

REGULAR MEETING – Held January 20, 2022, at 5:30 p.m., at the Board of Education Office on Benton Road. Melanie Burkeen, Kelly Walker, Steve Shelby, Alice Shemwell, and Tiffany Watson were present.

The meeting was called to order by Chairman Melanie Burkeen.

### **NOMINATIONS FOR BOARD CHAIRMAN**

Superintendent Steve Carter opened the floor for nominations for Board Chairman. Steve Shelby was nominated by Kelly Walker. Hearing no other nominations, Mr. Carter declared nominations cease.

### **ELECTION OF BOARD CHAIRMAN - 108**

Motion made by Kelly Walker and seconded by Melanie Burkeen that Steve Shelby be elected Chairman of the McCracken County Board of Education for a period of one year. On a roll call vote, Ms. Shemwell voted yes, Ms. Watson voted yes, Ms. Burkeen voted yes, Ms. Walker voted yes, Mr. Shelby voted yes. Motion carried.

Chairman Steve Shelby assumed chairmanship of the meeting.

### **NOMINATIONS FOR BOARD VICE-CHAIRMAN**

Steve Shelby, Board Chairman, opened the floor for nominations for Board Vice-Chairman. Kelly Walker was nominated by Melanie Burkeen. Hearing no other nominations, Mr. Shelby declared nominations cease.

### **ELECTION OF BOARD CHAIRMAN - 109**

Motion made by Melanie Burkeen and seconded by Tiffany Watson that Kelly Walker be elected Vice-Chairman of the McCracken County Board of Education for a period of one year. On a roll call vote, Ms. Shemwell voted yes, Ms. Watson voted yes, Ms. Burkeen voted yes, Ms. Walker voted yes, Mr. Shelby voted yes. Motion carried.

### **RECOGNITIONS**

#### **Staff Recognitions**

- Staff Members Achieving National Board Certification and Rank Changes for 2021

#### **School Board Recognition**

- McCracken County Board of Education - Recognized for Their Service to McCracken County Public Schools

### **RECOGNITION OF GUESTS**

### **CONCORD ELEMENTARY SCHOOL BOARD REPORT**

### **LONE OAK MIDDLE SCHOOL BOARD REPORT**

## **MINUTES OF PREVIOUS MEETING - 110**

Motion made by Tiffany Watson and seconded by Alice Shemwell that the minutes from the regular meeting held December 16, 2021 be approved. Motion carried.

## **MONTHLY FINANCIAL REPORT - 111**

Motion made by Kelly Walker and seconded by Melanie Burkeen that the Monthly Financial Report be approved as presented. Motion carried.

## **RECOGNITION OF PERSONNEL ACTIONS**

The Superintendent advised the Board of the following personnel actions to be entered into the official minutes.

### **Retirements**

Nancy Matlock – Food Service Manager at Reidland Elementary, effective February 1, 2022

### **Resignations**

Tabitha Neal – Districtwide School Nurse, effective January 14, 2022 (end of day)

Ashley Holeman – FMD Special Needs Instructional Assistant at Hendron Lone Oak Elementary, effective January 7, 2022

Christopher Lanier – Custodian at Heath Middle/Districtwide Middle School Football Coach, effective December 15, 2021

John Blewett – Bus Driver, effective December 31, 2021

Chastity Luna – Food Service Assistant at Reidland Middle, effective January 3, 2022

Brent Arnold – Districtwide Middle School Assistant Football Coach, effective December 5, 2021

Brian Schooley – Districtwide Middle School Assistant Football Coach, effective December 2, 2021

Marion Coffelt – Districtwide 8<sup>th</sup> Grade Football Coach, effective December 10, 2021

Substitute Teacher – Nicholas Haynes

### **Transfers**

Jamie Riffe – From Library Media Specialist (193 days) at Lone Oak Intermediate to Library Media Specialist (200 days) at Lone Oak Intermediate, effective November 4, 2021

Madisen Elrod – From .5 Instructional Assistant at Concord Elementary to .5 LBD Special Education teacher at Concord Elementary, effective December 16, 2021

Beth Gipson – From Account Clerk (241 days) at Central Office to Account Clerk (200 days) at Central Office, effective December 10, 2021

## **Transfers cont'd**

Courtney Jones – From Special Needs Assistant at Lone Oak Elementary to Preschool Instructional Assistant at Lone Oak Elementary, effective December 8, 2021

Julio Estrada – From SSE Special Needs Assistant at Lone Oak Elementary to Special Needs Assistant at Lone Oak Elementary, effective December 9, 2021

Gwen Watson – From Food Service Assistant at McCracken County High School to Food Service Assistant at Hendron Lone Oak Elementary, effective December 14, 2021

