

Board of Education Regular Meeting  
July 16, 2018 6:00 PM  
Professional Development Center  
631 North Green Street  
Henderson, KY 42420

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

Present Board Members:

Mrs. Lisa Baird  
Mr. Wesley Smith  
Dr. Sally Sugg  
Mr. Michael Waller  
Mrs. Tracey Williams

**I. Welcome & Call Meeting to Order**

Discussion:

Mrs. Lisa Baird called the meeting to order.

**I.A. Moment of Silence & Pledge of Allegiance**

Discussion:

After a moment of silence, Mr. Chad Thompson, led the Pledge of Allegiance.

**II. Approval of Agenda**

**Order #1 - Motion Passed:** A motion to approve the agenda as listed passed with a motion by Mrs. Tracey Williams and a second by Dr. Sally Sugg.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**III. Students & Staff Recognition**

Discussion:

Mrs. Marganna Stanley shared a video of a summer school program that is going on at North Middle School.

#### **IV. Public Participation & Recognition of Guests**

Discussion:

The Board recognized HCHS Student Ambassadors in attendance: Maddie Blanford, Jordan Smith, Chris Zamora and Nick Clem.

#### **V. Approve Minutes from Prior Meetings**

**Order #2 - Motion Passed:** A motion to approve the Minutes from the June 25, 2018 Special Meetings passed with a motion by Dr. Sally Sugg and a second by Mrs. Lisa Baird.

#### **5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

#### **VI. Reports**

##### **VI.A. New Spottsville Elementary School Project Update**

Discussion:

Mr. John Hagan Codell updated the Board on the New Spottsville Elementary School Project. Mrs. Marganna Stanley asked the Board for a date within the next two to three weeks to walk through the school. It was decided to schedule it on Friday, August 3, 2018, at 4:00 p.m. at the New Spottsville Elementary School.

##### **VI.B. HCHS Athletic Report**

Discussion:

Mr. Jeff Coursey presented the HCHS Athletic Report. Mr. Coursey stated that Meet the Colonels night was changed from August 3rd to August 4th due to a new KHSAA rule that football cannot do full pad practices until August 1st and that would give them an extra day to do a full practice as they have a scrimmage on August 4th.

##### **VI.C. New Accountability System Update**

Discussion:

Mrs. Kim White presented an update on the new accountability system. Mrs. Lisa Baird asked if there will be a way to go back a year before and plug that data into this new system. Mrs. White said that certain things could be, however, some data cannot because that data has never been identified. Dr. Sally Sugg stated that the State data is wonderful, however, she is more concerned with the daily and weekly formative assessments.

## **VII. Old Business**

### **VII.A. School Safety Updates**

Discussion:

Mr. Steve Steiner updated the Board on school safety in the District. He mentioned adding cameras on some of the buses and at schools; new access controls at several entrances at the high school and the middle schools so that teachers and staff can scan in; new Alertus System which is connected to emergency services; budgeted money for security at the middle schools; and updates to the vestibules at every school to be a stopping place before one can get buzzed through. The BG-1's will be coming to the Board soon. Mrs. Lisa Baird inquired per KRS if all classroom doors are locked. Mr. Steiner stated that they have been locking the doors for a while now.

### **VII.B. ABA (Community Sports)**

Discussion:

Mr. Steve Steiner updated the Board on recent meetings with HCHS coaches regarding ABA and community sports. He also met with Mr. Ford, the new school based ABA person. They are working on creating a calendar that will benefit schools, family and kids as well. Mr. Steiner stated that next steps will be to meet with Mr. Ford and Mr. Heath to look at football and to create a timeline that will work with administration. Another group Mr. Steiner plans to talk to is the principals. In regards to meeting with the principals, Dr. Sally Sugg suggested that the administration will really listen to the elementary principals as this has such a huge impact on the custodial staff and the daily schedule.

### **VII.C. Student Code of Conduct Handbook for 2018-2019 - Second Reading**

Discussion:

Mr. Steve Steiner presented the second reading of the 2018-2019 Student Code of Conduct Handbook.

**Order #3 - Motion Passed:** A motion to approve the second reading of the 2018-2019 Student Code of Conduct Handbook as presented passed with a motion by Mrs. Tracey Williams and a second by Mr. Wesley Smith.

