

Rockcastle County Board of Education

Angela Stallsworth-Mink, Chairman ♦ Anna Stevens-Goff, Vice Chairman

Matthew Chaliff ♦ Misty Lakes ♦ Angela Parsons-Woods

Rockcastle Teaching & Learning Center ♦ 250 Richmond Street, Mt. Vernon, KY 40456

REGULAR BOARD MEETING MINUTES

July 12, 2022 - 6:00 PM

1. CALL TO ORDER:

A. Silent Prayer

Chairperson Mink called the meeting to order at approximately 6:00 PM. At her direction, those in attendance observed a moment of silent prayer.

B. Roll Call

All members were present.

C. Reading of Board Team Commitments

Board member Angie Woods read the Board Team Commitments aloud.

2. ADOPT AGENDA/ACTION

Chairperson Mink asked the board to amend the agenda to include 4R-Approve Contract for Ark Rehab Physical Therapy Services for the SY 2022-2023. Motion to approve the agenda as amended was made by Matt Chaliff. Misty Lakes seconded the motion. All members present agreed.

3. SCHOOL AND COMMUNITY SHOWCASE:

DECO Presentation-Rockcastle County Middle School Project Update:

Derek Phillips of the DECO Architect firm shared with the board the latest renderings of the new middle school design. He stated that tonight is the first step in the three step process for KDE and that is the approval of the Schematic Design. In his presentation, Mr. Phillips shared a recap of the current middle school campus, along with the updated designs for the future, including more detailed images of the exterior of the new building, including front entrances for the school and gymnasium, parking lots, bus and parent drop-off areas, the interior courtyard and a new concourse area for the football field and track. Mr. Phillips stated that more detailed images of the interior classroom areas are still in the development stage, but include team areas for each grade level. He asked the board to approve the schematic design at this stage, in order to submit it to KDE for approval. A motion was made by Matt Chaliff to approve the schematic design. Anna Goff seconded the motion. All members present agreed.

4. OPERATIONS/ACTIONS:

- A. Approve Minutes of the June 13, 2022 Special Board Meeting
- B. Approve Minutes of the June 14, 2022 Regular Board Meeting
- C. Approve Bills for Payment
- D. Approve School Trips
- E. Approve 2022-2023 District Funding Assurances (GMAP)
- F. Approve TC-4 Substitute Teacher Certifications for the 2022-2023 School Year
- G. Approve Kentucky Department of Education Community Education Grant
- H. Approve KSBA Form for the Release/Inspection of Student Records
- I. Approve Crisis Procedure Guide for the 2022-2023 School Year
- J. Approve MOA with Somerset Mental Health, PSC for 2022-2023 School Year
- K. Approve School Clinic Services Agreement with Rockcastle Regional Hospital and Contractual Agreement for Dr. Callie Shaffer to Provide Consultation and Advisory Services to the School Health Program
- L. Approve Acknowledgement of Data Security and Breach Notification Best Practices
- M. Approve Data Sharing Consent and Agreement with Curriculum Associates for 2022-2023 School Year
- N. Approve Title I Admin/ESEA NOW Service Agreement
- O. Approve Memorandum of Agreement for Services of Teacher for Hearing Impaired-SY 2022-2023
- P. Approve 5 Year Contract with KEDC for new Individual Learning Plan (ILP) Platform-ACE
- Q. Approve Contract Renewal with *Travelers* for Cyber Security Insurance
- R. Approve Contract for Ark Rehab Physical Therapy Services for SY 2022-2023.

Chairperson Mink asked whether there were any changes to the contract in item K or if this was the same contract? Mr. Reppert replied yes, that this is the contract with Rock Peds to provide tele-health services to students. The board also had some discussion about mental health services and our contract with Somerset Mental Health. Ms. Goff asked if other agencies were able to come in and provide counseling and mental health services to our students. Mr. Reppert stated that district policy requires that in order for other agencies to enter into our buildings to work with students, the district would have to seek those agencies out and enter into a contract with them. He also stated that with the number of students we have who receive so many different services, that process would be overwhelming. Ms. Goff asked if there were any students who did not receive services that they needed? Mrs. Ballinger stated that no student who needed services, with parent agreement, was denied those services. Mr. Reppert added that the contract with Somerset Mental Health was changed slightly to ensure that students will be seen, regardless of their ability to pay. Motion was made by Angie Woods to approve Operations and Actions. A second was made by Matt Chaliff. All members present agreed.

