629-219687 | The Heritage Bank | 82,442.29 |
| 219706-219747 | The Heritage Bank | 188,950.12 |
| 219748-219761 | The Heritage Bank | 16,406.39 |

**APPROVED (PAYROLL)**

| | | |
|---|---|---|
| 350913-350914 | The Heritage Bank | 934.08 |
| 350915-350917 | The Heritage Bank | 218.69 |
| 350918-351447 | The Heritage Bank | 978,080.59 |
| 351448-351476 | The Heritage Bank | 708,312.86 |
| 351477-351868 | The Heritage Bank | 742,807.04 |
| 351869-351897 | The Heritage Bank | 496,487.31 |
| 351898 | The Heritage Bank | 133.74 |
| 351899-351971 | The Heritage Bank | 40,959.61 |
| 351972-351976 | The Heritage Bank | 18,523.86 |

**APPROVED (FOOD SERVICE)**

| | | |
|---|---|---|
| 219688-219705 | The Heritage Bank | 63,023.35 |

**V. ATC CLAIMS AND BID ACCEPTANCE**

**Order #299 - Motion Passed:** Approval of two Bacon Farmer Workman invoices in the amount of $595.55 and $795.95, one Pinnacle invoice in the amount of $720,338.51, one Murray Ledger invoice in the amount of $50.00, one Huntington invoice for a Bond Series 2015 payment of $281,443.75 and acceptance of a Property, Boiler & Equipment and General Liability Insurance bid from Peel & Holland in the amount of $16,815.00 passed with a motion by Mr. Jay Housden and a second by Mr. Richard Smotherman.

| | |
|---|---|
| Mr. Jeff Gordon | Yes |
| Mr. Steve Grogan | Yes |
| Mr. Jay Housden | Yes |
| Mrs. Bonnie Myers | Absent |
| Mr. Richard Smotherman | Yes |

**VI. CONSENT AGENDA**

**Order #300 - Motion Passed:** Approval of the Consent Agenda as presented passed with a motion by Mr. Jay Housden and a second by Mr. Richard Smotherman.

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|---|---|
| Mr. Jeff Gordon | Yes |
| Mr. Steve Grogan | Yes |
| Mr. Jay Housden | Yes |
| Mrs. Bonnie Myers | Absent |
| Mr. Richard Smotherman | Yes |

**VI.A. Fund Raiser Requests (Organization - Activity, Purpose, Dates)**
**VI.A.1. Murray Calloway ATC Hosa - Candy Sales, State Leadership Conference, September 5,2016 - September 19, 2016**
**VI.A.2. CCMS Gifted and Talented - MSU Concessions, KUNA Louisville Trip, June 2016 - May 2017**
**VI.A.3. North Calloway PTA - Laker Saver Cards, School Support, August 2016 - September 2016**
**VI.B. Travel Requests (Requestor - Purpose, Location, Dates)**
**VI.B.1. Anderson, Travis (1 Adult) - KECSAC Administrator Meetings, Elizabethtown, Kentucky, September 8 - September 9, 2016**
**VI.B.2. Ashby, Fred (1 Adult) - KSNA, Lexington, Kentucky, July 17 - July 18, 2016**
**VI.B.3. Birdsong, Terry (4 Adults and 25 Students) - CCHS Basketball, Santa Claus, Indiana, July 18, 2016**
**VI.B.4. Hunter, Tawnya (1 Adult) - KASA Conference, Louisville, Kentucky, July 20 - July 22, 2016**
**VI.B.5. Lane, Pat (2 Adults) - KSN Directors Conference, Bowling Green, Kentucky, September 14 - September 16, 2016**
**VI.B.6. Price, Mary (2 Adults and 7 Students) - CCHS Volleyball Tournament, Apollo High Owensboro, Kentucky, August 19 - August 20, 2016**
**VI.C. Informational Travel Requests**
**VI.D. Records Destruction Requests (Requestor, Items Being Destroyed, Date Range)**
**VI.D.1. CCHS, Student Discipline, 2010 - 2011**
**VI.D.2. Calloway School District, Gifted and Talented Files, July 2014 - June 2015**
**VI.E. Surplus Requests (Requestor - Items Being Declared Surplus)**
**VI.E.1. RTC - 1997 Suburban**
**VI.F. Donation Acceptance Requests (Beneficiary, Donation, Donator)**
**VI.F.1. CCHS Greenhouse, $25, John Dale**
**VI.F.2. CCHS Greenhouse, $100, Alesa Walker**
**VI.F.3. CCHS Greenhouse, $100, Breckenridge County High School**
**VI.F.4. CCHS Greenhouse, $100, Christopher King**
**VI.F.5. CCHS Greenhouse, $100, Conda Wilson**
**VI.F.6. CCHS Greenhouse, $100, Lacy McKeel**
**VI.F.7. CCHS Greenhouse, $100, Phill K. McCallon**
**VI.F.8. CCHS Greenhouse, $100, Randy McCallon**
**VI.F.9. CCHS Greenhouse, $150, John M. Potts**
**VI.F.10. CCHS Greenhouse, $150, Jason L. Carson**
**VI.F.11. CCHS Greenhouse, $250, Kathy Jo Stubblefield**
**VI.F.12. CCHS Greenhouse, $250, Stubblefield Farms LLC**
**VI.F.13. CCHS Greenhouse. $750.96, Hendons Garden Center**
**VI.F.14. CCHS Greenhouse, $1,000, Johnson Plaster and Vinyl**
**VI.F.15. FFA Picnic Table Sale, $200, Hutson Inc.**
**VI.F.16. FFA State Convention, $2,705, Calloway County Farm Bureau**
**VI.F.17. Lady Lakers Basketball Camp, $100, Ricky Lamkin**

