

**BULLITT COUNTY PUBLIC SCHOOLS
1040 HIGHWAY 44 EAST
SHEPHERDSVILLE, KY 40165**

REGULAR MEETING OF THE BULLITT COUNTY BOARD OF EDUCATION

**February 26, 2018
6:00 PM**

MINUTES OF RECORD

The Bullitt County Board of Education met at the Frank R. Hatfield Administrative Center, 1040 Highway 44 East, Shepherdsville, Kentucky, 40165 at 6:00 PM on February 26, 2018, with the following members present:

Attendance Taken at 6:01 PM:

- (1) Mrs. Lorraine McLaughlin (Absent) (2) Mrs. Diane Thompson (3) Mrs. Debby Atherton
(4) Mrs. Dolores Ashby (5) Mr. Darrell Coleman

CALL TO ORDER

2018-79- The February 26, 2018, regular meeting of the Bullitt County Board of Education was called to order at 6:00 p.m. by Board Chairperson Debby Atherton.

ADOPT THE AGENDA

2018-80- Motion made by Darrell Coleman, seconded by Diane Thompson, to adopt the agenda with the following changes:

1. Add to Travel seven (7) requests:

<u>School</u>	<u>Group</u>	<u>Date</u>	<u>Event</u>	<u>City/State</u>	<u>\$</u>	<u>Travel by:</u>	<u>TRIP#</u>
Bullitt East High School	Softball Team	3/20/18	Nelson Co. H.S.	Bardstown, KY	-0-	Miller Transportation	8006/8007
		3/22/18	Southern H.S.	Louisville, KY			8008
		3/26/18	PRP H.S.	Louisville, KY			8009
North Bullitt High School	Winter Guard	3/3/18	Competition at Bryan Station H.S.	Lexington, KY	-0-	Parents	8021
		3/10/18	Competition at Floyd Central H.S.	Floyds Knobs, IN			8024
		3/17/18	Competition at Hendersonville H.S.	Hendersonville, TN			8025

2. Omit Executive Session
Four members voted YES.

PRESENTATIONS

- 2018-81- Board Vice-Chairman Darrell Coleman led the audience in The Pledge of Allegiance.
2018-82- Mr. Coleman also reviewed the Board Team Commitments.
2018-83- Communications Director John Roberts reminded anyone wishing to address the Board to please register.
2018-84- Chairperson Atherton joined Mr. Roberts in congratulating the following students and teachers:

1. Civics teams from Bullitt East High School and Eastside Middle School earned honors during the *We The People* event at the University of Louisville's McConnell Center. Eastside is the Middle School State Winner and Bullitt East earned Second Place. Eastside Middle School teacher Jennifer Faith and students Patrick Ballard and Cole Britt were in attendance.
2. Bullitt East High School Director of Bands Trevor Ervin earned the 2018 Phi Beta Mu Young Bandmaster Award at the Kentucky Music Educators Association's annual conference.

COMMUNICATIONS

Audience Comments

(None)

Superintendent's Report

- 2018-85- Board member Dolores Ashby volunteered to represent the Board on the Bullitt County Code of Conduct Committee. Every year a committee comprised of administrators, board members, parents, students, and teachers review and update, if necessary, the Bullitt County Discipline Code Handbook for the following school year. The committee's first meeting is on March 13, 2018, at 3:30 p.m. at the Board of Education office.
- 2018-86- Dr. Davis mentioned Abby Piper of Piper Public Relations and the marketing/PR item that is on the agenda for approval.
- 2018-87- Superintendent Davis also spoke about the district energy savings with Harshaw Trane and acknowledged Chris Jaggers who was in the audience.

Other Items from the Board

(None)

CONSENT ITEMS

- 2018-88- Motion made by Dolores Ashby, seconded by Darrell Coleman, to approve Consent Items as amended, noting that all items have been studied with individual recommendations and rationale being provided prior to the meeting in the full Board packet on February 20, 2018, which is available online. Four members voted YES.

Financial Reports

1. Balance Sheets for All Funds
2. Monthly Summary Report for Period
3. AP Check Reconciliation Register
4. Detailed Paid Warrant Report

Bids

1. Permission to Solicit Bids for Diesel Fuel & Gasoline

Transportation Director Joe Shepherd requested permission to advertise and solicit bids for Diesel Fuel and Gasoline. The bid will be for the 2018-2019 fiscal school year with the option for an additional two-year renewable mutual agreement.

