

Gallatin County Board of Education Meeting
 July 22, 2013 7:00 PM
 Wallace Central Office Building

Attendance Taken at 6:56 PM:

Present Board Members:

Mrs. Sonya Giles
 Mr. David Morris
 Mr. Chad Murray
 Mr. Dicky Wilson

Absent Board Members:

Mr. Alex Tainsh

Updated Attendance:

Mrs. Sonya Giles was updated to absent at: 9:53 PM
 Mrs. Sonya Giles was updated to present at: 9:58 PM

I. CALL TO ORDER

I.A. Welcome

I.B. Roll Call

I.C. Approval of the Agenda

Order #2013-620 - Motion Passed: Approval of the agenda passed with a motion by Mrs. Sonya Giles and a second by Mr. Dicky Wilson.

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

I.D. Swearing in of Student Board Member Curtis Flynn

- Board attorney Jim Crawford administered the oath to newly elected student board member Curtis Flynn. Curtis thanked the board for the opportunity and mentioned his grandfather, Jack B Courtney was a former board member.

II. COMMUNICATIONS (No Board Action)

II.A. Board Members

- Mr. Wilson congratulated Curtis Flynn on being selected. He stated Mariah Gullion did a marvelous job.
- Mr. Murray welcomed Curtis Flynn.
 Mr. Murray distributed a handout. He asked to be on the next agenda regarding expenses. He stated Alex Tainsh spent approximately \$500 less than Mrs. Giles at the NSBA conference. He stated he would like the board to implement a standard policy regarding travel expenses (rental cars, etc.)
- Mrs. Giles responded that she attended an additional day of conference that Mr. Tainsh didn't and that was part of the additional charge.
- Mr. Murray stated that was not part of the expense report and further discussed mileage. He stated the reason he was bringing this up was that this was what other boards were getting in trouble for. He stated it was nothing personal.
 He stated he had complaints of employees' valet parking cars, etc. He stated the board should set the example for the community.
- Mr. Crawford stated a policy relevant to this was on the agenda tonight as part of the KSBA policy update.
- Mrs. Giles questioned what the exact question was from Mr. Murray.

- Mr. Murray responded that Alex's expenses were only \$178 dollars. He said the difference in mileage was 16.88 miles as he noted in Mapquest.
- Becky Carpenter interjected that she was likely the one that calculated the mileage as she does typically for BOE travel.
- Mr. Murray stated again he is just concerned about the public's perception and being audited.
- Mr. Morris thanked Alex Tainsh for filling in for him at the last meeting.

II.B. Citizens & Delegations

II.C. Staff/School Reports

II.C.1. LE Principal's Report, SBDM Agenda/Minutes - Mr. Joe Wright - Written Report Only

II.C.2. UE Principal's Report, SBDM Agenda/Minutes - Mrs. Deb Brown- Written Report Only

II.C.3. MS Principal's Report, SBDM Agenda/Minutes - Mr. Curt Bieger- Written Report Only

II.C.4. HS Principal's Report, SBDM Agenda/Minutes - Mrs. Roxann Booth- Written Report Only

II.C.5. Adult Education End of Year Report - Mrs. Dona Roberts- Written Report Only

II.C.6. Annual Financial Report (Unaudited, No Action Required) - Mrs. Connie Wainscott & Mrs. Pam

