Calloway County Board of Education

May 10, 2018 6:00 PM
2110 College Farm Road
Murray, KY

Attendance Taken at 6:00 PM:

Present Board Members:
Mr. Jeff Gordon
Ms. B. Leeann Myers
Mr. Jay Housden
Mr. Van Pittman
Mr. Scott Lowe

I. CALL TO ORDER

II. RECOGNITIONS/PRESENTATIONS

III. MINUTES

Order #508 - Motion Passed: Approval of the minutes of the April 12, 2018 Regular Meeting and the April 25, 2018 Special Called Meeting passed with a motion by Ms. B. Leeann Myers and a second by Mr. Scott Lowe.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	Yes

III.A. Minutes of the April 12, 2018 Regular Meeting
III.B. Minutes of the April 25, 2018 Special Called Meeting

IV. FINANCIAL

Order #509 - Motion Passed: Approval of the Monthly Financial Report, Balance Sheet, Food Service Claims, All Other Claims, and the receipt of the Heritage Bank and BB&T credit card statements passed with a motion by Mr. Jay Housden and a second by Mr. Van Pittman.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	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

224352	Hampton Inn (Reprint)	170.13
224353	Stacey C. Jones (Reprint)	328.56
224354	AT&T	341.77
224355	Carl D Perkins Training	59.50
224356	Heritage Bank Card	142.28
224357	NWEA	5,600.00
224358	Ramada	490.86
224359	Bank of New York Mellon	619,706.66
224360	Murray Municipal	4,344.44
224361	American Fidelity	150.00
224362	Shell	85.58
224363	WKRECC	19,620.19

APPROVED

224380-224473	The Heritage Bank	123,095.75
224474-224536	The Heritage Bank	260,809.17

APPROVED (PAYROLL)

363168-363196	The Heritage Bank	621,504.01
363197-363709	The Heritage Bank	960,864.68

APPROVED (FOOD SERVICE)

224364-224379	The Heritage Bank	82,440.30

V. AREA TECHNOLOGY CENTER

Order #510 - Motion Passed: Approval of the Area Technology Center claims passed with a motion by Ms. B. Leeann Myers and a second by Mr. Jay Housden.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	Yes

V.A. Claims
V.A.1. Calloway County Schools Appropriation Third Quarter Invoice - $25,000.00
V.A.2. Calloway County Board of Education Maintenance Invoice - $1,103.38
V.A.3. Kentucky State Treasurer, Finance Corporation Filing Fee - $15.00
V.A.4. Murray Electric Systems Invoice - $400.00
V.A.5. Murray Ledger and Times Invoice, CNC Bid Advertising - $36.00
V.A.6. Murray Ledger and Times Invoice, Lathe Bid Advertising - $48.00

VI. REVISIONS OF POLICIES - FIRST READING

Ms. Karen Brandon presented revisions to the Holidays and Vacations Policy 03.222 as a wording change of 12 month employees to 260 day employees. She presented changes in Policy 04.3111, District Issuance of Checks requesting a change in payment of invoices for the District from once a month to every week. The change of producing a warrant every week and mailing out payments to vendors

weekly would benefit the District with discounts for prompt payments and efficiency in reporting.

Mr. McKeel presented revisions to the Search and Seizure Policy 09.436 with many verbiage changes and the addition of handheld screening detector use.

Order #511 - Motion Passed: Approval of the first reading of Holiday and Vacations Policy 03.222, District Issuance of Checks Policy 04.3111 and Search and Seizure Policy 09.436 passed with a motion by Mr. Scott Lowe and a second by Ms. B. Leeann Myers.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	Yes

VI.A. Holidays and Vacations - Policy 03.222
VI.B. District Issuance of Checks - Policy 04.3111
VI.C. Search and Seizure - Policy 09.436

VII. PUBLIC COMMENTS

Mr. Gordon opened the floor for public comments. No comments were made.