2. Permission to Solicit Bids for Motor Oil & Lubricants

Mr. Shepherd also requested permission to advertise and solicit bids for Motor Oil and Lubricants. The bid will be for the 2018-2019 fiscal school year with the option of an additional two-year renewable mutual agreement.

3. Permission to Solicit Bids for General Merchandise

To be able to provide more resources to employees and students of the district, Finance Director Lisa Lewis requested permission to bid for General Merchandise. Currently, there are two general merchandise vendors for the district, Valu-Market and Rite-Aid.

4. Permission to Solicit Bids for Underclassmen Pictures

Currently, Graham Photography provides underclassmen pictures. Due to complaints about pictures being blurry, children with their eyes closed, looking green, etc., Ms. Lewis requested permission to bid for Underclassmen Pictures for the district to provide better quality pictures to families.

5. Permission to Solicit Bids for District-Wide Soft Drink Provider

Pepsi-Cola is the district's current soft drink provider. There have been several complaints about lack of delivery, hot drinks, outdated soft drinks, etc. By bidding as a district, this will ensure all locations are paying the same price for the same product and receiving the commission rate. This bid will not include the Food Service Department.

Travel

* All travel by commercial carrier is due to schedule/cost.

<u>School</u>	<u>Group</u>	<u>Date</u>	<u>Event</u>	<u>Location</u>	<u>\$</u>	<u>Travel by:</u>	<u>TRIP#</u>
Area Technology Center	SkillsUSA	3/15/18	SkillsUSA	Bowling Green, KY	\$12	Miller Transportation	7972
BCHS/BEHS/NBHS	Special Education Students	3/30/18	Carl Perkins Rehabilitation Center	Thelma, KY	-0-	Commercial Van	n/a
All Middle Schools	Honor Band	3/9/18	WKU Middle School Honors Band	Bowling Green, KY	-0-	Miller Transportation	7895
Bernheim Middle	7th/8th Grade Band	3/9/18	WKU Honor Band	Bowling Green, KY	\$21	Miller Transportation	7988
		3/15/18	KMEA Large Assessment	Goshen, KY	\$25		7944/7943
Brooks Elementary	2nd Grade	4/27/18	Bernheim Forest Ecosystems	Clermont, KY	\$15	Miller Transportation	7917
Bullitt Central H.S.	Advanced Choir	4/12/18	District Choral Assessment	Oldham Co. Performing Arts Center, Crestwood, KY	-0-	Miller Transportation	7790
	FBLA	3/13/18	Region 3 Competition	Spalding University, Louisville, KY	\$25	Miller Transportation	7878/7879
	Y Club	3/22-24/18	KUNA Conference	Louisville, KY	\$250	Parents	7911
	Baseball Teams	3/20/18	Jeffersontown	Jeffersontown, KY	-0-	Jefferson Transportation	7981
		3/21/18	Thomas Nelson	Bardstown, KY			7982
		3/22/18	Shelby Co.	Shelbyville, KY			7984
		3/23/18	Spencer Co.	Taylorsville, KY			7985

Bullitt Central H.S.	Softball	3/20/18	Meade Co.	Brandenburg, KY	-0-	Jefferson Transportation	7979
		3/23/18	John Hardin H.S.	Elizabethtown, KY			7980
Bullitt East H.S.	Journalism	3/1-4/2018	SIPA Conference	University of South Caroline, Columbia, SC	\$200	BOE Vans	7774
	Football	5/4/18	Churchill Downs Cleanup	Louisville, KY	-0-	Miller Transportation	7874 /7875
		5/6/18					7869
	FCCLA	3/27-28/18	FCCLA Officer Leadership Training	Louisville, KY	-0-	BOE Vans	7920
	Baseball Teams	3/19/18	Collins H.S.	Shelbyville, KY	-0-	Miller Transportation	7922
		3/20/18	Eastern H.S.	Louisville, KY			7923
		3/21/18	Spencer Co. H.S.	Taylorsville, KY			7924
			Doss H.S.	Louisville, KY			7925
		3/27/18	DeSales H.S.	Louisville, KY			7926
		3/28/18	North Bullitt H.S.				
		4/11/18	CAL	Shepherdsville, KY			7927
		4/13/18	Elizabethtown H.S.	Louisville, KY			7928
		4/16/18	Whitefield Acad.	Elizabethtown, KY			
		04/19/18	Fairdale H.S.	Louisville, KY			7929
			Meade Co. H.S.	Louisville, KY			7930
		4/20/18	North Bullitt H.S.	Fairdale, KY			7931
		4/21/18	South Oldham	Brandenburg, KY			7932
		4/23/18	Lexington Catholic	Shepherdsville, KY			7933
		4/27/18	DeSales H.S.	Crestwood, KY			7934/7935
		4/28/18	Manual H.S.	Lexington, KY			7936/7937
		4/30/18	PRP H.S.	Louisville, KY			7938
		5/1/18		Louisville, KY			7939
		5/3/18		Louisville, KY			7940

