Calloway County Board of Education

August 08, 2019 6:00 PM
2110 College Farm Road
Murray, KY

Attendance Taken at 6:00 PM:

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

Absent Board Members:
Mr. Jeff Gordon

I. CALL TO ORDER

II. MINUTES

II.A. Minutes from the July 11, 2019, Regular Meeting

Order #661 - Motion Passed: Minutes from the July 11, 2019, regular meeting passed with a motion by Ms. B. Leeann Myers and a second by Mr. Van Pittman.

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

II.B. Minutes from the July 29, 2019, Special Called Meeting

Order #662 - Motion Passed: Minutes from the July 29, 2019, special called meeting passed with a motion by Ms. B. Leeann Myers and a second by Mr. Van Pittman.

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

III. FINANCIAL

Order #663 - 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. Scott Lowe and a second by Mr. Van Pittman.

Mr. Jeff Gordon	Absent
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes

Ms. B. Leeann Myers	Yes
Mr. Van Pittman	Yes

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

APPROVED

227365-227372	CFSB Bank	248,406.13
227373-227413	CFSB Bank	172,315.37
227414-227436	CFSB Bank	176,526.47
227437-227439	CFSB Bank	495.70

APPROVED (PAYROLL)

371645-371665	CFSB Bank	122,229.34
371666-371724	CFSB Bank	180,319.13
371725-371729	CFSB Bank	17,783.09
371730-371782	CFSB Bank	33,795

APPROVED (FOOD SERVICE)

227440-227446	CFSB Bank	625.00

IV. AREA TECHNOLOGY CENTER

Order #664 - Motion Passed: Approval of the Area Technology Center claims passed with a motion by Mr. Van Pittman and a second by Ms. B. Leeann Myers.

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

IV.A. Claims
IV.A.1. Cardinal Workplace Solutions invoice in the amount of $327.18
IV.A.2. Commonwealth Risk Solutions invoice in the amount of $4,587.84
IV.A.3. Creative Image Technologies invoice in the amount of $845.50
IV.A.4. Creative Image Technologies invoice in the amount of $4,323.44
IV.A.5. Carpenter Technical Support invoice in the amount of $2,348.00
IV.A.6. Dell invoice in the amount of $1,887.06
IV.A.7. Dell (Work Skills) invoice in the amount of $9,389.57
IV.A.8. Electronic Business Machines invoice in the amount of $499.77
IV.A.9. Integration Partners invoice in the amount of $2,333.25
IV.A.10. Kroger invoice in the amount of $85.29
IV.A.11. Murray Electric System fiber optic (July) invoice in the amount of $225.00
IV.A.12. Murray Board of Education Technology invoice in the amount of $836.45

Order #665 - Motion Passed: A bid from Communications Inc of $44,304.97 for the Security Camera Addition Re-Bid passed with a motion by Mr. Van Pittman and a second by Ms. B. Leeann Myers.

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

IV.B. Bid Acceptance
IV.B.1. Security Camera Addition Re-Bid - Communications Inc for $44,304.97

V. Annual Update for Kentucky Department of Education Data Breach and Best Practice Guide for Technology

Order #666 - Motion Passed: The Annual Update for Kentucky Department of Education Date Breach and Best Practice Guide for Technology as presented by Caleb Reinhardt passed with a motion by Ms. B. Leeann Myers and a second by Mr. Van Pittman.

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

VI. PUBLIC COMMENTS

No public comments were made.

VII. CONSENT AGENDA

Order #667 - Motion Passed: Approval of the Consent Agenda as presented along with an addition of item O as presented by Chairman Jay Housden passed with a motion by Ms. B. Leeann Myers and a second by Mr. Scott Lowe.

Mr. Jeff Gordon	Absent
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. North Calloway Elementary School - $90.57, North Calloway Elementary PTA
VII.B. Fundraiser Requests (Organization - Activity, Purpose, Dates)
VII.B.1. Calloway County High School Lady Laker Softball Boosters - Letter Writing Campaign for Sponsorship Signs, Softball Program Funds, August 9, 2019 - June 30, 2020
VII.B.2. Calloway County High School Lady Laker Softball Boosters - Alumni Game, Softball Program Funds, August 24, 2019
VII.B.3. Calloway County High School Touchdown Club - Culver's, Pancake Breakfast, Football Program Funds, September 7, 2019
VII.B.4. Calloway County High School Track Club - Calloway County Invitational, Laker Track Club and Cross Country Team, September 7, 2019
VII.B.5. Calloway County High School Track Club - Team Shirt Sales, Laker Track Club and Cross Country Team, Fall 2019
VII.B.6. Calloway County High School and Middle School Band Boosters - Mum Sales, Laker Band Support, September 2019