Jennifer Bishop – From Food Service Assistant (6.5 hrs/day) at McCracken County High School to Food Service Assistant (7 hrs/day) at McCracken County High School, effective December 6, 2021

Alisha Winters – From Food Service Assistant (6 hrs/day) at McCracken County High School to Food Service Assistant (4 hrs/day) at McCracken County High School, effective December 17, 2021

Angela Tovar – From Food Service Assistant (6.5 hrs/day) at Lone Oak Middle to Food Service Assistant (7 hrs/day) at Lone Oak Middle, effective December 6, 2021

Jasmine Perry – From Custodian (233 days) at Lone Oak Middle to Custodian (241 days) at Lone Oak Middle, effective December 9, 2021

Russell Matlock – From Custodian (233 days) at Lone Oak Middle to Custodian (241 days) at Lone Oak Middle, effective December 9, 2021

Andrew Weitlauf – From Custodian (225 days) at Heath Middle to Custodian (241 days) at Heath Middle, effective January 3, 2022

Ronnie Carroll – From Custodian (225 days) at McCracken County High School to Custodian (241 days) at McCracken County High School, effective October 28, 2021

## **Appointments**

Wesley Brown – Social Studies teacher at Reidland Middle, effective January 4, 2022 at a salary commensurate with the teacher salary schedule

Deborah Shockley – Districtwide Preschool Instructional Assistant Floater, effective December 7, 2021 at a salary commensurate with the instructional assistant salary schedule

Toni Mathis – Special Needs Instructional Assistant at Lone Oak Elementary, effective December 8, 2021 at a salary commensurate with the instructional assistant salary schedule

Katia Boddy – Instructional Assistant at McCracken County High School, effective December 16, 2021 at a salary commensurate with the instructional assistant salary schedule

Josie Powers – Part-time Instructional Assistant (In-School Detention) at Reidland Elementary, effective January 4, 2022 at a salary commensurate with the instructional assistant salary schedule

Samantha Vaughn – Staff Support Secretary at Heath Elementary, effective December 8, 2021 at a salary commensurate with the staff support secretary salary schedule

## **Appointments cont'd**

Patricia Armstrong - .5 Custodian at Lone Oak Middle, effective December 8, 2021 at a salary commensurate with the custodian salary schedule

William Hargan - .5 Custodian at Hendron Lone Oak Elementary, effective December 8, 2021 at a salary commensurate with the custodian salary schedule

Steve Turner – Custodian at Lone Oak Middle, effective December 16, 2021 at a salary commensurate with the custodian salary schedule

Jessica Watkins - .5 Custodian at Reidland Elementary, effective December 16, 2021 at a salary commensurate with the custodian salary schedule

Sarah Hodge – Food Service Assistant at McCracken County High School, effective December 8, 2021 at a salary commensurate with the food service assistant salary schedule

Matthew Rickman – 6<sup>th</sup> Grade Academic Team Coach at Reidland Middle, effective January 4, 2022 at a salary commensurate with the increment salary schedule

Alli Hahn – Level 3 Co-Ed Cheer Assistant at McCracken County High School, effective December 8, 2021 at a salary commensurate with the increment salary schedule

21<sup>st</sup> CCLC Instructional Assistant – Jacqueline Roof (Heath Middle)

21<sup>st</sup> CCLC Before/After School Program Instructional Assistant – Zachery Tracy (Reidland Elementary)

Substitute School Nurses – Christine Durbin, Michelle Smith

Substitute Instructional Assistant – Abigail Brindley

Substitute Food Service Assistant – Erica Rios

Substitute Custodians – Wesley Brown, Dylan Sonnek, Masherra Herndon, Matthew Rickman

Substitute Teachers – Michael Kerley, Craig Wallace, Heather Thornton, Rookland Ellington, Brooke Rosin, Joza McGregor, Glenda Wyatt, Sherry McKamey, Josie Powers

## **ATTENDANCE REPORT**

The attendance report was presented.

## **SUPERINTENDENT REPORT**

The Superintendent presented a report on district activities, as well as, updated data related to COVID.

## **BOARD OF EDUCATION REPORT**

No report was presented.

## **CONSENT AGENDA - 112**

Motion made by Kelly Walker and seconded by Melanie Burkeen that items listed on the Consent Agenda be approved. Motion carried.

## **Consent Agenda cont'd**

### **Approval of an Agreement between New York Distance Dietetic Internship and McCracken County Public Schools on behalf of the Food Service Department**

Approved the agreement between New York Distance Dietetic Internship and McCracken County Public Schools on behalf of the Food Service Department.

### **Approval to Raise Adult Prices for Breakfast and Lunch for the 2022-2023 School Year to Increase Non-Program Revenue to be Compliant with the Kentucky Department of Education beginning August, 2022**

Approved raising adult meal prices for the 2022-2023 school year, as presented.