Bullitt East H.S.	Concert Band & Wind Ensemble	3/13/18	KMEA District Assessment	Goshen, KY	-0-	Jefferson Transportation	7955
	Wind Ensemble	4/14/18	UK Wind Fest	Lexington, KY	-0-	Shockey Tours	7954
	Cheerleaders	7/10-13/2018	Cheer Camp	Knoxville, TN	-0-	BOE Van	7969
	Softball Team	3/20/18	Nelson Co. H.S.	Bardstown, KY	-0-	Miller Transportation	8006/07
		3/22/18	Southern H.S.	Louisville, KY			8008
		3/26/18	PRP H.S.	Louisville, KY			8009
Bullitt Lick Middle	Mrs. Huff's Class	4/26/18	Adventure Camp Spring 2018	Camp Crooked Creek, Shepherdsville, KY	-0-	Miller Transportation	7838
	Band	3/14/18	KMEA Performance Assessment	Goshen, KY	-0-	Miller Transportation	7957
Cedar Grove Elem.	2nd Grade	3/22/18	Peter Pan, Jr.	Hardin County Performing Arts Center, Elizabethtown, KY	\$12	Miller Transportation	7737
	Beta Club	5/3/18	WKU College Visit	Bowling Green, KY	\$30	Miller Transportation	7852
	1st & K/1	3/15/18	Derby Dinner Playhouse	Clarksville, IN	\$12	BOE Buses	7860
	5th Grade	4/27/18	Fort Harrod	Harrodsburg, KY	\$30	Shockey Tours	7861
Crossroads Elem.	5th Grade	3/21/18	JA Biztown	Louisville, KY	\$20	Miller Transportation	7775
Eastside Middle	7th & 8th Grade Bands	3/14/18	Concert Band Assessment	Goshen, KY	-0-	Jefferson Transportation	7948
		4/28/18	Music in the Parks Festival	Kings Island, Mason, OH	\$70	Shockey Tours	7947
Hebron Middle	7th & 8th Grade Band	3/13/18	Band Assessment 2018	Goshen, KY	\$10	Miller Transportation	7835
Lebanon Junction Elem.	Beta Club	5/3/18	WKU College Visit	Bowling Green, KY	\$30	Miller Transportation	7852
Maryville Elementary	Kindergarten	3/1/18	Building Healthy Superheros	Louisville Slugger Field, Louisville, KY	\$3	Common Carrier Coach	7776
	5th Grade	3/27/18	JA Biztown	Louisville, KY	\$2	Common Carrier Coach	7778
	4th & 5th Grades	3/26/18	American Tales	StageOne Family Theatre, Louisville, KY	\$4	Common Carrier Coach	7777
Mt. Washington Elem.	2nd Grade	3/9/18	Kentucky Science Center	Louisville, KY	\$15	Miller Transportation	7809

