

Regular Meeting of 7-23-12

2012-148 Board President DeAnna Holliday called this regular meeting to order with the following members answering roll call: Drummond, Holliday, Murphy, Beals and Mulkey.

No motion or second. Roll call usually not a resolution.

2012-149 RESOLUTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING THE CONTRACT OF THE SUPERINTENDENT AND TO MEET WITH A SCHOOL EMPLOYEE.

Ms. Murphy moved to adopt resolution 2012-149. Ms. Drummond seconded the motion. All members voted yes.

The time was 4:05 P.M.

At 4:05 Nick Miller was invited into executive session.

At 4:15 Nick Miller was excused from executive session.

At 4:15 Dennis DeCamp was excused from executive session.

At 4:30 Brad Miller was excused from executive session.

At 4:50 Dennis DeCamp and Brad Miller were brought back into executive session.

The board came out of executive session at 4:55 P.M. with all members present.

2012-150 RESOLUTION APPROVING THE BOARD MINUTES OF MEETINGS HELD ON MAY 7, MAY 21, JUNE 12, JUNE 28 AND JULY 2, 2012.

Ms. Holliday moved to adopt resolution 2012-150. Ms. Mulkey seconded the motion. All members voted yes.

2012-151 RESOLUTION APPOINTING DENNIS DECAMP THE DESIGNATED OPEN RECORDS OFFICIAL FOR THE SCHOOL DISTRICT FOR THE 12-13 SCHOOL YEAR.

Ms. Mulkey moved to adopt resolution 2012-151. Ms. Murphy seconded the motion. All members voted yes.

2012-152 RESOLUTION APPROVING A CONTRACT AND MEMORANDUM OF UNDERSTANDING BETWEEN THE DAWSON-BRYANT LOCAL SCHOOL DISTRICT AND THE IRONTON-LAWRENCE COUNTY CAO HEAD START TO OPERATE A COMPREHENSIVE DEVELOPMENTALLY APPROPRIATE PRE-SCHOOL PROGRAM FOR 3 AND 4 YEAR OLD CHILDREN FOR THE 2012-2013 SCHOOL YEAR. CONTRACT ON FILE IN THE OFFICE OF THE SUPERINTENDENT.

Ms. Drummond moved to adopt resolution 2012-152. Mr. Beals seconded the motion. All members voted yes.

2012-153 RESOLUTION APPROVING THE SUPERINTENDENT TO MOVE TO STEP 4 OF THE GRIEVANCE PROCEDURES REGARDING THE CURRENT SUMMER FOOD SERVICE PROGRAM AND SUBSTITUTE CUSTODIAN GRIEVANCES.

Mr. Beals moved to adopt resolution 2012-153. Ms. Murphy seconded the motion. All members voted yes.

2012-154 RESOLUTION APPROVING A REVISED TRACK RESURFACING TIMELINE. REVISED TIMELINE ON FILE IN THE OFFICE OF THE SUPERINTENDENT.

Ms. Mulkey moved to adopt resolution 2012-154. Mr. Beals seconded the motion. All members voted yes.

2012-155 RESOLUTION APPROVING THE DISTRICT EXTRA CURRICULAR HANDBOOK FOR THE 2012-2013 SCHOOL YEAR.

Ms. Drummond moved to adopt resolution 2012-155. Ms. Holliday seconded the motion. All members voted yes.

2012-156 RESOLUTION APPROVING THE FOLLOWING FINANCIAL STATEMENTS FROM THE TREASURER FOR JUNE 2012: FINSUM, CHECKS, RECEIPTS AND COMPARISON OF GENERAL FUND BUDGET TO ACTUAL. IT IS UNDERSTOOD THAT MORE DETAILED FINANCIAL STATEMENTS ARE ON FILE FOR PUBLIC INSPECTION AT THE OFFICE OF THE TREASURER.

Ms. Drummond moved to adopt resolution 2012-156. Ms. Murphy seconded the motion. All members voted yes.

