

**GREENUP COUNTY BOARD OF EDUCATION
GREENUP, KENTUCKY
BOARD MEETING**

MAY 20, 2013

6:00 P.M.

GREENUP CO. HIGH

AGENDA

- I. ROLL CALL**
 - II. DELEGATIONS**
 - III. APPROVAL OF MINUTES**
 - IV. OLD BUSINESS**
 - 1. Second Reading Board Policy 09.2212 (Use of Physical Restraint and Seclusion)
 - 2. Approval to Use 90% Capital Outlay
 - 3. Approval of BG-1 Roofing Project
 - 4. Approval of Contract with EEC for Roofing Project
 - 5. Payment-Greenup County Schools-PACT
 - 6. Approval of Nonresident Student Agreement with Russell Independent School District

 - V. NEW BUSINESS/CONSENT**
 - 1. Fund Raising/Building Use Requests
 - 2. Personnel

 - NONCONSENT AGENDA**
 - 1. Overnight Trip Requests
 - 2. First Reading of Board Policy 09.123 (Absences and Excuses)
 - 3. Read and Review Board Procedure 09.123 AP.21 (Medical Excuse Form)
 - 4. Approval of 2013-2014 Section 7 Requests
 - 5. Approval of 2013-2014 Tentative Budget
 - 6. Approval of 2013-2014 Insurance Coverage
 - 7. Surplus Property
 - 8. Approval of Educational Enhancement Opportunity Request Forms

 - VI. CLAIMS AND PAYROLL**
 - VII. BOARD REPORTS**
 - VIII. EXECUTIVE SESSION- to discuss pending litigation**
 - X. ADJOURNMENT**
- Pages ...10-20
- Page ...21-24
- Pages ...25-29
- Pages ...30-31
- Pages ...32-57
- Pages ...58-60
- Pages ...61-79
- Pages ...125-145
- Pages ...146-148
- Page ...149
- Pages ...150-206
- Pages ...207-225

Unofficial

BOARD MEETING

May 20, 2013

6:00 P.M.

GCHS

TIME: **6:03pm**

I. ROLL CALL

Mrs. Adkins **X**

Mr. Heineman **X**

Mrs. Wellman **X**

Mrs. Miller **X**

Points of Order

None

DELEGATIONS

1. Barb Cook – Preschool Initiative – 2Tsquared
2. Candace Wallace – Shining Star Award – Southern Ohio Behavior Health - Wurtland Elementary awarded the Shining Star Award
3. Cassie Mays – Update on RAM Clinic at GCHS

III. APPROVAL OF MINUTES – Pages 10-20

Consider the recommendation of Superintendent Hall to approve the minutes of the regular meeting held April 22, and the special meeting held May 7, 2013, as submitted. Motion by **Heineman**, seconded by **Miller**.

VOTE **4-0**

IV. OLD BUSINESS

1. SECOND READING BOARD POLICY 09.2212 (USE OF PHYSICAL RESTRAINT AND SECLUSION) – Pages 21-24

Consider the recommendation of Superintendent Hall to approve Second Reading of Board Policy 09.2212 (Use of Physical Restraint and Seclusion) with changes as submitted and send to KSBA. Motion by **Miller**, seconded by **Wellman**.

VOTE **4-0**

2. APPROVAL FOR USE 90% CAPITAL OUTLAY FUNDS – Pages 25-29

Consider the recommendation of Superintendent Hall to approve the use of 90% of Capital Outlay funds for assisting with financing for Roofing Project and submit to KDE for approval. Motion by **Heineman**, seconded by **Wellman**.

VOTE **4-0**

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3. APPROVAL INITIAL BG-1 ROOFING PROJECT – Pages 30-31

Consider the recommendation of Superintendent Hall to approve the initial BG-1 for Roofing Project in the amount of \$1,117,600 and submit to KDE for approval. Motion by **Heineman**, seconded by **Miller**.

VOTE **4-0**

4. APPROVAL CONTRACT WITH EEC-ROOFING PROJECT – Pages 32-57

Consider the recommendation of Superintendent Hall to approve the Architect/Engineering Contract with Eta Engineering Consultants (EEC) for Roofing Project in the amount of \$67,200 and submit to KDE for approval. Motion by **Wellman**, seconded by **Heineman**.

VOTE **4-0**

5. PAYMENT –GREENUP COUNTY SCHOOLS PACT – Pages 58-60

Consider the recommendation of Superintendent Hall to approve payment to Trane U.S. Inc. for services through 4/30/2013 on the PACT Energy Savings Project in the amount of \$266,006.00, as submitted. Motion by **Miller**, seconded by **Wellman**.

