Calloway County Board of Education

December 13, 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. AUDIT REPORT FOR FISCAL YEAR 2018

Mr. Matt Hale from Alexander Thompson Arnold PLLC presented the FY2018 audit report to the Board and community. He discussed the components of the audit, financial statements, and the need to prepare for increase in pension expenses. He commended management for budget adjustments and cooperation during the audit.

Order #577 - Motion Passed: Approval of the FY2018 Audit Report passed with a motion by Mr. Jay Housden 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

III. PUBLIC FORUM - HEALTH AND WELLNESS POLICY

Ms. Vicki Williams presented the Physical Activity and Wellness Report for the District. Each school has a Wellness Committee and the District Committee takes their information to produce the report. She discussed the Hepatitis A audit and commended parents and students for doing their part by completing the shot series.

Ms. Pat Lane, Food Service Director presented the Health and Wellness Report stating 790,629 breakfast, lunch and snacks were served in 172 days last year. Her department has undergone the Finance Audit, the USDA Audit and received a perfect review from Kentucky Department of Education School and Community Nutrition.

IV. MINUTES

Order #578 - Motion Passed: Approval of the minutes of the November 8, 2018 Regular Meeting 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

V. FINANCIAL

Order #579 - 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 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. Monthly Financial Report/Balance Sheet
V.B. Food Service Claims
V.C. All Other Claims
V.D. Credit Card Statements

APPROVED

225744-225828	CFSB Bank	274,734.69
225829-225851	CFSB Bank	3,890.81
225863-225877	CFSB Bank	99,343.42
225878-225881	CFSB Bank	124,005.27
225894-225987	CFSB Bank	228,059.48
225988-226009	CFSB Bank	3,697.35

APPROVED (PAYROLL)

366961 – 366992	CFSB Bank	597,691.26
366993 – 367471	CFSB Bank	921,008.53

APPROVED (FOOD SERVICE)

225852-225862	CFSB Bank	79,490.85
225882-225893	CFSB Bank	56,790.51

VI. AREA TECHNOLOGY CENTER

Order #580 - Motion Passed: Approval of the Area Technology Center claims 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

VI.A. Claims
VI.A.1. Alexander Thompson and Arnold Auditing Services FY 2018 invoice in the amount of $2,500.00
VI.A.2. Calloway County Maintenance October 2018 invoice in the amount of $573.29
VI.A.3. Central Restaurant Products invoice in the amount of $11,305.30
VI.A.4. Murray Electric System invoice in the amount of $25.00
VI.A.5. Murray Ledger and Times Ad for the Bed Mill Bid Invoice in the amount of $48.00
VI.A.6. Murray Lumber Company invoice in the amount of $4,992.99
VI.A.7. UPS Store invoice in the amount of $14.44

VII. VENDOR PAYMENTS WITH CREDIT CARD

Ms. April Lax presented the potential benefits of paying vendors with a credit card from CFSB Bank. The 1.5% cash back for payments would produce income for the District.

Order #581 - Motion Passed: Approval for the Finance Department to use CFSB credit card to pay invoices passed with a motion by Ms. B. Leeann Myers 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

VIII. SELECTION OF TWO BOARD MEMBERS TO SERVE ON THE MURRAY INDEPENDENT - CALLOWAY COUNTY FINANCE CORPORATION FOR THE AREA TECHNOLOGY CENTER 2019 - 2020

Order #582 - Motion Passed: Approval of the Chairman and Vice Chairman serving on the Murray Independent - Calloway County Finance Corporation Board 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

IX. 2019 - 2020 SY CALENDAR COMMITTEE RECOMMENDATION

Order #583 - Motion Passed: Approval of the Calendar Committee 2019 - 2020 SY Calendar passed with a motion by Mr. Jay Housden 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

X. PUBLIC COMMENTS

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

XI. CONSENT AGENDA

Order #584 - Motion Passed: Approval of the Consent Agenda as presented 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