Terwilliger

- Pam Terwilliger addressed the board and reviewed the Annual Financial Report. She stated we should receive and add'l \$200k in utilities tax. She stated other expenditures would be coming out as well. \$1.8 million has been budgeted. Contingency is 1.5 million.
- Mr. Wilson asked about revenue over budget. Mrs. Terwilliger explained this was additional revenue. SEEK funding was discussed but the actual dollar amounts are not yet available. Revenue over expenditures is approx. \$360k. General fund revenue was explained.
- Mr. Wilson stated the finance department was doing a good job. Dr. Perkins explained Connie and Pam were very experienced and diligent with finances.
- Mrs. Terwilliger discussed SEEK revenue; property tax revenue; utilities tax revenue; motor vehicle tax revenue; revenue expenses and fund balances. Dr. Perkins explained we had just come through a difficult economic time and adjusted finances accordingly.
- Mrs. Terwilliger shared ending fund balances, \$1.8 million; federal grant revenue; general fund expenditures;
- Finance department personnel staffing was discussed. Dr. Perkins mentioned the auditor stated we are understaffed due to checks and balances. Mrs. Terwilliger explained different folks have different duties and the work must be checked/verified.
- Mr. Wilson asked about District Administration support. Mrs. Terwilliger explained the staffing allocation. Mr. Wilson asked for an explanation of allocations/titles. Mrs. Terwilliger stated she would prepare a list of employees delegated to Student Support Services, etc. Mrs. Terwilliger explained on-behalf expenditures of \$2.2mil.
- Mr. Wilson inquired as to \$300k surplus; Mrs. Terwilliger explained this would be carried over to next year's contingency balance.
- Mr. Morris questioned difference in actual audited version. Mrs. Terwilliger said differences could be in property tax received, expenditures, etc.
- Mr. Murray asked the board began looking into compensating salaries.
- Mr. Wilson suggested giving the lower paid teachers a raise next year if funding allowed, as well as the lower paid employees versus an across the board pay increase.

II.D. Written Communications

II.D.1. Superintendent Evaluation Process - Terry Holliday

- Dr. Perkins discussed the Superintendent Eval Process

II.D.2. Notification of Approval of Technology Plan - Terry Holliday

II.D.3. Roofing Pre-Installation Meeting Minutes

II.D.4. July 11 Ross Tarrant Progress Meeting Minutes - Alternative School/Field House

II.E. Superintendent's Report

II.E.1. July 9 - Professional Development Planning Meeting - Carol Franks

II.E.2. July 10 - Kentucky Leadership Academy Kick-Off

II.E.3. July 11 - Chamber of Commerce Meeting

II.E.4. July 15 - Teacher Effectiveness Steering Committee Meeting

II.E.5. July 17-20 - Kentucky Assoc of School Administrators Conference

II.E.6. July 25 - OVEC Summer Leadership Institute

II.E.7. July 26 - New Teacher Orientation - Central Office

II.E.8. July 29-30 - District Wide Professional Development - Teacher Professional Growth & Effectiveness System

II.E.9. July 30-Readifest-HS Gym-4:00-6:00 PM

II.E.10. July 31-OVEC Board of Directors' Meeting

II.E.11. August 1-GALLATIN COUNTY SCHOOLS CAMPUS - TOBACCO FREE

II.E.12. August 5-Administrator's Retreat-Central Office

II.E.13. August 7 - Opening Day

II.E.14. August 8 - Student's First Day

III. STUDENT LEARNING SERVICES

III.A. Policy Issues

III.A.1. Second Reading of Suggested KSBA Revisions to Board Policies and Procedures