VOTE **4-0**

6. APPROVAL OF NONRESIDENT STUDENT AGREEMENT WITH RUSSELL INDEPENDENT SCHOOL DISTRICT

Consider the recommendation of Superintendent Hall to accept the Nonresident Student Agreement with Russell Independent School District as agreed to in Mediation Settlement. Motion by **Heineman**, seconded by **Miller**.

Motion to Table – Wellman, Seconded by Miller Vote 4-0

VOTE _____

V. NEW BUSINESS/CONSENT

1. FUND RAISING/BUILDING USE REQUESTS – Pages 61-79

Consider the recommendation of Superintendent Hall to approve Fund Raising/Building Use Requests as submitted. Motion by **Heineman**, seconded by **Miller**.

VOTE **4-0**

**Note: Principal Approved Trips/Building Use Requests –review only- Pages 80-124

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2. PERSONNEL

Personnel for Board Information Only in accordance with KRS 160.390 (2)

EMPLOYMENT:

Dawn Cantrell – Bus Route 59
Kenneth McGinnis – Bus Route 803
Josh Brewer – Bus Route 1101
Stella Akers – Custodian
Ann Seibert – Permanent Substitute Bus Driver
Aaron Collier – Principal MES 7/1/13
Substitute Custodian – Carol Gillum
Substitute Maintenance – Joshua Brown, James Scammicca
Substitute Paraeducator – Megan Woods

Volunteers: Anna Adams, Michelle Bevins, Patricia Billman, Becky Bradford, Linda Brown, Lea Anna Caines, Charolotte Coffey, Wendell Coffey, Michelle Colley, Angela Greer, Brittany Hale, Julie Hughes, Beth Hughes-Moore, Amy Wells, Betty Wright, Michael Wright

ESS Nonrenewal for 2013-2014 School Year:

GCHS: Melissa Bowling, Kristina Brown, Pamela Coldiron, Cynthia Collier, Catherine Del Valle, Ashley Henry, Amanda Hensley, Laci Ingles, Brandi Litteral, Sara Sexton, William Wilkerson
MMS: Doris Cattell, Sandra Cornette, Jill Donini, Shane Runion

21st Century Nonrenewal for 2013-2014 School Year:

AES/GES
Classified: Danielle Blanton, Angie Elkins, Christy Bays, Lisa Stevens, Lucas Stout, Lisa Virgin
Certified: Anita Prater, Allison Collins, Pam Evans, Kayla Simmons, Stacey Spears, Beth Spencer, Clara Nemeth
MES/MMS
Classified: Lora Diller, Randy Easter, Robin Lawhun
Certified: LeAnn Burke, Doris Cattell, Jill Donini, Robin Rowe, Jenifer Webster, Katie Williams, Susan Abrams
WES/WMS
Classified: Becky Blevins, Shirley Wellman
Certified: David Stuart, Michael DuDomaine, Eliot Jacobs, Angie Shannon, Rachel Schneider, Amy Perry, Lawanna Conlin, Bobbi Chaffin, Britt Bush, Miruka Williams, Robin Virgin
BUS DRIVERS: Denine Callihan, Betty Brickles, Julie Justice, Karen Mullins, Patty Tackett, Charolett Allen, Millard Miller

Classified Nonrenewal for 2013-2014 School Year:

AES: Lucas Stout, Nancy Norman
GCHS: Amy Bond, Jennifer Carver, Angela Bentley
MES: Joanna Zaph, Stephanie Hannah
WES: Melissa Spears
Bus Monitors: Tereza Gleason, Irene Kiser, James Daniels, Betty Briggs

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Bus Drivers: Marvin Brown, Loretta Burton, Dawn Cantrell, Charles Carter, Kim Cox, Judith Denich, Trina Morris, Wilma Osborn, Lillian Baldrige, Joshua Brewer, Kenneth McGinnis, Michael Swartout, Scottie Clark

Custodians: Greg Baldrige, Tony Akers, Jr., Edward Taulbee, Terry Settles, Jarrod Book, Tony Akers, Stella Akers

Mechanic: Curt McCarthy

Food Service Cooks: Annette McCauley, Judith Berry, Kesha Carter, Almeeda Hutchinson, Christy Bayes, Melissa Rowe, Amanda Bloomfield, Heather Potter, Kimberly Clark, Frances Bryant, Shannon York

Nurses: Kendra Adkins, Brandy Hunt

21st Century Staff: Jennifer Munn, Kerri Stambaugh

FRC/YSC Staff: Amy Shaffer, Emily Stephenson

WES Head Start Instructional Staff: Betty Briggs

Certified Nonrenewal for 2013-2014 School Year:

AES: Mary Logsdon

GES: Kimberly Newland, Stacy Evans, Tessa Hunt

MES: Zachary Howard, Lyndsey Thacker, Ashley Clark, Sarah Kelsey, Emilie McAlister, Sherry Burney, Grace Morgan, Perry Yates

