

RECORD OF BOARD PROCEEDINGS
(Minutes)
Regular Meeting
June 13, 2019 6:00 PM
Trigg County Board of Education
Central Office Conference Room

Attendance Taken at 6:00 PM:

Present Board Members:

Ms. Theresa Allen
Ms. JoAlyce Harper
Ms. Clara Beth Hyde
Mrs. Gayle Rufli
Ms. Charlene Sheehan

ATTENDING:

Travis Hamby, Superintendent	Beth Sumner, Assistant Superintendent of Instruction	Howell Hopson, Board Attorney
Matt Ladd, Director of Operations	Holly Greene, Treasurer	Jeanette Hoover, Secretary to Superintendent
Paula Dickerson, Food Service Director	Shannon Burcham, TCHS Principal	Jack Lackey, Attorney, Deatherage, Myers & Lackey, PLLC
Sarah Elliott, Cadiz Record	Tammy Hancock, WKDZ Radio	Andrew Owens, Architect, Sherman Carter Barnhart

Chairperson Harper asked if the members had reviewed the agenda and if there were any questions or items to be removed from the Consent Agenda.

#19-158 Approval of Agenda

Motion Passed: Approval of the agenda as presented passed with a motion by Ms. Theresa Allen and a second by Ms. Clara Beth Hyde. **5 Yeas - 0 Nays.**

#19-159 Good News

Paula Dickerson awarded grants Fuel Up to Play 360

#19-160 Delegations & Recognitions

#19-161 Treasurer's Report

Holly Greene – YTD May 31, 2019

#19-162 Reports

A. Superintendent's Report

B. Staff Reports

1. Assistant Superintendent of Instruction
2. Director of Student Services and Personnel

#19-163 Consent Agenda

Motion Passed: Motion for the approval and authorize appropriate action for the items listed in the Consent Agenda passed with a motion by Ms. Charlene Sheehan and a second by Ms. Theresa Allen. **5 Yeas - 0 Nays.**

A. Approval of Minutes

Regular Called Board Meeting Minutes May 30, 2019
Special Called Board Meeting Minutes June 4, 2019
Special Called Board Meeting Minutes June 5, 2019

B. Acknowledge the Following Superintendent's Personnel Actions

Transfer:

Dorothy Dannelly	Transfer from Trigg Tots Daycare Worker (Part-time) to Trigg Tots Daycare Worker Full-time	Effective 07/01/2019
Tasha Henderson-Harris	Transfer from Intermediate School Secretary to Intermediate School Bookkeeper	Effective 07/01/2019
Sara Wade	Transfer from High School Health Service Assistant to High School Instructional Assistant	Effective 07/01/2019

Resignations:

John David Fourquarean	High School Assistant Football Coach (1/2)	Effective 06/30/2019
Kewanis Kennedy	High School Assistant Football Coach (1/2)	Effective 06/30/2019
Dorothy Dannelly	Trigg Tots Daycare Substitute	Effective 06/30/2019
Shane Banks	High School Assistant Football Coach (1/2)	Effective 06/30/2019
Mackenzie Kahl	Preschool IECE Teacher	Effective 06/30/2019
Matthew Wilder	Middle School Cross Country Coach	Effective 05/28/2019
Andrea Croft	Intermediate School Teacher	Effective 06/30/2019
Matthew Wilder	High School Boys and Girls Cross Country Coach (2)	Effective 05/28/2019
Toree McMain	High School Head Softball Coach	Effective 05/28/2019
Toree McMain	Middle School Teacher	Effective 06/30/2019
William Fortner	High School Instructional Assistant	Effective 06/14/2019
William Fortner	High School Assistant Athletic Director	Effective 06/14/2019
William Fortner	High School Summer Worker	Effective 06/14/2019

Employment:

William Fortner	Summer Worker	Effective 05/28/2019
Mary A. Reynolds	.5 Primary LBD Special Education Teacher/ .5 Itinerate LBD Special Education Teacher	Effective 07/01/2019
Chad Burgett	High School Social Studies Teacher	Effective 08/01/2019
Chad Burgett	High School Head Boys' Basketball Coach	Effective 07/01/2019
Deonte Weston	Middle School Head Football Coach	Effective 07/01/2019
Joshua Knott	Middle School Archery Coach	Effective 05/23/2019
Nikita Barbee	Middle School Track Coach	Effective 05/28/2019
Charles Powell	Bus Driver	Effective 08/01/2019
Leslie Stone	Bus Driver	Effective 08/01/2019
Adam Warren	Middle School Math Teacher	Effective 08/01/2019