#### **5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **VII.D. Amended Salary Schedule for 2018-2019**

### **Discussion:**

Mrs. Jinger Carter presented an amended Salary Schedule 2018-2019. Under Extra Service Positions and Supplements, SoFA Coordinator supplement was added, and under Track, Cross Country Coach - Boys & Girls, instead of two, there is one elementary and four middle school supplements. Also, under Classified Salary Schedules by Job Classification, Childcare Supervisor - Multiple Full Day Programs at Pay Grade 22, was struck out and moved to a Pay Grade 23.

**Order #4 - Motion Passed:** A motion to approve the Amended Salary Schedule for 2018-2019 as presented passed with a motion by Dr. Sally Sugg and a second by Mrs. Lisa Baird.

### **5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **VIII. New Business**

### **VIII.A. Board Attorney**

#### **Discussion:**

Mrs. Lisa Baird stated that the Board approved Stoll Keenon Ogden as Board Attorney at the July 18, 2016 board meeting and that Board Policy reflects that the position is for two years. The Board has the option to send out an RFP or choose to rehire Stoll Keenon Ogden. If the Board chooses to put out an RFP, then we would have to extend the current contract, if not, we would need a motion to extend the current contract for another two years. Dr. Sally Sugg recalled when the Board talked about this before. She stated that the Board had discussed looking at it each time the Board changes officers. Dr. Sugg made a motion to extend the contract to the next time we change Board officers, which would be in January 2019. Mrs. Elizabeth Bird stated that, if that is the preference, then it would be helpful to change the language in the policy. Mrs. Bird said that it would probably be cleaner to say that it will be reviewed every two (2) years at the time officers are elected. Dr. Sugg stated that she will withdraw her motion and ask Mrs. Bird to help write the revisions to the policy for consideration by the Board. Mrs. Bird said that for now the Board would need to extend the contract until then. Mrs. Baird voted Nay to Dr. Sugg's motion to extend the contract until January 2019 in order to align the renewal with the election of Board officers. Mrs. Baird was opposed because she was in favor of extending it for the additional two years.

**Order #5 - Motion Passed:** A motion to extend the contract for Board Attorney, Stoll Keenon Ogden, until January 2019 which will be renewed every two years to keep in line with the election of Board officers passed with a motion by Dr. Sally Sugg and a second by Mr. Michael Waller.

**4 Yeas - 1 Nays.**

Mrs. Lisa Baird	No
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**VIII.B. Consent Agenda**

**Order #6 - Motion Passed:** A motion to approve the Consent Agenda as presented passed with a motion by Mrs. Tracey Williams and a second by Mr. Michael Waller.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**VIII.B.1. Approve second reading of newly recommended KSBA Policy Update #41**

**VIII.B.2. Approve 2018-2019 Certified and Classified Positions**

**VIII.B.3. Approve Data Security and Privacy Briefing**

**VIII.B.4. Approve Transportation of Students Attending Holy Name School**

**VIII.B.5. Approve School Activity Fund Fundraiser Requests**

**Rationale:**

East Heights to sell t-shirts to generate funds for student rewards and to provide spirit wear to our Hawk Community; and

HCHS HOSA to sell Stonridge to raise funds for HOSA SLC and ILC. This fundraiser is replacing the Worlds's Finest Chocolate fundraiser.

**VIII.B.6. Approve Three (3) Adjunct Instructors**

### **VIII.B.7. Approve Bid Recommendation**

Rationale:

Bid Renewal Recommendation:

LED Light Bulb and Fixture Bid #12-16-5-9

## **IX. Financial**

### **IX.A. Treasurer's Report**

Discussion:

Ms. Cindy Cloutier presented the Treasurer's Report for the month ending June 30, 2018. Mrs. Marganna Stanley requested the Board's approval of the Treasurer's Report as presented.

**Order #7 - Motion Passed:** A motion to approve the Treasurer's Report for the month ending June 30, 2018 passed with a motion by Dr. Sally Sugg and a second by Mrs. Lisa Baird.

#### **5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

### **IX.B. Paid Warrant Report**

Discussion:

Ms. Cindy Cloutier presented the Paid Warrant Report for payments made between June 26, 2018 and July 16, 2018. Mrs. Marganna Stanley requested the Board's approval for the Paid Warrant Report as presented.