**VI.F.18. Lady Laker Basketball Camp, $100, SMM Construction**
**VI.F.19. Lady Laker Basketball Camp, $100, The Murray Bank**
**VI.F.20. North Distinguished Celebration, $100, Pella Corporation**
**VI.G. School Facility Use Requests (Organization, Requested Facility, Purpose, Dates)**
**VI.G.1. Kentucky Tennis Association - Tennis Courts, Mixed Doubles Tournament, September 9 - September 11, 2016**
**VI.G.2. North Elementary PTA - School, Grounds and Cafeteria, Back to School Blast, August 5, 2016**
**VI.G.3. Southwest Elementary School - School, Cafeteria and Grounds, Back to School Bash, August 11, 2016**
**VI.H. Frozen Ice Cream/Frozen Beaded Yogurt/Sherbet Contracts**
**VI.I. Extended or Renew Contracts / Food Service**
**VI.J. Calloway County Alternative Instructional Facility Program Review**
**VI.K. Athletic Ticket Prices**
**VI.L. Revised Salary Schedule - Athletic Trainer (Salary Based on Grant Funding)**
**VI.M. DJJ Interagency Agreement (2016 - 2017)**
**VI.N. Athletic Salary Schedules (FY2017)**
**VI.O. Revised Extended Employment Days - East Elementary Principal**
**VI.P. Little Laker Harbour Childcare Fee Increase**
**VI.Q. Memorandum of Agreement - Visually Impaired Services**
**VI.R. Managing Government Records - A Cooperative Undertaking**
**VI.S. The Kentucky Open Records and Open Meetings Acts**
**VI.T. Indirect Cost Rates (2016 - 2017) - 1.96 Restricted Rate and 12.53 Non Restricted Rate**
**VI.U. Policy Change - Update #39 (Second and Final Reading)**
**VI.V. Policy Change (Expense Reimbursement) - 03.125 and 03.225 (Emergency)**
**VI.W. Procedure Review - 09.14 AP.24, 09.123 AP.2, 10.5 AP.1**
**VI.X. Calloway County District Funding Assurances**
**VI.Y. Memorandum of Agreement - Paducah Independent to Provide Home Hospital Instruction**
**VI.Z. CCHS - Allotment Request for 2016 - 2017 ($50,000)**
**VI.AA. Laker Wrestling Request to Receive R.E.A.C.H.E.S. Funding**

**VII. PERSONNEL**

**Order #301 - Motion Passed:** Receipt of the personnel report passed with a motion by Mr. Richard Smotherman and a second by Mr. Jay Housden.