XI.A. Donation Acceptance Requests (Beneficiary - Donation, Donator)
XI.A.1. Calloway County High School Athletics - $400.00 for Medical Equipment, Richard Blalock
XI.A.2. Calloway County High School Athletics in Memory of Billy Mitchell - $30.00, Mary Browning
XI.A.3. Calloway County High School Athletics in Memory of Billy Mitchell - $200.00, Brian Wilmurth
XI.A.4. Calloway County High School Beta Club - $200.00, Murray Soccer Association
XI.A.5. Calloway County High School Beta Club - $300.00, Murray Calloway Endowment
XI.A.6. Calloway County High School Future Farmers of America - $94.00, Zoetis
XI.A.7. Calloway County High School Future Farmers of America - $100.00 FFA Jacket, Kentucky FFA Foundation
XI.A.8. Calloway County High School Future Farmers of America - $230.00, KY FFA Foundation
XI.A.9. Calloway County High School Future Farmers of America - $285.00, Beth Falwell
XI.A.10. Calloway County High School Future Farmers of America - $500.00, Murray Calloway County Hospital
XI.A.11. Calloway County High School Future Farmers of America - $1,200.17, KY FFA Foundation
XI.A.12. Calloway County High School Future Farmers of America - Office Furniture, Ag Connections
XI.A.13. Calloway County High School Harbour Youth Service Center - $19.54, Calloway County Middle School
XI.A.14. Calloway County High School Harbour Youth Service Center - $20.72 from Recycling
XI.A.15. Calloway County High School Harbour Youth Service Center - $540.84, Pella and Murray Recycling
XI.A.16. Calloway County High School Harbour Youth Service Center - $588.48, Pella and Murray Recycling
XI.A.17. Calloway County High School Harbour Youth Service Center - $591.18 Pella and Murray Recycling
XI.A.18. Calloway County High School Harbour Youth Service Center - $689.49, Pella and Murray Recycling
XI.A.19. Calloway County High School Lady Laker Basketball - $100.00, Stephanie Wyatt
XI.A.20. Calloway County High School Lady Laker Basketball - $1000.00, Scott Lowe
XI.A.21. Calloway County High School Laker Band - $120.00, Anonymous

XI.A.22. Calloway County High School Lakers for Christ - $150.00, St. Leo Catholic Church
XI.A.23. Calloway County High School Lakers for Christ - $350.00, Josh and Michelle Morehead
XI.A.24. Calloway County High School Lakers for Christ - $400.00, Parker Ford
XI.A.25. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $100.00, Primary Care
XI.A.26. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $150.00, Meineke of Murray
XI.A.27. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $500.00 Ag Advantage Insurance
XI.A.28. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $500.00, Independence Bank
XI.A.29. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $500.00, Thurmond Insurance
XI.A.30. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $500.00, Titan Services
XI.A.31. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $500.00, Vanderbilt Chemical
XI.A.32. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $500.00, JH Churchill Funeral Home
XI.A.33. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $500.00, The Murray Bank
XI.A.34. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $650.00, Total Tech Solutions
XI.A.35. Calloway County High School National Fall Leadership Conference for Future Business Leaders of America Chicago Trip - $700.00, CFSB Bank
XI.A.36. Calloway County High School Robotics Club - $100.00, Western Chapter TVA Retirees Association
XI.A.37. Calloway County High School Robotics Club - $300.00, Tennessee Valley Robotics
XI.A.38. East Elementary School 5th Grade Class Trip to Discovery Park - $50.00, JoAnn Shoemaker
XI.A.39. East Elementary School 5th Grade Class Trip to Discovery Park - $50.00, Marinanna Stubblefield
XI.A.40. East Elementary School 5th Grade Class Trip to Discovery Park - $350.00, Multi-Skill Training Services
XI.A.41. East Elementary School - $50.00, Calloway County Retired Teachers Association
XI.A.42. East Elementary School - Pediatric Mobility System, Braille Books, Therapy Mat and Communication Switches, Angela and Dennis Gilbert
XI.A.43. North Elementary School - $50.00, Calloway County Retired Teachers Association
XI.A.44. North Elementary School - $2000.00 for Chromebooks, North Parent Teacher Association
XI.A.45. Southwest Elementary School - $67.70, Coca-Cola points from Skybridge America, Inc.
XI.A.46. Southwest Elementary School - $95.92, Office Depot
XI.B. Fund Raiser Requests (Organization - Activity, Purpose, Dates)
XI.B.1. Calloway County High School and Calloway County Middle School Lady Laker Basketball - Boston Butt and Chicken Sales, Program Equipment and Food for Players, January 7 - 21, 2019
XI.B.2. Calloway County High School Archery Team - Local Highway Trash Pick Up, Archer Entry Fees, March 2019
XI.B.3. Calloway County High School Beta Club - Host Calloway Idol, State Convention Expenses, February 22, 2019

