

**RECORD OF BOARD PROCEEDINGS**  
**Regular Meeting**  
**June 22, 2017 6:00 PM**  
**Trigg County Board of Education**  
**Central Office Conference Room**

**Attendance Taken at 6:01 PM:**

Present Board Members:

Mrs. Theresa Allen  
Ms. LaVern Baker  
Ms. Jo Alyce Harper  
Mrs. Gayle Ruffli  
Mrs. Sharon Simmons

**ATTENDING:**

Travis Hamby, Superintendent	Beth Sumner, Asst. Superintendent Of Instruction	James Mangels, Dir. Of Student Services & Personnel
Howell Hopson, Bd. Attorney	Holly Greene, Treasurer	Terrye Doyle, Secy to Superintendent
Brittney Meredith-Miller, Cadiz Record	Tammy Hancock, WKDZ Radio	

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.

**#17-151 APPROVAL OF AGENDA**

Approval of the agenda as presented passed with a motion by Mrs. Sharon Simmons and a second by Ms. LaVern Baker. 5 Yeas - 0 Nays.

**#17-152 TREASURER'S REPORT**

Mrs. Holly Greene reviewed financial activity for the months of April and May, 2017. She also outlined our year-to-date financial position.

**#17-153 CONSENT AGENDA**

Motion for the approval and authorize appropriate action for the items listed in the Consent Agenda passed with a motion by Mrs. Gayle Ruffli and a second by Mrs. Sharon Simmons. 5 Yeas - 0 Nays.

A. Approval of Minutes - June 8, 2017

B. Acknowledge the Following Superintendent's Personnel Actions

**Employment:**

Ricky Baker	High School Assistant Football Coach	Effective 7/1/2017
Leslie Cothran	Intermediate School Teacher	Effective 8/1/2017
Kalie Taylor	Food Service Bookkeeper	Effective 7/17/2017
Matt Harper	High School Head Girls Soccer Coach	Effective 7/1/2017
Ken Harrison	HS Boys and Girls Cross Country Coach	Effective 7/1/2017
Brian Cavanaugh	240-Day Night Time Custodian	Effective 7/1/2017

**Resignation:**

Josh Nichols	High School Head Boys Soccer Coach	Effective 6/30/2017
Dorothy Dawson	Substitute Teacher	Effective 6/30/2017

**Retirement:**

Terrye Doyle	Secretary to the Superintendent	Effective 8/31/2017
--------------	---------------------------------	---------------------

**Rescind non-renewals:**

Jake Wallace	High School Business/Marketing Teacher
Dixie Jones	High School Assistant Football Coach
Tim Bush	High School Assistant Football Coach

Jake Wallace High School Assistant Football Coach  
Bradley Stewart High School Assistant Football Coach  
Scott Schrock High School Assistant Football Coach  
Matthew Hunter High School Assistant Girls Soccer Coach

**Transfers:**

Charles Ray Taylor Transfer from Food Serv Custodian to Food Serv Worker Effective 8/1/2017  
Teresa Ross Transfer from Food Service Worker PT (4 hours) to Food Service Worker PT (5.5 hours) Effective 8/1/2017

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

1. 6/20/17 \$203,770.13
2. 6/23/17 \$212,379.19

D. Approval of Annual Contracts or MOA's for Services

1. Renewal of Agreement with Office of Vocational Rehabilitation for the Community Work Transition Program for 2017-18
2. Renewal of SchoolPointe, Inc. CMS Service (website hosting) at cost of \$3670.00 for FY 2018
3. Renewal of KSBA Policy, Procedure, and eMeeting Services for FY 2018 in the amount of \$6,735.00

E. Declare 2001 Ford F-450 Crew Cab as Surplus per Board Policy 04.8 AP.1 Disposal of School Property

F. Declare the attached list of old equipment and furniture owned by the Trigg County School System but no longer of value to the schools as surplus property with the superintendent to make the written statement regarding surplus property as required by statute