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|---|---|
| Mr. Jeff Gordon | Yes |
| Mr. Steve Grogan | Yes |
| Mr. Jay Housden | Yes |
| Mrs. Bonnie Myers | Absent |
| Mr. Richard Smotherman | Yes |

**I have received and accepted the letters of resignation as indicated below:**

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|---|---|
| Kimberly Barrett | Teacher, Calloway County Middle School, effective June 30, 2016. |
| Meghan Drennan | Teacher, North Calloway Elementary School, effective June 30, 2016. |
| Jessica Torsak | Instructional Assistant, East Calloway Elementary School, effective June 30, 2016. |

**I have received and accepted the following letter of retirement:**

| | |
|---|---|
| Rick Beam | Teacher, East Calloway Elementary School, effective August 01, 2016. |
| Kathy Crouch | Principal, East Calloway Elementary School, effective August 01, 2016. |

**The following individuals have been employed for the 2015-2016 school year. They have signed and received their contract and/or have been notified of their employment by certified mail or personal delivery. The individual and position for which each has been employed is listed below:**

**Classified:**

| | |
|---|---|
| Caden Teneyuca | Technology Student Worker, CCHS |

**Para Professional:**

| | |
|---|---|
| Sullivan McCallon | Assistant Speech Coach, CCMS |

**The following individuals have been employed for the Summer LASER Child Care Program 2015-2016 school year. They have signed and received their contract and/or have been notified of their employment by certified mail or personal delivery. The individual and position for which each has been employed is listed below.**

**Classified:**

| | |
|---|---|
| Christine Acquisto | Childcare Provider, Southwest Elementary School |
| Brittany Bucy | Assistant Director, Southwest Elementary School |
| Lindsey Dean | Childcare Provider, Southwest Elementary School |
| Janet Dema | Custodian, Southwest Elementary School |
| Neely Gallimore | Childcare Intern Sub, Southwest Elementary School |
| Jason Green | Childcare Intern, Southwest Elementary School |
| Lauren Janeaux | Childcare Intern, Southwest Elementary School |
| Catherine Noland | Childcare Intern, Southwest Elementary School |
| Allison Rogers | Childcare Intern, Southwest Elementary School |
| Ashley Smith | Childcare Intern, Southwest Elementary School |
| Kelsey Spillman | Childcare Provider, Southwest Elementary School |
| Alex Wilson | Childcare Intern, Southwest Elementary School |

**The following individuals have been employed for Calloway County School District Extended School Services Summer School Program for the 2015-2016 school year. They have signed and received their contract and/or have been notified of their employment by certified mail or personal delivery. The individual and position for which each has been employed is listed below:**

**Certified:**

| | |
|---|---|
| Richie Spann | E.S.S. Summer School Teacher, CCMS |

**The following individuals have been employed for the 2016-2017 school year. They have signed and received their contract and/or have been notified of their employment by certified mail or personal delivery. The individual and position for which each has been employed is listed below:**

**Certified:**

| | |
|---|---|
| Brian Bruce | Teacher, CCMS |

**Classified:**

| | |
|---|---|
| Deborah Drane | Instructional Assistant, CCMS |
| Misty Gaddis | Instructional Assistant, Calloway County Preschool |
| Brandon Gallimore | Custodian, Southwest Elementary School |
| Tiffany O'Neal | Instructional Assistant, Calloway County Preschool |

**Classified Professional:**

| | |
|---|---|
| Kathryn Shaughnessy-Williams | Early Childhood Consultant, RTC |

**The following individuals have been employed for the LASER Child Care Program 2015-2016 school year. They have signed and received their contract and/or have been notified of their employment by certified mail or personal delivery. The individual and position for which each has been employed is listed below.**

**Certified:**

| | |
|---|---|
| Brittany Bucy | Lead Teacher, Southwest Elementary School |
| Elizabeth Smith | Lead Teacher, Southwest Elementary School |