XI.B.4. Calloway County High School Future Business Leaders of America Club - Culver's Pancake Breakfast, Competition Expenses, February 23, 2019
XI.B.5. Calloway County High School Future Farmers of America Club - Donor Letters, National Land Judging Contest, December 7, 2018 - January 31, 2019
XI.B.6. Calloway County High School Project Graduation - Pass the Hat, 2019 Project Graduation, January 4, 2019 and February 1, 2019
XI.B.7. Calloway County High School Student Council - Cards and Candy Canes, End of Year Celebration for Class with the Most School Spirit, December 17 - 20, 2018
XI.B.8. Calloway County High School Student Council - Class Competition of Donations for Laker Harbour, December 17 - 20, 2018
XI.B.9. East Elementary School - Yearbook Sales, January 7, 2019 - March 15, 2019
XI.B.10. North Elementary School - Cookie Dough Sales, STEM Project, January 14 - 25, 2019
XI.B.11. North Elementary School - Email Name Submissions, STEM Projects, January 22 - 29, 2019
XI.B.12. North Elementary School - Email Name Submissions, STEM Projects, January 22 - 29, 2019
XI.B.13. Calloway County Preschool - Christmas Program DVD Sales, Preschool Fund, January 15, 2019
XI.C. Surplus Requests (Requestor - Items Declared)
XI.C.1. Food Service Department - Laptop
XI.D. Travel Requests (Requestor - Purpose, Location, Dates)
XI.D.1. Bell, Heather - Calloway County Wrestling Team Meet, Smyrna, Tennessee, January 4-5, 2019
XI.D.2. Bell, Heather - Calloway County Wrestling Meet - Carmi, Illinois, January 12, 2019
XI.D.3. Dunnaway, Jennifer - Calloway County Middle School Speech Tournament, Hodgenville, Kentucky, January 11 -12, 2019
XI.D.4. Dunnaway, Jennifer - Calloway County Middle School Speech Tournament, Buchanan, Tennessee, January 26, 2019
XI.D.5. Dunnaway, Jennifer - Calloway County Middle School Speech Tournament, Lexington, Kentucky, February 28, 2019 - March 2, 2019
XI.D.6. Fritsche, Ashley - Calloway County Future Business Leaders of America, Corporate Visit, Nashville, Tennessee, January 24 - 25, 2019
XI.D.7. Harpole, Kim - Special Education Manufacturing Visit, Henry, Tennessee, December 17, 2018
XI.D.8. Lane, Pat - West Kentucky Educational Cooperative Healthcare Procurement Services Menu Planning, Henderson, Kentucky, January 8 - 9, 2019
XI.D.9. Loveless, Sarah - Kentucky World Language Association Winter Retreat, Lexington, Kentucky, January 24 - 25, 2019
XI.D.10. Ross, Molly - Calloway County High School Speech Tournament, Bowling Green, Kentucky, December 14 - 15, 2018
XI.D.11. Slaton, Jeff - FIRST Robotics Kickoff, Huntsville, Alabama, January 5, 2019
XI.D.12. Slaton, Jeff - Kentucky State Robotics Tournament, Louisville, Kentucky, January 25 - 26, 2019
XI.D.13. Slaton, Jeff - Kentucky FIRST Lego League State Championship, University of Northern Kentucky in Highland Heights, Kentucky, February 1 - 2, 2019
XI.D.14. Wilmurth, Brian - NWEA Map Conference, St. Louis, Missouri, June 25 - 28, 2019
XI.E. Travel Requests - Informational
XI.F. 2019 Cavitt Property Proposal by Calloway County Future Farmers of America Chapter