WES: Mabrie Davis, Pamela Blackburn, Anthony Downey, Kayla Barney

MMS: Katie Williams, Deborah Harbour, Suzannah Chapman, Chris Hughes, Owen Runion, Doris Cattell

WMS: Eliot Jacobs, Amy Perry, Rachel Schneider, Ashley Montgomery, Drema Craft, Glenda Peters

GCHS: Johnny Brown, Amber Ferguson, Ashley Henry, Laci Ingles, Laura Murphy, Sara Sexton, Eric Boos, Melissa Bowling, David Pack, Jerry Allen, Harold Tackett, Sarah Johnson, Sherry Hopper, Sean Carter, Sarah Roberts, Christian Hinman, Charles Smith, William Quillen, Stefanie Tucker, Connie Miller, Melanie Ferguson, Nancy Hieneman, Sharon Miller

Itinerary Positions: Courtney Pemberton, Britt Bush

Speech: Alisa White, Kimberlee Watts

District: Dean Oakes

Certified Transfers for 2013-2014 School Year:

Sandra Poplin from AES teacher to District homebound teacher

Suzannah Chapman from fulltime MMS to Split between MES/MMS Sp. Ed. teacher

Classified Transfers for 2013-2014 School Year:

Connie Hall from GES to MES instructional assistant 7 hrs.

Danielle Blanton from GES to WES Head Start instructional assistant 7 hrs.

Cobina Holt from WES to WMS instructional assistant 7.5 hrs.

Lisa Stevens from WMS to WES instructional assistant 7 hrs.

Michelle Stephens from WMS to AES cook/baker 5 hrs.

Robin Lawhun from GES to MES instructional assistant 7 hrs.

Anita Braden from MES regular classroom instructional assistant to Kindergarten 7 hrs.

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Reduction in Days/Hours for Classified for 2013-2014 School Year:

AES: Pam Evans from 200 to 185 days per year
Nancy Norman from 135 to 75 days per year
GCHS: Janet Dillow from 240 to 202 days per year
Belinda Fyffe from 240 to 202 days per year
Melissa Wireman from 195 to 185 days per year
MES: Tammy Wilburn from 202 to 185 days per year
Luther Grizzle from 240 to 183 days per year – from 8 to 7 hrs. per day
WMS: Lisa Stevens from 7.5 to 7 hrs. per day

FRC/YSC: Rita Bryant from 195 to 185 days per year – from 7 to 4 hrs. per day
Gaila Brown from 195 to 185 days per year
Angela Elkins from 195 to 185 days per year – from 7 to 4 hrs. per day
Jean Tharp from 195 to 185 days per year – from 7 to 4 hrs. per day

Rescinded Letters for 2013-2014 School Year:

Brandi Hunt, Kendra Adkins - Nurses
AES Classified: Lucas Stout, Nancy Norman
AES Certified: Mary Logsdon
FRC: Emily Stephenson

Cessation of Employment: Nella Cordle Contract Bus Driver 5/6/13
Demotion of Employment: Barbara Cook from WES Principal to MES Teacher 7/1/13
Termination of Employment: Betty Briggs Lynn Bus Exchange/Head Start Paraeducator 5/13/13

Resignations:

Peggie Hutchinson – Bus Driver Ky. School for the Blind Trip 4/30/13
Mark Cantrell – Girls Basketball/Cross Country Coach GCHS 5/3/13
Aaron Collier – GCHS Alternative School Administrator 6/30/13

Retirements:

Patricia Smith – MES teacher 6/30/13
Janice Wallace – Speech Language Pathologist 5/31/13
Tim Fyffe – GCHS teacher 5/31/13
Deborah Howell – MES paraeducator 5/31/13
June Holsinger – GES cook 5/31/13
Leisa Timberlake – MES paraeducator 6/30/13
Jill Morris – WMS teacher 6/30/13
Jonda Bonzo – GES teacher 6/30/13
Sally Lyle – GCHS teacher 6/30/13

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NONCONSENT AGENDA

1. OVERNIGHT TRIP REQUESTS – Pages 125-145

Consider the recommendation of Superintendent Hall to approve GCHS FBLA overnight trip request to Anaheim, California, on Thursday, June 27, 2013, through Sunday, June 30, 2013, to attend FBLA conference/competition (using other transportation). Motion by Heineman, seconded by Miller.

VOTE 4-0

Consider the recommendation of Superintendent Hall to approve GCHS MCJROTC overnight trip request to Camp Oyo, West Portsmouth, Ohio, on Monday, July 8, through Sunday, July 12, 2013, to conduct leadership camp (using school bus and district van). Motion by Wellman, seconded by Miller.

