Calloway County Board of Education

December 12, 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
Mr. Van Pittman

Absent Board Members:
Mr. Mitchell Ryan

I. CALL TO ORDER

II. RECOGNITIONS/PRESENTATIONS

Mr. Chris King, principal of Calloway County High School offered well-deserved "congratulations" and a big "thank you" to all the wonderful participants in the various school teams and organizations. The presentations included four governors scholars, record setters in soccer, high scoring academic team members, a participant in the Vietnam Doctors program, and 30 plus members excelling on the clay trap shooting team.

II.A. Calloway County High School GSP Students
II.B. Calloway County High School Girls' Soccer Team Members
II.C. Calloway County High School Chemistry Team
II.D. Calloway County High School JV Challenge Team
II.E. Calloway County High School National Academy of Future Physicians and Medical Scientists
II.F. Calloway County Clay Crushers

III. AUDIT REPORT FOR FISCAL YEAR 2019

Order #707 - Motion Passed: The presentation of the FY19 Audit Report by Matt Hale from Alexander Thompson Arnold, CPAs, which resulted in no written findings passed with a motion by Mr. Van Pittman and a second by Mr. Jeff Gordon.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

IV. MINUTES OF THE NOVEMBER 14, 2019 REGULAR MEETING

Order #708 - Motion Passed: Approval of the minutes of the November 14, 2019, regular meeting passed with a motion by Mr. Scott Lowe and a second by Mr. Van Pittman.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

V. FINANCIAL

Order #709 - Motion Passed: Approval of the Monthly Financial Report, Balance Sheet, Food Service Claims, All Other Claims, and the receipt of the CFSB credit card statements passed with a motion by Mr. Van Pittman and a second by Mr. Scott Lowe.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

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

APPROVED

228087	CFSB Bank	21,841.80
228088-228141	CFSB Bank	164,426.19
228142	CFSB Bank	5,799.08
228157-228189	CFSB Bank	198,911.47
228190-228196	CFSB Bank	4,397.03
228197-228230	CFSB Bank	95,535.50

APPROVED (PAYROLL)

373252-373306	CFSB Bank	621,343.39
373307-373785	CFSB Bank	946,961.42

APPROVED (FOOD SERVICE)

228143-228150	CFSB Bank	115,724.70
228151-228156	CFSB Bank	19,380.18

VI. AREA TECHNOLOGY CENTER

Order #710 - Motion Passed: Approval of the Area Technology Center claims passed with a motion by Mr. Scott Lowe and a second by Mr. Van Pittman.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

VI.A. Claims
VI.A.1. MSC Industrial Supply Company invoice in the amount of $239.55
VI.A.2. Murray Board of Education (Murray Electric fiber for November) invoice in the amount of $225.00

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

Order #711 - Motion Passed: Nominations for two Board Members, Jay Housden and Van Pittman, to serve on the Murray Independent - Calloway County Finance Corporation for the Area Technology Center 2020 Calendar Year passed with a motion by Mr. Jeff Gordon and a second by Mr. Scott Lowe.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

VIII. PUBLIC COMMENTS

No public comments were made.

IX. CONSENT AGENDA

Order #712 - Motion Passed: Approval of the Consent Agenda as presented, including the addition of item N, Final Review and Approval of 2020-2021 School Calendar, passed with a motion by Mr. Van Pittman and a second by Mr. Scott Lowe.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

IX.A. Distribution of Materials and Advertising Flyers (Requester - Purpose)
IX.A.1. Fun With Languages (Murray State University) - Spanish Club Registration
IX.A.2. Georgetown College - Calloway Teachers Masters Program
IX.A.3. Murray Calloway County Park - Ball League Registration
IX.A.4. Murray Calloway County Soccer Association - Online Registration
IX.B. Donation Acceptance Requests (Beneficiary - Donation, Donator)
IX.B.1. Calloway County High School - $500.00, Journey Church
IX.B.2. Calloway County High School - $200.00, Kirksey W.O.W #170
IX.B.3. Calloway County High School - $40.00, Martin's Chapel United Methodist Church
IX.B.4. Calloway County High School FBLA - $100.00 David Taylor Chrysler
IX.B.5. Calloway County High School FBLA - $630.00, Total Tech Solutions
IX.B.6. Calloway County High School FFA - $2,500.00, Ag Leadership Council
IX.B.7. Calloway County High School FFA - $750.00, Agvantage Insurance
IX.B.8. Calloway County High School FFA - $704.00, Culver's
IX.B.9. Calloway County High School FFA - $725.00, Independence Bank
IX.B.10. Calloway County High School FFA - $750.00, The Murray Bank
IX.B.11. Calloway County High School FFA - $6,000.00, River Valley Ag Credit
IX.B.12. Calloway County High School FFA - $815.00, Calloway County Tractor Pull

