

**RECORD OF BOARD PROCEEDINGS
MINUTES FROM THE MEETING
Ludlow, Kentucky, July 23, 2025**

The Ludlow Independent Board of Education met at the Central Office
525 Elm Street
Ludlow, KY 41016 at 6:30 PM, on July 23, 2025, with the following members present:

Attendance Taken at 6:30 PM:

Present Board Members:

Mr. Wesley Dorger
Mrs. Melanie Hazlewood
Mrs. Shelly Mays
Ms. Cindy Powell
Mrs. Kamryn Reed

1. Call to Order

Discussion:

Others Present: Dr. Jason Steffen, Superintendent; Tonya Brummer, Director of Student Services and Board Secretary; Andrea Krumpelman, Elementary Principal; Christy Ensell, Ludlow High School Principal; Jeff Mayberry, Codell; Haiting Gu, Chinese Language and Culture teacher; Abbey DeMoss, elementary teacher and community member; Hanna Mathey, elementary teacher and community member; Danica Stevens, parent and community member

1.1. Call to Order by Mrs. Melanie Hazlewood

Rationale:

Board President, Mrs. Hazlewood, will call the meeting to order

1.2. Pledge of Allegiance by Mrs. Kamryn Reed

Rationale:

Mrs. Kamryn Reed will lead the Pledge of Allegiance

2. Approval of Agenda

Rationale:

It is recommended that the board approve the Agenda.

Order #3 - Motion Passed: Approval of the Agenda as presented passed with a motion by Ms. Cindy Powell and a second by Mr. Wesley Dorger.

Mr. Wesley Dorger	Yes
Mrs. Melanie Hazlewood	Yes
Mrs. Shelly Mays	Yes
Ms. Cindy Powell	Yes
Mrs. Kamryn Reed	Yes

3. Recognition and Information Agenda

Rationale:

These items are presented for recognition and information.

3.1. Monthly Reports

Rationale:

These items are presented for information.

3.2. Spotlight Items

Rationale:

July District Newsletter <https://secure.smores.com/n/u13nse-together-we-prowl>

The July Panther of the Month is Haiting Gu for her dedication to our students and made the Mandarin Chinese Program such a success for our district.

3.3. Personnel

Rationale:

In accordance with the provisions of KRS 160.390, personnel items are reported to the Board of Education by the superintendent of schools for information purposes only.

3.4. Renovation Update

Rationale:

This item is presented for information purposes.

3.5. Monthly Superintendent Report

4. Consent Agenda

Rationale:

It is recommended that the Board approve the Consent Agenda.

Order #4 - Motion Passed: Approval of the Consent Agenda as presented passed with a motion by Mrs. Shelly Mays and a second by Mrs. Kamryn Reed.

Mr. Wesley Dorger Yes

Mrs. Melanie Hazlewood Yes

Mrs. Shelly Mays Yes

Ms. Cindy Powell Yes

Mrs. Kamryn Reed Yes

4.1. Approval of Minutes

Rationale:

It is recommended that the Board approve the minutes of the June Regular Meeting.

4.2. Monthly Bills

Rationale:

It is recommended that the Board approve the payment of the monthly bills.

4.3. Surplus Laptop Computers

Rationale:

Surplus two laptop computers that are no longer used by the district.

4.4. MOU Ignite Institute

4.5. Superintendent Professional Growth Plan

Rationale:

It is recommended that the Board approve the Superintendent Professional Growth Plan.

4.6. District Code of Conduct

Rationale:

It is recommended that the Board approve the District Code of Conduct handbook for 2025-2026.

4.7. Student Handbooks

Rationale:

It is recommended that the Board approve the LHS & MAG Student Handbooks for 2025-2026.

4.8. Employee Handbook

4.9. Substitute Teacher Approval

Rationale:

It is recommended that the Board approve the following Substitute Teaching applications:

Dennis Brewer

Danica Stevens

Wilmer Bennett

Rachel Berkemeier

4.10. Fundraising Requests

Rationale:

It is recommended that the Board approve the Fundraising Requests.

5. Discussion and Action Agenda

5.1. Revised BG-1 for Ludlow Independent Schools-Addition and Renovations

Rationale:

It is recommended that the Board approve the BG-1 Ludlow Independent Schools Additions & Renovations.

Order #5 - Motion Passed: Approval of the BG-1 Ludlow Independent School Additions and Renovations Project passed with a motion by Mr. Wesley Dorger and a second by Mrs. Shelly Mays.

Mr. Wesley Dorger Yes

Mrs. Melanie Hazlewood Yes

Mrs. Shelly Mays Yes

Ms. Cindy Powell Yes

Mrs. Kamryn Reed Yes

5.2. Change Order #2-5 (Ollier Masonry) - Ludlow Independent Additions & Renovations Project

Rationale:

It is recommended that the Board approve the Ollier Masonry Change Order #2-5 in accordance to the owner requested all Salt Glazed Tile in Corridors is to be cleaned instead of painted as directed by drawings.

Order #6 - Motion Passed: Motion to approve Change Order #2-5 issued to Ollier Masonry in the amount of \$27,126.22 due to the owner requesting all salt glazed tile in corridors to be cleaned instead of painted as directed by drawings passed with a motion by Ms. Cindy Powell and a second by Mr. Wesley Dorger.

