

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

**REGULAR MEETING OF THE BULLITT COUNTY BOARD OF EDUCATION**

**April 23, 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, KY 40165 at 6:00 PM on April 23, 2018, with the following members present:

**Attendance Taken at 6:00 PM:**

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

**CALL TO ORDER**

- 2018-124- The April 23, 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**

- 2018-125- Motion made by Diane Thompson, seconded by Lorraine McLaughlin, to adopt the agenda with the following changes:
1. **Add** to Presentations: Drawing for "I'm In!" Scholarships
  2. **Add** to Presentations: Center for Women and Families - Elizabeth Wessels-Martin
  3. **Add** to Contracts: Kentucky State Fair Board Lease Agreement for Freedom Hall
  4. **Add** to Contracts: Walgreens Pharmacy - Hepatitis A Vaccinations
  5. **Add** to Consent Items: Kentucky Center for School Safety - SRO Survey
  6. **Omit** from New Business - Certified Employee Evaluation Plan
- All members voted YES.

**PRESENTATIONS**

- 2018-126- Board member Diane Thompson led the audience in The Pledge of Allegiance.
- 2018-127- Mrs. Thompson also reviewed the Board Team Commitments.
- 2018-128- Congratulations to the following students:
- Bullitt East High School senior Sean Woods was named a National Merit Scholarship Finalist. Sean was also selected for the University of Louisville's Brown Fellows Scholarship and the Guaranteed Entrance for Medical School (GEMS) Program.
  - Hebron Middle School student Callie Clements was selected for the 2018 Kentucky Music Educators Association's Junior High All-State Choir.
- 2018-129- Director of College/Career Readiness & Innovative Programs Lee Barger and Secondary Education Director Rachelle Bramlage-Schomburg conducted the drawing for the "I'm In!" scholarships. The recipients of a \$1,000 scholarship are: Garrett Jones from Riverview Opportunity Center, Kelsey Hopper from Bullitt Central, Gabrielle Price from Bullitt East, and Noah Hudgins from North Bullitt.
- 2018-130- Communications Director John Roberts reminded anyone wishing to address the Board to please register.
- 2018-131- Ms. Cate Noble Ward of Studio Kremer Architects gave an update on the Bullitt Lick Middle School Renovation/Addition Project.

- 2018-132- Ms. Elizabeth Wessels-Martin, President/CEO of the Center for Women and Families shared information about the agency's services and the district's duty to report violence.

### **COMMUNICATIONS**

#### Audience Comments

(None)

#### Superintendent's Report

(None)

#### Other Items from the Board

(None)

### **CONSENT ITEMS**

- 2018-133- Motion made by Lorraine McLaughlin, seconded by Diane Thompson, 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 April 17, 2018, which is available online. All 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 Accept Bid - Diesel Fuel & Gasoline

On April 9, 2018, at 11:30 a.m., the bid opening for diesel fuel and gasoline was held. Four companies submitted bids with the required paperwork. Transportation Director Joe Shepherd requested approval of the bids for Diesel Fuel to Key Oil and Gasoline to James River Petroleum for the 2018-2019 school year. These bids may be renewed by mutual agreement two additional one-year periods.

##### 2. Permission to Accept Bid - Motor Oil & Lubricants

On April 9, 2018, at 11:00 a.m. the bid opening for Motor Oil & Lubricants was held. Two companies submitted bids with the required paperwork. Mr. Shepherd requested the Board accept the following bids for the 2018-2019 school year:

- Valor Oil - CJ-4 oil, motor oil, transmission fluid, hydraulic oil, gear oil, anti-freeze (purple), diesel exhaust fluid (DEF), grease, synthetic transmission fluid, windshield wiper fluid, and power steering fluid
- Key Oil - Green Anti-freeze

These bids may be renewed by mutual agreement for two additional one-year periods.