5. DISCUSSION/ACTION:

A. Review/Approve Mileage Reimbursement Rate for the 2022-2023 School Year (Mrs. Sweet)

Mrs. Sweet shared the new mileage reimbursement rate with the board, which is established by the state using data from AAA. The board annually approves the mileage reimbursement rate at this time and also receives quarterly updates. A motion was made by Ms. Goff to approve the mileage reimbursement rate of \$0.53 cents per mile. Mrs. Lakes seconded the motion. All members present agreed.

B. Review/Approve Monthly Financial Reports (Mrs. Sweet) **1. Month Ending Balance Sheet** **2. Revenue & Expenditures for the Month by Fund**

Mrs. Sweet shared the monthly financial reports for June, noting a slight increase in Fund 1. She stated that our Fund 2 reimbursements are falling into July and that we have some outstanding revenue. She shared that on Wednesday, the finance department will be working on closing out the fiscal year and that she was pleased with where our budget is right now. Motion to approve the monthly financial report was made by Mr. Chaliff. A second was made by Ms. Goff. All members present agreed.

C. Review/Adopt a Resolution Declaring the Official Intent of Board for Reimbursement of Capital Expenditures Related to the RCMS Project (Mrs. Sweet)

Mrs. Sweet explained that the district has worked with COMPASS to enter a resolution for our building project. This resolution allows the district to set aside an account in the budget for those expenditures with the intent to review those expenditures and reimburse the district as that money is received. Motion to approve the resolution was made by Matt Chaliff. A second was made by Misty Lakes. All members present agreed.

D. Review/Approve Extend Kindergarten Teacher Position (1 Year) at Brodhead Elementary School (Mrs. Ballinger)

Mrs. Ballinger informed the board that our enrollment numbers for kindergarten had increased at both Brodhead Elementary and Mt. Vernon Elementary. She stated that this increase is good news for our district and, with our current ratio of 23-1, creates the need for an extension of the previously approved Kindergarten teacher position at Brodhead Elementary for an additional year. She also reported that the district is monitoring kindergarten enrollment numbers at Mt. Vernon Elementary and that this school is within 3 students of needing an additional Kindergarten teacher. She requested that the board approve item D for one year at Brodhead Elementary and also approve item E, pending student enrollment at Mt. Vernon Elementary. Motion to approve to extend the Kindergarten Teacher Position at Brodhead Elementary for one year was made by Mrs. Lakes. A second was made by Ms. Goff. All members present agreed.

E. Review/Approve Kindergarten Teacher Position at Mt. Vernon Elementary School (1 Year), pending student enrollment (Mrs. Ballinger)

Mr. Chaliff made a motion to approve the Kindergarten Teacher Position at Mt. Vernon Elementary School for one year, pending student enrollment. Annag Goff seconded the motion. All members present agreed.

F. Review/Approve Kindergarten Instructional Assistant at Mt. Vernon Elementary School (1 Year), pending student enrollment (Mrs. Ballinger)

Mrs. Ballinger asked the board to approve item F, due to the requirement that an instructional assistant be placed within that additional Kindergarten classroom, pending student enrollment. Matt Chaliff made a motion to approve. Anna Goff seconded the motion. All members present agreed.

G. Review/Approve District Itinerant Special Needs Instructional Assistant (Mrs. Hubbard)

Ms. Rebecca Hubbard shared with the board the need for an Itinerant Instructional Assistant for Special Needs. The request is based on new enrollments and the needs of those students that will require additional assistance. This position will be itinerant in order to accommodate changes in those needs among students and schools over time. Misty Lakes made a motion to approve the District Itinerant Special Needs Instructional Assistant. Angie Woods seconded the motion. All members present agreed.

H. Review/Approve Coordinator of District Programs Position (Mrs. Ballinger)

Mrs. Ballinger shared with the board her request for this position to serve the needs of our district, which have changed significantly, due to COVID. She discussed the increase in grant funding, which has created additional work in monitoring and reporting. She also noted numerous additional needs, including a need for support for Equity and Diversity, among many other responsibilities. Matt Chaliff asked if this position would help ease the burden on principals? Mrs. Ballinger emphasized that this will decrease that burden by assisting in monitoring facilities and programming in our schools. Anna Goff made a motion to approve the Coordinator of District Programs Position. Angie Woods seconded the motion. All members present agreed.