XI.G. Request Approval of Non Resident Contract for Graves County Schools SY 2019-2020
XI.H. Request to Approval to Amend North Elementary School SY 2018 - 2019 Master Schedule
XI.I. Request for Hardship Graduation
XI.J. New Position Request for Educational Consultant
XI.K. Request for Salary Schedule Family Resource Youth Service Laker Cove

XII. PERSONNEL

Order #585 - Motion Passed: Approval of the Superintendent's report of Personnel Actions 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

I have received and accepted the following letter of retirement:

Janice Easley	Cook/Baker, District Wide, effective January 01, 2019.
Valetta Wann	Cook/Baker, District Wide, effective January 01, 2019.

The following individuals have been employed for the 2018-2019 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:

Christi Walker	Teacher, CCMS

Classified:

Ronda Black	Cook/Baker, District Wide
Selena McCord	Instructional Assistant, CCHS
Sabrina Parrish	Cook/Baker, Substitute
Sabrina Parrish	Instructional Assistant, Substitute
Sabrina Parrish	Secretary, Substitute
Patty Pogue	Cook/Baker, District Wide
Shona Rogers	Substitute Cook/Baker, District Wide
Cathy Smith	Substitute Instructional Assistant, District Wide
Cathy Smith	Substitute Secretary, District Wide
Jennifer Williams	Cook/Baker, District Wide

Paraprofessional:

Scott Adams	Assistant Tennis Coach, CCHS

The following individuals listed below have been employed for extra service duties for 2018-2019 as indicated:

Kristine Provine Science Department Chair, CCMS

The following individuals were approved for Family Medical Leave Act:

Rachel De La Cruz From November 14, 2018 through unknown.

XIII. ADMINISTRATIVE REPORTS

Order #586 - Motion Passed: Approval of Administrative Reports 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

XIII.A. Area Technology Center

Mr. Dan Hicks announced the Area Technology Center is ranked 3rd in the State of Kentucky for industry certifications in Auto Mechanic and Culinary Arts.

XIII.B. Attendance Report

Mr. Josh McKeel informed the board that attendance for month 4 was holding consistent with last month at 95.79%.

XIII.C. Finance Report

Ms. April Lax reported a beginning balance for the month of November of $7,822,644.98 with receipts of $7,301,221.65 and expenditures of $2,432,168.58. The closing balance for the month of November was $12,691,698.05. In the month of November 4,958,087.00 in tax revenue has been collected.

XIII.D. Food Service Report

Ms. Pat Lane reported information during the Nutrition and Wellness Report.

XIII.E. Maintenance Report

Mr. Kenny Duncan explained the Maintenance Department was busy with setting up equipment at the Area Technology Center and general duties in the District.

XIII.F. Technology Report

Mr. Caleb Reinhardt was unavailable to report.

XIII.G. Transportation Report

Mr. Tommy Futrell discussed the delivery of 2 new buses in February 2019.

XIII.H. School Reports
XIII.H.1. Calloway County High School
XIII.H.2. Calloway County Middle School
XIII.H.3. East Elementary School
XIII.H.4. North Elementary School
XIII.H.5. Southwest Elementary School
XIII.H.6. Calloway County Preschool

XIV. SUPERINTENDENT'S REPORT

Mr. Settle reported that middle school fire alarm had a faulty sensor in the 6th grade hallway causing issues earlier in the week.

He discussed the high school gymnasium project. The press box has been covered in metal and the ladder removed. He has requested information on adding an ADA compliant platform as well as Band platform.

Mr. Settle gave an update on the Cavitt property, the information has been sent to the attorney and we are waiting on a purchase agreement contract to list the property for bids.

He announced the upgrade to the Calloway District Web-page. The new APP will be implemented soon to help get information to all stake holders in a more timely manner.

Order #587 - 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

XV. ADJOURN

Order #588 - Motion Passed: Approval to adjourn the meeting 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

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Chairperson Superintendent