VIII. CONSENT AGENDA

Order #512 - Motion Passed: Approval of the Consent Agenda as presented passed with a motion by Mr. Van Pittman and a second by Ms. B. Leeann Myers.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	Yes

VIII.A. Donation Acceptance Requests (Beneficiary - Donation, Donator)
VIII.A.1. Calloway County High School Archery Team - $25.00, Christopher and Kristina Fazi
VIII.A.2. Calloway County High School Archery Team - $60.00, Donald and Leeann Myers
VIII.A.3. Calloway County High School Baseball Team - $250.00, Casey's General Store
VIII.A.4. Calloway County High School Baseball Team - $250.00, Vanderbilt Chemical
VIII.A.5. Calloway County High School Baseball Team - $650.00, CFSB Bank
VIII.A.6. Calloway County High School Future Business Leaders of America Club - $100.00, Dr. and Mrs. Michael Bobo
VIII.A.7. Calloway County High School Future Business Leaders of America Club - $100.00, Flowers by Whitney
VIII.A.8. Calloway County High School Future Business Leaders of America Club - $100.00, Heritage Bank
VIII.A.9. Calloway County High School Future Business Leaders of America Club - $250.00, Independence Bank Foundation
VIII.A.10. Calloway County High School Future Business Leaders of America Club - $300.00, Multi-Skill Training Services Inc.

VIII.A.11. Calloway County High School Future Business Leaders of America Club - $300.00, RPS Properties, LLC
VIII.A.12. Calloway County High School Future Farmers of America Club - $710.00, Purchase Area Antique Tractor Club
VIII.A.13. Calloway County High School Fishing Team - $300.00, Clark's Jet-A-Marine
VIII.A.14. Calloway County High School Greenhouse - $300.00, Industrial Training Services
VIII.A.15. Calloway County High School Harbour Youth Service Center - $424.44, Pella of Murray and Murray Recycling
VIII.A.16. Calloway County High School Horticulture Class - $200.00, Scott Lowe
VIII.A.17. Calloway County High School Laker Basketball Programs - $2,500.00 to the Laker Boys Basketball Team and $2,500.00 to the Lady Laker Basketball Team, The Murray Bank
VIII.A.18. Calloway County High School Library - Four Books, Calloway County Genealogy and Historical Society
VIII.A.19. Calloway County High School Softball Team - $175.00, Parker Ford
VIII.A.20. Calloway County High School Track and Field Team - $250.00, Vanderbilt Chemical
VIII.A.21. Calloway County High School Weekend Backpack Program - $333.30, Pella of Murray and Murray Recycling
VIII.A.22. Calloway County Middle School Academic Team - $200.00, Kirksey Woodmen of the World Chapter 170
VIII.A.23. Calloway County Middle School Academic Team - $250.00, Wisdom Tree Technologies
VIII.A.24. Calloway County Middle School Students for KPREP Testing - 21 cases of water, Heritage Bank
VIII.A.25. East Elementary School First Grade Class Reward - $75.00, Michael McClain
VIII.A.26. North Elementary School Creative Arts Department - $25.00, Murray Woman's Club
VIII.A.27. North Elementary School First Grade Field Trip - $145.00, North Elementary Parent Teacher Association
VIII.A.28. North Elementary School Fourth Grade Field Trip - $175.00, North Parent Teacher Association
VIII.B. Fund Raiser Requests (Organization - Activity, Purpose, Dates)
VIII.B.1. Calloway County High School and Calloway County Middle School Soccer Programs - Sponsorship Contracts, New Scoreboard, June 1, 2018 - May 30, 2019
VIII.B.2. Calloway County High School and Calloway County Middle School Soccer Programs - T shirt Sales, Uniform, Camp and Entry Fee Expenses, June 1, 2018 - May 31, 2019
VIII.B.3. Calloway County High School Archery Booster Club - Pick up Trash on County Roads, National Tournament Hotel Expenses, May 2018
VIII.B.4. Calloway County High School Football Touchdown Club - Culver's Pancake Breakfast, Equipment Expenses, June 2018 - July 2018
VIII.B.5. Calloway County High School Football Touchdown Club - Merchandise Sales, Food for Players, May 2018 - December 2018
VIII.B.6. Calloway County High School Football Touchdown Club - Youth Football Camp, Little League Program Funding, May 11, 2018
VIII.B.7. Calloway County High School Softball Booster Club - Round Robin Games Concession Sales. Equipment and Travel Expenses, May 19, 2018
VIII.B.8. Calloway County High School Track and Field Team - Host Track and Field Camp and Meet, Equipment Expenses, May 2018 - June 2018
VIII.B.9. Calloway County High School Volleyball Team - Host Camp and T shirt Sales, Team Expenses, May 25, 2018 -May 26, 2018
VIII.C. Grant Application Requests (Requestor - Grant, Purpose, Amount)

