

RECORD OF BOARD PROCEEDINGS
(MINUTES)

SPRINGFIELD, KY JUNE 19, 2017 REGULAR SESSION/WORK SESSION

The Washington County Board of Education met in Regular Session at the Washington County Board of Education Central Office at 6:00 p.m. on the 19th day of JUNE 2017 with the following members present:

- (1) Curtis Hamilton (2) Patsy Lester (3) Carissa Harley
(4) Sherri Cheser

Board member Jeremy Thompson was absent.

Board Chairman, Mr. Curtis Hamilton called the meeting to order at approximately 6:01 p.m. Board member Sherri Cheser led the pledge of allegiance and Mr. Hamilton read the mission statement. Mr. Hamilton then welcomed all in attendance and proceeded with the meeting.

Retirement Recognition

Mr. James "Jim" Smith was recognized for his retirement after 28 years of service with the district. He was presented with a retirement clock by Superintendent Dr. J. Robin Cochran.

Campbellsville University Excellence in Teaching Recognition

Ann Margaret Taylor, a teacher at WCES, Kristen Bartley, a teacher at WCMS and Dawn Curtsinger, a teacher at WCHS were each recognized for being Campbellsville University Excellence in Teaching Award recipients. Mrs. Taylor was presented with a certificate from Dr. Cochran. Ms. Bartley and Mrs. Curtsinger were absent.

Washington County Work Force Academy

Christina Sagrecy, director of college, career and community services, presented information to the board about the upcoming Work Force Academy for teachers. The objective of the academy is to increase awareness of career opportunities and required skills of jobs among local businesses and industries to provide us with real-world examples we can use in the classroom. Teachers will visit local businesses and industries and see what is happening the community. The academy is scheduled for July 27, 2017.

Treasurer's Report

Treasurer's Report

Board Meeting Date: 6/19/2017

Balance Sheet As of May 31, 2017

General Fund		5,518,418.19
Special Revenue		266,127.70
District Activity		67,797.95
Capital Outlay		129,124.07
Building (FSPK)		13,875.09
Construction		432,720.18
Debt Service		(249,186.68)
Food Service		281,861.72
Day Care		62,176.31
Scholarship		16,282.18
	Total	\$ 6,539,196.71

General Fund:

General fund received \$10.5 million in revenue and spent \$8.9 million in expenditures. Revenue is up primarily due to the 4% increase in the tax rate i.e. general property tax is up by \$279,646 over the same period this time last year. Based upon a 3-year average, we budgeted \$750,000 for utility tax revenue. However based upon May's receipt we are trending to receive approximately \$700,000 in total for the year. Historical trend for utility tax is: FY16 - \$709,168, FY15 - \$741,314 and FY14 \$794,311. Operating expenditures are up by \$230,732 through the same time period as last year. Some of the notable additional operating cost: the purchase of the student transportation vehicle, bus garage truck, the purchase and installation of the scoreboard and other furnishings purchased at the SCC auction, additional water cost for WCHS, building repair and maintenance including additional expenditures related to the renovation, equipment rental, building supplies, and electricity. We anticipate to pay out approximately \$88,000 in sick leave for this year. Historical trend for sick leave is: FY16 - \$20,895, FY15 - \$51,422 and FY14 \$5,749.

Special Revenue Fund:

Year-to-date expenditures for salaries and fringe are \$1,525,562 and operational expenditures are \$435,941.

District Activity Fund

Year-to-date revenues total \$64,785 and expenditures total \$64,189.

Capital Outlay Fund & Building (FSPK) Fund:

We received \$151,395 in capital outlay funding, \$266,650 in state match FSPK funding and \$646,666 of property tax. We have transferred \$100,786 from capital outlay fund and \$842,564 from Building Fund to the debt service fund for debt service. In addition we have transferred \$547,573 to the construction fund for the renovation of WCES (old WCHS) as required by the BG-1 for the project. Our remaining contribution to the FSPK fund came June 7, 2017 in the amount of \$280,418.

Debt Service Fund:

Year-to-date principal and interest paid on debt is \$1,192,537.

Food Service Fund:

Total year-to-date receipts are \$940,886 and expenditures are \$869,487.

Day Care Fund:

Total year-to-date receipts are \$111,737 and expenditures are \$75,116.