VII.B.7. Calloway County High School and Middle School Soccer Foundation - Fundraiser Mailing, Soccer Uniforms and Fees, August 10, 2019 - April 30, 2020
VII.B.8. Calloway County Middle School Academic Team - Back to School Dance, Academic Team Student Funds, September 27, 2019
VII.B.9. Calloway County Middle School Laker Anchor Youth Service Center - Jeans for a Cause, Middle School Student and Family Assistance, Fall Semester 2019 and Spring Semester 2020
VII.B.10. Calloway County Middle School Laker Anchor Youth Service Center - Paragon Catalog Sales, Youth Service Center Emergency Funds and All Pro Dad Program, October 2019
VII.B.11. North Calloway Elementary School PTA - Boxtops for Education, School Activities, August 2019 - June 2020
VII.B.12. Southwest Calloway Elementary School PTA - Daddy/Father Figure and Daughter Dance, Southwest PTA Funds, November 22, 2019
VII.B.13. Southwest Calloway Elementary School PTA - Mother and Son Fun Night, Southwest PTA Funds, September 27, 2019
VII.B.14. Southwest Calloway Elementary School PTA - Penny Wars, Southwest PTA Funds, January 13-24, 2020
VII.B.15. Southwest Calloway Elementary School PTA - Little Caesars Pizza Kit Sales, Southwest PTA Funds, March 16-27, 2020
VII.B.16. Southwest Calloway Elementary School PTA - Reading for Education, Southwest PTA Funds, September 2019
VII.B.17. Southwest Calloway Elementary School PTA - Sticker Machine Sales, Southwest PTA Funds, August 2019 - June 2020
VII.B.18. Southwest Calloway Elementary School PTA - Winter Carnival, Southwest PTA Funds, February 21, 2020
VII.C. Records Destruction Requests (Requestor - Title, Series)
VII.C.1. Calloway County Middle School - Discipline Records (L2461), Accounts Receivable (L5282), Accounts Payable (L5294), Attendance (L1948), Grades (L2637)
VII.C.2. Calloway County Preschool - Student Files (L5326), Purchase Orders and Requisitions (L5296)
VII.C.3. North Calloway Elementary School - Accounts Receivable (L5282), Banking Records (L5283), Accounts Payable (L5294), Student Activity Fund (L5341), Emergency Cards (L4462)
VII.C.4. North Calloway Elementary School - Student Absentee Information (L1960), Student Entry Exit Log (L5335), Pupil Accounting/Withdrawal/Change Form (L1984), Student Parental Permissions (L2378)
VII.D. School Facility Use Requests (Organization, Facility, Purpose, Dates)
VII.D.1. East Calloway Elementary School PTA, East Calloway Elementary School Cafeteria, PTA Meetings/Officer Meetings, Monthly Third Thursday August 2019 - May 2020
VII.D.2. Regional Elite Athletic League, School Gyms (CCMS, East, North, Southwest), Little League Basketball, September 23, 2019 - November 23, 2019
VII.D.3. Southwest Calloway Elementary School PTA, Southwest Calloway Elementary School, Back to School Bash, August 15, 2019
VII.D.4. Southwest Calloway Elementary School PTA, Southwest Calloway Elementary School, Mother and Son Fun Night, September 27, 2019
VII.E. Surplus Requests (Requestor - Items Declared)
VII.E.1. North Calloway Elementary School - Classroom Chairs, File Cabinets, Miscellaneous Technology Items, Classroom Toys, Desks, Rolling Carts
VII.F. Travel Requests (Requestor - Purpose, Location, Dates)
VII.F.1. Anderson, Travis - KECSAC Fall Conference, Elizabethtown, KY, September 5-6, 2019
VII.F.2. Anderson, Travis - Fall Program of Distinction Meeting, Frankfort, KY, October 18, 2019
VII.F.3. Butler, Greg - KHSAA Training and Meeting, Lexington, KY, September 16-18, 2019

