

Calloway County Board of Education

December 09, 2021 - 6:00 PM

2110 College Farm Road

Murray, KY

Attendance Taken at 6:00 PM:

Present Board Members:

Mr. Jay Housden
Mr. Scott Lowe
Mr. Van Pittman
Mr. Mitchell Ryan
Ms. Sharon Bobo

I. CALL TO ORDER

II. RECOGNITIONS/PRESENTATIONS

II.A. Recognize the Laker Alumni and Associates for Donation of Student of the Month Signs

The Laker Alumni and Associates have donated "Student of the Month" yard signs - signs represent each grade at each location. In addition, the Association has also donated a 65" TV for the cafeteria in each school location.

III. MINUTES OF THE NOVEMBER 11, 2021, REGULAR MEETING

Order #1004 - Motion Passed: Approval of the minutes of the November 11, 2021, Regular Meeting passed with a motion by Mr. Scott Lowe and a second by Mr. Van Pittman.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

IV. FINANCIAL

Order #1005 - Motion Passed: Approval of the Monthly Financial Report, Balance Sheet, Food Service Claims, All Other Claims, and the receipt of the CFSB credit card statements passed with a motion by Mr. Van Pittman and a second by Ms. Sharon Bobo.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

IV.A. Monthly Financial Report/Balance Sheet
IV.B. Food Service Claims
IV.C. All Other Claims
IV.D. Credit Card Statements

APPROVED

231671-231722	CFSB Bank	106,872.11
231723-231732	CFSB Bank	3,181.05
231733-231793	CFSB Bank	1,176,124.84
231794-231816	CFSB Bank	1,514,694.20
231817-231841	CFSB Bank	147,438.45

APPROVED (PAYROLL)

385334-385361	CFSB Bank	695,486.27
385362-385858	CFSB Bank	1,050,528.56

APPROVED (FOOD SERVICE)

231842-231849	CFSB Bank	7,788.82
231850-231853	CFSB Bank	111,827.69

V. AREA TECHNOLOGY CENTER

Order #1006 - Motion Passed: Approval of the Area Technology Center claims passed with a motion by Ms. Sharon Bobo and a second by Mr. Van Pittman.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

V.A. Claims

V.A.1. Cayce Mill Supply invoice (instructional supplies) in the amount of \$3,793.30

V.A.2. Duguid, Gentry & Associates invoice (FY21 audit services) in the amount of \$1,332.50

V.A.3. Murray Board of Education invoice (mileage reimbursement) in the amount of \$56.60

V.A.4. Murray Electric System invoice (December fiber) in the amount of \$225.00

V.A.5. NAPA Auto invoice (tire changer) in the amount of \$10,363.00

V.A.6. Snap-On Tools invoice (instructional supplies) in the amount of \$3,002.24

VI. AUDIT REPORT FOR FISCAL YEAR 2021

Due to illness, the auditors for Duguid, Gentry & Associates were unable to present the audit report for fiscal year 2021. This presentation will be rescheduled for the January 2022 meeting.

VII. RBS DESIGN GROUP APPLICATION #1 IN THE AMOUNT OF \$55,546.20 PAYABLE TO A & K CONSTRUCTION FOR THE CALLOWAY COUNTY SCHOOLS AUXILIARY GYM PROJECT 8152

Order #1007 - Motion Passed: RBS Design Group Application #1 in the amount of \$55,546.20 payable to A & K Construction for the Calloway County Schools Auxiliary Gym Project 8152 passed with a motion by Mr. Van Pittman and a second by Mr. Mitchell Ryan.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

VIII. TRANE INVOICE #312217628 (Application #5) IN THE AMOUNT OF \$692,855.75 FOR THE CALLOWAY COUNTY SCHOOLS HVAC PROJECT 8180

Order #1008 - Motion Passed: TRANE invoice #312217628 (Application #5) in the amount of \$692,855.75 for the Calloway County Schools HVAC Project 8180 passed with a motion by Mr. Mitchell Ryan and a second by Ms. Sharon Bobo.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

IX. RECOMMENDATION OF THE 2022-2023 SCHOOL CALENDAR AND MAKEUP DAYS - FIRST READING

Mr. Josh McKeel presented options A & B for the 2022-2023 school calendar, discussed the differences in the two options, then summarized the survey results for this first reading.