Scholarship Fund:

The only activity for the scholarship fund is interest earnings of \$456.

Construction Fund:

Board was presented MUNIS reports reflecting a project balance as of the date of the board meeting for the new high school, turn lane, greenhouse and renovation projects.

Superintendent's Report

Dr. Cochran reported the hiring of Malissa "Missy" Hutchins as the new WCHS principal. She also reported that the district still has some vacancies, but noted that a teacher shortage exists in the state of Kentucky, but said that she was happy with where the district was with hiring. Dr. Cochran reported that Communicare had approached them with a proposal to provide in-district therapists. The proposal involved the therapist running a therapy room and also having "drop-in" hours after school for teenagers. The pilot would begin at WCES if the proposal was accepted. Dr. Cochran sent Communicare's original contract to board attorney Bob Chenoweth for review over legal concerns. Dr. Cochran also reported that the strategic planning committee had a meeting with a consultant and that the plan is ready to be finalized and implemented, but there still several unknowns. She then reported the Work Ready Grant was sent back with more information that was requested and that she is currently working on the Kentucky Innovation Lab Network. Thirty school districts are involved in the network. Finally, Dr. Cochran advised the board to expect new Commander Academy guidelines at the July Board Meeting.

Student Learning and Support Services – Action by Consent

Bd. #17-084 – Upon motion of Patsy Lester and seconded by Sherri Cheser, the board approved, by a vote of 4-0, the following consent items:

- Approved minutes from May 15, 2017 Regular Session/Work Session.
- Approved payment of bills as presented.
- Approved the following submitted donations made to Washington County Schools:
 - Donation to WCHS FRYSC from Communicare; \$300 for Red Ribbon Week
- Approved another accounts payable check run on June 29, 2017 to clear out open purchase orders for the year end.
- Approved extended disability leave for Karen Royalty through June 2, 2017.
- Approved three personal unpaid days for Renee Cooksey on June 15-16, 2017 and June 22, 2017.
- Approved School Activity Fund Fundraisers for WCES Cheer/Dance Team as presented.
- Approved Contract between Washington County Schools and J.P. Interventions.
- Approved district assurances for Read to Achieve for WCES and NWES.

- Approved FY18 Read to Achieve Memorandum of Agreement.
- Approved Memorandum of Agreement between the Washington County School District and the Early Childhood Advisory Council for Born Learning Academy.
- Approved renewal of the Non-Traditional Instruction (NTI/Commander Day) program for 2017-2018 school year.
- Approved application for Adjunct Instructor Certificate for Mike Scyphers, Adjunct Technology Instructor for 2017-2018 school year.
- Approved 2017-2018 Agreement to Accept Student Teaching Placements and Field Placements with Midway University.
- Approved Student Teacher Agreement with Campbellsville University from July 1, 2017 until June 30, 2018.
- Approved Director of Special Education Practicum Agreement.
- Approved Office of Vocational Rehabilitation Community Work Transition Program 2017-2018 Memorandum of Understanding.
- Approved Agreement between Tyler Technologies, Inc., and the Washington County School District.
- Approved Application and Agreement for Use of District Property for Washington County Distinguished Young Woman Program to use Washington County High School on June 10, 2017.
- Approved District Technology Plan for Washington County Schools for July 1, 2017 through June 30, 2019.
- Approved revised Certified Evaluation Plan for Washington County Schools for 2017-2018 school year.
- Approved entering into contractual agreement with BloomBoard as presented.
- Approved revised Procurement Plan for Child Nutrition Program.
- Approved offering year-round child care services at NWES and WCES child care centers beginning August 11, 2017.

Student Learning and Support Services – Action, Potential Discussion

Bd. #17-085 – This item was tabled for next month’s meeting.

Bd. #17-086 – Upon motion of Patsy Lester and seconded by Carissa Harley, the board approved by a vote of 4-0 Emergency Certification for any Washington County School District Certified Staff as required by state and/or regulations for 2017-2018.

Bd. #17-087 – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote 4-0 application for renewal for the Emergency Non-Certified Emergency School Personnel Program per 16 KAR 2:210 as presented for 2017-2018 school year.

