

Gallatin County Board of Education Meeting

May 14, 2013 6:00 PM

Wallace Central Office Building

Attendance Taken at 6:00 PM:

Present Board Members:

Mrs. Sonya Giles

Mr. David Morris

Mr. Chad Murray

Mr. Alex Tainsh

Mr. Dicky Wilson

I. CALL TO ORDER

I.A. Welcome

I.B. Roll Call

I.C. Approval of the Agenda

Order #2013-590 - Motion Passed: Approval of the agenda passed with a motion by Mr. Alex Tainsh and a second by Mrs. Sonya Giles.

Mrs. Sonya Giles Yes

Mr. David Morris Yes

Mr. Chad Murray Yes

Mr. Alex Tainsh Yes

Mr. Dicky Wilson Yes

II. POLICY ISSUES

II.A. Discussion regarding Board Meeting Agendas and Minutes Format

Example of minutes from Scott County Schools was distributed.

Mr. Crawford explained minutes can range from great detail to "bare bones." He asked the board's opinion regarding content of minutes. He stated in his taking of minutes for Owen Electric that he will often stop the meeting and ask "This is what I'm getting from your discussion. Is this correct?" He stated a motion could be made to incorporate the video recording into the minutes, and would look into the possibility.

Mr. Murray asked do all BOE meetings have to be recorded according to law. Mr. Spahn explained no, but if they were taped, they have to be unedited. Mr. Murray asked this meeting be taped as we were discussing finances. At that time, David Cook came in and began recording the meeting.

Mr. Tainsh stated the idea of incorporating the video into the body of the minutes was an excellent thought.

Mr. Murray stated that when a motion is made it should be recorded unless withdrawn. Mr. Tainsh concurred.

Mr. Crawford stated he thought a motion could be paraphrased. He stated we have not adopted Roberts Rules into any policy; Carroll County has adopted into their policy. It's at the discretion of the board as to what is an orderly way to conduct a meeting.

Mr. Murray stated Roberts Rules has a small board procedure that most of Kentucky school boards are following. Mr. Crawford stated he was unaware of same. During the 4/22 meeting, Mr. Morris stated we are all civil and we can come up with a way of doing this. Mr. Crawford stated proper discussion/decorum can be decided upon.

Mr. Tainsh stated he has followed Roberts Rules in other meetings and finds it hectic.

Mrs. Giles asked Mr. Murray what he would like to see happen.

Mr. Murray referenced getting an item on the agenda and cited policy language regarding same. He asked how we are going to do this. He stated that if a board member feels it's important it should be added to the agenda; not at the discretion of the superintendent. He said our policy stated any member of the board can add something to the agenda; not if it only suited everyone.

Mr. Crawford agreed with Mr. Murray regarding placing an item on the agenda. He said if it was requested within the 10 day timeframe, a three board member agreement was not necessary.

Mr. Murray discussed the 4/22 motion again. Mr. Crawford stated that all BOE members were in agreement that the action requested would be done if time allowed. Mr. Murray asked from this point forward how we handle this situation. He stated others (KDE, etc.) have said that the motion should be voted on.

Mr. Crawford replied that opinion comes into consideration. He stated that during the meeting on 4/22, the agenda was already approved and shouldn't be amended in the middle of the meeting. Mr. Murray stated he should have asked the agenda be amended but didn't.

Mr. Crawford responded to the agenda request that Mr. Murray made and stated the request should have been placed on the agenda.

As to the minutes detail regarding the motion made at the 4/22 meeting, Mr. Crawford stated the minutes could be worded verbatim as to Mr. Murray's motion. Mr. Crawford stated we could summarize or record the minutes verbatim. Mr. Tainsh spoke regarding non-standard motions and that the summative could be read back to see if the board approves the recording.

Mr. Morris asked Mr. Murray read the policy regarding agenda preparation again.

Mr. Murray complied and read the policy language:

Any member of the Board may submit items for the agenda for a regular meeting through the Chairperson or the Superintendent. The agenda shall be closed to Board members ten (10) calendar days preceding the scheduled regular meeting unless the addition of a late item is approved by the Chairperson or by a request of three (3) Board members.

Mr. Crawford expanded discussion regarding timelines for placing items on the agenda. All board members agreed the current policy is fine and should continue to be followed.

Mr. Tainsh stated that non-standard motions need to be recorded verbatim. Mr. Morris concurred. Mr. Murray stated in the motion he made there was discussion as to the procedure of the motion. It was decided that the 4/22 minutes reflect the motion verbatim that Mr. Murray made. But future board meetings could have a summarized version of motions if agreed by all members during the meeting.

III. BUDGET and FINANCE

III.A. Staffing Analysis Report

Pam Terwilliger presented the documentation requested and addressed the board.

She distributed the following information comparing Gallatin County to other districts:

- 2012 Fund Balance
- School Report Cards
- Debt Service/Expenditures per Pupil
- Total Audited Expenditures
- On Behalf Payments
- Person/Job Class/Salary
- Free/Reduced Lunch Report
- Net Expenditures per Pupil without Debt Service
- Student Report Card

Mr. Wilson asked for something more simple. Mrs. Terwilliger further explained her analysis of the documentation requested regarding staff and budget. She explained how funding is allocated according the guidelines such as construction, restricted funds, local revenue, etc.

Mr. Murray inquired as to when the funding nickels expire/drop off. Mrs. Terwilliger responded we do have a schedule of bonding expenditures but was unsure of the actual date.