Mt. Washington Elem.	1st Grade	3/9/18	U of L Planetarium	Louisville, KY	\$11	Miller Transportation	7890
North Bullitt H.S.	JROTC	6/8-12/2018	Cadet Leadership Challenge Encampment	Greenville, KY	-0-	Miller Transportation	7772
	JROTC	3/10/18	Drill Meet at North Hardin H.S.	Radcliff, KY	-0-	Miller Transportation	7848
	JROTC	See Request	Cincinnati Reds Color Guard	Cincinnati, OH	-0-	District Van	7993
	Symphonic Band & Concert Band	3/13-15/18	KMEA Large Group Festival	Goshen, KY	-0-	Miller Transportation	7894
	Winter Guard	3/3/18	Competition at Bryan Station H.S.	Lexington, KY	-0-	Parents	8021
		3/10/18	Competition at Floyd Central H.S.	Floyds Knobs, IN			8024
		3/17/18	Competition at Hendersonville, TN	Hendersonville, TN			8025
Old Mill Elementary	4th Grade	3/26/18	Stage One Tall Tales	Louisville, KY	\$15	Miller Transportation	7783
	4th Grade	4/20-21/2018	Camp Piomingo	Brandenburg, KY	\$60	BOE Buses	7837
	Kindergarten	3/1/18	Children & Hospital Field Trip	Louisville, KY	\$6	Miller Transportation	7865
Pleasant Grove Elem.	Kindergarten	3/16/18	Derby Dinner Playhouse	Clarksville, IN	\$10	Miller Transportation	7791
	3rd Grade	3/19/18	Kentucky Derby Museum	Louisville, KY	\$22	Miller Transportation	7915
Riverview Opp. Center	TAPP Students	5/16/18	Louisville Zoo	Louisville, KY	-0-	Miller Transportation	7834
	BAMS	3/7/18	Bernheim Forest	Clermont, KY	-0-	Miller Transportation	7853
		3/28/18					7854
		4/11/18					7855
		4/25/18					7856
		5/2/18					7857
Shepherdsville Elem.	3rd Grade	3/27/18	Bernheim Forest	Clermont, KY	\$12	Miller Transportation	7771
Zoneton Middle	8th Grade	3/30/18	Churchill Downs	Louisville, KY	\$5	Miller Transportation	7953

Minutes

Amended Minutes for November 27, 2017 and December 11, 2017

Amendments to the November 27, 2017, and December 11, 2017, Minutes of Record were necessary in regards to the Redistricting of Hebron Woods resident students being rescinded at the meeting on January 22, 2018. The amendments are found on Pages 2 & 3 of the

02/26/2018

November 27th meeting minutes and Page 5 of the December 11th minutes. Eric Farris had reviewed and approved the recommended changes.

January 22, 2018 - Monthly Meeting

February 8, 2018 - Special Meeting - Travel

February 12, 2018 - Work Session

Construction Items

1. BG-4 CGES Floor Replacement Project

Presented was the BG-4 Contract Closeout Document for the Cedar Grove Elementary Floor Replacement Project (BG-14-213). The original contract for Bennett's Carpets, Inc. was \$253,300.00, with the direct purchase orders for materials of \$21,700.00 brings the total construction cost to \$275,000.00.

2. BG-5 CGES Floor Replacement Project

The BG-5 document for the Cedar Grove Elementary Flooring Replacement Project is a Kentucky Department of Education document to reconcile the funds used in the project. The total project cost for the Cedar Grove floor replacement is \$285,869.70.

3. BG-4 Nichols Elementary Sewer Treatment Plant

Presented was the revised BG-4 document for Nichols Elementary School Sewer Treatment Plant. All the inspections have been completed and the warranty and record documents have been turned over to the Maintenance Department. The plant has been fully operational since August 23, 2013.

4. BG-5 Nichols Elementary Sewer Treatment Plant

Presented was the revised BG-5 document for Nichols Elementary School Sewer Treatment Plant. The BG-5 is a project closeout form showing the final cost of the project. The information on this document has been reviewed by the Finance Department. The total project cost is \$254,221.97.

5. C.O.#27 - MES Gym Acoustical Issues

After construction was completed on the new gym addition at Maryville Elementary School, acoustical sound issues arose causing echoing and distortion. Change Order #27 will allow Parco Construction to install 1" Fabri-Tough panels to address the acoustical issues. The cost of this Change Order is \$30,677.88 and will bring the new contract amount to \$6,892,692.25.

Human Resources

1. Leaves of Absence Requests

Jennifer Barth - Resource Teacher - District Wide - Ms. Barth had previously been approved for leave without pay through March 16, 2018. Due to the snow and changes in the school calendar she is asking to extend her leave through March 22, 2018. She is using 12 weeks of FMLA.

Jackie Brock - Cook/Baker - Pleasant Grove Elementary - Ms. Brock requested leave without pay for the dates of January 29-31, 2018. She does not qualify for FMLA and has used all her accrual leave time. She has a medical issue.

Andrea Collins - Lunchroom Monitor - Brooks Elementary - Ms. Collins requested leave without pay for the dates of January 11 and 25, 2018. She does not earn accrual leave time. She had a medical issue.

Jammie Creek - Teacher - Pleasant Grove Elementary - Ms. Creek requested leave without pay for the date of January 29, 2018. She is using one day of FMLA.