- Dr. Perkins mentioned the policies that warranted closer review. Discussion followed regarding 01.821 board member expenditures - out of district travel. Mr. Crawford mentioned distinction between in/out district expenses. Out of district travel policy says board members will be reimbursed for actual expenditures. 03.125/03.225 policies state expense reimbursement for staff (certified/classified); travel vouchers/forms be used. The time limit for submitting expenses should be within 1 month. Mr. Crawford stated the board should set limits in advance of approving travel for national events, etc.
- Discussion followed as to proper procedure of approving BOE member travel in advance. Mr. Murray and Mr. Crawford discussed proper procedure regarding BOE expenses and whether public transportation/car rental was applicable. Mr. Murray stated he was merely saying if a less expensive mode of travel, etc., was available, it should be implemented. Mr. Crawford asked if Mr. Murray wanted the same policies for certified/classified expense reimbursement be implemented for BOE members.
- Mr. Morris stated the question is what is reasonable for expenses.
- Mr. Murray stated he wanted to be clear with Mrs. Giles - he is only asking that board members don't spend more than necessary.
- Mr. Murray stated he only wants standards in place to save money. Mrs. Giles stated different cities have different expenses. Mr. Murray responded he only wants to be accountable to the community.
- Mr. Morris stated best value differs from one person's opinion to another.
- Mr. Murray explained he only wants the funds allocated to the best benefit of students. Mr. Crawford stated there are a number of policies that can be applied for this situation. He stressed that the language needs to be put in place to effectively deal with policy implementation.
- Mr. Wilson suggested waiting till Mr. Tainsh was present for further discussion.
- Mrs. Giles stated if it's an issue, she will repay differences.
- Mr. Morris stated he felt the board had used good judgement in the past, but that we should look at expenses beforehand in the future.
- Mr. Crawford further explained additional policies that need further discussion; superintendent's contract/salary policy language; Mr. Wilson stated he disagreed with the policy language due to distinction of business versus education. Mr. Crawford stated that language exception was an option in the body of the policy. He stated language was a suggestion only.

Order #2013-621 - Motion Passed: Motion to table discussion until all members are present was made and passed with a motion by Mr. Chad Murray and a second by Mrs. Sonya Giles.

Mrs. Sonya Giles	Yes
Mr. David Morris	Yes
Mr. Chad Murray	Yes
Mr. Alex Tainsh	Absent
Mr. Dicky Wilson	No

III.A.2. Second Reading of Revision to 09.14 AP.251 - Publication/Media Consent Form

Order #2013-622 - Motion Passed: Approval of Second Reading of Revision to 09.14 AP.251 - Publication/Media Consent Form passed with a motion by Mrs. Sonya Giles and a second by Mr. Chad Murray.

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

III.A.3. Review of the Gallatin County School District's 100% Tobacco Free Policies (03.1327, 03.2327, 05.31) & Campus Implementation Plan - Mr. Leonard Whalen**III.A.4. First Reading of Revised Board Procedure 05.31 AP.21 - Facility Use Request Form Adding Visible Language of "Tobacco Free" Campus****III.B. Approval to Utilize the 2012-2013 Certified Evaluation Plan with Certified Staff who are on Corrective Action or who are KTIP**

Order #2013-623 - Motion Passed: Approval to Utilize the 2012-2013 Certified Evaluation Plan with Certified Staff who are on Corrective Action or who are KTIP passed with a motion by Mr. Dicky Wilson and a second by Mr. David Morris.

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

III.C. Approval of Raising Compulsory Attendance Age Grant Application and Certifications

Order #2013-624 - Motion Passed: Approval to table until policy change is implemented passed with a motion by Mr. David Morris and a second by Mrs. Sonya Giles.

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

IV. STUDENT SUPPORT SERVICES**IV.A. Facilities****IV.A.1. Update on Alternative School/Field House Construction Project - Ross-Tarrant Architects**

- Mr. Whalen shared construction progress. The new sidewalks will be further along, spray on insulation, steel roof joists will go on shortly, the masonry/roofing will begin soon. Plans to be under roof soon. The football field lights will be turned on in August.

IV.A.2. Change Order #12, \$23,291.40, Storm Drainage/Sidewalk - Alternative School/Field House

- Mr. Murray presented a video clip to be shared re a discrepancy of the change order amount of \$18,500 versus \$23,291.40.
- Mr. Whalen stated Ron Murrell mentioned three different proposals. Mr. Whalen stated the general contractor and Lanigan suggested this. The GC said they had to push forward.
- Mr. Murray questioned the price increase. Dr. Perkins read email from Ross Tarrant re this change order. Mr. Murray asked if Dr. Perkins was under the impression at the last BOE meeting that the price was \$18k or so. She said yes...between \$18-20k.
- Mr. Wilson reiterated the conversation at the last meeting reflected that the project/change order was around \$18,500.00 Dr. Perkins stated Murrell said he hadn't talked to the contractor prior to making comment regarding the \$18,500.00 Mr. Murray stated he felt that was a problem...that Ross Tarrant promised \$18k and came back with \$20k plus.
- Mr. Crawford stated due to the fact that a member is absent who gave consent to the \$23k change, that the vote be tabled until Alex Tainsh was present.