Order #1009 - Motion Passed: Recommendation of the 2022-2023 School Calendar and Makeup Days - First Reading - passed with a motion by Mr. Mitchell Ryan and a second by Ms. Sharon Bobo.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

X. PUBLIC COMMENTS

No public comments were made.

XI. MASKING PROTOCOL TO FOLLOW FOR CALLOWAY COUNTY SCHOOLS

The masks mandates, family choices, vaccinations, and quarantine procedures continue to be important topics of discussion. Although many are vaccinated, there continues to be a need to often quarantine students and staff. Ultimately, these issues will continue indefinitely; therefore, we need to find a way to lower the number of people that must quarantine so we can keep students and staff in school.

Order #1010 - Motion Passed: After much discussion, a recommendation to make wearing masks optional passed with a motion by Mr. Mitchell Ryan and a second by Mr. Scott Lowe.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	No
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

XII. CONSENT AGENDA

Order #1011 - Motion Passed: Approval of the Consent Agenda as presented passed with a motion by Mr. Van Pittman and a second by Ms. Sharon Bobo.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

XII.A. Donation Acceptance Requests (Beneficiary - Donation, Donator)

XII.A.1. Calloway County High School Academic Team - \$500.00, Parker Ford Lincoln Inc.

XII.A.2. Calloway County High School Archery - \$200.00, Community Financial Services Bank

XII.A.3. Calloway County High School FBLA Business Partnership - \$200.00, FNB Bank

XII.A.4. Calloway County High School FBLA Business Partnership - \$300.00, The Murray Bank

XII.A.5. Calloway County High School FBLA Business Partnership - \$200.00, Thurmond Insurance

XII.A.6. Calloway County High School FFA - \$600.83, FFA Foundation

XII.A.7. Calloway County High School Harbour YSC - \$494.64, Pella of Murray/Murray Recycling

XII.A.8. Calloway County High School Harbour YSC (Laker Christmas) - \$100.00, Hazel Woodmen of the World

XII.A.9. Calloway County High School Tennis - \$500.00 Parker Ford Lincoln Inc.

XII.A.10. Calloway County High School Wrestling Signage - \$300.00, Blackbaud Giving

XII.A.11. Calloway County Middle School - Student Desks, Murray State University

XII.A.12. Calloway County Preschool Laker Cove - \$180.00, Anonymous

XII.A.13. Southwest Calloway Elementary School 4th Grade - Dictionaries, Murray Rotary Club

XII.B. Fundraiser Requests (Organization - Activity, Purpose, Dates)

XII.B.1. Calloway County High School Backboard Club - Laker Cozies, Funds to Support Boys Basketball, December 10, 2021, - February 28, 2022

XII.B.2. Southwest Calloway Elementary School - Artsonia Art, Funds for Art Supplies & Equipment, December 10, 2021, - June 30, 2022

XII.C. Grant Application Requests (Requestor - Grant, Purpose, Amount)

XII.C.1. Calloway County High School Agriculture Department - Kentucky FFA Foundation Agriculture Innovation Grant, Resources for Animal Science Students, \$5,000.00

XII.C.2. Calloway County High School Agriculture Department - Kentucky Department of Agriculture Farmer Appreciation Grant, Farmer Appreciation Events, \$5,000.00

XII.C.3. Southwest Calloway Elementary School - Pets in the Classroom, Care and Maintenance of Classroom Pet, \$50.00

XII.D. Position Modification Requests (Type Request - Position/Description, Purpose, Effective Date)

XII.D.1. Amend Position - Administrative Assistant to Transportation, Revise Position Name and Clerical Duties for Department, January 1, 2022

XII.D.2. New Position - FRC Assistant Coordinator/Secretary, Assist Site Coordinator for East/North, December 6, 2021

XII.E. School Facility Use Requests (Organization, Facility, Purpose, Dates)

XII.E.1. Mountain Comprehensive, North Calloway Elementary School Cafeteria, Winter Camp for Mental Health Services, January 3, 2022 and January 5, 2022