Tammy Crowder - Teacher - Hebron Middle - Ms. Crowder requested her leave without pay be extended through February 28, 2018. She was previously approved through February 12, 2018. She will have 11 days without pay. She is using 10 weeks of FMLA.

Cindy Dickerson - Clerical Assistant - Eastside Middle - Ms. Dickerson requested leave without pay for the date of January 26, 2018. She is using her available accrual leave. She had a non-medical issue.

Kathy Fleming - Teacher - Eastside Middle - Ms. Fleming requested leave without pay for the date of March 2, 2018. She is using her available accrual leave time. She has a non-medical issue.

Kimberly Haire - Teacher - Bullitt Lick Middle - Ms. Haire was previously approved for leave without pay for the dates of February 3-6, 2018. The correct dates are February 1, 2 and 5, 2018.

Jessica Hart - Teacher - Roby Elementary - Ms. Hart requested leave without pay for the dates of January 30 - February 23, 2018. She is using 6 weeks of FMLA.

Dana Hood - Cook/Baker - Lebanon Junction Elementary - Ms. Hood requested leave without pay for the dates of January 22-23, 2018. She does not qualify for FMLA and has used all her available accrual leave. She had a medical issue.

Katherine Jantzen - Food Service Manager - Maryville Elementary - Ms. Jantzen requested a leave without pay for the dates of February 1-21, 2018. She is using 8 weeks of FMLA.

Jennifer Lawrence - Cook/Baker - Bullitt East High School - Ms. Lawrence requested a leave without pay for the dates of January 31 - March 21, 2018. She has used all her available accruals and does not qualify for FMLA. She has a medical issue.

Erin Loeffler - Teacher - Freedom Elementary - Ms. Loeffler requested leave without pay for the dates of March 1-2, 2018. She is using 6 weeks of FMLA.

McKinzee Luttrell - Teacher - Overdale Elementary - Ms. Luttrell requested leave without pay for the dates of April 10-13, 2018. She is using her available accruals. She has a non-medical issue.

Alura Maulden - Bus Driver - Transportation - Ms. Maulden requested leave without pay for the dates of December 5, 2017 - January 5, 2018. She used 5 weeks of FMLA.

Jessica McNeese - Lunchroom Monitor - Mt. Washington Elementary - Ms. McNeese requested leave without pay for the dates of January 5, and 9-11, 2018. She does not earn accrual leave time. She had a medical issue.

Scott Minzenberger - Sweeper - Bullitt East High - Mr. Minzenberger requested a leave without pay for the remainder of the 2017/2018 school year beginning on January 22, 2018. He has exhausted all his accruals and FMLA.

Shawna Perry - Instructional Assistant - Shepherdsville Elementary - Ms. Perry requested leave without pay for February 16, 2018. She has used all her accrual leave time. She has a non-medical issue.

Alicia Ralston - Teacher - Mt. Washington Elementary - Ms. Ralston previously had been approved for leave without pay through February 23, 2018. Due to the snow and changes in the school calendar she asked to extend her leave through March 2, 2018. She is still using 11 weeks of FMLA.

Leslie Seymour - Teacher - Cedar Grove Elementary - Ms. Seymour requested leave without pay for the dates of February 5-23, 2018. She is using all her available accrual leave time and doesn't qualify for FMLA. She has a medical issue.

Gina Terorde - Speech Language Pathologist - District Wide - Ms. Terorde requested leave without pay for the dates of March 8-April 30, 2018. She is using 10 weeks of FMLA.

Kelley Underwood - Teacher - Pleasant Grove Elementary - Ms. Underwood requested leave without pay for the dates of February 28-March 7, 2018. She is using 8 weeks of FMLA.

Jessica Weaver - Teacher - Shepherdsville Elementary - Ms. Weaver requested leave without pay for the dates of February 26-April 26, 2018. She is using 12 weeks of FMLA.

2. Entry of the Employment Records in the Minutes of Record

Employment records for both the certified and classified personnel for the period of December 18, 2017, through February 26, 2018, were submitted for the Board's information and inclusion in the minutes of this meeting.

3. Full-Time Emergency Certification

The Application for Full-Time Emergency Certification - CA-4F for teachers of specific areas of shortage is necessary in order to fill unanticipated vacant teacher positions, which may occur prior to the opening of the 2018-2019 school year.

Contracts

1. SchoolPointe Website Content Manager Contract Renewal

The contract renewal for the district website and app services will commence on July 1, 2018, and will be for the period of one year. It will automatically renew, unless the district requests to terminate with a 90-days' notice.