Mr. Wesley Dorger Yes

Mrs. Melanie Hazlewood Yes

Mrs. Shelly Mays Yes

Ms. Cindy Powell Yes

Mrs. Kamryn Reed Yes

5.3. Change Order #16-5 (J Feldkamp Design Build) - Ludlow Independent Additions & Renovations Project

Rationale:

It is recommended that the Board approve the J Feldkamp Design Build Change Order #16-5 in accordance to Owner Requested sensor faucets in area 11B Restrooms.

Order #7 - Motion Passed: Motion to approve CO #16-5 issued to J Feldkamp in the amount of \$1,759.91 due to the owner requesting sensor faucets in area 11B restrooms passed with a motion by Mrs. Shelly Mays and a second by Mrs. Kamryn Reed.

Mr. Wesley Dorger Yes

Mrs. Melanie Hazlewood Yes

Mrs. Shelly Mays Yes

Ms. Cindy Powell Yes

Mrs. Kamryn Reed Yes

5.4. Change Order #17-4 (Blau Mechanical) - Ludlow Independent Additions & Renovations Project

Rationale:

It is recommended that the Board approve the Blau Mechanical Change Order #17-4 in accordance to CC 91-Contractor to provide and install grill filters as directed in RFI 111. CC 92-Furnish and Install valves in the HVAC branch boxes for future maintenance on the system per RFI 136.

Order #8 - Motion Passed: Motion to approve CO #17-4 issued to Blau Mechanical in the amount of \$8,508.01 for Contractor Claim 91 & Contractor Claim 92 passed with a motion by Mr. Wesley Dorger and a second by Ms. Cindy Powell.

Mr. Wesley Dorger Yes

Mrs. Melanie Hazlewood Yes

Mrs. Shelly Mays Yes

Ms. Cindy Powell Yes
Mrs. Kamryn Reed Yes

5.5. Board Policy Updates

Rationale:

It is recommended that the Board approve the 2nd reading of the Board Policy updates.

Order #9 - Motion Passed: Approval of the second reading of the Board Policy Updates passed with a motion by Mrs. Kamryn Reed and a second by Mrs. Shelly Mays.

Mr. Wesley Dorger Yes
Mrs. Melanie Hazlewood Yes
Mrs. Shelly Mays Yes
Ms. Cindy Powell Yes
Mrs. Kamryn Reed Yes

5.6. Board Procedure Updates

Rationale:

It is recommended that the Board approve the 2nd reading of the Board Procedure updates.

Order #10 - Motion Passed: Approval of the second reading of the Board Procedures Updates passed with a motion by Mrs. Kamryn Reed and a second by Mr. Wesley Dorger.

Mr. Wesley Dorger Yes
Mrs. Melanie Hazlewood Yes
Mrs. Shelly Mays Yes
Ms. Cindy Powell Yes
Mrs. Kamryn Reed Yes

5.7. Permanent Agreement for School & Community Nutrition Participation

Rationale:

It is recommended that the Board approve the Permanent Agreement for School & Community Nutrition Participation.

Order #11 - Motion Passed: Approval of the Permanent Agreement for School & Community Nutrition Participation passed with a motion by Mrs. Shelly Mays and a second by Ms. Cindy Powell.

Mr. Wesley Dorger Yes
Mrs. Melanie Hazlewood Yes
Mrs. Shelly Mays Yes
Ms. Cindy Powell Yes
Mrs. Kamryn Reed Yes

5.8. Approved Traceable Communication

Rationale:

With the enactment of HB 181, all communication between employees and students must have a way to record and trace the transcript of the communication. The Ludlow Board of Education will approve Parent Square, school email, Google Classroom as the approved traceable communication

between district employees and students. Students that attend NKU Young Scholars (YSA) will utilize NKU's approved traceable communication of Canvas and NKU email. Students attending Gateway will utilize Gateway's approved traceable communication will utilize Blackboard, Outlook, and Starfish.

Order #12 - Motion Passed: Approval of the traceable communication platforms of Parent Square, Google Classroom, school email (for all Ludlow students), Canvas and NKU email (YSA students), Blackboard, Outlook, and Starfish (Gateway students) passed with a motion by Mr. Wesley Dorger and a second by Mrs. Kamryn Reed.

Mr. Wesley Dorger	Yes
Mrs. Melanie Hazlewood	Yes
Mrs. Shelly Mays	Yes
Ms. Cindy Powell	Yes
Mrs. Kamryn Reed	Yes

6. Other Business

Rationale:

Is there any other business to be brought before the Board?

6.1. Board

6.2. Faculty & Staff

6.3. Public

7. Adjourn

Rationale:

It is recommended that the Board Adjourn the meeting.

Order #13 - Motion Passed: Approval to adjourn the Board meeting at 7:42 PM passed with a motion by Ms. Cindy Powell and a second by Mr. Wesley Dorger.

Mr. Wesley Dorger	Yes
Mrs. Melanie Hazlewood	Yes
Mrs. Shelly Mays	Yes
Ms. Cindy Powell	Yes
Mrs. Kamryn Reed	Yes

PRESIDENT

SECRETARY