I. Review/Approve Second Reading of 2022-2023 KSBA Policies & Procedures Updates (Mrs. Ballinger)

Angie Woods made a motion to approve the 2022-2023 KSBA Policies and Procedures Updates. Anna Goff seconded the motion. All members present agreed.

J. Review/Approve Amended Salary Schedule for 2022-2023 School Year (Mrs. Ballinger)

Mrs. Sweet informed the board of updates to the Salary Schedule for 2022-2023, including the new positions that were approved at this meeting, along with a new stipend for National Board School Psychologists. She shared that on the Classified employee page, the district noticed that there needed to be a change in class code to match the code in MUNIS. She also noted that a class code for Administrative Secretary needed to change in order to match with our MUNIS system. Finally, she directed the board to review the Classified employees who pay into KTRS. She stated that the district formula, when entered into a spreadsheet did not update the salary for our Occupational Therapists, which is also reflected in this revised document. Matt Chaliff made a motion to approve the amended salary schedule for 2022-2023. Anna Goff seconded the motion. All members present agreed.

6. DISCUSSION/REVIEW:

A. Review Superintendent's Personnel Action Report (Mrs. Ballinger)

The board reviewed the report. Mrs. Ballinger informed the board that the district has a Principal vacancy at Brodhead Elementary, which should be filled the following week. In addition, we have an opening at Rockcastle Middle School for a math teacher. No further discussion about the report.

7. DEPARTMENT REPORTS

- **Facilities:** Trent Clark shared updates with the board, including APP Harvest, phone system replacements and the progress at Mt. Vernon Elementary School.
- **Transportation:** Ken Hopkins shared an updated mileage tally sheet which includes odometer numbers from buses, along with a planned 8 hour update training for drivers the week of July 26th-August 4th.
- **Special Needs:** Rebecca Hubbard shared the PD opportunities for special needs teachers this summer, along with the progress of collecting transition data for recent RCHS graduates through interviews. She also shared that, this summer, she is looking at Special Ed exit data, reviewing caseloads and scheduling, conducting record reviews and monitoring preschool numbers for this coming year.
- **Instruction:** Mrs. Ballinger reported for Jessica Willis regarding the upcoming August 5th, districtwide Professional Development Day. She also shared that the state had approved an additional \$20,000 in funding for Gifted/Talented.
- **Student Services:** Marcus Reppert shared with the board the upcoming School Safety Trainings the week of August 8th-11th in all schools, along with future Threat Assessment training for principals and Gatekeeper training for all school secretaries. He also noted that the district has hired an additional SRO this afternoon, which gives the district 2 total School Resource Officers. He also shared that Online Registration is open in the Parent Portal.
- **Finance:** Jenny Sweet stated that the Finance Department is working on the 202-2022 Year End. She shared that the district financial audit has been scheduled for the week of September 19th with Shad Allen and that the department is working to get the first payroll out for July.
- **Food Service:** Jennifer Mattingly shared updates in staffing, including an increase in applications for openings in food service, upcoming professional development for staff and new barcode scanner to be used in every school this coming year to ensure accuracy in numbers. She also shared future plans to include student and staff input into menu planning for the new year.
- **Technology:** Brandon Reynolds shared the progress in installing new desktop computers and copiers throughout the district. He also shared that the new RUS grant of \$ million dollars will provide new interactive flat panel screens in every classroom at the high school, Area Technology Center and the middle school(only after the new building is completed). This technology will replace projectors in those classrooms and will allow teachers to stream directly from their computer and Google Drive. Elementary school classrooms currently have this technology, but this grant will allow each elementary school library to have it as well. Finally, Mr. Reynolds also informed the board that the district did not receive funding for Hot Spot subscriptions for the new school year.

- **Rockcastle Area Technology:** Sherman Cook stated there was nothing new from his school this month. He shared his appreciation for the new technology from the district and the new copier.

8. SUPERINTENDENT COMMUNICATION

Mrs. Ballinger shared her appreciation to the board for their support for the district and noted the work being done to prepare for school in August.

9. BOARD COMMENTS

Angie Woods thanked the district for their work this summer. Mrs. Mink expressed how much she valued the opinions of all of those who work in the district.

10. ADJOURNMENT

Matt Chaliff made a motion to adjourn the meeting at 7:40. Angie Woods seconded the motion. All members present agreed. Meeting was adjourned.