G. Amend Job Description for Secretary to Superintendent

H. Amend Job Description for Media Relations Assistant

I. Approve and authorize the use of the training module titled "Recognizing and Reporting Child Abuse and Neglect" a free training developed by the Kentucky Cabinet for Health and Family Services and approved by the Kentucky Department of Education to meet our training obligations under KRS 156.095

J. Request to open our annual RFP for Chromebook RFP on Monday, June 26th and close Friday, July 28th for purchases during the 2017-18 School Year

K. Purchase Rotary Lift for bus garage in the amount of \$19,866.96 from O'Reilly Auto Parts

**#17-154 FIRST READING OF POLICY CHANGES FOR FY 2018**

Acknowledge first reading of the following Policy Updates for 2017-2018 passed with a motion by Mrs. Theresa Allen and a second by Ms. LaVern Baker. 5 Yeas - 0 Nays.

**#17-155 RECOMMENDED REVISIONS TO THE TRIGG COUNTY PUBLIC SCHOOLS CERTIFIED EVALUATION PLAN FOR FY 2018**

Approval of recommended revisions to the Trigg County Public Schools Certified Evaluation Plan for FY 2018 provision that those who serve in dual capacities (i.e. district level and building level) the primary evaluator will be the administrator with the highest level of authority in collaboration with other supervisors on formative and summative evaluations passed with a motion by Mrs. Sharon Simmons and a second by Ms. LaVern Baker. 5 Yeas - 0 Nays.

**#17-156 AMEND BOARD ACTION #17-149 TO REFLECT UPDATED RENEWAL COST OF GENERAL LIABILITY, FLEET, PROPERTY, EARTHQUAKE, AND ERRORS & OMISSIONS INSURANCE AND UMBRELLA COVERAGE INSURANCE**

Amend Board Action #17-149 to reflect updated renewal cost of \$119,426.82 for General Liability, Fleet, Property, Earthquake, and Errors & Omissions Insurance and Umbrella Coverage Insurance passed with a motion by Mrs. Theresa Allen and a second by Mrs. Sharon Simmons. 5 Yeas - 0 Nays.

**#17-157 AMEND ADMINISTRATIVE SALARY SCHEDULE BEGINNING JULY 1, 2017 WITH CURRENT ADMINISTRATORS BEING GRANDFATHERED IN**

Amend Administrative Salary Schedule beginning July 1, 2017 with administrators remaining in their current positions from FY 17 being grandfathered in under the model in place during the 2016-2017 school year until such time the individual administrator's earnings would be greater in the new system than in the current system passed with a motion by Mrs. Gayle Ruffli and a second by Ms. LaVern Baker. 5 Yeas - 0 Nays.

**#17-158 APPROVAL OF STUDENT FEES FOR ALL SCHOOLS FY 2018**

Primary School Fees (No Change from prior year)

Music	\$3.00
Art	\$3.00
PE	\$3.00
Library	\$3.00
Computer	\$3.00
Total	\$15.00

Intermediate School Fees (deleted \$3.00 health fee; added \$5.00 Chromebook fee)

Art	\$3.00
Music	\$3.00
Computer	\$3.00
Drama	\$3.00
P.E.	\$3.00
Chromebook Fee (Usage/Damage)	\$5.00
(There will not be a school nurse/health fee this year.)	
Total	\$20.00

Middle School Fees (no change from prior year)

Computer Lab	\$5.00
Art	\$5.00
Physical Ed	\$3.00
Nurse	\$5.00
Library	\$7.00
Total:	\$25.00

Other Class Fees

Beginning Band	\$10.00
Band	\$20.00
Jazz Band	\$15.00

High School Fees

I. General Academic Fee \$60 per student

\*This fee assigned to all students replaces a number of fees previously billed to students, including the following:

Textbook rental fee	\$8 per class
General computer fee	\$15 per student
Math	\$7 per class
Nursing Fee	\$5 per student
Phys. Ed.	\$3 per class
Science	\$15 per class
Arts & Humanities	\$20 per class

This fee will be used to cover costs associated with resources in the areas listed above and to support student experiences in FLEX days, Intersession, project based learning, and exhibitions at TCHS.