2012-157 RESOLUTION APPROVING THE TREASURER TO TRANSFER FUNDS FROM THE PEPSI-COLA SCHOLARSHIP FUND AND THE DEANNA HOLLIDAY SCHOLARSHIP FUND TO TWO NEWLY CREATED ROTARY FUNDS.

FROM: PEPSI-COLA SCHOLARSHIP FUND (300-9002) TO:
(014-9992) \$79,226.83

FROM: DEANNA HOLLIDAY SCHOLARSHIP FUND (300-9003)
TO: (014-9993) \$2,155.39

This transfer is recommended due to the fact that (300) level funds are reserved for athletics per the current Uniform School Accounting System (USAS) code manual. (014) Rotary funds would be a more appropriate classification for these funds.

Ms. Murphy moved to adopt resolution 2012-157. Ms. Mulkey seconded the motion. All members voted yes.

2012-158 RESOLUTION ACCEPTING A DONATION FROM LANDERS MANAGEMENT MARKETING, INC. IN THE AMOUNT OF \$157.00 TO BE DEPOSITED BY THE TREASURER INTO THE HIGH SCHOOL VOLLEYBALL ACCOUNT (300-9043).

Ms. Holliday moved to adopt resolution 2012-158. Ms. Murphy seconded the motion. All members voted yes.

2012-159 RESOLUTION APPROVING THE TREASURER TO UTILIZE THE GENERAL FUND INSTRUCTIONAL SET ASIDE ACCOUNT (001-9002) FOR THE 2012-2013 FISCAL YEAR.

In Fiscal Year 2011-2012, H.B. 30 repealed the requirement for public schools to set aside a certain percentage of funds each fiscal year for the purchase of textbooks and instructional materials. However, the district wishes to retain this practice because of the belief that it is an excellent tool for budgeting. The requirement to set aside funds in a capital improvement and maintenance fund (001-9003) has not changed. The required set-aside amount for the 2012-2013 was not yet available at the time of the meeting. The district will fund these accounts with local property tax money as has been the past practice.

Ms. Murphy moved to adopt resolution 2012-159. Mr. Beals seconded the motion. All members voted yes.

At this time the Treasurer updated the board concerning the following items:

1. The former Treasurer informed the current Treasurer on June 30, 2012 (his last working day as Treasurer) that he had not completed his contract through July 31, 2012. All full time employees of the district are paid in 26 equal payments. Anytime any full time employee does not fulfill their full contract a reconciliation of actual payments versus actual work days is required. When performing this reconciliation the former Treasurer notified the new Treasurer that he owed the district one day's pay (\$266.57). Upon review of the matter, the Payroll Clerk and the current Treasurer agreed with the former Treasurer's review of the matter. The former Treasurer chose to have amount deducted from his regular paycheck in July prior to the date of the board meeting.
2. A coach held an unauthorized carwash fundraiser in June 2012. The coach failed to complete the necessary paperwork and get the Superintendent's approval before holding the fundraiser activity. The coach also took the proceeds from this fundraiser and used cash to pay for trip expenses for a summer camp. All proceeds should have been turned in to the Treasurer's office within three business days of receiving them. The coach deposited the unused money from the fundraiser with the Treasurer's office along with

detailed receipts upon returning. The coach has been reminded of proper fundraiser and cash collection procedures and a letter will be placed in their personnel file.

3. The Treasurer's office received summer unemployment claims on three part time employees. The Treasurer is working with its third party administrator in an effort to remind the ODJFS that these employees have been given reasonable assurance letters of their employment for the 2012-2013 school year.
4. There is a possibility of an audit citation for the 2011-2012 school year regarding a year end advance that was made from the General Fund to Title 2D 2011-2012 in the amount of \$4264.37 on 6/27/12. The revenue and expense budgets were not modified to accommodate this transaction. The Treasurer's office caught this mistake after the books had already been closed for the fiscal year. In an effort to be transparent, the Treasurer will notify the State Auditor's office of this mistake when they arrive in the district for the next audit.
5. The Treasurer updated the board on a preliminary 2012-2013 revenue and expense budget for the General Fund. Based on historical data, current staffing levels and pay rates, the Treasurer estimates the District will spend approximately \$250,000.00 more than it brings in for the 2012-2013 fiscal year in the General Fund.