**Classified:**

| | |
|---|---|
| Christine Acquisto | Childcare Provider, North Elementary School |
| Caroline Adams | Childcare Provider, East Elementary School |
| Brittany Bucy | Summer Director, Southwest Elementary School |
| Karen Coles | Summer Assistant Director,Southwest Elementary School |
| Karen Coles | On Site Director, Southwest Elementary School |
| Lindsay Dean | Childcare Provider, North Elementary School |
| Lindsay Dean | Assistant Director, North Elementary School |
| Janet Dema | Summer Custodian, North Elementary School |
| Neely Gallimore | Childcare Intern Sub, North Elementary School |
| Jason Green | Childcare Intern, North Elementary School |
| Kim Hounshell | Childcare Provider, North Elementary School |
| Lauren Janeaux | Childcare Intern, North Elementary School |
| Catherine Noland | Childcare Provider, North Elementary School |
| Allison Rogers | Childcare Intern, North Elementary School |
| Elizabeth Smith | Childcare Provider, North Elementary School |
| Pam Smith | Childcare Provider, Southwest Elementary School |
| Tammy Smith | Childcare Provider, Southwest Elementary School |
| Kelsey Spillman | Childcare Provider, North Elementary School |

| | |
|---|---|
| Alex Wilson | Childcare Intern, North Elementary School |

**The following individuals were approved for Family Medical Leave Act:**

| | |
|---|---|
| Ricky Peal | May 19, 2016 through July 11, 2016 for a total of 42 days. |

**The following individual was terminated due to breach of contract:**

| | |
|---|---|
| Dana Crawford | Lead Childcare Provider, Calloway County Preschool |

**VIII. OTHER REPORTS**

**Order #302 - Motion Passed:** Acceptance of all other reports passed with a motion by Mr. Jay Housden and a second by Mr. Richard Smotherman.

| | |
|---|---|
| Mr. Jeff Gordon | Yes |
| Mr. Steve Grogan | Yes |
| Mr. Jay Housden | Yes |
| Mrs. Bonnie Myers | Absent |
| Mr. Richard Smotherman | Yes |

**VIII.A. Transportation Report**

Mr. Futrell was not available to present to the Board.

**VIII.B. Food Service Report**

Ms. Lane was not available to present to the Board.

**VIII.C. Maintenance Report**

Mr. Duncan spoke to the Board regarding savings in several areas including utility and operational expenses. He stated that those savings were able to be used elsewhere in the budget as there were additional areas where expenses were higher than fiscal year 2015.

**VIII.D. Attendance Report**

Mr. Ashby spoke to the Board about registration dates for each of the schools. In addition, he presented a packet to the Board to show a year-end review of attendance in the district and a downward trend of enrollment numbers.

**VIII.E. Technology Report**

Mr. Reinhardt was not available to present to the Board.

**VIII.F. Finance Report**

Ms. Owens presented the beginning and ending balances for the month of June. She reported that 99.9% of all budgeted revenues had been received prior to June 30th and that additional funds had been received in July that would be recorded as accounts receivables. She also mentioned that the cash balance was over one-hundred thousand dollars higher than the end of June 2015.

**VIII.G. Informational School Reports**
**VIII.G.1. Calloway County High School**
**VIII.G.2. Calloway County Middle School**
**VIII.G.3. East Elementary School**
**VIII.G.4. North Elementary School**
**VIII.G.5. Southwest Elementary School**
**VIII.G.6. Calloway County Preschool**

**IX. SUPERINTENDENT'S REPORT**

Mr. Settle announced to the Board that Redbook Training was provided for principals, bookkeepers, coaches and booster club representatives on Monday, July 11, 2016.

Insurance settlements from the fire at the greenhouse are starting to arrive and a total of more than $104,000 has been received to date. Additional funds are expected but will be after the project is completed. Architects should be able to break ground in three to six weeks.

Progress on the ATC is coming along slower than both districts had hoped. Currently, the expected completion date is mid to late September but could possibly be later than that.

Mr. Settle announced that Monica Price was selected as the new principal at East Elementary. Ms. Price was provided the opportunity to introduce her family to the Board and stated that she was excited to begin this new adventure.

**X. ADJOURN**

**Order #303 - Motion Passed:** Approval to adjourn the meeting passed with a motion by Mr. Steve Grogan and a second by Mr. Richard Smotherman.

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|---|---|
| Mr. Jeff Gordon | Yes |
| Mr. Steve Grogan | Yes |
| Mr. Jay Housden | Yes |
| Mrs. Bonnie Myers | Absent |
| Mr. Richard Smotherman | Yes |

_____ _____

Chairperson Superintendent