Mrs. Terwilliger explained grant funding regarding district salaries and that some salaries are not paid out of local funds but come from federal grants.

Mr. Murray requested further information regarding debt service. Mrs. Terwilliger stated it was online at the KDE website under AFR.

Mr. Murray questioned the salary reported for Finance Director. Mrs. Terwilliger explained the current report contained extra -curricular salary information as well.

Mrs. Terwilliger explained we have several industries that receive tax breaks, therefore we receive less funding than other districts with similar industries.

Mr. Murray asked what plan is in place to reduce our expenditures to meet our funding.

Mr. Tainsh asked what will be done to offset a deficit.

Mrs. Terwilliger explained budget adjustments. She stated that some receipts can't be gauged.

Mr. Tainsh stated at the end of last year we had a surplus. The 1% raise was discussed as well as step increases. Dr. Perkins explained years of experience, certification changes, and salary cells.

Mrs. Terwilliger explained salary schedules and step increases. She stated increases account for a 1.5% increase in budget expenditures.

Our revenue over expenditures at the end of 2012 was \$343,325.00.

Mr. Murray asked if a breakdown of salary percentages of total district budgets was available for Kentucky districts.

Mr. Crawford said he had information from financial officers from different locations. He said the easiest way to obtain this data was to email other district finance offices and request same.

Mr. Murray asked how we can get closer to the recommended percent. Mr. Crawford stated in order to reach this percent, jobs would have to be combined.

Mr. Murray asked where we rank out of 174 districts. Dr. Perkins stated somewhere in the middle.

Mr. Wilson asked does every person receive the 1% raise. Response was yes.

Mr. Murray asked about years of experience and how it was determined. Dr. Perkins stated it's based on their total years of teaching experience in our district and other districts. As to classified, years of service is granted depending on job skill requirements. Mr. Crawford stated this is legal and in compliance with our policy.

Mr. Tainsh asked if there is a correlation regarding free/reduced lunch students and at risk students. Dr. Perkins stated yes for the most part. She expanded upon our goal to have every student college, career and life ready. She discussed PGES and our district being a pilot district for same. She stated our graduation rate has increased. She expressed the need for additional training beyond a high school diploma.

Mr. Wilson asked again about the 1% increase. He asked if our tentative draft budget includes the increase. Mrs. Terwilliger stated yes.

Mr. Morris inquired as to our agenda schedule....items to be discussed and the dates of same for the school year.

Mr. Murray asked what you say regarding other districts abolishing Asst. Superintendent positions. Dr. Perkins stated she doesn't agree with that. She stated other folks are doing those duties as the duties still exist.

Mr. Murray stated Owen County has better test scores with smaller staff.

Dr. Perkins stated we have a large number of Free/Reduced Students and Special Ed students as opposed to other counties. She stated this impacts our test scores.

Mrs. Terwilliger stated the OVEC salary report might not actually reflect the duties as assigned. She stated that other districts might have duties spread out over the entire district versus a more centralized office staff.

Mr. Murray questioned salary distribution among employees. Mrs. Terwilliger stated much was based upon years of experience to determine salary.

Mr. Murray questioned granting years of experience to some but not to others. He asked how we keep our good people.

Mrs. Terwilliger explained much was based on years of experience on the OVEC table and may not be comparable as it's not reflected.

Mr. Murray asked why there was a large discrepancy in the salary of our Asst. Technology position.

Dr. Perkins stated that our district was underpaid top to bottom. She explained that much depended on certifications, experience, etc.

Mr. Murray stated he was not in favor of an across the board raise due to the fact that some positions were largely underpaid.

Mr. Morris asked can a centralized position be allocated back to the individual schools.

Mrs. Terwilliger stated yes but that the amount of positions would remain the same.

Mr. Murray asked Dr. Perkins if she agreed the perception in the community was not favorable.

Dr. Perkins stated she agreed that folks may have some misinformation but that we had to move forward and strive to change in order to be better for a child. She stated she couldn't control their opinion. She stated the importance of board members being a positive ambassador.

Mrs. Giles stated she is an ambassador for promoting a positive attitude.

Mr. Tainsh stated he feels we've come a long way but that the public doesn't all agree. He stated he would continue to try to express a good attitude.

Mr. Wilson stated we did need good public relations. Mr. Murray stated we do have a PR problem and that when we have a community that's disengaged, it's a problem.

Mr. Murray stated he had a heart for the district, community and employees.

Mr. Morris thanked Mr. Crawford and Mrs. Terwilliger for their work in preparing and presenting at the meeting.

Mrs. Giles explained the payroll position vacated three years ago was not re-staffed but divided among existing employees. Dr. Perkins explained other positions were also delegated to other staff versus hiring more employees.

Dr. Perkins thanked everyone for their attendance.

Mr. Crawford will further look into incorporating meeting video into minutes.

Mr. Murray asked if we expected additional staff would be necessary in the alternative school upon completion.

Dr. Perkins stated additional staff would be necessary but cost of same has not been incorporated into the draft budget.

IV. ADJOURN

Order #2013-591 - Motion Passed: Approval to adjourn passed with a motion by Mr. David Morris and a second by Mr. Alex Tainsh.

Mrs. Sonya Giles	Yes
Mr. David Morris	Yes
Mr. Chad Murray	Yes
Mr. Alex Tainsh	Yes
Mr. Dicky Wilson	Yes

Chairperson

Superintendent

Not official minutes until approved at the next board meeting