Bd. #17-088 – Upon motion of Patsy Lester and seconded by Sherri Cheser, the board approved by a vote of 4-0 Bond of Depository for Public School Funds beginning July 1, 2017 and ending June 30, 2017.

Bd. #17-089 – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote of 4-0 job description for Counselor, Elementary.

Bd. #17-090 – Upon motion of Carissa Harley and seconded by Sherri Cheser, the board approved by a vote of 4-0 indirect cost rate calculations for Non-Restricted Indirect cost rate of 15.21% and Restricted Indirect cost rate of 4.39%.

Bd. #17-091 – Upon motion of Sherri Cheser and seconded by Curtis Hamilton, the board approved by a vote of 4-0 property and liability insurance:

-Option B:

Agent: Commonwealth Risk Solutions, Ltd.

Carrier: EMC Insurance

Premium: \$107,840

Bd. #17-092 – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote of 4-0 workers compensation insurance:

-Option B:

Agent: Commonwealth Risk Solutions, Ltd.

Carrier: EMC Insurance

Premium: \$39,176

Bd. #17-093 – Upon motion of Sherri Cheser and seconded by Patsy Lester, the board approved by a vote of 4-0 fidelity bond:

-Option B:

Agent: Commonwealth Risk Solutions, Ltd.

Cost -- \$255.00

Bd. #17-094 – Upon motion of Sherri Cheser and seconded by Carissa Harley, the board approved by a vote of 4-0 student incident insurance:

-Option #3 – Base plan for all students plus Catastrophic

B – Berkley - \$12,431.30

Bd. #17-095 – Upon motion of Patsy Lester and seconded by Sherri Cheser, the board approved by a vote of 4-0 Edward L. Jones Business Account Authorization and Agreement Form pending board attorney review.

Bd. #17-096 – Upon motion of Patsy Lester and seconded by Carissa Harley, the board approved by a vote of 4-0 **first reading** of the 2017 Policy and Procedure updates as

presented by KSBA as follows:

2017 POLICY UPDATES

- 01.1 Legal Status of the Board
- 01.11 General Powers and Duties of the Board
- 01.111 District Planning
- 01.42 Regular Meetings
- 02.1311 Contract Renewal of Superintendent
- 02.4241 School Council Policies (SBDM)
- 02.4244 School Hiring
- 02.44 Accountability
- 02.441 Assessment of Student Progress
- 02.442 Comprehensive School Improvement Plan
- 03.11 Hiring
- 03.112 Certification and Records
- 03.1161 Coaches and Assistant Coaches
- 03.121 Salaries
- 03.1211 Salary Deductions
- 03.13253 Domestic/Dating Violence Reporting and Education
- 03.18 Evaluation
- 03.19 Professional Development
- 03.21 Hiring
- 0.32141 Nonteaching Coaches and Assistant Coaches
- 03.221 Salaries
- 03.2211 Salary Deductions
- 03.23253 Domestic/Dating Violence Reporting and Education
- 04.92 Uniform Guidance
- 06.2 Safety
- 07.1 Food/School Nutrition Services
- 07.12 Vending Machines
- 08.11 Course of Study
- 08.113 Graduation Requirements
- 08.1131 Alternative Credit Options
- 08.133 Extended School/Direct Student Services
- 08.13451 Title I – Parent Family Engagement Policy
- 08.13452 English as a Second Language
- 08.14 Guidance
- 08.222 Assessment
- 08.232 Instructional Resources
- 08.3 School Calendar
- 08.4 Adult/Community Education
- 08.5 Program Evaluation
- 09.111 Transfers and Withdrawals

- 09.12 Admissions and Attendance
- 09.121 Entrance Age
- 09.122 Attendance Requirements
- 09.1223 Persons Over Compulsory Attendance Age
- 09.1231 Dismissal from School
- 09.13 Equal Educational Opportunities
- 09.14 Student Records
- 09.2 Student Welfare and Wellness
- 09.2211 Employee Reports of Criminal Activity
- 09.227 Child Abuse
- 09.311 Safety (Athletics)
- 09.34 Student Publications and Speakers
- 09.425 Assault and Threats of Violence
- 09.4294 Driver's License Revocation
- 09.4361 Police Officers in the School
- 10.5 Visitors to the School
- 03.1232 Sick Leave