#### 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> |
|---------------|-----------------|-------------|---------------------|-----------------|-----------|----------------------|--------------|
| District Wide | Teachers/ Staff | 04/13/18    | Legislative Session | Frankfort, KY   | -0-       | BOE/Commercial Buses | MEMO         |

|                             |                         |             |   |                                 |        |                       |      |
|-----------------------------|-------------------------|-------------|---|---------------------------------|--------|-----------------------|------|
| Bernheim Middle             | 8th Grade               | 6/5/18      | Cincinnati Zoo & Newport Aquarium   | Cincinnati, OH & Newport, KY    | \$40   | Shockey Tours         | 8226 |
| Bullitt Central H. S.       | MSU ART                 | 5/8/18      | 21C & Cincinnati Art Museums  | Louisville, KY & Cincinnati, OH | \$30   | Miller Transportation | 8239 |
|                             | Any interested student  | 6/22-30/18  | Eiffel Tower/Louvre/Notre-Dame/Lion Monument/Mt. Pilatus or Rigi/Neuschwanstein Castle/Alps/ Dachau Concentration Camp/etc. | France, Germany, Switzerland    | \$4095 | EF Educational Tours  | 8230 |
| Bullitt East High School    | Boys Golf               | 6/2-3/2018  | Golf Tournament   | Nashville, TN                   | -0-    | BOE Bus/Vans          | 8257 |
|                             | FBLA                    | 6/27-7/2/18 | FBLA National Convention  | Baltimore, MD                   | -0-    | BOE Bus/Vans          | 8256 |
| Bullitt Lick Middle         | Drama Class             | 5/10/18     | Derby Dinner Playhouse - Oklahoma!  | Clarksville, IN                 | -0-    | Miller Transportation | 8216 |
|                             | Band                    | 5/12/18     | Trills & Thrills Music Festival   | Louisville, KY                  | \$48   | Miller Transportation | 8236 |
| Crossroads Elementary       | Special Education       | 4/25/18     | Camp Crooked Creek  | Shepherdsville, KY              | \$10   | Miller Transportation | 8215 |
| Hebron Middle               | 6th/7th Arts/Humanities | 5/2/18      | KMAC Art Museum   | Louisville, KY                  | \$13   | Miller Transportation | 8208 |
| Lebanon Junction Elementary | 4th/5th Grade Archery   | 5/10/18     | National Archery Tournament   | Louisville, KY                  | \$20   | Miller Transportation | 8251 |
| Nichols Elementary          | 2nd Grade               | 5/9/18      | Louisville Equestrian Center  | Taylorsville, KY                | \$10   | Miller Transportation | 8237 |
| North Bullitt H.S.          | Bowling Team            | 6/21/18     | Kings Island  | Mason, OH                       | \$50   | Miller Transportation | 8213 |
|                             | JROTC                   | 6/8-12 2018 | Cadet Leadership Challenge  | Greenville, KY                  | -0-    | Miller Transportation | 8241 |
| Old Mill Elementary         | 2nd Grade               | 5/16/18     | Bernheim Forest   | Clermont, KY                    | \$18   | Miller Transportation | 8238 |
| Overdale Elementary         | 2nd Grade               | 5/7/18      | Squire Boone Caverns  | Mauckport, IN                   | \$19   | Miller Transportation | 8201 |
|                             | 1st Grade               | 6/1/18      | Bernheim Forest   | Clermont, KY                    | \$14   | Miller Transportation | 8212 |
| Zoneton Middle              | 7th/8th Grade Band      | 5/19/18     | Kings Island Music in the Parks Festival  | Loveland, OH                    | \$99   | Miller Transportation | 8218 |

### Minutes

March 26, 2018 - Monthly Meeting

### Construction Items

#### **1. BG-4 MES Addition/Renovation - Synergy Test & Balance**

Requested was approval of the BG-4 Closeout document for the Synergy Test and Balance work on the Maryville Elementary Addition/Renovation Project BG 15-106. The total amount of the contract was \$13,890.00.

## 2. MES Signage Quote

Presented for the Board's review and approval was an estimate from Cadillac Sign & Decal to replace the signage on the back side of Maryville Elementary School at a total cost of \$3,055.00.

## 3. Proposal from Caliber Construction for MES

Approval was requested for the proposal from Caliber Construction for cutting material between John Harper Highway and the geo field at Maryville Elementary School in addition to adding 4" of top soil. During construction it was discovered that a lot of trash had been dumped there over the past years. This request will clean up the area as well as a more revealing view of the front of the school from John Harper. The cost of this proposal is \$16,000 which will be funded through construction contingencies.