VOTE 4-0

2. FIRST READING BOARD POLICY 09.123 (ABSENCES AND EXCUSES) – Pages 146-148

Consider the recommendation of Superintendent Hall to approve First Reading of Board Policy 09.123 (Absences and Excuses) as submitted. Motion by Heineman, seconded by Miller.

VOTE 4-0

3. READ AND REVIEW BOARD PROCEDURE 09.123 AP.21 (MEDICAL EXCUSE FORM) – Page 149

Read and review as submitted.

Added

FIRST READING BOARD POLICY 06.311 (BUS RUNS)

Consider the recommendation of Superintendent Hall to approve First Reading of Board Policy 06.311 (Bus Runs) as submitted. Motion by Heineman, seconded by Wellman.

VOTE 4-0

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4. APPROVAL OF 2013-2014 SECTION 7 REQUESTS

Consider the recommendation of Superintendent Hall to approve 2013-2014 Section 7 Requests as follows:

GCHS	6 Additional Teacher Slots	\$215,000
MMS	2 Additional Teacher Slots	\$81,000
WMS	1 Additional Teacher Slot	<u>\$43,500</u>
Total Section 7 Requests to Approve		\$339,500

Motion by Heineman, seconded by Miller.

VOTE 4-0

5. APPROVAL OF 2013-2014 TENTATIVE BUDGET – Pages 150-206

Consider the recommendation of Superintendent Hall to approve the 2013-2014 Tentative Budget and submit to KDE for approval, as submitted. Motion by Heineman, seconded by Miller.

VOTE 4-0

6. APPROVAL OF 2013-2014 INSURANCE COVERAGE – Pages 207-225

Consider the recommendation of Superintendent Hall to approve the 2013-2014 Insurance Coverage as follows:

Workers Comp Insurance – Ron Lemaster Insurance-KEMI-\$198,275.75
Ron LeMaster Insurance, Inc.-KEMI - \$209,521.45 (\$198,275.75)
Ohio Casualty - \$199,976 (bid will be delivered at board meeting)

Fleet, Gen. Liability, Educ Legal Liability, Property, Excess Umbrella Liability, Employee Dishonesty, Terrorism, Law Enforcement Liability, Data Compromise
- Crawford-Downing Insurance-Ohio Casualty - \$178,851.00

(Other Bids-Public Entity)

~~Student Accident — Roberts Insurance K&K Insurance \$58,991.70~~

~~(Other Bids Nelson, Morgan Trevathan Gunn, Scholastic)~~

Motion by Wellman, seconded by Heineman.

VOTE 4-0

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7. APPROVAL TO SURPLUS PROPERTY

Consider the recommendation of Superintendent Hall to declare a Canon NP7130F Table-Top copier, approximate age of 15 years plus, surplus to the needs of the district and donate. Motion by Heineman, seconded by Miller.

VOTE 4-0

8. APPROVAL OF EDUCATIONAL ENHANCEMENT OPPORTUNITY REQUEST FORMS

Consider the recommendation of Superintendent Hall to approve Educational Enhancement Opportunity Request forms for McKell Elementary School students (5 for performance in “Nutcracker” and 1 for trip to COSI) per board procedure 09.123 AP.2). Motion by Heineman, seconded by Miller.

VOTE 4-0

Added:

Consider the recommendation of Superintendent Hall to approve the use of school bus to provide (donated) transportation for students to be transported to 4-H Camp in Carlisle, KY, on Monday, June 10, 2013 and pick-up on Thursday, June 13, 2013. Motion by Heineman, seconded by Wellman.

VOTE 4-0

VII. CLAIMS AND PAYROLL – Pages 226-391

Consider the recommendation of Superintendent Hall to approve Claims and Payroll, as submitted and direct Treasurer to pay same. Motion by Heineman, seconded by Wellman.

VOTE 4-0

VIII. BOARD REPORTS – Pages 392-446

1. Attendance Monthly Report
2. Financial Status Memorandum
3. YTD MUNIS Reports for General Fund
4. MUNIS Balance Sheet
5. Food Service-Percent Eating Analysis 5-14-13.xlsx Reports (2)
6. BOE Credit Card Report

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IX. EXECUTIVE SESSION

~~Consider the recommendation of Superintendent Hall to go into Executive Session at _____ p.m. in accordance with KRS 61.810 (1)(e)(f) to discuss proposed or pending litigation against or on behalf of the district. Motion by _____, seconded by _____.~~

VOTE _____

~~MEETING CALLED BACK TO ORDER AT _____ P.M.~~

X. ADJOURNMENT

Heineman moved that the meeting adjourn at 7:46 P.M.

Miller seconded the motion.

VOTE 4-0