- Mr. Whalen stated we've already given them directive based on the email responses back to Dr. Perkins. Without the addition of the new concrete, the contractor stated without acting now, we'd impede progress.
- Mr. Murray asked if the additional dollars included more work/value.
- Mr. Morris asked Mr. Crawford for his reply re reconciliation. Mr. Crawford stated there is no reconciliation. He stated 3 members, one of whom is not present tonight, agreed to the change order. He stated recommendation is to move the item to the next BOE meeting and to have representation from Ross Tarrant present. Mr. Crawford stated he feels there is no way to reconcile tonight.
- Mr. Wilson stated Ross Tarrant was trying to sell "emergency" tactics.
- Mr. Murray asked Mrs. Giles what she saw different to approve the additional \$5k. Mrs. Giles stated she heard the architect say it would be somewhere \$18-20k and she felt not approving would impede being ready for football season.
- Mr. Whalen stated the GC said the hold up would shut down the progress. He said the GC would move forward with the base bid contract.
- Mrs. Giles said one of the reasons she voted for the change order was community relations/student pride. She said when the buildings were done in phases, it creates problems.
- Mr. Murray responded that he understood. He said the architect knew there was a drainage issue at the beginning.
- Dr. Perkins stated we were discussing \$5k on a \$4.5 project. She addressed the issue of the change orders. She said we've asked for a change over the base bid package.
- Mr. Murray said his point is the additional monies are not outlined and are not clearly defined.
- Mr. Whalen stated if they have to pour around this, it will be more expensive after the fact.
- Mr. Morris asked for the board to take action and defended his vote.
- Mr. Crawford stated that based on emails we've gotten into a position of approving a change order but now the board doesn't have a joint decision.
- Mrs. Giles asked if a special meeting is in order to decide this.
- Mr. Crawford stated yes if they'd like to direct the superintendent to do same.

Order #2013-625 - Motion Failed: Motion to approve change order #12 by Mrs. Sonya Giles and a second by Mr. David Morris. The vote was tied 2-2.

Mrs. Sonya Giles	Yes
Mr. David Morris	Yes
Mr. Chad Murray	No
Mr. Alex Tainsh	Absent
Mr. Dicky Wilson	No

- Mr. Murray stated he would vote yes if the vote reflected his decision and why. He asked the board look closely at change orders.

IV.A.2.a. Motion by Mr. Chad Murray to re-consider change order #12 as proposed, \$23,291.40.

Order #2013-626 - Motion Passed: Approval to re-consider change order #12 as proposed, \$23,291.40 passed with a motion by Mr. Chad Murray and a second by Mrs. Sonya Giles.

Mrs. Sonya Giles	Yes
Mr. David Morris	Yes
Mr. Chad Murray	Yes
Mr. Alex Tainsh	Absent
Mr. Dicky Wilson	No

IV.A.2.b. Motion to approve Change Order #12, \$23,291.40, Storm Drainage/Sidewalk - Alternative School/Field House passed with a motion by Mrs. Sonya Giles and a second by Mr. David Morris. Mr. Murray asked let the record reflect he only agreed to voting yes in an effort to move the project forward as he felt it would be approved at the next board meeting anyway.

Mrs. Sonya Giles	Yes
Mr. David Morris	Yes

Mr. Chad Murray	Yes
Mr. Alex Tainsh	Absent
Mr. Dicky Wilson	No

IV.B. Approval of Additional Instruction Assistant for the Preschool Program - Renee Cameron

Order #2013-627 - Motion Passed: Approval of additional instruction assistant for preschool program passed with a motion by Mr. Chad Murray and a second by Mr. David Morris.