2. J&J Snack Foods

The agreement with J&J Snack Foods and BCPS School Food Service provides hot holding/display equipment for a la carte pretzel sales at Bullitt Central High School during lunch service. SFS also requests authority to expand the agreement to other high schools (NBHS, BEHS, and ROC) at a future time if the project is successful. There is no cost for the equipment. J&J Snacks is a manufacturer of several of the menu items which are properly procured through OVEC/KEDC bid with Gordon Food Service. The agreement had been reviewed and approved by Eric Farris.

3. Wellness Workdays Dietetic Internship, Inc. Agreement

The Affiliation Agreement with Wellness Workdays Dietetic Internship, Inc. (WWDI) allows placement of a WWDI intern in Bullitt County Schools for clinical experiences and/or field placements. Eric Farris reviewed and approved the Agreement.

4. Dave Ramsey / Lampo Group Inc. Location Release

The Dave Ramsey organization had asked the North Bullitt High School Financial Literacy students and their teacher, Eric Lambert, to participate in an educational and promotional film event. Mr. Lambert has used the Dave Ramsey Financial Program in his classroom and has received curriculum and materials from the organization in the past. The date of filming will be one day between the dates of March 6-9, 2018, and will take place at NBHS, primarily in Mr. Lambert's classroom. All documents had been reviewed by Buckman, Farris, and Mills.

Permission to Apply/Accept Grant Funding & Donations

- Grant Writer Ashley Byrum requested permission for the district to accept the following donations and grant:

1. \$834 from the Third District Federation of the League of Kentucky Sportsmen, Inc. to Old Mill Elementary School for the Archery Club
 2. \$2,425 estimated value for gently used furniture from the Mt. Washington branch of the Bullitt County Library system to Old Mill Elementary School. Items include: six (6) rolling managers chairs, eighteen (18) cushioned wood chairs, one (1) set of TV trays, two (2) tables, two (2) bookshelves, two (2) cushioned wall benches, one (1) park style bench and ten (10) carpet squares.
 3. \$10,000 Kentucky Society for Technology in Education (KySTE) Outreach grant award to Pleasant Grove Elementary School
- Social Services Supervisor Susan Bibelhauser requested permission to accept two bicycles for each elementary school in Bullitt County from the David Vittitoe Memorial Foundation to serve as an attendance incentive for the spring semester. The estimated value of the donation is \$1,820.00. Last school year the David Vittitoe Memorial Foundation donated one bicycle per elementary school. David Vittitoe Memorial Foundation banners were displayed near the bikes and it is asked that the banners be displayed again this year in the same manner.

FRYSC Continuation Grant

Permission was requested for each Family Resource/Youth Service Center Coordinator to submit a continuation application (grant) to the FRYSC state office. This application has a two-year funding cycle beginning July 1, 2018, and ending June 30, 2020. Provided was the School District Assurance Certification page that is required to accompany all FRYSC continuation applications. Also submitted were the two-year work plans for each center. After the State Legislature allocates a dollar amount to the FRYSC program budgets for each center it will be submitted to the Finance Department. Each FRYSC coordinator is prepared for a reduction in state funding for the next fiscal year.

Use of District Property Requests

1. NBHS by the Kentucky Chess Association

North Bullitt High School requested permission to allow the Kentucky Chess Association to use the school on March 24, 2018, from 7:00 a.m. to 5:00 p.m. to hold a chess tournament. The Application and Agreement Form and Liability Insurance Certificate were provided.

2. NBHS by American Cancer Society - Relay for Life Event

North Bullitt High School requested permission to allow the American Cancer Society to host a Relay for Life event on May 11, 2018. The Facility Use Application and Agreement Form and the Certificate of Liability Insurance were provided.

3. BCHS by Salt River Masonic Lodge

Bullitt Central High School requested permission to allow the Salt River Masonic Lodge to use the auditorium to host their District Meeting on April 7, 2018, from 8:00 a.m. to 12 p.m. The Application and Agreement Form and Liability Insurance Certificate were provided.

4. 2018 Clean-Up Days

Bullitt County Fiscal Court plans to conduct the 2018 Clean-Up Days on April 28 and May 12, 2018. Requested was permission to use the parking lots on Saturday, April 28, 2018, at Bullitt East High School and North Bullitt High School. On Saturday, May 12, 2018, use of the parking lots at Lebanon Junction Elementary School, the parking lot at the former

Shepherdsville High School and Nichols Elementary School is requested. Mr. Mitchell would like to waive all fees and the parking lots will be properly cleaned by county government employees. The Facility Use Application and Agreement Form and Certificate of Liability Insurance were provided.