2012-160 RESOLUTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING INSTRUCTIONAL STAFF EMPLOYMENT AND SALARIES, SUBSTITUTE LISTS, ACCEPT RESIGNATION, SALARY RATES FOR EMPLOYEES, INCENTIVE BONUS FOR EMPLOYEE, EMPLOYMENT OF SCHOOL PERSONNEL, AGREEMENT WITH LCESC, UPDATE ON NEGOTIATIONS AND PERSONNEL.

Ms. Holliday moved to adopt resolution 2012-160. Mr. Beals seconded the motion. All members voted yes.

The time was 6:37 P.M.

The board came out of executive session at 9:02 P.M. with all members present.

2012-161 RESOLUTION APPROVING THE USE OF THE LAWRENCE COUNTY EDUCATIONAL SERVICE CENTER STAFF TO ASSIST IN INSTRUCTIONAL COACHING AND PROFESSIONAL DEVELOPMENT AND OIP ACTIVITIES DURING THE 2012-2013 SCHOOL YEAR.

The majority of these costs will be expended through Federal Program Funds. Lawrence County ESC personnel to be utilized will be Debbie York and Lisa Cooksey. Total cost will not exceed \$70,000.00. (Reference board resolution 2012-101 from the 5/7/12 meeting)

Ms. Mulkey moved to adopt resolution 2012-161. Ms. Drummond seconded the motion. All members voted yes.

2012-162 RESOLUTION EMPLOYING AARON HANKINS AS A FULL TIME MIDDLE SCHOOL TEACHER FOR THE 2012-2013 SCHOOL YEAR. MR. HANKINS WILL START ON STEP 1 OF THE NEGOTIATED TEACHER SALARY SCHEDULES DUE TO HIS TEACHING SERVICE IN THE DISTRICT THE 2011-2012 SCHOOL YEAR.

Ms. Drummond moved to adopt resolution 2012-162. Ms. Mulkey seconded the motion. All members voted yes.

2012-163 RESOLUTION AWARDED SHARON BRAMMER A \$1,500.00 BONUS, AS PER HER EMPLOYMENT CONTRACT FOR HER CONTINUED GOOD WORK IN OUR FOOD SERVICE PROGRAM.

Ms. Mulkey moved to adopt resolution 2012-163. Mr. Beals seconded the motion. All members voted yes.

2012-164 RESOLUTION TO POST THE POSITION OF PART TIME FOOD SERVICE CLERICAL ASSISTANT. POSITION WILL BE 4 ½ HOURS A WEEK COMPENSATED AT THE SUB SECRETARIES RATE OF PAY(\$7.70/HOUR). COST IS NOT TO EXCEED \$4000.00 FOR THE 2012-2013 SCHOOL YEAR AND WILL BE PAID FROM THE FOOD SERVICE FUND.

Ms. Murphy moved to adopt resolution 2012-164. Mr. Beals seconded the motion. All members voted yes.

2012-165 RESOLUTION EMPLOYING ASHLEY HUNTER AS A FULL TIME BUS DRIVER FOR THE 2012-2013 SCHOOL YEAR. MS. HUNTER WILL START AT STEP 0 (ZERO) OF THE NEGOTIATED BUS DRIVER SALARY SCHEDULES. THIS EMPLOYMENT IS CONTINGENT UPON ALL NECESSARY PAPERWORK BEING COMPLETED AND SUBMITTED.

Ms. Holliday moved to adopt resolution 2012-165. Mr. Beals seconded the motion. All members voted yes.