Rescind Nonrenewal:

Stephen Erdmann	High School English Teacher	Effective 07/01/2019
Kayla Bush	Intermediate School Teacher	Effective 07/01/2019

C. Approve and authorize payment of the items set out in the listed accounts payable warrant reports

1. WARRANT 06/10/2019 - \$350,781.47
2. WARRANT 06/12/2019 - \$273,261.46

D. School Related Student Trips

1. TCHS Football travel to SIU on July 13, 2019
2. Permission to tentatively approve travel to UK in June of 2020, after the conclusion of the school year

E. Approval of Annual Contract Renewals or Renewal MOA's for Services

1. Approve agreement with Imminent Technologies, Inc for FY20 in the amount of \$1,000
2. Approve agreement with Mystery Science for FY20 in the amount of \$999.99
3. Approve agreement with Texthelp for FY20 in the amount of \$2978.50
4. Approve agreement with IXL Learning for FY20 in the amount of \$4013.00
5. Approve agreement with Method Test Prep for FY20 in the amount of \$1095.00
6. Approve agreement with Scenario Learning for FY20 in the amount of \$3209.85
7. Approve agreement with Frontline Technologies Group for FY20 in the amount of \$13543.75
8. Approve agreement with n2y for FY20 in the amount of \$2404.86
9. Approve agreement with Vocabulary Spelling City for FY20 in the amount of \$1122.00
10. Approve agreement with Ident-A-Kid for FY20 in the amount of \$2100.00
11. Approve agreement with PSST for FY20 in the amount of \$10950.00
12. Approve agreement with West Interactive Services for FY20 in the amount of \$2703.75
13. Approve agreement with Extreme Networks for FY20 in the amount of \$10649.94
14. Approve contract with Infinite Campus in the amount of \$10733
15. Approve agreement with Lexia Learning Systems for FY20 in the amount of \$10,460.00
16. Approve agreement with Commonwealth of Kentucky for EDU Recovery Specialist - Pebbles Lancaster for FY20
17. Approval of Submission of Membership Intent for 2019-2020 contract with GRREC (Green River Regional Education Cooperative) for the purpose of expanding services to students and staff. Our district wishes to participate in GRREC's Grant Writing Consortium for 2019-2020 at a cost of \$1,000 (in addition to the basic membership dues)
18. Approve maintenance agreement with Aqua Treat of Kentucky for the school year 2019-2020
19. Approve maintenance agreement with Twin Lakes Electric for school year 2019-2020
20. Approve maintenance agreement with ABC (Automated Building Concepts) for school year 2019-2020
21. Approve maintenance agreement with Marmic Fire & Safety for the school year 2019-2020
22. Letter of Intent for 2019-2020 Membership in West Kentucky Cooperative (WKEC) with basic membership rate at \$2,500.00; educational services for special/non-traditional populations at \$1,500.00; membership (part II (district enrollment x \$0.77) at \$1,572.34; or a grand total of \$5,572.34
23. Approve renewal of CASE21 Benchmark assessments
24. Renewal of contract for advertising with the Cadiz Record \$2,425.00
25. WKDZ's annual proposal for purpose of Media Coverage and Public Relations AY2019-2020 and Sponsorship on the Trigg County page of Your Sports Edge
26. Approve renewal of MOA between West Kentucky Education Cooperative FY2019-2020 and Trigg County Schools
27. Authorize the Superintendent to sign Memorandum of Agreement with Commonwealth of Kentucky for locally operated Career & Technical Education Center/Department in the amount of \$292,066.00

F. Approval to participate in the Community Eligibility Provision (CEP) Nutrition Program offered by the USDA's National School Lunch Program

G. Approval to participate in the USDA's Child Nutrition Program as administered by the Division of School and Community Nutrition

H. Cafeteria Adult Meal Pricing Recommendations for 2019-2020

I. Approval of Employment of Substitute Teachers with Emergency Certification

J. Approval of the continuation of Bond of Treasurer for Holly Greene in the amount of \$350,000 through RLI

K. Consider and take appropriate action regarding Depository Bond with FNB Bank for the amount of 103% of the current daily balances

L. Approval for TCIS and TCMS to escrow up to 10% of SBDM Funds for use during the 2019-20 school year per board policy 02.4242