## 4. CO#1, MWES Addition/Renovation - Unused Funds CKG Supply

Deductive Change Order #1, in the amount of (\$222.00), is for unused funds for CKG Supply for material used on the Mt. Washington Elementary School Addition/Renovation Project. Of the original purchase order for \$14,445.00, \$14,223.00 was spent.

## 5. CO#1, MWES Addition/Renovation - Unused Funds - Corken Steel

Deductive Change Order #1, in the amount of (\$6,753.07), is for unused funds for Corken Steel on the Mt. Washington Elementary School Addition/Renovation Project. The original purchase order was in the amount of \$50,000.00, with \$43,246.93 spent.

## 6. CO #1, MWES Addition/Renovation - Unused Funds - Ferguson Water Works

Deductive Change Order #1, in the amount of (\$0.65), is for unused funds for Ferguson Water Works on the Mt. Washington Elementary School Addition/Renovation. The original purchase order amount was \$6,000.00 of which \$5,999.35 was spent on the project.

## 7. CO#1, MWES Addition/Renovation - Unused Funds for Plumbers Supply

Deductive Change Order #1, in the amount of (\$0.11), is for unused funds for Plumbers Supply on the Mt. Washington Elementary School Addition/Renovation Project. The original purchase order amount was \$12,500 of which \$12,499.89 was spent.

## 8. CO#1, MWES Addition/Renovation - Unused Funds-S & M Precast

Deductive Change Order #1, in the amount of (\$1,378.00), for S & M Precast is for credit of unused funds for material used on the Mt. Washington Elementary Addition/Renovation Project. The original Purchase Order amount was \$10,042.00, with \$8,664.00 spent.

## 9. CO#1, MWES Addition/Renovation - Unused Funds- Rexel-Southland Electrical Supplies

Deductive Change Order #1, in the amount of (\$70.05), is for unused funds for Rexel-Southland Electrical Supplies on the Mt. Washington Elementary School Addition/Renovation Project. The original purchase order amount was \$258,328.80 and \$258,258.75 was spent.

## **10. BG-4, US Specialties, MWES Addition/Renovation Project**

Presented was the BG-4 Contract Closeout form for US Specialties for the extra tack strips and tack boards that were not part of the original scope of work on the Mt. Washington Elementary School Addition/Renovation Project. The total cost was \$4,875.00.

### **Human Resources**

#### **1. Leaves of Absence Requests**

**Brea Breeze** – Teacher – Bernheim Middle School – Ms. Breeze requested a leave without pay for the dates of April 10–June 8, 2018. She is using 12 weeks of FMLA and 3 extra days. She has a medical issue.

**Jackie Brock** – Cook/Baker – Pleasant Grove Elementary – Ms. Brock requested leave without pay for the dates of March 8, 9 and 19, 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 September 8, 2017, February 16, March 6 and 14, 2018. She does not earn accrual leave time. She had a medical issue.

**Joseph Kegan Davis** – Teacher – Bernheim Middle School – Mr. Davis requested leave without pay for the dates of May 1–August 1, 2018. Using available accrual leave time. He has military leave.

**Tina Denner** – Lunchroom Monitor – Mt. Washington Middle School – Ms. Denner requested leave without pay for the date of March 13, 2018. She does not earn accrual leave time. She had a non-medical issue.

**Lloyd Dooley** – Bus Driver – Transportation – Mr. Dooley requested his contract for the 2017/2018 school year be reduced by 3 days. Due to the inclement weather, the end of school does not allow him to honor a prior commitment made before the school year began. He has a non-medical issue.

**Dana Hood** – Cook/Baker – Lebanon Junction Elementary School – Ms. Hood requested leave without pay for the dates of September 13, 2017, March 6, 7, 14, 16, and 19, 2018. She has used all her available accrual leave. She had medical issues.

**Katherine Howard** – Lunchroom Monitor – Ms. Howard requested leave without pay for the date of January 25, 2018. She does not earn accrual leave time. She had a medical issue.

**Pamela Jenkins** – Zoneton Middle School – Ms. Jenkins requested leave without pay for the dates of March 5 and 16, 2018. She has used all of her available accrual leave time. She has a medical issue.

**Pamela Kersey** – Lunchroom Monitor – Crossroads Elementary – Ms. Kersey requested leave without pay for the dates of September 15, 2017 and January 4, 2018. She does not earn accrual leave time. She had a medical issue and a non-medical issue.