XII.E.2. Mountain Comprehensive, Southwest Calloway Elementary School Library, Winter Camp for Mental Health Services, December 27, 2021 and December 29, 2021

XII.F. Travel Requests (Requestor - Purpose, Location, Dates)

XII.F.1. Butler, Greg - 2A State Basketball Athletic Administration, Owensboro KY, January 12-16, 2022

XII.F.2. Calcamuggio, Nick - KMEA All-State Honor Band Auditions, Elizabethtown KY, December 11, 2021

XII.F.3. Calcamuggio, Nick - 2022 KMEA Conference All-State Band, Louisville KY, February 1-5, 2022

XII.F.4. Cleaver, Brad - Basketball Tournament, Ashland KY, December 28-30, 2021

XII.F.5. Falwell, Jacob - Speaking Invitational and Farm Machinery Show, Louisville KY, February 18-19, 2022

XII.F.6. McKeel, Josh - Kentucky Director of Pupil Personnel Board of Directors Meeting, Frankfort KY, February 10-11, 2022

XII.G. Travel Requests - Informational

XII.H. Request for Hardship Graduation - 2 students

XII.I. Request to Transfer Vehicle #2010M from Surplus to Usable Inventory

XII.J. Proposal for Cavitt Property Agreement

XIII. PERSONNEL REPORT

Order #1012 - Motion Passed: Approval of the Superintendent's report of Personnel Actions passed with a motion by Mr. Scott Lowe and a second by Mr. Mitchell Ryan.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

I have received and accepted the letters of retirement as indicated below:

Ava Patterson	Teacher	High School	effective December 31, 2021
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I have received and accepted the letter of resignation as indicated below:

Michelle Hendrix	Admin. Asst./Records	Central Office	effective December 1, 2021*
Anthony Lawrence	Transportation Clerk	Transportation	effective January 9, 2022*
Robin Maxwell	Instructional Asst.	Middle School	effective November 22, 2021*
Roger Morrison	Certified Technician	Transportation	effective December 1, 2021*
Brandy Paschall	Bus Driver	Transportation	effective January 6, 2022*

Jaclynn Smith Instructional Asst. Preschool effective December 13, 2021*

The following individuals have been employed for the 2021-2022 school year. They have signed and received their contract and/or have been notified of their employment by certified mail or personal delivery. The individual and position for which each has been employed is listed below:

Certified:

Jaclynn Smith* Teacher Preschool Full-Time

Classified:

Emily Duncan Instructional Assistant High School Full-Time

Anthony Lawrence* Bus Driver Transportation Full-Time

Rhonda Lee Bus Monitor Transportation Full-Time

Robin Maxwell* Instructional Assistant Preschool Full-Time

Roger Morrison* Lead Technician Transportation Full-Time

Brandy Paschall Bus Driver Transportation Part-Time

Jerry Stark Bus Driver Transportation Part-Time

Classified Professional:

Michelle Hendrix* Admin Asst. to HR Central Office Full-Time

Paraprofessional:

N/A

The following individuals listed below have been employed for academic extra service duties for the 2021-2022 school year as indicated:

Heather Bell DTC Transition and Academic Coordinator DTC

Mandy Marler L.A.S.E.R. Childcare Provider East Elementary

Rachel Miller Academic Team Coach North Elementary

Ashley Newman L.A.S.E.R. Childcare Provider North Elementary

Sandra Pitman DTC Transition and Academic Coordinator DTC

The following individuals listed below have been employed for athletic extra service duties for the 2021-2022 school year as indicated:

N/A

The following transfer requests below have been approved for the 2021-2022 school year as indicated:

N/A

The following individuals have been approved for Family Medical Leave Act:

No FMLA requests were received in November.

XIV. ADMINISTRATIVE REPORTS

Order #1013 - Motion Passed: Approval of the Administrative Reports as presented passed with a motion by Ms. Sharon Bobo and a second by Mr. Van Pittman.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

XIV.A. Area Technology Center

Mr. Dan Hicks advised that he has hired a new welding instructor for the ATC.

XIV.B. Attendance Report

Mr. Josh McKeel reported that today was day 75 of instruction with 93.83% attendance. He also noted that school will be in session on May 20, 2022, as a make-up day for the day missed on December 6, 2021.