VII.F.4. Falwell, Jacob - FFA Officer Training, Hardinsburg, KY, September 13-14, 2019
VII.F.5. Falwell, Jacob - State FFA Land Judging Contest, Hardinsburg, KY, November 7, 2019
VII.F.6. Falwell, Jacob - State FFA Rating, Hardinsburg, KY, April 16-17, 2020
VII.F.7. Grooms, Jonathan - Cross Country Central Kentucky Run for the Gold, Elizabethtown, KY, August 31, 2019
VII.F.8. Grooms, Jonathan - Cross Country Patriot Classic, Paris, TN, September 12, 2019
VII.F.9. Grooms, Jonathan - Cross Country Greater Louisville Classic, Louisville, KY, October 5, 2019
VII.F.10. Grooms, Jonathan - Kentucky State Cross Country Meet, Lexington, KY, November 1-2, 2019
VII.F.11. Lane, Pat - KSNA Administrator Summit, Lexington, KY, September 18-20, 2019
VII.F.12. Lax, Tim - 2019 University of Kentucky Hemp Production Field Day, Lexington, KY, August 20-21, 2019
VII.F.13. McKeel, Josh - 2019 Kentucky DPP Conference, Lexington, KY, September 11-13, 2019
VII.F.14. McPhail, Jena - District Health Coordinators Meeting, Lexington, KY, September 10-11, 2019
VII.F.15. Webb, Troy - Football Games, Stewart County, TN, October 3, 2019
VII.G. Travel Requests - Informational
VII.H. Distribution of Materials/Flyers in Schools Requests
VII.H.1. Cub Scouts
VII.H.2. Laker Elementary Track Club
VII.H.3. MYST Swimming Tryout
VII.I. Request Approval of Non-Resident Contract for Paducah Public Schools SY 2019-2020
VII.J. Request Approval of Pizza Bid for SY 2019-2020
VII.K. Department of Juvenile Justice Interagency Agreement for the Day Treatment Center FY 2020
VII.L. Position Modification Request
VII.L.1. Create New Position - Strength and Conditioning
VII.M. Request for Emergency Substitutes SY 2019-2020
VII.N. Review of Procedures 03.123 AP.1 and 03.123 AP.2 Leave Affidavit
VII.O. Request to Install Softball Field Sign

VIII. PERSONNEL

Order #668 - 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	Absent
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:

Janet Dema	Bus Driver, Calloway County Bus Garage, effective July 19, 2019.
Rica Douglas	Childcare Provider, Calloway County Preschool, effective July 12, 2019.

Carolyn Goucher	Cook/Baker, District Wide, effective July 16, 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:

Certified:

Jessica Adams	Emergency Teacher, Substitute
Jennifer Akin	Teacher, Substitute
Jennifer Argo	Teacher, Substitute
Leslie Franklin	Emergency Teacher, Substitute
Teri Futrell	Teacher, Substitute
Beverly Garrison	Emergency Teacher, Substitute
Amber Gibbs	Teacher, CCMS
Fleda Greer	Teacher, Substitute
Jamie Horton	Teacher, Substitute
Doreen Johnston	Teacher, Substitute
Anna Kimbro	Emergency Teacher, Substitute
Elizabeth Lollar	Teacher, Substitute
Angie McCord	Teacher, Substitute
Stacey McCuiston	Teacher, Substitute
Scott McGlinchey	Emergency Teacher, Substitute
Connie McManus	Teacher, Substitute
Candice Melton	Emergency Teacher, Substitute
Robert Norsworthy	Emergency Teacher, Substitute
Margaret Rall	Teacher, Substitute
Connie Scarborough	Emergency Teacher, Substitute
Marianne Scott	Teacher, Substitute
Victoria Scroggins	Emergency Teacher, Substitute
Melissa Smith	Emergency Teacher, Substitute
Joshua Stewart	Emergency Teacher, Substitute
Michael Sutherland	Emergency Teacher, Substitute
Christi Walker	Teacher, CCMS
Brian Williams	Emergency Teacher, Substitute
MacKenzie Wolf-Stong	Teacher, Substitute

Classified:

Jessica Adams	Instructional Assistant, Substitute
Jessica Adams	Secretary, Substitute
Terry Apple	Part-Time Substitute Driver, Bus Garage
Jennifer Argo	Instructional Assistant, Substitute
Jennifer Argo	Childcare Provider, Substitute
Karen Birdsong	Instructional Assistant, Substitute
Charles Boren	Custodian, Substitute
Tammy Contri	Childcare Provider, CCPS
Patricia Douglas	Instructional Assistant, Substitute
Brandon Eldridge	Custodian, Substitute
Steven Enoch	Part-Time Substitute Bus Driver, Bus Garage
Tommy Fike	Part-Time Substitute Bus Driver, Bus Garage
Leslie Franklin	Secretary, Substitute
Leslie Franklin	Instructional Assistant, Substitute
Elizabeth Grogan	Part-Time Instructional Assistant, Southwest Elementary
Julie Hardin	Childcare Provider, CCPS

Jamie Horton	Secretary, Substitute
Jamie Horton	Instructional Assistant, Substitute
Jamie Horton	Childcare Provider, Substitute
Brittany Jones	Instructional Assistant, CCPS
Destiny Marschner	Childcare Provider, CCPS
Angelene McCuiston	Part-Time Substitute Bus Driver, Bus Garage
Scott McGlinchey	Instructional Assistant, Substitute
Connie McManus	Secretary, Substitute
Connie McManus	Instructional Assistant, Substitute
Candice Melton	Secretary, Substitute
Candice Melton	Instructional Assistant, Substitute
Candice Melton	Childcare Provider, Substitute
Keela Mohler	Childcare Provider, CCPS
Paula Morton	Secretary, Substitute
Michael Orr	Part-Time Substitute Bus Driver, Bus Garage
James Pigg	Teacher, Substitute
Dora Pittman	Teacher, Substitute
Christy Price	Instructional Assistant, Substitute
Margaret Rall	Secretary, Substitute
Emily Rogers	Part-Time Instructional Assistant, North Elementary
Connie Scarborough	Instructional Assistant, Substitute
Brittany Scott	Secretary, Substitute
Brittany Scott	Bus Monitor, Substitute
Brittany Scott	Childcare Provider, Substitute
Victoria Scroggins	Instructional Assistant, Substitute
Melissa Smith	Secretary, Substitute
Melissa Smith	Instructional Assistant, Substitute
Diane Spengler	Instructional Assistant, Substitute
Diane Spengler	Secretary, Substitute
Diane Spengler	Bus Monitor, Substitute
Diane Spengler	Childcare Provider, Substitute
Joshua Stewart	Instructional Assistant, Substitute
Dan Thompson	Part-Time Substitute Bus Driver, Bus Garage
Nelson Waldrop	Part-Time Substitute Bus Driver, Bus Garage
Stan Waller	Part-Time Substitute Bus Driver, Bus Garage
Naomi Watson	Secretary, Substitute
Naomi Watson	Instructional Assistant, Substitute
Naomi Watson	Childcare Provider, Substitute
Gary Wicker	Part-Time Substitute Bus Driver, Bus Garage

Paraprofessional:

Jason Carson	Girls Assistant Soccer Coach, CCHS
Christian Cox	JV Softball Coach, CCMS
Andrew Fraher	Assistant Football Coach, CCHS
Danae Hadzima	Assistant Cheerleading Coach, CCHS
Lindsey Jones	Head Volleyball Coach, CCHS
Jamie McCuiston	Head Cheerleading Coach, CCHS
Steve Pember	Assistant Softball Coach, CCHS
Whitney Pile	Academic Coach, CCMS
Jeff Sparks	Assistant Cross-Country Coach, CCHS
Jeremy Stom	Girls Head Soccer Coach, CCHS
Stan Waller	Girls Basketball 8th Grade Coach, CCMS
Gary Wicker	Head Track Coach, CCHS
Austin Wynn	Assistant Football Coach, CCMS