**Angela Krogulski** – Lunchroom Monitor – Zoneton Middle School – Ms. Krogulski requested leave without pay for the dates of September 1, 5, 11, 12 and 26, 2017, January 3, 5, 20, 24, 25 and 29, 2018. She does not earn accrual leave time. She had a medical issue.

**Jennifer Lawrence** – Cook/Baker – Bullitt East High School – Ms. Lawrence requested to extend her previously approved leave without pay from March 21 until April 25, 2018. She has a medical issue.

**Ashland Nicole LeRoy** – Bus Driver – Transportation – Ms. LeRoy requested leave without pay for the dates of March 28 and April 11, 2018. Due to previous illness' she has used all her available accrual leave time. She had and has a non-medical issue.

**Deborah Marasa** – Law Enforcement Teacher – Bullitt East High School – Ms. Marasa requested leave without pay for the dates of April 11–18, 2018. She does not qualify for FMLA. She is using her available accrual leave time. She has a non-medical issue.

**Ellen Mast** – Lunchroom Monitor – Maryville Elementary School – Ms. Mast requested leave without pay for the date of March 27, 2018. She does not earn accrual leave time. She had a medical issue.

**Martha McCann** – Instructional Assistant – Crossroads Elementary – Ms. McCann requested leave without pay for the dates of August 28, September 18, October 16- 17, 2017 and February 16, 2018. She does not earn accrual leave time. She has had medical issues.

**Kristi Miller** – Bus Driver – Transportation – Ms. Miller requested a leave without pay for March 16, 2018. She has used all her available accrual leave time. She had a non-medical issue.

**Leah Monks** – Lunchroom Monitor – Pleasant Grove Elementary – Ms. Monks requested leave without pay for the dates of March 13 and 16, 2018. She does not earn accrual leave time. She had a non-medical issue.

**Jessica Oden** – Lunchroom Monitor – Overdale Elementary – Ms. Oden requested leave without pay for the dates of December 11, 2017, January 25-26, March 8, and 13, 2018. She does not earn accrual leave time. She had a medical issue.

**Amanda Patterson** – Instructional Assistant – Crossroads Elementary – Ms. Patterson requested leave without pay for the date of October 10, 2017. She does not earn accrual leave time. She had a medical issue.

**Joe Reister** – ESS Aide – Crossroads Elementary – Mr. Reister requested leave without pay for the dates of January 5, March 16 and 30, 2018. He does not earn accrual leave time. He had a non-medical issue.

**Crystal Slaughter** – Cook/Baker – Hebron Middle School – Ms. Slaughter requested a leave without pay for the dates of March 12–30, 2018. She has used all her available accruals. She does not qualify for FMLA. She has a medical issue.

**Jo Anna Solgot** – Instructional Assistant – Lebanon Junction Elementary – Ms. Solgot requested an educational leave of absence – August 6–December 20, 2018. She has a non-medical issue.

**Gina Terorde** – Speech Language Pathologist – District Wide – Ms. Terorde requested leave without pay for the dates of March 12– May 3, 2018. She is using 10 weeks of FMLA.

**Stephanie Thomas** – Lunchroom Monitor – Roby Elementary – Ms. Thomas requested leave without pay for November 3, December 15, 2017 and March 16, 2018. She does not earn accrual leave time. She had a non-medical issue.

**Kina Vanmeter** – Bus Driver – Transportation – Ms. Vanmeter requested leave without pay for the dates of March 5, March 13–April 27, 2018. She has used all her available accrual leave time and does not qualify for FMLA. She has a medical issue.

**Karen Weaver** – Account Clerk – District Office – Ms. Weaver requested leave without pay for the dates of March 23–April 16, 2018. She is using 8 weeks of FMLA.

**Emily Whitley** – Teacher – Shepherdsville Elementary – Ms. Whitley requested a leave without pay for the dates of May 1 – June 8, 2018. She is using 8 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 **March 2018** through **April 2018** were submitted for the Board's information and inclusion in the minutes of this meeting.

## **3. SFS Request for Reduction of Planning Days & Addition of Extended Days**

Presented was a request for a reduction of all planning days for lunchroom monitor, cook/baker, and cafeteria manager positions while adding three extended days to the cafeteria manager and cook/baker positions to begin with the 2018-2019 school year.