**Order #8 - Motion Passed:** A motion to approve the Paid Warrant Report for payments made between June 26, 2018 and July 16, 2018 passed with a motion by Mrs. Tracey Williams and a second by Mr. Michael Waller.

#### **5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **X. Personnel Actions**

Discussion:

Personnel actions taken by the Superintendent since the last regular board meeting were reviewed with the Board and are attached to these minutes.

## **XI. Interviews and Selection for Construction Management Services for the New Jefferson Elementary School Project**

Discussion:

The Board conducted interviews for Construction Management Services for the New Jefferson Elementary School Project. The first presentation was from Garmon Construction Services. The Presentation Team in attendance is as follows: Brian Kooistra, LEED AP Chief Operating Officer, Paul Okeson, Vice-President, Lance Gassert, PE Preconstruction Manager, Rochelle Gardner, Project Manager, Jeremy Kunz, Principal-in-Charge, and Kurt Knight, Superintendent. From his review of the packet submitted by Garmon, Mr. Wes Smith noted that they have zero KDE experience and asked them what would be their biggest obstacle with that. Mr. Kunz replied that they have reached out to Mr. Greg Dunbar with KDE during the RFP process, in order to understand their role as the construction manager and the BG processes. He confirmed that they have zero experience, however, they have a good understanding after their conversations with Mr. Dunbar. Mr. Dunbar has offered Marcus Highland as a local resource for KDE that covers the Henderson area. Mr. Okeson stated that Mr. Knight has 20 KDE projects that he has been a part of in his career. Dr. Sally Sugg noted from her review of their Ability to Complete Projects sheet that they have a pretty good track record with cost and then what the actual cost was. Dr. Sugg asked about the Vigo Schools Aquatic Center Project change in cost from \$8.9M to the actual cost of \$9.6M. Mr. Gassert stated that donor funds came in to purchase a large scoreboard and also an entrance with trees. Dr. Sugg also asked what would the "watch out for this" their clients would say about them. Mr. Kooistra stated that right now the biggest challenge is the marketplace in terms of economy, labor, and sub-contractors. Mrs. Lisa Baird stated that they were the pre-construction manager for the McCutchanville Elementary School Project. Mrs. Baird asked why they were not chosen for the entire job. Mr. Kunz stated that they were hired for pre-construction with the architect on the project. He stated that there was a lot of newness as EVSC had never gone with construction management as an advisory role. He said that they saw the value of that in the pre-construction phase. Board officials and the administration chose that they wanted to maintain their course on the construction project and to hire them just for pre-construction management and move forward as they traditionally have done so. Mrs. Baird also asked on their last school project, what would be the one thing that they could change. Mr. Gassert stated to make sure to manage those expectations with the communication throughout the project so that everyone can see what that end vision is going to be. Mrs. Marganna Stanley referenced

the RFP where it speaks about early pre-bid packages and, in this particular project, there might not be just one big project and the fee schedule is the same. She asked if this is something that they are accustomed to doing in Indiana. Mr. Gassert stated that these are early bid packages and are customary in their industry. Mrs. Stanley said that he mentioned communication and that is very important to us and that we have two men that co-chair the maintenance department. She said that they are accustomed to attending the construction meetings with the on-site supervisor. They are also sometimes able to save us money when the construction manager communicates if something can be done locally, our maintenance department can take care of it. Mrs. Stanley asked Garmon when they have allowed this on a project. Ms. Gardner stated that they do this on every project. Mrs. Stanley asked for an example of when they have been able to add value back to a project as in value engineering. Mr. Gassert stated that in a recent project it came down to the sizes of the glass in the project. They split the panes of glass in two and were able to shave a savings of \$100,000 on this project. He stated that they would evaluate costs throughout the project.