IX.B.13. Calloway County High School FFA - $144.00, Zoetis
IX.B.14. Calloway County High School Harbour Youth Service Center - $50.00, Calloway County Schools Alumni & Associates
IX.B.15. Calloway County High School Harbour Youth Service Center - $495.56, Pella of Murray/Murray Recycling
IX.B.16. Calloway County High School Harbour Youth Service Center - $564.00, Pella of Murray/Murray Recycling
IX.B.17. Calloway County High School Student Council - $1,660.00, Pella Rolscreen Foundation (Don Fraher)
IX.B.18. Calloway County Middle School Boys Basketball - $300.00, Reliable Lawn Care (John Moore)
IX.B.19. Calloway County Middle School Youth Service Center - $30.00, Mindy Rose
IX.B.20. East Elementary School - $250.00, The Murray Bank
IX.B.21. East Elementary School Library - $20.00, Terry & Jayden Burkeen
IX.B.22. North Elementary School - $500.00, Donna Wear
IX.B.23. North Elementary School - $1,661.00 North Elementary PTA
IX.B.24. North Elementary School 1st Grade - $25.00, Steve Marasco
IX.B.25. North Elementary School 4th Grade - Dictionaries, Murray Rotary Club
IX.B.26. Southwest Elementary School - 2 Printers ($433.99), Carole Shirkey
IX.B.27. Southwest Elementary School - $500.00, Donna Wear
IX.B.28. Southwest Elementary School - $57.62, Office Depot
IX.B.29. Southwest Elementary School 4th Grade - Dictionaries, Murray Rotary Club
IX.C. Fundraiser Requests (Organization - Activity, Purpose, Dates)
IX.C.1. Calloway County High School and Calloway County Middle School Band Boosters - Chili Supper & Auction, Band Money, February 14, 2020
IX.C.2. Calloway County High School and Calloway County Middle School Band Boosters - Cookies With Santa, Band Money, December 21, 2019
IX.C.3. Calloway County High School and Calloway County Middle School Band Boosters - Pancake Breakfast, Band Money, January 11, 2020
IX.C.4. Calloway County High School and Calloway County Middle School Band Boosters - Rebate Nights, Band Money, December 13, 2019 - January 31, 2020
IX.C.5. Calloway County High School Archery Booster Club - Target Sales, Purchase New Targets, December 13, 2019 - May 20, 2020
IX.C.6. Calloway County High School Track Club - Ad Sales & Signs, Track Equipment, January - April 2020
IX.C.7. Calloway County High School Track Club - Elementary Meet Proceeds, Track Equipment, March - May 2020
IX.C.8. Calloway County High School Track Club - Half Marathon Trail Run, Track Equipment, October 2020
IX.C.9. Calloway County High School Track Club - Shirt/Concession/Ticket Sales, Track Equipment, January-April, 2020
IX.C.10. Calloway County High School Track Club - Tshirt Sales, Track Equipment, January-March 2020
IX.C.11. Calloway County High School Unified Champion Schools - Santa Hat Day, UCS Expenses, December 20, 2019
IX.C.12. Calloway County Middle School Boys Basketball - Donation Requests, Boys Basketball Expenses, November 11, 2019 - March 1, 2020
IX.C.13. Calloway County Middle School PTSA - Snowball Formal Dance, Student & Teacher Expenses, January 11, 2020
IX.C.14. Calloway County Preschool - Christmas Program DVD Sales, Preschool Funds, January 2020
IX.C.15. Southwest Elementary School 3rd Grade - Business Sponsorship Letters, Field Trip, December 13, 2019 - January 6, 2020
IX.D. Position Modification Requests (Request - Position, Requestor)
IX.D.1. Amend Current Position - Administrative Assistant/Records Clerk, Tres Settle
IX.D.2. Amend Current Position - Junior Varsity Softball Coach, Cortney Orr