VIII.C.1. North Elementary School - Dollar General Youth Literacy Foundation Grant, Guided Reading Books, Up to $4,000.00
VIII.C.2. North Elementary School - New Venture Fund and Arabelle Advisors Grant, Elevating and Celebrating Effective Teaching and Teachers Professional Development, $15,000.00
VIII.D. Records Destruction Requests (Requestor - Title, Series)
VIII.D.1. North Elementary School - Absentee File (L1960), Entry Exit Log (L5335), Pupil Form (L1984), Employee Folder (L4466)
VIII.E. Surplus Requests (Requestor - Items Declared)
VIII.E.1. Calloway County Preschool - Office Chairs
VIII.F. Travel Requests (Requestor - Purpose, Location, Dates)
VIII.F.1. Falwell, Jacob - Future Farmers of America State Convention, Lexington, Kentucky, June 4, 2018 - June 7, 2018
VIII.F.2. Falwell, Jacob - Future Farmers of America Camp, Hardinsburg, Kentucky, June 25, 2018 - June 29, 2018
VIII.F.3. Jones, Dr. - Senior Band Trip, Kings Island in Cincinnati, Ohio, May 29, 2018 - May 31, 2018
VIII.F.4. Lane, Pat - Food Service New Vendor Training, Shepherdsville, Kentucky, May 2018
VIII.F.5. Mikulcik, Kristen - Middle School State Track and Field Meet, Louisville, Kentucky, May 25, 2018 - May 26, 2018
VIII.F.6. Price, Joshua - State Tennis Match, Lexington, Kentucky, May 16, 2018 - May 19, 2018
VIII.F.7. Reinhardt, Caleb - Microsoft Innovations Training, Lexington, Kentucky, June 4, 2018 - June 7, 2018
VIII.F.8. Stubblefield, Jennifer - Future Business Leaders of America National Competition, Baltimore, Maryland, June 27, 2018 - July 2, 2018
VIII.F.9. Webb, Troy - Softball Tournament, Madisonville, Kentucky, May 11, 2018 - May 12, 2018
VIII.G. Travel Requests - Informational
VIII.H. School Activity Budgets for FY 2019
VIII.H.1. Calloway County High School Activity Budget
VIII.H.2. Calloway County Middle School Activity Budget
VIII.H.3. East Elementary School Activity Budget
VIII.H.4. North Elementary School Activity Budget
VIII.H.5. Southwest Elementary School Activity Budget
VIII.H.6. Calloway County Preschool Activity Budget
VIII.I. Calloway County Personnel Evaluation Plan for Certified Employees 2018 - 2019
VIII.J. Master Schedules Request SY 2018 - 2019
VIII.K. Code of Acceptable Behavior and Discipline Revision SY 2018 - 2019
VIII.L. Non-Competitive Negotiation - Calloway County High School Mezzanine Floor Replacement
VIII.M. Request Extension of Branded Pizza Bid SY 2018 - 2019
VIII.N. Position Modification Request - Amend Position of Childcare Provider Little Laker Harbour
VIII.O. Request for Calloway County Middle School to Charter a Bus to Washington, D.C. March 29, 2019 - April 3, 2019
VIII.P. Early Childhood Regional Training Center Carryover Contract FY 2018
VIII.Q. Fidelity Bond
VIII.R. Request to Accept the Proposal of Alexander, Thompson, Arnold PLLC Audit Services FY 2018 - 2019, $24,000.00
VIII.S. Request to Renew Insurance with Commonwealth Risk Solutions SY 2018 - 2019 - E&O-ELL, Fleet, General Liability, Pollution, Property and Crime, Umbrella EEL and Workers' Comp