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

IV.C. Approval of 2013-2014 Pay Date Calendar

Order #2013-628 - Motion Passed: Approval of 2013-2014 pay date calendar passed with a motion by Mr. Chad Murray and a second by Mr. Dicky Wilson.

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

IV.D. Approval of Out of District Student Applications - Mr. Leonard Whalen

Order #2013-629 - Motion Passed: Approval of Out of District Student Applications passed with a motion by Mrs. Sonya Giles and a second by Mr. Dicky Wilson.

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

V. STUDENT LEARNING & SUPPORT CONSENT ITEMS

Order #2013-630 - Motion Passed: Approval of the Consent Agenda passed with a motion by Mr. Chad Murray and a second by Mrs. Sonya Giles.

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

V.A. Approve Minutes of the June 24, 2013 Gallatin County Board of Education Meeting

V.B. Approve Treasurer's Report

V.C. Approve Activity Fund Report

V.C.1. Approve Activity Fund Bills

V.D. Authorize Payment of Bills

V.D.1. Approval of the Attached Bills - Total for July 2013 - \$349,129.84

V.D.2. Endeavor Construction Pay App #6 - \$390,510.00 - Alternative School/Field House

V.D.3. Ross Tarrant Architects - #25 - \$2,041.32 - Alternative School/Field House

V.E. Consider Bids & Award Contracts

V.E.1. Memorandum Agreement with Jefferson Community Technical College and Gallatin County Adult Education

V.F. Acknowledge Notification of Personnel Actions

V.F.1. Hirings**V.F.1.a. Jerome Gels - HS Asst Principal****V.F.1.b. Brenna Green - UE Teacher****V.F.1.c. Danielle Novak - HS Spanish Teacher****V.F.1.d. Andrew Johnson - HS Algebra II****V.F.2. Resignations****V.F.2.a. Ralph Baker - Bus Driver****V.F.2.b. Bev Pemberton - MS Cafe Manager****V.F.2.c. Darlene Lewis - HS Cafe Manager****V.F.2.d. Samantha Biddle - Custodian****V.G. Approve Requests****V.G.1. Approval of Cafe Manager Job Description - Martha Sebring****V.G.2. Approval of School Master Schedules****V.G.3. Approval of 2013-2014 Employee Handbook****V.G.4. Approval of 2013-2014 Coaches Handbook****V.G.5. Approval of 2013-2014 High School Student Handbook****V.G.6. Approval of Board Member Training Hours - Alex Tainsh - NSBA - 8 Hours Approval Requested****V.G.7. Facilities Use Requests****V.G.8. Fund Raising Requests****V.G.8.a. Middle School Cheerleaders - Sell Chocolate Bars - August 13-September 27, 2013 - Mrs. Buddie Brockman****V.G.8.b. HS Football - Pancake Breakfast at Jewell's - July 20, 2013 - Tim Browning****V.G.8.c. Approval of Senior Class Dues - \$10 - Katie Stewart/Amanda Dempsey****V.G.8.d. Approval of High School Student Fees \$30; Reduced Lunch \$15****V.G.8.e. Approval of Middle School Student Fees \$20; Reduced Lunch \$10****V.G.8.f. Approval of Upper Elementary Student Fees \$20; Reduced Lunch \$15; Free Lunch \$5****V.G.8.g. Approval of Lower Elementary School Fees \$25; Reduced Lunch \$12.50****VI. SUPERINTENDENT'S 2013-2014 GROWTH PLAN****Order #2013-631 - Motion Passed:** Approval of the Superintendent's 2013-2014 Growth Plan passed with a motion by Mr. Chad Murray and a second by Mrs. Sonya Giles.

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

VII. ADJOURN**Order #2013-632 - Motion Passed:** Approval to adjourn passed with a motion by Mr. David Morris and a second by Mr. Dicky Wilson.

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

Chairperson

Superintendent

Not official minutes until approved at the next board meeting