IX.D.3. Establish New Position - Substitute Nurse, Josh McKeel
IX.E. Records Destruction Requests (Requestor - Title, Series)
IX.E.1. Central Office Attendance - L5796 Home School Recordings, L6352 Suspected Child Abuse/Neglect, L5328 Release of Records, L1967 Home Hospital Records, L1976 Final Notice Parent/Guardian, L2924 Student Suspensions
IX.F. School Facility Use Requests (Organization, Facility, Purpose, Dates)
IX.F.1. North PTA, North Elementary, Movie Activity, December 16, 2019
IX.G. Travel Requests (Requestor - Purpose, Location, Dates)
IX.G.1. Dunnaway, Jennifer - Calloway County Middle School Speech, Paris TN, January 25, 2020
IX.G.2. Dunnaway, Jennifer - Calloway County Middle School Speech, Lexington KY, February 27-29, 2020
IX.G.3. Falwell, Jacob - Professional Development, Elizabethtown KY, December 29-30, 2019
IX.G.4. Jones, Derek - Calloway County High School Band Competition, Elizabethtown KY, December 14, 2019
IX.G.5. McKeel, Josh - Attendance Meeting, Frankfort KY, February 6-7, 2020
IX.G.6. McKeel, Josh - Attendance Meeting, Frankfort KY, May 7-8, 2020
IX.G.7. Slaton, Jeff - Calloway County High School Senior Robotics Student Trip, Huntsville AL, January 4, 2020
IX.G.8. Waller, Valerie - Calloway County Girls JV and Varsity Basketball Game, Harned KY, December 21, 2019
IX.H. Travel Requests - Informational
IX.I. Hardship Graduation Requests
IX.J. Approve Non-Resident Contracts for 2020-2021 - Graves County and Paducah Public Schools
IX.K. Request to Accept KETS Offer of Assistance FY20
IX.L. Technology E-Rate Request
IX.M. Review of Procedures
IX.M.1. Procedure 03.123.AP.1 - Leave Request Form
IX.M.2. Procedure 03.123 AP.2 - Leave Affidavit
IX.N. Final Review and Approval of 2020-2021 School Calendar

X. PERSONNEL

Order #713 - Motion Passed: Approval of the Superintendent's report of Personnel Actions passed with a motion by Mr. Scott Lowe and a second by Mr. Jeff Gordon.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

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

Sarah Heinz	Instructional Assistant, East Elementary, effective November 11, 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:

Sarah Heinz	Teacher, Substitute

Classified:

Candace Cope	Bus Monitor, Substitute
Katlyn Jones	Part-Time Instructional Assistant, Southwest
Megan Vance	Instructional Assistant, CCHS
Nelson Waldrop	Bus Driver, Bus Garage

Paraprofessional:

Jordan Burkeen	Assistant Football Coach, CCHS
Carissa Pitsenbarger	Assistant Speech Coach, CCHS
Shane Smith	Linebacker/Assistant Defensive Coordinator, CCMS
John Stetson	Quarterback Coach, CCMS

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

Edward Chapman	Assistant Boys Basketball Coach, CCHS
Melissa Farmer	Saturday School Teacher, CCMS
Amanda Holsapple	Project Grad Sponsor, CCHS
Samantha Mayo	ESS Teacher, CCHS

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

Morgan Carter	From November 12, 2019 through January 13, 2020 for a total of 34 days.
Sandy Tinsley	From December 05, 2019 through December 20, 2019 for a total of 12 days.

XI. ADMINISTRATIVE REPORTS

Order #714 - Motion Passed: Review and approval of the administrative reports passed with a motion by Mr. Jeff Gordon and a second by Mr. Scott Lowe.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

XI.A. Area Technology Center

Mr. Dan Hicks reported that the ATC Facility is still having a problem with the roof leaking, but he is working with Kenny Duncan to resolve those issues.

XI.B. Attendance Report

Mr. Josh McKeel advised that type A and type B flu has been prevalent in the schools this year. He also reported that the attendance for month four is down 33 students from this time last year.

XI.C. Finance Report

For the month of November, Ms. April Lax reported a beginning balance of $9,582,453.15, receipts of $8,262,880.04, and expenditures of $2,204,090.32 for a closing balance of $15,641,242.87.

XI.D. Food Service Report

Ms. Pat Lane reported that the food service department had a good month and are currently looking forward to celebrating Christmas at their annual staff party.

XI.E. Maintenance Report

The maintenance department has had a busy month according to Mr. Kenny Duncan. In addition, he is currently waiting on a report from the state regarding wastewater issues in the district.

XI.F. Technology Report

Mr. Caleb Reinhardt was not present.

XI.G. Transportation Report

Mr. Tommy Futrell was not present.

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

XII. SUPERINTENDENT'S REPORT

In his monthly superintendent's report, Mr. Tres Settle offered additional information regarding the wastewater septic system issues within the district. He also reported that RBS Design will be conducting a survey and geological testing on the new auxiliary gym land area. Finally, Mr. Settle advised there will be a new state board of education in Kentucky as well as many new changes coming forth with the election of Governor Beshear.

Order #715 - Motion Passed: Acceptance of the Superintendent's report passed with a motion by Mr. Jeff Gordon and a second by Mr. Van Pittman.

Mr. Jeff Gordon	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

XIII. ADJOURN

Order #716 - 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	Yes
Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Absent

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Chairperson Superintendent