Calloway County Board of Education

July 11, 2019 6:00 PM
2110 College Farm Road
Murray, KY

Attendance Taken at 6:00 PM:

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

I. CALL TO ORDER

II. RECOGNITIONS/PRESENTATIONS

There were no recognitions or presentations to discuss at the July 11, 2019, meeting.

III. MINUTES

III.A. Minutes of the June 13, 2019, Regular Meeting

Order #652 - Motion Passed: Minutes of the June 13, 2019, regular meeting passed with a motion by Ms. B. Leeann Myers and a second by Mr. Scott Lowe.

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

IV. FINANCIAL

Order #653 - Motion Passed: Approval of the Monthly Financial Report, Balance Sheet, Food Service Claims, and All Other Claims for May 2019, passed with a motion by Mr. Scott Lowe and a second by Mr. Van Pittman. The credit card statements will be available for review next month.

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

IV.A. Monthly Financial Report/Balance Sheet

IV.B. Food Service Claims

IV.C. All Other Claims

IV.D. Credit Card Statements

APPROVED

227121-227164	CFSB Bank	167,416.56
227165-227175	CFSB Bank	2,184.80
227188-227192	CFSB Bank	1,458.58
227194-227215	CFSB Bank	78,524.29
227216-227221	CFSB Bank	741.99
227222-227269	CFSB Bank	141,214.37
227270-227315	CFSB Bank	395,660.27
227316-227322	CFSB Bank	360.62
227331-227348	CFSB Bank	40,165.69
227349-227364	CFSB Bank	3,845.91

APPROVED (PAYROLL)

370628-370657	CFSB Bank	624,233.84
370657-371156	CFSB Bank	933,268.34
371157-371183	CFSB Bank	484,363.11
371184-371588	CFSB Bank	738,548.45
371589-371593	CFSB Bank	2,103.01
371594-371634	CFSB Bank	7,339.47
371635-371636	CFSB Bank	251.76

APPROVED (FOOD SERVICE)

227176-227187	CFSB Bank	55,482.14
227193	CFSB Bank	975.50
227323-227330	CFSB Bank	6,278.86

V. AREA TECHNOLOGY CENTER

V.A. Claims

Order #654 - Motion Passed: Approval of the Area Technology Center claims passed with a motion by Ms. B. Leeann Myers and a second by Mr. Scott Lowe.

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

V.A.1. Calloway County Board of Education 4th quarter reimbursement invoice in the amount of $25,000.00
V.A.2. Calloway County Board of Education maintenance reimbursement invoice in the amount $55.00
V.A.3. Calloway County Board of Education maintenance and travel reimbursement invoice in the amount of $252.80
V.A.4. Calloway County Board of Education travel reimbursement invoice in the amount of $329.54
V.A.5. Cardinal Workplace Solutions invoice in the amount of $1,945.11

V.A.6. Elsevier Inc invoice in the amount of $2,127.33
V.A.7. Huntington National Bank invoice in the amount of $289,993.75
V.A.8. Murray Board of Education 4th quarter reimbursement invoice in the amount of $25,000.00
V.A.9. Murray Electric System fiber optic (May) invoice in the amount of $225.00
V.A.10.Murray Electric System fiber optic (June) invoice in the amount of $225.00
V.A.11.TPD Trailer Sales invoice in the amount of $7,994.00
V.A.12.Technical Training Aids invoice in the amount of $2,030.00

VI. PUBLIC COMMENTS

Mr. Jay Housden opened the floor to public comments. No comments were made.

VII. CONSENT AGENDA

Order #655 - Motion Passed: Approval of the Consent Agenda as presented passed with a motion by Ms. B. Leeann Myers and a second by Mr. Van Pittman.

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

VII.A. Donation Acceptance Requests (Beneficiary - Donation, Donator)
VII.A.1. Calloway County Middle School - Bottles of Water, Heritage Bank
VII.A.2. Calloway County Middle School Academic Team - $100, BB&T Bank
VII.A.3. Calloway County Middle School Academic Team - $250.00, Pella
VII.A.4. North Calloway Elementary School - $223.25, North PTA
VII.B. Fundraiser Requests (Organization - Activity, Purpose, Dates)
VII.B.1. Calloway County High School and Calloway County Middle School Softball Boosters - Bed Sheet Sales, Funds for Softball Programs, July 12, 2019 - October 1, 2019
VII.B.2. Calloway County High School and Calloway County Middle School Softball Boosters - Trash Pick Up, Funds for Softball Programs, August 3, 2019
VII.B.3. Calloway County High School Band Boosters - Back Yard Brawl, Funds for Laker Band, August 12-30, 2019
VII.B.4. Calloway County High School Boys' Basketball - Don Sol Rebate Night, Funds for Supplies, Travel, and Banquet Expenses, One Night per Month for the 2019-2020 School Year
VII.B.5. Calloway County High School Future Farmers of America - Amish Baked Goods Sale, FFA Conventions, October 14, 2019 - December 20, 2019
VII.B.6. Calloway County High School Future Farmers of America - Pancake Breakfast, FFA Conventions, August 1, 2019 - September 30, 2019
VII.B.7. Calloway County High School Future Farmers of America - T-Shirt Sales and Membership Dues, FFA Conventions, August 1, 2019 - September 30, 2019
VII.B.8. Calloway County High School Future Farmers of America - Donation Receipts, Leadership Workshops, July 12, 2019 - August 31, 2019
VII.B.9. Calloway County High School Laker Cater - Meal Catering Sales, Life Skills and Class Activities, August 2019 - May 2020
VII.B.10. Calloway County High School Yearbook Staff - Yearbook Ad Sales, Laker Yearbook Expenditures, August 2019 - March 2020
VII.B.11. Calloway County High School Soccer - Candy Bar Sales, Funds for Uniforms, Fees, Registrations, August 1, 2019 - September 30, 2019