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

Charity Anderson	Pride Night Teacher, DTC
Amy Boike	Academic Coach, North Elementary
Cody Brown	Assistant Academic Coach, CCMS
Brian Collier	Part-Time Substitute Bus Driver, Bus Garage
Kirsten Collins	Assistant Girls Basketball Coach, CCHS
Lindsay Dean	Academic Coach, North Elementary
Randall Dick	Part-Time Substitute Bus Driver, Bus Garage
Ronald Dycus	Part-Time Substitute Bus Driver, Bus Garage
Jacob Falwell	Part-Time Substitute Bus Driver, Bus Garage
Ashley Fritsche	TEDS,KOSSA,Career Readiness Coordinator, CCHS
Kathern Frizzell	Head Cheerleading Coach, CCMS
Kathern Frizzell	Assistant Cheerleading Coach, CCMS
Chelsea Futrell	Boys Basketball 7th Grade Coach, CCMS
Tommy Futrell	Part-Time Substitute Bus Driver, Bus Garage
Elizabeth Grogan	Girls Basketball 7th Grade Coach, CCMS
T.J. Hargrove	Part-Time Substitute Bus Driver, Bus Garage
Aymee Herndon	School Technology Coordinator, East Elementary
Melissa Hicks	Assistant Volleyball Coach, CCHS
Angie Jones	School Technology Coordinator, CCMS
Stacey Jones	School Technology Coordinator, Southwest Elementary
Emily Lamb	Yearbook Sponsor, CCHS
Anthony Lawrence	Part-Time Substitute Bus Driver, Bus Garage
Damian Loveless	Part-Time Substitute Bus Driver, Bus Garage
Sarah Loveless	Part-time Substitute Bus Driver, Bus Garage
Josh McKeel	Part-Time Substitute Bus Driver, Bus Garage
Amanda Morgan	Part-Time Substitute Bus Driver, Bus Garage
Roger Morrison	Part-Time Substitute Bus Driver, Bus Garage
Scott Pile	Academic Coach, CCMS
Jacob Price	Assistant Football Coach, CCHS
Jacob Price	Assistant Wrestling Coach, CCHS
Richie Spann	Pride Night Teacher, DTC
Melissa Spiceland	School Technology Coordinator, CCHS
Laura Webb	School Technology Coordinator, North Elementary
Troy Webb	Head Football Coach, CCMS
Troy Webb	Part-Time Substitute Bus Driver, Bus Garage
Scott Williams	Pride Night Teacher, DTC
Janet Wilson	Girls Basketball 9th Grade Assistant Coach, CCHS
Danielle Wright	Girls Basketball 9th Grade Coach, CCHS
Jennifer Young	Part-Time Substitute Bus Driver, Bus Garage

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

Samantha Mayo	From July 31, 2019 through October 4, 2019 for a total of 48 days.
Emily McCuiston	From August 09, 2019 through September 27, 2019 for a total of 36 days.

IX. ADMINISTRATIVE REPORTS

Order #669 - Motion Passed: Approval of the Administrative Reports as presented passed with a motion by Ms. B. Leeann Myers and a second by Mr. Scott Lowe.

Mr. Jeff Gordon Absent

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 was not present.

IX.B. Attendance Report

During the Attendance Report, Mr. Josh McKeel reported online registration went very well this year. A comparison of today, Day 2, from last year showed we are currently down 53 students. The new District Health Coordinator, Jena McPhail, was also introduced by Mr. McKeel.

IX.C. Finance Report

Ms. April Lax reported a beginning balance of $10,472,908.31 for the month of July with additional revenue of $1,612,616.52. Total expenditures were $955,823.71 resulting in an ending balance of $11,129,701.12 for the Finance Report.

IX.D. Food Service Report

The Food Service Report from Ms. Pat Lane indicated 864 breakfast meals, 2,107 lunches, and 713 snacks were served during the July 2019 food program.

IX.E. Maintenance Report

In the Maintenance Report, Mr. Kenny Duncan discussed the busy summer in his department. Some things are still not complete, but they will continue to play catch-up on assignments.

IX.F. Technology Report

Mr. Caleb Reinhardt stated in his Technology Report that the E-Rate application for the district has been entered and currently in the review phase.

IX.G. Transportation Report

Mr. Tommy Futrell began the Transportation Report by advising the start of the school year is going well. Staff is taking extra time to make sure kids are all on the correct buses. There has also been some additional work at the bus garage with the clearing of a fence row and patching of the parking lot. Mr. Futrell reminded everyone that there is still a need for extra drivers even though several teachers and previous retirees are filling in to help.

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

Order #670 - Motion Passed: Acceptance of the Superintendent's report passed with a motion by Mr. Scott Lowe and a second by Mr. Van Pittman.

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

Superintendent Settle reported that he has visited all the schools and checked each location for compliance such as the requirement of having entrance doors locked. All locations seem to be transitioning well as the new year begins.

XI. ADJOURN

Order #671 - Motion Passed: Approval to adjourn the meeting passed with a motion by Mr. Scott Lowe and a second by Mr. Van Pittman.

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

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Chairperson Superintendent