### **Approval of the Submission of Read to Achieve Grants on behalf of Eligible/Interested K-3 Schools**

Approved the submission of RTA grants, as presented.

### **Approval of the Receipt of a State Farm Good Neighbor Grant on behalf of Hendron Lone Oak Elementary School**

Approved the receipt of a \$7,500 State Farm grant.

### **Contract between McCracken County Public Schools and Conscious Campus**

Approved the contract between McCracken County Public Schools and Conscious Campus, as presented.

### **Contract with The Business & Education Leadership Authority**

Approved the contract with The Business & Education Leadership Authority for the 2022 opening day speaker.

### **Agreement with Mercy Chefs**

Approved the agreement with Mercy Chefs, as presented.

### **Agreement with AEI Speakers Bureau**

Approved the agreement with AEI Speakers Bureau, as presented.

### **Memorandum of Agreement with the University of Kentucky**

Approved the Memorandum of Agreement with the University of Kentucky allowing students the opportunity to gain experience in MCPS schools.

**Consent Agenda cont'd**

**Approval of the 2021-22 Comprehensive District Improvement Plan**

Approved the Comprehensive District Improvement Plan, as presented.

**School Calendar 2022-23 McCracken Regional Juvenile Detention Center**

Approved the McCracken Regional Juvenile Detention Center school calendar for the 2022-23 school year.

**Paid Holiday Schedule for 12-Month Employees**

Approved eleven (11) paid holidays for 12-month employees for the 2022-2023 school year, as presented.

**Superintendent and Treasurer Financial Report**

Reported on the monthly expenses from the Superintendent's and Treasurer's budgets.

**Educational Field Trips**

Approved the educational field trips as listed.

<b><u>SCHOOL</u></b>	<b><u>ORGANIZATION</u></b>	<b><u>DESTINATION</u></b>	<b><u>DATES</u></b>
MCHS	Choir	Louisville, KY	2/2 – 2/4
MCHS	Choir	Raleigh, NC	2/22 – 2/26
MCHS	Tennis	Elizabethtown, KY	3/4 - 3/5
MCHS	Tennis	Louisville, KY	3/11 – 3/12
MCHS	Tennis	Chattanooga, TN	3/18 – 3/19
MCHS	Tennis	Bowling Green, KY	3/25 – 3/26
MCHS	Tennis	Chattanooga, TN	4/7 – 4/9
MCHS	Tennis	Jasper, IN	4/15 – 4/16
MCHS	Senior Trip	New York, NY	5/11 – 5/15

**PRIOR APPROVAL**

<b><u>SCHOOL</u></b>	<b><u>ORGANIZATION</u></b>	<b><u>DESTINATION</u></b>	<b><u>DATES</u></b>
MCHS	Boys Basketball	Evansville, IN	12/17 – 12/18

**Consent Agenda cont'd**

Schoolwide Fundraising Requests

Approved the schoolwide fundraising requests as listed.

<b><u>SCHOOL</u></b>	<b><u>GROUP</u></b>	<b><u>PROJECT</u></b>	<b><u>DATES</u></b>
Lone Oak Elementary	PTO	Texas Roadhouse Spirit Day	2/10

**PRIOR APPROVAL**

<b><u>SCHOOL</u></b>	<b><u>GROUP</u></b>	<b><u>PROJECT</u></b>	<b><u>DATES</u></b>
Lone Oak Middle	FRYSC	Mayfield/Graves Co Tornado Relief	12/13 – 1/31
Lone Oak Middle	FRYSC	Marshall Co Tornado Relief	12/14

Leave of Absence

Approved the following leaves of absence:

Bonnie Carrico – medical leave of absence, effective November 29, 2021 and extending through January 24, 2022

Angela Harding – medical leave of absence, effective December 1, 2021 and extending through December 17, 2021

Marianne Martin – maternity leave of absence, effective March 15, 2022

Elizabeth Harned – extension of medical leave of absence, effective through January 27, 2022

Janice Weitlauf – leave of absence, effective January 3 – 31, 2022

Elizabeth Lindsey – maternity leave of absence, effective February 15, 2022 and extending through the end of the 2021-2022 school year