2012-166 RESOLUTION APPROVING THE FOLLOWING SUBSTITUTE LISTS FOR THE DAWSON-BRYANT LOCAL SCHOOL DISTRICT 2012-2013 SCHOOL YEAR.

Substitute Teacher: Charles Adkins, Daniel Bailey, Scott Boyd, Eric Brown, Brianna Carpenter, Lisa Cooksey, Elizabeth Cremeans, Kristina Franklin, Betty Frazier, Channing Friend, Anna Higgins, Robert Holt, Jim Kearns, Angie Kelley, Carrie Lafon, Judy Latka, Naomi Lewis, Brian Marshall, Jamie Martin, Heather Maynard, Emily Mays, Melinda Mays, Jennifer McMahan, Evan Melvin, Nancy Neldon, Rick Plymale, Sue Pyles, William Rath, George Sherman, Joy Tackett, Karen Terdoslavich, Carla Terry, Karen Tyo, Jacque Walker, Cindy Wilson, Jan Wolfe, Stevi Wood, Bob Worthington.

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Substitute Tutors/Elementary: Connie Brammer, Nancy Collins, Mary Deeds, Janet Jenkins, Gaynelle Klaiber, Diane Miller, Lois Moore, Sharon Morgan.

Substitute Bus Drivers: Claude Marcum, Josh McFarlin, Rebecca Ratliff.

Substitute Cooks: Jana Bryant, Rhonda Dillon, Kim Hankins, Karen Lemaster, Earlene Menshouse, Cindy Pauley.

Substitute Custodians: Harold Bruce, Jana Bryant, Mark Callahan, Shannon Ghee, Tom Ghee, Randy Harrison, Don Klaiber, Julie Pommell.

Substitute Nurse: John Malone

Substitute Secretary: Jana Bryant, Penny Corvin, Brittany Hamilton, Karen Lemaster, Cindy Pauley, Kay Shannon.

Substitute Aides: Brittany Hamilton, Bobbi Harbolt, Allene Rupp.

As Needed Aides: Kristi Dillon, Julie Pommell, Sandra Reffitt.

Ms. Murphy moved to adopt resolution 2012-166. Ms. Drummond seconded the motion. All members voted yes.

2012-167 RESOLUTION MODIFYING THE CURRENT RATE OF PAY FOR PRIVATE CONTRACTED PUPIL TRANSPORTATION. TRANSPORTERS WILL NOW BE COMPENSATED AT A RATE OF \$18.00/DAY FOR THE FIRST CHILD, \$9.00/DAY FOR THE SECOND CHILD AND \$5.00/DAY FOR EACH ADDITIONAL CHILD THEREAFTER.

Ms. Mulkey moved to adopt resolution 2012-167. Ms. Drummond seconded the motion. All members voted yes.

2012-168 RESOLUTION ACCEPTING THE RESIGNATION OF NICK MILLER AS VARSITY ASSISTANT FOOTBALL COACH EFFECTIVE IMMEDIATELY AND ALSO ACCEPTING THE RESIGNATION OF HILARY DUDOMAINE AS MIDDLE SCHOOL TEACHER EFFECTIVE AT THE END OF HER CURRENT CONTRACT (AUGUST 14, 2012).

Ms. Murphy moved to adopt resolution 2012-168. Mr. Beals seconded the motion. All members voted yes.

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2012-169 RESOLUTION TO REIMBURSE PATRICIA MOORE UP TO \$1325.00 FOR COSTS ASSOCIATED WITH OBTAINING A GIFTED CORDINATOR CERTIFICATION/LICENSE.

Ms. Murphy moved to adopt resolution 2012-169. Ms. Holliday seconded the motion. All members voted yes.

Mr. Beals moved to adjourn. Ms. Drummond seconded the motion. All members voted yes.

Next meeting set for Monday, August 6, 2012 at 4:00 P.M. at the Board Office.

Board President

Treasurer