2017 PROCEDURE UPDATES

- 01.111 AP.2 District Planning Committee
- 02.442 AP.21 Comprehensive School Improvement Plan Reports
- 03.112 AP.22 ESSA Qualification Notifications
- 03.1211 AP.21 Employee Request for Optional Salary Deductions
- 03.12322 AP.1 Family and Medical Leave Compliance
- 03.18 AP.22 Evaluation Committee/Evaluators and Observers
- 03.19 AP.1 Professional Development
- 04.1 AP.1 Needs Assessment
- 06.31 AP.1 Bus Scheduling and Routing
- 03.32 AP.1 Eligibility for Transportation
- 07.1 AP.11 Food Allergies and Special Dietary Needs
- 08.222 AP.21 ESSA Assessment Notification
- 09.12 AP.1 Student Enrollment and Homeless/Immigration Status
- 09.14 AP.12 Student Directory Information Notification
- 09.15 AP.21 Application for Waiver of Fees
- 09.221 AP.1 Supervision of Students
- 09.227 AP.1 Child Abuse/Neglect/Dependency
- 09.4361 AP.21 Record of Student Arrest at School
- 10.5 AP.24 Website Accessibility Complaint and Grievance Form
- 03.1234 AP.2 Extended Disability Leave Form
- 07.1 AP.1 School and Community Nutrition Program
- 07.1 AP.2 Cafeteria Charges
- 08.222 AP.2 Portfolios

Bd. #17-097 - Upon motion of Carissa Harley and seconded by Sherri Cheser, the board approved by a vote of 4-0 contract with Communicare as presented with any changes BOE Attorney, Robert Chenoweth deems necessary for compliance.

Bd. #17-098 – Upon motion of Carissa Harley and seconded by Patsy Lester, the board approved by a vote of 4-0 AdTec Agreement for E-Rate Services – FY2018.

The Board was notified of the following personnel actions:

June Personnel Actions:

Certified Employment:

Holly Medley – District Wide FMD Special Education Teacher
Brittany Newton – Teacher (WCES)
Candace Kimball - Teacher (WCHS)
Anna Pickett - Read to Achieve Teacher (NWES)
Kelly Grubbs – Teacher (WCHS)
Malissa Hutchins – Principal (WCHS)

Classified Employment:

Corbin Hack – District Wide Special Needs Instructional Assistant
Jennifer Hamilton – Sub Childcare Worker
Samantha Cundiff – Sub Childcare Worker

Extra Services Employment:

Teresa Burns – Jr. Beta Club Sponsor (WCES)
Martha Morrison – Summer Feeding Worker
Kathy Spalding – Summer Academy Assistant
Michelle Welch – Summer Academy Instructor
Christina Sagrecy – Summer Academy Instructor
Matthew Smith – Summer Academy Instructor
Amanda Sagrecy – Summer Academy Assistant
Sarah Burns – Summer Academy Instructor
Elizabeth Hahn – Summer Academy Instructor
Brooke Coulter – Summer Academy Assistant
Heather Sothen – Summer Academy Instructor
Naya Wells – Summer Academy Assistant
Laura Piasecki – Summer Academy Instructor
Marilyn Peters – Summer Academy Instructor

Volunteers:

Teresa Newton – Volunteer Head Coach for Cheer/Dance Team (WCES)

Retirements:

James Smith – Full-time Bus Driver

Resignations:

Sarah Carey – Academic Team Coach (WCES)

Holly Medley – Teacher (WCHS)

Lisa Bartley – Dean of Instruction (District)

Lisa Bartley – Cheerleading Coach

Amanda Sagrecy – Webmaster (WCMS)

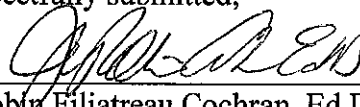
Ramie Goldey – Teacher (NWES)

Anna Pickett – Teacher (NWES)

Work Session

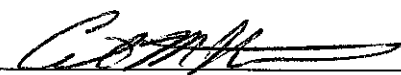
Board members had a discussion regarding the SRO survey results and strategic planning.

Respectfully submitted,



J. Robin Filiatreau Cochran, Ed.D. Board Secretary

Approved:



Curtis Hamilton, Board Chair