II. Career & Technical Education\* \$20 per class

\*This fee is generally assigned to students enrolled in elective classes in the following areas:

Agriculture  
Business/Marketing  
Health Science  
IT  
FACS/Hospitality  
Engineering

Internship and Co-Op experiences are generally exempt from this fee.

III. Culinary or Foods \$80 per class

IV. Arts\* \$25 per class

\*This fee is assigned to students enrolled in elective classes, including but not limited to:

Art  
Photography  
Band  
Makerspace  
V. Chromebooks\*

Replacement costs for charger \$20.00

\* Additionally, insurance can be purchased through the school at the rate established by the Board of Education.

Dues for student clubs and organizations will be in addition to the above fee schedule. One-half of your total fees should be paid or a fee payment schedule set up by the second Tuesday in October. The remaining fees are due on the second Tuesday of March or a fee payment schedule must be set up. If these requirements have not been met, students may not be allowed to participate in any extracurricular activities, including but not limited to athletics, band, prom and other dances, clubs, field trips, etc.

Approval of Student Fees for All Schools FY 2018 as presented passed with a motion by Mrs. Theresa Allen and a second by Mrs. Sharon Simmons. 5 Yeas - 0 Nays.

**#17-159 PAYMENT NO. 1 TO BELTLINE ELECTRIC CO., INC. FOR WORK COMPLETED TO DATE ON FIRE ALARM SYSTEM REPLACEMENT FOR ELEMENTARY SCHOOL IN THE AMOUNT OF \$62,518.95**

Payment No. 1 to Beltline Electric Co., Inc for work completed to date on Fire Alarm System Replacement for Elementary School in the amount of \$62,518.95 on Marcum Engineering Contract #16717 passed with a motion by Mrs. Sharon Simmons and a second by Ms. LaVern Baker. 5 Yeas - 0 Nays.

**#17-160 ENGAGE THE SERVICES OF HOPSON & PARRIS AS BOARD ATTORNEY FOR FY 2018**

Motion for approval to exercise the option to renew the contract with Hopson & Parris as Board Attorney FY18 for an amount equal 90% (currently \$144.00) of the firm's normal hourly rate, and paralegals or legal assistants at \$45.00 per hour, and Trigg County Schools paying for lodging at the annual Kentucky Council of School Board Attorneys Conference with the arrangements as set forth in the engagement letter passed with a motion by Mrs. Sharon Simmons and a second by Mrs. Theresa Allen. 5 Yeas - 0 Nays.

**#17-161 SUPERINTENDENT'S REPORT**

Mr. Hamby reported interviews for primary school principal are being conducted and a new principal should be in place before new school year begins. With regard to construction projects, three houses have been demolished and the lots have been cleared. Completion of the gravel parking lot is at a standstill, awaiting the Transportation Cabinet approval for location of entry from Main Street.

**#17-162 STAFF REPORTS**

Assistant Superintendent Beth Sumner discussed upcoming professional development days. She also mentioned the grant application in which Trigg County collaborated with Christian County was not funded this go-around.

Director of Student Services and Personnel James Mangels reported that principals and councils are continuing to fill vacancies; our district was approved for NTI days for next year.

**#17-163 OTHER REPORTS**

Mr. Hopson thanked the district for the opportunity to work with us. He and Ms. Parris enjoy and appreciate the work.

Mrs. Ruffli recently attended the International Rotary Convention in Atlanta and enjoyed several speakers discussing the future of education and college-readiness.

**#17-164 ADJOURNMENT**

The meeting was adjourned at 7:45 p.m. with a motion by Mrs. Gayle Ruffli and a second by Mrs. Theresa Allen. 5 Yeas - 0 Nays.

**#17-165 RECONVENE TO CANCEL JULY 13, 2017 MEETING**

The meeting was reconvened to cancel July 13, 2017 meeting with a motion by Mrs. Theresa Allen and a second by Mrs. Gayle Rufli. 5 Yeas - 0 Nays.

**#17-166 ADJOURNMENT**

The meeting was adjourned at 7:46 p.m. with a motion by Mrs. Gayle Rufli and a second by Mrs. Theresa Allen. 5 Yeas - 0 Nays.

---

Chairperson

---

Superintendent