Permission to Apply - Summer Food Service Program (SFSP)

Because hunger does not end when schools close for the summer, School Food Services (SFS) requested permission to apply for and participate in the Summer Food Service Program during the months of June and July. The SFSP ensures that low-income children continue to receive nutritious meals when school is not in session. Free meals are available to all children 18 years old and under at approved SFSP sites in areas with significant concentrations of low-income children, such as schools, parks, recreation centers, churches, etc. This request for 2018 includes the need for fifteen (15) cook/bakers, two (2) kitchen managers and substitutes on an as needed basis for no more than 35 days. Participation in the SFSP benefits other community programs such as 21st Century and the YMCA of Bullitt County by providing free meals, thus allowing other program funds to go towards education and enrichment activities.

Items to be Declared Surplus

The Department of Facilities submitted lists of electronic items to be declared surplus. Once approved, these items will be sold at auction or recycled per district policy.

School Facilities Construction Commission Offer of Assistance

Presented was the FY 2018 Kentucky Education Technology System (KETS) Offer of Assistance from the School Facilities Construction Commission. This includes the first and second offer for 2017/18 and must be matched equally by the Board prior to being accepted, or it can be escrowed for up to three years. Mr. Jackson has budgeted matching funds of \$258,671.00 for the 2018-2019 budget, which includes these two offers and a possible third offer. Mr. Jackson proposes to use this money for the replacement of district student computers for elementary schools. In addition, the district will continue to replace aging computers for teachers and lab computers on a rotational basis for the middle and high schools. Portions of money will be reserved for needed networking hardware, datacenter storage, servers, network wiring, and other associated expenses to provide for the technology needs of students and teachers. Mr. Jackson requested the Board escrow the current offer of \$190,155 at this time.

Textbook Plans for BES/EMS

Textbook Plans for Brooks Elementary School and Eastside Middle School had been reviewed by the Director of Elementary Education, Director of Secondary Education and the Assistant Superintendent for Student Learning.

School Property Modification Requests

1. NBHS Request for Minor Modifications to Room 11

Principal Chris VerDow requested minor modifications to Room 11 at North Bullitt High School. The first part of the request is to remove the countertop and sink from Room 12. This sink hasn't been used for years and is in the way. The second part involves removing the power poles. There will be some floor repair needed as tile will need to be added where the cabinets and power poles are currently located. The classroom is set up as a computer lab and is now obsolete since the school uses Chromebooks. The space is better suited for a

functional classroom. The modifications are estimated to cost around \$250.00 and will be funded by North Bullitt High School via Fund 22. Work will be performed by maintenance employees and will be completed during the summer break.

2. SES Butterfly Garden by Girl Scout Claire Schneider

Shepherdsville Elementary School principal Patrick Durham requested permission to allow Miss Claire Schneider, with local Girl Scout Troop 1827 to build a butterfly garden at the school. This will serve as Claire's Bronze Star Award project. The butterfly garden will consist of perennials that attract butterflies and birds. This design will bring some beautification to the school and also allow students to connect with nature. Claire will make a YouTube video on how to care for the small garden so that her troop will be able to maintain it for years to come.

3. SES Buddy Bench Project by Girl Scout Kasey Clark

Mr. Durham requested permission to allow Miss Kasey Clark, local Girl Scout with Troop 1827, to provide and install a buddy bench at Shepherdsville Elementary's playground area. This will serve as Kasey's Bronze Star Award project. The bench will be designed as a place for people to meet new friends or simply feel safe. The funds to cover the project will come from a dollar dress down day at the school.

4. EMS Gym Divider Curtain

Eastside Middle School Principal Troy Wood requested permission to allow the PTSO to purchase and install a gym divider curtain. The curtain will allow differentiated instruction during physical education classes, support multiple athletic programs, and expand intramural programs at the school. All funding will be provided by the PTSO. After consulting with James Bauman with KDE, the project will not be required to go through the BG process, however, he recommended consulting with an engineer for loading requirements and to receive stamped, engineered drawings for district operations and maintenance records.