VII.B.12. Calloway County Middle School Choir - Catalog Sales, Funds for Travel, Registrations, and Music Resources, August 2019 - September 2019
VII.B.13. Calloway County Middle School Softball - Team Store Sales, Funds for Middle School Softball Program, July 12, 2019 - October 1, 2019
VII.B.14. East Calloway Elementary School - Box Tops for Education, Library Books, August 2019 - May 2020
VII.B.15. East Calloway Elementary School - Coca Cola Points, Schoolwide Rewards, August 2019 - May 2020
VII.B.16. East Calloway Elementary School - Book Fair, Library Media Center Books and Activities, August 30, 2019 - September 7, 2019
VII.B.17. North Calloway Elementary School PTA - Laker Clothing Sales, Student Support, July 12, 2019 - May 1, 2020
VII.B.18. North Calloway Elementary School PTA - Reading for Education, North Student Technology Fund, September 16-24, 2019
VII.B.19. North Calloway Elementary School PTA - Saver Card Sales, PTA Funds for Student Activities, July 2019 - September 2019
VII.B.20. Southwest Calloway Elementary School PTA - T-Shirt Sales, Funds for PTA and Shirts, July 23, 2019 - August 31, 2020
VII.C. Grant Application Requests (Requestor - Grant, Purpose, Amount)
VII.D. Records Destruction Requests (Requestor - Title, Series)
VII.D.1. Calloway County Board of Education - Accounts Payable File (L5294), Journals (L5274), Purchase Order/Requisition & Tracking Instruments (L5296), Banking Records File (L5283)
VII.D.2. North Calloway Elementary School - Student Discipline Record (L2461) and Employee Personnel Folders-Principal's Copy (L4466)
VII.E. School Facility Use Requests (Organization, Facility, Purpose, Dates)
VII.E.1. Calloway County Health Department, All 3 Elementary Schools (East/North/Southwest), Public Health Emergency POD Sites, Only If Needed July 2019 - June 2020
VII.E.2. Calloway County Schools Youth Football, Calloway County Middle School Football Field, Football Camp, July 19, 2019
VII.E.3. Calloway County Schools Youth Football, North Calloway Elementary Football Field, Little League Practice, July 12, 2019 - December 1, 2019
VII.F. Surplus Requests (Requestor - Items Declared)
VII.F.1. Calloway County Preschool - Classroom Tables, Chairs, and Other Itemized Furniture
VII.F.2. Calloway County Schools Transportation - 2 Buses
VII.G. Travel Requests (Requestor - Purpose, Location, Dates)
VII.G.1. Falwell, Jacob - Kentucky State Fair, Louisville, KY, August 13, 2019
VII.G.2. Hansen, Michelle - Victory Over Violence FRYSC Conference, Covington, KY, July 14-17, 2019
VII.G.3. Hunter, Tawnya - KASA Summer Conference, Louisville, KY, July 17-19, 2019
VII.G.4. King, Chris - KASA Summer Conference, Louisville, KY, July 17-19, 2019
VII.G.5. Lovell, Shawn - Speech Language Pathology Schools Conference, Nashville, TN, August 1-2, 2019
VII.G.6. Waller, Valerie - Golf Match, Paris Landing, TN, September 17, 2019
VII.G.7. Wicker, Rhonda - World Council on Gifted Education Conference, Nashville, TN, July 24, 2019
VII.G.8. Williams, John - Balfour Yearbook Camp, Carterville, IL, July 24, 2019
VII.H. Travel Requests - Informational
VII.I. Calloway County School District FY20 District Funding Assurances
VII.J. Policy Update #42 - Second and Final Reading
VII.K. Review of Procedures Update #23
VII.L. Contract With Calloway County Health Department - School Nurse for North Calloway Elementary School
VII.M. Position Modification Requests