XIV.C. Finance Report

For the month of November 2021, Ms. April Lax reported a beginning balance of \$18,750,482.92. With a revenue of \$10,437,955.59 and expenditures of \$4,977,805.96, the closing balance totaled \$24,210,632.55

XIV.D. Food Service Report

Ms. Megan Adams reported that two new employees have been hired - one for East and one for North Elementary. Ms. Adams also advised that there is still problems getting the products they request. However, they have been using some new vendors to provide the products and that has been very helpful.

XIV.E. Maintenance Report

Mr. Kenny Duncan gave a report on the progress of the HVAC project for the three schools - Calloway Middle, East Elementary, and the Preschool. There is also a new keying system in process for the district. Otherwise, everything appears to be running smoothly.

XIV.F. Technology Report

Mr. Caleb Reinhart was not present.

XIV.G. Transportation Report

During the absence of Mr. Brian Collier, Mr. Josh McKeel reported that all six new buses have arrived and are on the road. He also gave a report about detours the buses must on Outland School Road. The buses are detouring which causes them to run much earlier than normal.

XIV.H. School Reports

The schools are running smoothly and excited to be gearing up for Christmas break. MAPS testing is underway at a couple schools and there is also some fundraising activities to help others. A canned food drive at North has brought in over 2300 cans and the preschool has been conducting a toy drive for the salvation army and park lights display. Many are working together this holiday season.

- XIV.H.1. Calloway County High School**
- XIV.H.2. Calloway County Middle School**
- XIV.H.3. East Elementary School**
- XIV.H.4. North Elementary School**
- XIV.H.5. Southwest Elementary School**
- XIV.H.6. Calloway County Preschool**

XV. DISCUSSION OF LEGAL SERVICES AND RECOMMENDATION FOR BOARD ATTORNEY

Superintendent Settle has some ideas to share about the next Board Attorney. Further discussion and a recommendation will be presented next month.

Order #1014 - Motion Passed: After a discussion about the Board's current legal services, a recommendation to hire a different Board Attorney passed with a motion by Mr. Scott Lowe and a second by Mr. Van Pittman.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

XVI. SUPERINTENDENT'S REPORT

Mr. Settle gave an update on the auxiliary gym project including issues with the high school front parking lot and lack of cooperation with architect and contractors.....there has been an ongoing issue to get the parking lot surfaced.

The high school gym floor has been resurfaced and the middle school will be completed also. Remember to get students and public to stay off the floor with dirty sneakers or "street shoes".

The roof at the ATC vocational school still has some previous water damage.

The baseball field still needs sod and conditioning to aesthetically make the necessary improvements.

Order #1015 - Motion Passed: Acceptance of the Superintendent's report passed with a motion by Ms. Sharon Bobo and a second by Mr. Scott Lowe.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

XVII. ADJOURN TO EXECUTIVE SESSION FOR SUPERINTENDENT EVALUATION

Order #1016 - Motion Passed: Approval to adjourn the Regular Meeting and enter in Executive Session at 7:27 pm passed with a motion by Mr. Van Pittman and a second by Mr. Mitchell Ryan. Then at 8:16 pm, approval to adjourn the Executive Session and return to the Regular Meeting passed with a motion by Mr. Van Pittman and a second by Ms. Sharon Bobo.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

XVIII. SUPERINTENDENT'S SUMMATIVE EVALUATION

On behalf of the Board, Mr. Jay Housden, thanked Mr. Settle for doing a great job. Although it has been another difficult year, Mr. Settle has met many challenges especially with the COVID-19 restrictions. In all performance standards, Mr. Settle has accomplished or exceeded his evaluation tasks.

XIX. ADJOURN

Order #1017 - Motion Passed: Approval to adjourn the meeting passed with a motion by Mr. Mitchell Ryan and a second by Mr. Scott Lowe.

Mr. Jay Housden	Yes
Mr. Scott Lowe	Yes
Mr. Van Pittman	Yes
Mr. Mitchell Ryan	Yes
Ms. Sharon Bobo	Yes

Chairperson

Superintendent