M. Waive Board Policy 02.4242 to allow Trigg County Primary School to escrow \$27,000 of funds for use during the 2019-20 school year

N. Waive Board Policy 02.4242 to allow Trigg County High School to escrow \$20,000 of funds for use during the 2019-20 school year

O. Approval of Student Fees for High School, Middle School, Intermediate School and Primary School FY20

P. Approval to declare the attached list of audio-visual and technology items from Trigg County Primary School, Trigg County Intermediate, and Trigg County Middle School as surplus

Q. Accept resignation of Jason Travis Hamby as superintendent of Trigg County Public Schools effective July 1, 2019

R. Declare a vacancy for the superintendent position for Trigg County Public Schools effective July 1, 2019

S. Approve Updated Nurse Job Description

T. Approval to continue to participate in KSBA Medicaid Billing Program

#19-164 Other Business

A. Enhance the classification of fund balances through GASB 54

Motion Passed: Recommend the Board of Education constrain the following funds in the amount of \$2,375,000 in the committed category:

Site Improvement - Constr Svc	\$ 600,000.00
Land Acquisition	\$ 850,000.00
Architect & Engineering Svc	\$ 50,000.00
New Diesel Tank & Pumps	\$ 625,000.00
Buildings	\$ 250,000.00
Total	\$ 2,375,000.00

Recommending the Board of Education constrain the following funds in the amount of in the restricted category:
 Sick Leave \$272,000.00

Recommend that you acknowledge review of the following funds in the amount of \$934,275 which are being constrained in the assigned category under the authority of the superintendent.

Computer & Related Equip	\$350,000.00
Site Improvement - Land & Imp.	\$200,000.00
Land Improvement - Construction	\$250,000.00
Land Improvement - Furniture & Fixtures	\$ 75,000.00
SBDM Carry-forward	\$ 59,275.00

Passed with a motion by Ms. Theresa Allen and a second by Mrs. Gayle Ruffli. **5 Yeas - 0 Nays.**

B. Discussion of KSBA Policy Changes for FY20

Motion Passed: Approval for the first reading of the changes of the KSBA Policy Changes for FY2020 passed with a motion by Mrs. Gayle Ruffli and a second by Ms. Clara Beth Hyde. **5 Yeas - 0 Nays.**

01.1	01.11	01.3	01.821	02.31	02.421
02.4241	03.11	03.113	03.123	03.1233	03.1234
03.1327	03.133	03.162	03.19	03.21	03.212
03.2327	03.233	03.262	03.29	03.6	04.32
04.6	04.61	05.23	05.31	05.4	05.48
05.5	06.221	08.113	08.14	08.221	09.126
09.22	09.224	09.4232	09.425	09.429	10.5
03.1324	03.2324				

C. First Reading of Changes to the 2019-2020 Code of Conduct

Motion Passed: Approve the first reading of the recommended changes to the Code of Conduct for the 2019-2020 School Year passed with a motion by Ms. Theresa Allen and a second by Ms. Charlene Sheehan.

5 Yeas - 0 Nays.

D. Create extra-duty position of Preschool Coordinator

Motion Passed: Establish the position of Preschool Coordinator and to approve the job description with a stipend of \$2500 passed with a motion by Ms. Theresa Allen and a second by Ms. Charlene Sheehan. **5 Yeas - 0 Nays.**

E. Consider continuous assessment program and TAG

Motion Passed: Authorize purchasing the STAR 360 for universal screening and progress monitoring and to purchase training pending appropriate contract language passed with a motion by Ms. Charlene Sheehan and a second by Ms. Theresa Allen. **5 Yeas - 0 Nays.**

F. Consider/Take appropriate action regarding superintendent search/selection services

Motion Passed: Contract with KSBA for superintendent search/selection services for the base amount of \$6,000 plus travel passed with a motion by Mrs. Gayle Ruffli and a second by Ms. Theresa Allen. **5 Yeas - 0 Nays.**

G. Acknowledge review of principles of Crime Prevention Through Environmental Design (CPTED) for the primary and intermediate renovation project

Motion Passed: Acknowledge review of principles of Crime Prevention Through Environmental Design (CPTED) for the primary and intermediate renovation project passed with a motion by Ms. Theresa Allen and a second by Ms. Charlene Sheehan. **5 Yeas - 0 Nays.**

H. Approve Construction Documents for the primary and intermediate renovation, BG# 19-066, and Authorize SCB Architects to proceed with bidding the project pending KDE review/approval