## **4. Emergency Substitute Certification**

Presented was the application for Emergency Substitute Certification in order to certify substitute teacher positions which may be filled during the 2018-2019 school year.

## Contracts

### **1. Pro Fire Extinguishment Contract Renewal**

This is the first renewal of the contract with Pro Fire Extinguishment for the fire extinguisher inspections, fire alarm inspections and sprinkler inspections for the 2018-2019 school year. The rates are the same as last year's bid price. The budgeted amount of \$35,000 will cover this contract and any necessary repairs determined during inspections. These services are required annually by the State Fire Marshal.

### **2. Allied Cleaning Solutions Contract Renewal**

This is the final renewal of the contract for janitorial supplies with Allied Cleaning Solutions. Last year, the Board renewed the contract for stripper, wax and associated products with the option to renew for one additional year. Allied President Bill Gray has agreed to continue servicing the district at no additional cost for the 2018-2019 school year.

### **3. Bischoff Lawn Maintenance Contract Renewal**

Requested was permission to renew the grass mowing and trimming services contract with Bischoff Lawn Maintenance for the 2018-2019 school year. Mr. Bischoff has agreed to continue the grass mowing services at no additional cost to the district.

### **4. Ecotech LLC Contract Renewal**

Permission was requested to renew the contract with Ecotech LLC for Solid Waste Removal, Disposal and Recycling Services for the 2018-2019 fiscal year. This is the first renewal of the contract approved in May 2017. Ecotech LLC has agreed to honor the current rates for the upcoming year. Funding has been allocated in 0421-Sanitation Services in the amount of \$99,799.44.

### **5. SealPro Coatings Contract Renewal - Parking Lot Sealing & Striping**

Permission to renew the contract with SealPro Coatings was requested for the parking lot sealing and striping for the 2018-2019 school year. The budget amount to cover the cost of sealing and striping totals \$57,046.00. The tentative schedule includes Roby Elementary, Zoneton Middle, Shepherdsville Elementary, Freedom Elementary, and Mt. Washington Middle. (Bullitt Lick Middle was slated in the rotation; however, the school is under renovation and the majority of the parking lot will be replaced. Roby Elementary will take the place of Bullitt Lick in the rotation.)

### **6. Georgetown College Principal Training Program MOA**

The Memorandum of Agreement with Georgetown College will allow collaboration with Bullitt County Public Schools to implement a principal training program to build strong administrators for our schools.

### **7. Kentucky Community and Technical College System (KCTCS) Lease Renewal for Buffalo Run Facility**

The current lease with Kentucky Community and Technical College System (KCTCS) for the Buffalo Run facility is scheduled for renewal on July 1, 2018, for a one-year period. Presented was the annual renewal for the majority of the space at Buffalo Run. Other agencies lease a small portion of the facility as well and their leases are handled separately.

### 8. Summit Learning Program MOA for ZMS & BLMS

The Memorandum of Agreement with Summit Learning is for Zoneton Middle and Bullitt Lick Middle Schools. Zoneton Middle School would like to expand from offering Summit only to 6th graders to the whole school. Bullitt Lick Middle School applied and has been accepted to implement the Summit Learning Platform by August 1, 2018. Additional details were provided.

### 9. Kentucky State Fair Board Lease Agreement for Freedom Hall

Despite efforts to reserve and coordinate graduation plans well in advance, the number of days added to the calendar greatly limited options for the venue this year. Broadbent Arena is not available on Saturday, June 9th, due to an archery tournament. Due to the possibility of that event finishing late into the evening, there would not be sufficient time for the services necessary to ready the area for another event on Sunday. Freedom Hall was the next available choice of venues that supplied adequate space for graduates' families and friends. This venue came at a more expensive cost of \$12,000 due to the larger seating capacity. In order to keep the ceremonies scheduled relatively close to the last day of school, this option prevented postponing graduation exercises to the following weekend.

### 10. Walgreens Pharmacy - Hepatitis A Vaccinations

The district has an opportunity to work with Walgreens Pharmacy to provide Hepatitis A vaccinations to Bullitt County Public School employees. Doing so now will allow the second (booster) shot during the same month as the flu vaccination program. A clinic will be held after hours for school employees and an additional clinic will be offered for the transportation office following morning bus routes. Eric Farris has reviewed the Certificate of Liability and Immunization Service Agreement.