5. EMS Patio Sun Shelter

Mr. Wood also requested permission to allow the PTSO to purchase and install a patio sun shelter for a large, patio area that is used as an outdoor classroom setting near the rear entrances to the school next to the library. This covering is similar to those located at district preschool playgrounds. The PTSO will fund the project. Since this project involves connecting the sun shelter to the building, Mr. Bauman with KDE was consulted. This project will not require the BG process, but it will require hiring an engineer to determine the necessary loading and attachment criteria for the sun shelter.

Civics Assessment Process

In 2017, the Kentucky General Assembly passed Senate Bill 159 which states beginning in July 2018, a student must pass a civics test composed of 100 questions in order to graduate from a public high school with a regular diploma. The exam must be composed of questions from the United States Citizenship and Immigration Services test. Students are required to score 60% or higher and may retake the exam as many times deemed necessary to pass. This has already been adopted in Board Policy 08.113 - Graduation Requirements. Please see the additional information provided regarding details for the process.

Amended 403(b) Adoption Agreement (Retroactive)

Presented was an amended 403(b) adoption agreement to keep the current plan compliant for the deductions that were previously submitted.

PRESENTATIONS (continued)

2018-89- Cate Noble Ward of Studio Kremer Architects gave an update on the Bullitt Lick Middle School Renovation/Addition Project.

UNFINISHED BUSINESS

(None)

NEW BUSINESS

Family Resource / Youth Service Center Activities for FY 17

2018-90- Presented for Board review was a summary of Family Resource / Youth Service Center activities for FY17. No action was required by the Board.

Marketing/Public Relations Program Recommendation - Piper Public Relations

One of the Superintendent's action items is the investigation and recommendation of a public relations/marketing consultant. Given that there will be a new superintendent starting in July, this has become an even more important consideration. Superintendent Keith Davis and Assistant Superintendents Becky Sexton and Adrienne Usher have conducted an in-depth search and evaluation of various firms that have some experience in this work, and have made a recommendation. By approving this agreement, the incoming superintendent will have a road map to consult that will help to effectively communicate with BCPS stakeholders. It will also benefit continuing leadership and school-based communication staff in shaping and delivering an effective and coherent message. Piper Public Relations is a Louisville-based firm that provides services to a number of school districts. The firm has positive references from several superintendents and Ms. Piper was extremely professional and knowledgeable about the services her firm may be able to offer. Piper Public Relations first proposed a retainer based service that was very comprehensive but deemed cost prohibitive. She was asked to price out items agreed by Ms. Sexton, Mrs. Usher and Dr. Davis to be most beneficial to the district, as well as to the incoming superintendent.

Community voice campaign and report: \$6,500 - Based on about 50 hours, including active time, report development, and presentation to the board. This encompasses a combination of surveys, focus groups, and data from social media and web to determine what information the community wishes to have and how best to communicate that information.

Development of a communication strategy: \$3,250 - Based on 25 hours, this will be aligned with the community voice campaign and report and with the district's CDIP.

Professional Communication coaching for district and school leadership: \$910 - Based on a seven hour training. This is professional coaching for leadership who will be communicating at a school or district level with parents, media, etc. It encompasses personal social media involvement practices, letter/all call work, and on-demand speaking.

Social media practices training: \$520 - Four hour training. Unlimited audience numbers. This would include district leadership, school administration, and individuals at the school level who hold the School Public Information position.

Social media tracking: \$2,000 over four months - This service allows P.P.R. to plug our social media into their robust software for data tracking. It also includes a monthly pulse check report on trends and a larger quarterly report with recommendations for optimizing district feeds.

The total expense for this package is \$13,180. Dr. Davis recommended approval of the provided agreement with a start date of March 1, 2018. Upon completion of this contract on June 30, 2018, the incoming superintendent may evaluate the value of the service and recommend continuation for the coming year. Funds are available in the current year budget.

- 2018-91- Motion made by Dolores Ashby, seconded by Darrell Coleman, to approve the Memorandum of Agreement with Piper Public Relations as presented. Four members voted YES.

PRESENTATIONS (Continued)

- 2018-92- Mr. Ankur Gopel of Interapt was delayed in traffic and was not able to attend the meeting. BAC/ROC Principal Shannon Hall gave a synopsis of the IT TRACK Apprenticeship Program. Mr. Gopel has been rescheduled for the March 26th meeting.

ADJOURNMENT

- 2018-93- Motion made by Diane Thompson, seconded by Darrell Coleman, to adjourn at 6:27 p.m. Four members voted YES.

CHAIRPERSON

SECRETARY