**Pre-Approved Leave of Absence**

**2021**

Traci Dossett – November 11, 12, 15 – 19

April Melton – November 15 – 19, 22, 23, 29

John Jenkins – November 12, 15 – 19, 22 – 24

Brett Compton – November 15 – 19, 22, 23, 26

Karen Walker – November 15 – 19, 22, 23

Ashley Cope – September 14 (.5), 15 – 17, 20 – 23

Marybeth Taylor – September 2, 3, 7 – 10, 13 – 16

**Pre-Approved Leave of Absence cont'd**

Rhonda Dukes – September 13 – 17, 20

Ashley Gray – September 9, 10, 13 – 17

Lana Borden – September 20 – 24, 27 – 29

Beth Simmons – August 31, September 1 – 3, 7 – 9

Regina Nutt – August 5, 6, 9 – 12

Joshua Luscombe – August 16 – 20, 23 – 27

Sherri Doom – August 19, 20, 23 – 27, 30, 31, September 1

Elizabeth Davison – August 5, 6, 9 – 12

Lenise Teel – October 14, 15, 18 – 22

Kelly Chiles – October 11 – 16

Angela Tovar – August 16 – 20, 23 – 27, 30, 31, September 2, 3

Jennifer Hovekamp – September 17, 20 – 24

Deborah Shockley – September 8 – 10, 13 – 17

**2022-2023 McCRACKEN COUNTY SCHOOLS DRAFT BUDGET - 113**

Motion made by Melanie Burkeen and seconded by Tiffany Watson to approve the proposed draft budget for the 2022-2023 school year based on anticipated receipts and expenditures. Motion carried.

**SCHOOL FACILITIES CONSTRUCTION COMMISSION (SFCC) – OFFER OF ASSISTANCE - 114**

Motion made by Kelly Walker and seconded by Tiffany Watson to accept the SFCC Offer of Assistance. Motion carried.

**REQUEST APPROVAL OF THE PROPOSED HEATH MIDDLE SCHOOL AUDITORIUM HVAC BG-3 DOCUMENTS - 115**

Motion made by Melanie Burkeen and seconded by Alice Shemwell to approve the proposed Heath Middle School Auditorium HVAC BG-3 document for submittal to the Division of Facilities Management. Motion carried.

**REQUEST APPROVAL OF THE HEATH MIDDLE SCHOOL AUDITORIUM HVAC CONSTRUCTION DOCUMENTS - 116**

Motion made by Kelly Walker and seconded by Alice Shemwell to approve the Heath Middle School auditorium HVAC construction documents for submittal to the Division of Facilities Management. Motion carried.

**REQUEST APPROVAL OF THE REVISED PROPOSED HEATH MIDDLE SCHOOL GYMNASIUM HVAC BG-3 DOCUMENTS - 117**

Motion made by Tiffany Watson and seconded by Melanie Burkeen to approve the proposed Heath Middle School Gymnasium HVAC revised BG-3 document for submittal to the Division of Facilities Management. Motion carried.

**REQUEST APPROVAL OF THE REVISED PROPOSED REIDLAND MIDDLE SCHOOL GYMNASIUM HVAC BG-3 DOCUMENTS - 118**

Motion made by Kelly Walker and seconded by Melanie Burkeen to approve the proposed Reidland Middle School Gymnasium HVAC revised BG-3 document for submittal to the Division of Facilities Management. Motion carried.

**MEETING DATES: FEBRUARY 2022 THROUGH JANUARY 2023 - 119**

Motion made by Kelly Walker and seconded by Alice Shemwell to set the meeting dates, times, and locations for the year, as follows:

February 17, 2022	August 18, 2022
March 10, 2022	September 15, 2022
April 21, 2022	October 27, 2022
May 10, 2022	November 17, 2022
June 16, 2022	December 15, 2022
July 21, 2022	January 19, 2023

Motion carried.

**WHETHER TO ACCEPT RESIGNATION OF BOARD MEMBER - 120**

Motion made by Melanie Burkeen and seconded by Kelly Walker to accept the written resignation of Board Member, Melanie Burkeen. Motion carried.

**ORDERS OF THE TREASURER - 121**

Motion made by Kelly Walker and seconded by Melanie Burkeen that the Orders of the Treasurer for payment of bills be approved and payment be authorized. Motion carried.

**EXECUTIVE SESSION - 122**

Motion made by Alice Shemwell and seconded by Tiffany Watson that the Board go into Executive Session to discuss the following business, for the following reasons and under the following exceptions to KRS 61.810:

- 1) To discuss matters concerning personnel pursuant to KRS 61.810(1)(f) because the information discussed might lead to the discipline or dismissal of an individual employee(s);

**Executive Session cont'd**

2) To hear a report from the attorney for the board on proposed litigation pursuant to KRS 61.810(1) (c) because the discussion in open session would be a waiver of the attorney/client privilege and have an adverse effect on said litigation.

Motion carried.

**RETURN TO REGULAR SESSION - 123**

Motion made by Kelly Walker and seconded by Tiffany Watson that the Board return to regular session. Motion carried.

Chairman Steve Shelby announced that no action was taken in Executive Session.

**ADJOURNMENT - 124**

Motion made by Melanie Burkeen and seconded by Kelly Walker that the meeting adjourn. Motion carried.