### Permission to Accept Donations/Grant Funding

Grant Writer Ashley Byrum requested approval of the following grants and donations:

| <b>School/Program<br/>Receiving<br/>Contribution</b>       | <b>Donor</b>                      | <b>Description<br/>of Gift</b> | <b>Purpose</b>   | <b>Value</b> |
|--|-----------------------------------|--------------------------------|--|--------------|
| BCPS – Special Education                                   | Ohio Valley Education Cooperative | Donation                       | Expense reimbursement for Special Education staff to take Special Education students to the Self-Advocacy Fair hosted by OVEC. Covers travel and substitute costs. | \$4,190.00   |
| Bullitt Advanced Math and Science (Riverview)              | Sullivan University               | Donation                       | BAMS placed 2nd in the Inspiring Curiosity Contest.  | \$1,000.00   |
| Shepherdsville and Nichols Family Resource Centers         | Alliance Entertainment            | In-kind                        | 1,290 DVDs to be distributed to students as incentives valued at \$15 each.  | \$19,350.00  |
| Crossroads and Old Mill Elementary Family Resource Centers | Alliance Entertainment            | In-kind                        | 1,000 DVDs to be distributed to students as incentives valued at \$15 each.  | \$15,000.00  |

|  |  |         |  |             |
|--|--|---------|--|-------------|
| Maryville and Overdale Elementary Family Resource Center                         | Alliance Entertainment   | In-kind | 1,275 DVDs to be distributed to students as incentives valued at \$15 each.                                | \$19,125.00 |
| Cedar Grove Elementary School (Rebecca Dennis)                                   | DonorsChoose.org   | In-Kind | Twenty pairs of mallets for the music program.   | \$395.73    |
| Bullitt County Board of Education – Homeless Education                           | Kentucky Department of Education – McKinney-Vento Homeless Education | Grant   | Support services for district homeless students qualifying for McKinney-Vento Homeless Education Services. | \$70,564.83 |
| Bullitt County Board of Education Foodservice (Shepherdsville Elementary School) | Kentucky Department of Education – Equipment Assistance Program      | Grant   | Replace oven.  | \$22,000.00 |
| Bullitt County Board of Education Foodservice (Brooks Elementary School)         | Kentucky Department of Education – Equipment Assistance Program      | Grant   | Replace oven.  | \$22,000.00 |

#### Use of District Property Request - BCHS by Hope City Church

Bullitt Central High School requested permission to allow Hope City Church to use their facility on the first Sunday of the month starting May 6, 2018, to August 5, 2018, for monthly meetings from the hours of 6 p.m. to 8 p.m. They also requested permission to have church service every Sunday beginning September 2, 2018, to December 30, 2018, from the hours of 7 a.m. to 1 p.m. The application and agreement form, along with the liability insurance certificate, were provided. An updated certificate of liability will be provided in August 2018 when the current policy expires.

#### Textbook Plans - MES, FES, LJES, MWMS

Presented were textbook plans for Maryville Elementary School, Freedom Elementary School, Lebanon Junction Elementary School, and Mt. Washington Middle School. The Directors of Elementary and Secondary Education and the Assistant Superintendent for Student Learning had reviewed the plans.

#### Shortened School Day Requests - 1718-06/1718-08/1718-11

Presented was a request to modify the attendance schedule for three students with disabilities. The students were identified by number in order to maintain confidentiality. There is documentation of medication necessity for the modified schedule and the modified schedule has been recommended for approval by the Admissions and Release Committee (ARC). Full documentation is on file in the office of the Director of Special Education.

#### Declare Items Surplus

The Department of Facilities submitted lists of electronic items to be declared surplus. With approval, those items will be sold at auction or recycled per district policy.

#### Alteration of School Property Request - BCHS

Bullitt Central High School Principal Erik Huber requested permission to paint cougar paw prints along the car rider line and drive leading back to the football field. Mr. Huber believes

this will improve the culture of the building by making BCHS more welcoming and increase student pride. BCHS will pay for the paint out of SBDM funds and staff have volunteered to paint the cougar paws.