The second presentation was from Codell Construction Company. The Presentation Team in attendance is as follows: Jim Codell, President, John Hagan Codell, Project Manager, and Randall Johnson, Construction Manager. Mr. Wes Smith asked if Codell has any experience working with Hafer. Mr. Jim Codell stated that they have worked with the company that Hafer acquired and also extensively with their Civil Engineer, Mike Vickers. Mrs. Lisa Baird asked if fast track bid packaging was used successfully with Spottsville. Mr. John Hagan Codell said that there was an early bid package for site development clearing the existing parking lot along with utilities. He said that they are very experienced in putting that together. He stated that some of the projects listed there have four or five stages. Mrs. Baird asked if they had a chance to do the project over again, what would be the major thing that they would change. Mr. John Hagan Codell said that they were basically forced to build the building from the back to the front. If he had ample space, he would have built the two story wing first. Mr. Jim Codell said that they would have done more phasing. Mrs. Marganna Stanley stated that originally Peyronnin was hired for the construction manager and Peyronnin decided at one point that they wanted to bid on the construction site as the general contractor and the Board said that they could not be both construction manager and general contractor. Mrs. Stanley stated that she then spoke with Mr. Jim Codell, with Codell currently working on the HCHS CTE Unit Project, and asked him if Codell would even entertain being the construction manager at Spottsville. She stated that a lot of the design stage had been completed with RBS. Mrs. Stanley asked how would that look different starting with Codell with Hafer from square one rather than coming in at square five, six or seven. Mr. Jim Codell said that they have more difficulty managing with the architect's schedule, however, the first thing they would do is to work with the architect to put together a design



schedule. He said that if the team can stay together from day one, then the project would go smoother. Mrs. Stanley asked them to talk about early bid packages in regards to the track and field and the parking. Mr. John Hagan Codell said that they are very experienced in that and have already looked at options in relocating the football stadium. Mrs. Baird asked, if the Board does not feel that they are moving as fast as originally agreed to, what the course of action should be. Mr. Jim Codell said that first they would put up a bond and that the Board would put them on notice and, if that is unsuccessful, then the Board would contact their bonding company and/or default them.

Mrs. Baird asked the Board for any comments regarding the presentations. Mr. Mike Waller said that there were two extremely professional presentations. He said that there is a distinct difference between the two. One with significant experience in the State of Kentucky with building experience and construction management. The other group has quite a lot of experience building schools in another area and more local people. However, Mr. Waller stated that it will be Mrs. Stanley and her staff that work with this construction management company. Whoever they feel comfortable to work with is who he wants to support. Mr. Wes Smith said that these are two good companies. One with all of the experience with KDE. He would like to hear what Mrs. Stanley and her team think as far as who is best suited to do the job. Dr. Sally Sugg said that she wanted to hear Mrs. Stanley's thoughts overall on both presentations. Mrs. Stanley said that the presentations were very good and professional. Garmong had their team ready. They did have several people at the table and it appeared that we would be changing from one person to another all of the way through this project and we are not quite accustomed to that since we are used to working with one or two on a project. They were very professional. Mrs. Stanley also made comments about Codell. She mentioned that the HCHS CTE Unit Project went very well with Codell. With Spottsville, Codell came in after the project had already started and the project fell behind. However, behind the scenes unaware to most, Mr. John Hagan Codell has done his due diligence in putting contractors and sub-contractors on notice. He even put one sub-contractor on second notice. When PPMI walked off of the site, Codell was reminded that they are the construction manager and needed to deal with this issue. Even though they had never experienced a situation like PPMI, they did take care of the issue. Ms. Teresa Carpenter works well with our Finance Department and is very detailed with the paperwork. Mrs. Stanley stated that Codell has always been responsive to us on both of the projects. Mrs. Stanley stated that even though the other firm was very articulate, with Codell's experience with KDE and already knowing and understands the whole FACPAC program and have even gone to KDE with us, then the recommendation would be Codell Construction as the construction manager. Dr. Sally Sugg asked about how many days a week was Mr. John Hagan Codell on the job site. Mrs. Stanley stated that Mr. Randall Johnson is there every day,

however, Mr. John Hagan Codell does not travel to Henderson every week. He is on site an average of 4-5 times a month and corresponds with us weekly through email.

**Order #9 - Motion Passed:** A motion to accept the Superintendent's recommendation to select Codell Construction Company for the Construction Management of the New Jefferson Elementary School Project passed with a motion by Mr. Michael Waller and a second by Mrs. Tracey Williams.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**XII. Adjourn**

**Order #10 - Motion Passed:** There being no further business to come before the Board, a motion to adjourn the meeting at 7:58 p.m. passed with a motion by Mr. Michael Waller and a second by Dr. Sally Sugg.

**5 Yeas - 0 Nays.**

Mrs. Lisa Baird	Yes
Mr. Wesley Smith	Yes
Dr. Sally Sugg	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

---

Lisa Baird, Chairperson

---

Marganna Stanley, Superintendent