VII.M.1. Create New Position - Regional Training Center Consultant/LINK2K
VII.M.2. Create New Position - Calloway County Middle School Track Coach
VII.N. Leave of Absence Request
VII.O. Agreement Extension Request for Purpose Church to Use Calloway County Middle School thru September 2019
VII.P. Memorandum of Agreement - Green Dot Program for Calloway County High School and Lotus
VII.Q. Calloway County Middle School Softball Fee Request
VII.R. Request Acceptance of Amended 2019-2020 Catalog and/or Inventory Bid
VII.S. Request Approval of FY20 Bond of Depository

VIII. PERSONNEL

Order #656 - Motion Passed: Approval of the Superintendent's report of Personnel Actions passed with a motion by Mr. Van Pittman and a second by Ms. B. Leeann Myers.

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

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

Kyle Smith	Teacher, Calloway County Middle School, effective June 30, 2019.

I have received and accepted the following letter of retirement:

Verna Taylor	Bus Driver, Calloway county Bus Garage, effective June 30, 2019.

The following individuals have been employed for the 2019-2020 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 Professional:

Jacob Vaughan	Athletic Trainer, District Wide

Classified:

Haley Hounshell	Instructional Assistant, East Elementary
Linsay Koebbe	Part-Time Instructional Assistant, Southwest Elementary

Paraprofessional:

Charles Miles	Head Golf Coach, CCHS
Thomas Mix	Assistant Football Coach, CCMS

The following individuals listed below have been employed for extra service duties for 2019-2020 as indicated:

Kris Fazi	Department Chair (Language Arts), CCHS
Sarah Heinz	Academic Coach, East Elementary
Molly Imes	Head Speech Coach, CCHS
Molly Imes	Department Chair (Math), CCHS
Jeri Kramer	Department Chair (Special Education), CCHS
Samantha Mayo	Department Chair (Social Studies), CCHS
Jena McPhail	Health Service Coordinator, District Wide
Beth Morehead	Department Chair (Science), CCHS
John Williams	Department Chair (Vocational Educational) CCHS

The following individual has been approved for Family Medical Leave Act:

Shelia Roberts	Intermittent

IX. ADMINISTRATIVE REPORTS

Order #657 - Motion Passed: Approval of the Administrative Reports as presented passed with a motion by Ms. B. Leeann Myers and a second by Mr. Van Pittman.

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

IX.A. Area Technology Center

Mr. Dan Hicks indicated it has been a busy summer at the Area Technology Center as they have been cleaning and setting up departments for the new school year.

IX.B. Attendance Report

Mr. Josh McKeel reminded everyone that there are only 26 days until regular instruction begins again. The high school will have new student registration next week and he advised online registration will be an option for all locations. This option has been favorable so far, with 909 responses using the online forms. With a link on the main page of our district website and each school website, the online option will be saving resources for better time and money efficiency.

IX.C. Finance Report

Ms. April Lax reported a beginning balance for the month of June as $12,467,496.82 with revenues of $1,652,929.11 and expenditures of $3,647,517.62. The closing balance for the month of June was $10,472,908.31.

IX.D. Food Service Report

Ms. Pat Lane reported that during the 20 days of the Summer Food Program, 1,478 breakfasts, 2,091 lunches, 1,791 snacks and 456 supper meals had been served.

IX.E. Maintenance Report

Mr. Kenny Duncan was not present.

IX.F. Technology Report

Mr. Caleb Reinhardt was not present.

IX.G. Transportation Report

Mr. Tommy Futrell reported that the transportation department has been performing regular bus maintenance this summer along with covering seat repairs and some manufacturer recall repairs. Mr. Futrell also mentioned that more bus drivers are needed for the 2019-2020 school year and that training in these positions is a rather slow, but important process

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

X. SUPERINTENDENT'S REPORT

Mr. Settle announced that on July 26, 2019, there will be a Laker Launch Party in the high school cafeteria for all employees and their families to kick off the 2019-2020 school year.

The parking lot restoration projects for East Elementary and North Elementary have been completed.

The Calloway County Middle School gym has been painted and the gym floor repairs have been completed as well.

Repairs to the Calloway County High School science wing floor is in process and should be completed soon.

Mr. Settle also reported that all district employees will be required to complete online training to better utilize our resources and accessibility for compliance.

The final item for discussion was to schedule a Board Work Session. That time has been scheduled for Monday, July 29, 2019, from 9:00am to 12:00pm.

Order #658 - Motion Passed: Acceptance of the Superintendent's report passed with a motion by Ms. B. Leeann Myers and a second by Mr. Scott Lowe.

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

XI. ADJOURN

Order #659 - Motion Passed: Approval to adjourn the meeting passed with a motion by Mr. Scott Lowe and a second by Ms. B. Leeann Myers.

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

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Chairperson Superintendent