#### 2018 Summer Camps

Submitted for approval were the following camps for the summer of 2018:

- CES 21st Century & FRC Camp- Around the World in Eight Days
- Archery Camp
- Art Camp
- CGES/LJES and RES/MWES FRC Camp - Cooking Camp
- CGES/LJES and RES/MWES FRC Camp - 4-H Camp
- CGES/LJES and RES/MWES FRC Explorer's Camp

#### Inactive Savings Accounts

As of April 10, 2018, the district has an account in the name of Bullitt County Public Schools-Savings Bond in the amount of \$2,072.38 and an account in the name of Bullitt County Public Schools-Scholarship in the amount of \$2,391.34. Based on a review, the accounts appear to be donated funds to the district; however, no formal documentation is available due to the age of the accounts. The accounts are inactive. Ms. Lewis recommended the two savings accounts be closed and the funds remitted to the Irene Carroll Scholarship Fund. This will allow the funds to be distributed in the form of a scholarship.

#### Kentucky Center for School Safety SRO Survey

The Kentucky Center for School Safety (KCSS) would like to conduct a survey to students regarding School Resource Officers (SRO). KCSS is seeking concrete information regarding perceptions and attitudes of having SROs in their schools. There are currently three SROs assigned to schools throughout the district, therefore, KCSS requests to seek input from our students. The survey is to be completed before May 4, 2018. KCSS feels that the data from this survey is very important to provide support and develop training opportunities for SROs. The survey will take less than 10 minutes to complete, is confidential, and asks for the school and district for tracking purposes only.

### **UNFINISHED BUSINESS**

(None)

### **NEW BUSINESS**

#### Early Graduation Request - S. Yates

Bullitt Central High School student Shelby Yates has completed all requirements for graduation. She is Career Ready and plans to attend Elizabethtown Community Technical College's Nursing Program in the fall of 2018.

- 2018-134- Motion made by Darrell Coleman, seconded by Lorraine McLaughlin, to approve the request for early graduation for Shelby Yates as presented. All members voted YES.

#### 2017-2018 Amended School Calendar

Requested was approval of the amended 2017-2018 school calendar. The requirements for the student instructional year, 1,062 hours of instructional time for students delivered on 170 student attendance days, will be met as required by KRS 158.070(1)(f). The amended calendar will be submitted to the Kentucky Department of Education by June 30 as required

by 702 KAR 7:140. The last day for students is June 8, Closing Day for teachers is June 11 and June 12 is a Professional Development Day. Provided are the Amended 2017-2018 School Calendar and 2017-2018 Calendar Amendments and Revisions.

- 2018-135- Motion made by Dolores Ashby, seconded by Diane Thompson, to approve the 2017-2018 Amended School Calendar as presented. All members voted YES.

Special Education Request for Additional Staff at NBHS

Presented was a request to staff North Bullitt High School with an additional special education teacher (MSD) for the remainder of the 2017-2018 school year only. Funding is available for the additional position in the IDEA budget.

- 2018-136- Motion made by Lorraine McLaughlin, seconded by Dolores Ashby, to approve the request for an additional special education teacher at North Bullitt High School. All members voted YES.

Special Education Request for Additional Staff at CGES

Cedar Grove Elementary School is in need of an additional special education teacher. Funding is available for the additional position in the IDEA budget for the remainder of the current school year. It will be funded from the General Fund next year per the staffing plan.

- 2018-137- Motion made by Darrell Coleman, seconded by Dolores Ashby, to approve the request for an additional special education teacher at Cedar Grove Elementary. All members voted YES.

Abolishment of SFS Program Assistant Position

Director of School Food Services Angela Voyles requests abolishment of the 196-day Program Assistant position beginning with the 2018-2019 school year. Ms. Voyles feels that the position is no longer necessary and the funds used to pay the salary of this position can be better spent more directly serving our students. Removal of this position will not hinder the efficiency or operations of the SFS central office as most responsibilities will transfer to the Director of School Food Service. The employee currently holding the 196-day Program Assistant position will be transferred to a secretary/bookkeeper position for which she is qualified.

- 2018-138- Motion made by Debby Atherton, seconded by Darrell Coleman, to approve the request to abolish the 196-day Program Assistant position in the SFS office. All members voted YES.

**ADJOURNMENT**

- 2018-139- Motion made by Darrell Coleman, seconded by Diane Thompson to adjourn at 6:40 p.m. All members voted YES.

---

CHAIRPERSON

---

SECRETARY

04/23/2018