IX. PERSONNEL

Order #513 - Motion Passed: Approval of the Superintendent's report of Personnel Actions passed with a motion by Ms. B. Leeann Myers and a second by Mr. Jay Housden.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	Yes

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

Emily Hearn	Instructional Assistant, Calloway County Middle School, effective April 17, 2018.
Michael McClain	Instructional Assistant, East Elementary, effective June 30, 2018.
Bruce Taylor	Junior Varsity Baseball Coach, Calloway County High School, effective April 23, 2018.
Jason Walker	Teacher, East Elementary, effective June 30, 2018.
Troy Webb	Girls Head Softball Coach, Calloway County High School, effective June 30, 2018.
Conda Wilson	Guidance Counselor, Calloway County High School, effective June 30, 2018.

I have received and accepted the following letter of retirement:

William (Bill) Sampson	Teacher, Calloway County High School, effective August 01, 2018.
Marion Scott	Teacher, Calloway County Middle School, effective July 01, 2018.
Christi Walker	Teacher, Calloway County Middle School, effective July 01, 2018.

The following individuals have been employed for the 2017-2018 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:

Emily Hearn	Emergency Teacher, Substitute

Classified:

Michelle Bess	Cook/Baker, District Wide
Brittany Scott	Cook/Baker, Substitute

The following individuals have been approved for Family Medical Leave:

Sara Adams	From April 16, 2018 through May 18, 2018 for a total of 25 days.
Mandy Alvizo	From April 09, 2018 through May 18, 2018 for a total of 30 days.
Kala Seavers	From April 16, 2018 through May 18, 2018 for a total of 25 days.

X. ADMINISTRATIVE REPORTS

Order #514 - Motion Passed: Acceptance of the administrative reports passed with a motion by Mr. Jay Housden and a second by Mr. Van Pittman.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	Yes

X.A. Area Technology Center

Mr. Dan Hicks reported the ATC has received the lathe machines for the work shop and that leaks in the roof had been reported.

X.B. Attendance Report

Mr. Josh McKeel informed the Board that Tuesday, May 15th would be the last day of school. He reported that month 8 attendance was 95.76%.

X.C. Finance Report

Ms. Amy Owens was not available to report.

X.D. Food Service Report

Ms. Pat Lane reported that Gordon Food Services was approved by the West Kentucky Cooperative as the new food service distributor.

X.E. Maintenance Report

Mr. Kenny Duncan took a moment to thank his staff for their dedication and hard work.

X.F. Technology Report

Mr. Caleb Reinhardt reported the fiber run to East Elementary was almost complete, Southwest and North were completed and transition to new service would occur in June.

X.G. Transportation Report

Mr. Tommy Futrell was not available to report.

X.H. School Reports
X.H.1. Calloway County High School
X.H.2. Calloway County Middle School
X.H.3. East Elementary School

X.H.4. North Elementary School
X.H.5. Southwest Elementary School
X.H.6. Calloway County Preschool

XI. SUPERINTENDENT'S REPORT

Mr. Tres Settle announced the finalization of the posting for Southwest Principal, 11 applicants submitted applications. He announced a decision would be made by the first week of June.

He announced graduation for the Class of 2018 would be Tuesday, May 15, 2018 at 6:30 PM in the CFSB Center on the Murray State University campus.

Mr. Settle extended his appreciation to the staff of the Calloway County School District for a great year.

Order #515 - Motion Passed: Acceptance of the Superintendent's report passed with a motion by Ms. B. Leeann Myers and a second by Mr. Jay Housden.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	Yes

XII. ADJOURN

Order #516 - Motion Passed: Approval to adjourn the meeting passed with a motion by Mr. Jay Housden and a second by Mr. Scott Lowe.

Mr. Jeff Gordon	Yes
Ms. B. Leeann Myers	Yes
Mr. Jay Housden	Yes
Mr. Van Pittman	Yes
Mr. Scott Lowe	Yes

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Chairperson Superintendent