Motion Passed: Approve Construction Documents for the primary and intermediate renovation, BG# 19-066, and Authorize SCB Architects to proceed with bidding the project pending KDE review/approval passed with a motion by Mrs. Gayle Ruffli and a second by Ms. Clara Beth Hyde. **5 Yeas - 0 Nays.**

I. Consider / Take appropriate action regarding selection of Trigg County Public Schools Board Attorney

Motion Passed: Contract with Deatherage, Myers & Lackey, PLLC, for legal services as Trigg County Public Schools Board Attorney per engagement letter dated June 7, 2019 for the 2019-2020 school year at a rate of \$150 per hour for Firm Partner Attorney (Jack Lackey), \$130 per hour for Associate Attorney (Ben Talley and Bennet Peck Greene), and \$50 per hour for paralegal (Emily Fitzsimmons, Kris Bumgarner, and Melanie Smith). passed with a motion by Ms. Theresa Allen and a second by Ms. Clara Hyde. **5 Yeas - 0 Nays.**

J. Consider / take appropriate action to allocate half of the spring 2020 growth day to parent teacher conferences or student led conferences as determined and requested by the individual School Based Decision Making (SBDM) council

Motion Passed: Allocate half of the spring 2020 growth day to parent teacher conferences or student led conferences as decided by each School Based Decision Making (SBDM) Council passed with a motion by Ms. Clara Beth Hyde and a second by Ms. Theresa Allen. **5 Yeas - 0 Nays.**

K. Consider/Take appropriate action to restructure of Athletic Director Position

Motion Passed: Convert Director of Operations / Athletic Director to Director of Operations, removing the Athletic Director Responsibilities, and restructure athletics into the following extra duty positions: 1 High School Athletic Director at \$6,685 + 10 extended days; 2 Assistant AD's (already have 1) at \$3,182; 1 Middle School Athletic Director at \$3,182 and 2 Assistant MS AD's (already have 1) at \$2,562 passed with a motion by Ms. Clara Beth Hyde and a second by Mrs. Gayle Ruffli. **5 Yeas - 0 Nays.**

L. Consider/Take Appropriate action to add door and window between two rooms at TCMS for the purpose of an additional resource space.

Motion Passed: Contract with Craig Fowler Construction in the amount of \$ 4,325.00 to add door and window between two rooms at TCMS for the purpose of an additional resource space passed with a motion by Ms. Charlene Sheehan and a second by Ms. Clara Beth Hyde. **5 Yeas - 0 Nays.**

M. Consider/Take appropriate for Asbestos Materials Renovation Survey, Work Performance Specifications/Bid Package, Consulting Support, and Asbestos Clearance Air Monitoring for the Trigg County Elementary Renovation Project.

Motion Passed: Table until board meets next so Architect can further review quotes for Asbestos Materials Renovation Survey, Work Performance Specifications/Bid Package, Consulting Support, and Asbestos Clearance Air Monitoring for the Trigg County Elementary Renovation Project passed with a motion by Ms. Clara Beth Hyde and a second by Ms. Theresa Allen. **5 Yeas - 0 Nays.**

#19-165 Board Member Reports

- A. Ms. Hyde**
- B. Ms. Sheehan**
- C. Ms. Allen**
- D. Ms. Ruffli**
- E. Ms. Harper**

#19-166 Motion to Go Into Executive Session per KRS 61.810 (f) Discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested. This exception shall not be interpreted to permit discussion of general personnel matters in secret - 7:21 p.m.

Motion Passed: To enter into Executive Session per KRS 61.810 (f) Discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested. This exception shall not be interpreted to permit discussion of general personnel matters in secret passed with a motion by Ms. Clara Beth Hyde and a second by Ms. Theresa Allen. **5 Yeas - 0 Nays.**

#19-167 Motion to Adjourn Executive Session – 8:19 p.m.

Motion Passed: To adjourn Executive Session at 8:19 passed with a motion by Ms. Clara Beth Hyde and a second by Ms. Theresa Allen. **5 Yeas - 0 Nays.**

#19-168 Action (if any) Related to Executive Session

#19-169 Adjournment – 8:19 p.m.

Motion Passed: That the meeting be adjourned 8:19 p.m. passed with a motion by Ms. Theresa Allen and a second by Ms. Clara Beth Hyde. **5 Yeas - 0 Nays.**

Chairperson

Superintendent