

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

REGULAR MEETING OF THE BULLITT COUNTY BOARD OF EDUCATION

**May 20, 2019
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 May 20, 2019 with the following members present:

Attendance Taken at 6:00 PM:

- | | | |
|----------------------------------|---------------------|-----------------------------|
| (1) Lorraine McLaughlin (Absent) | (2) Diane Thompson | (3) Debby Atherton (Absent) |
| (4) Steve Hornback | (5) Darrell Coleman | |

CALL TO ORDER

- 2019-145- The May 20, 2019, regular meeting of the Bullitt County Board of Education was called to order at 6:00 p.m. by Board Vice-Chairperson Darrell Coleman.

ADOPT THE AGENDA

- 2019-146- Motion made by Diane Thompson, seconded by Steve Hornback, to adopt the agenda with the following changes:
1. Add to Bids - Accept Proposal from Hoonuit I, LLC for the Integrated Data Dashboard
 2. Add to Travel eight (8) requests - (9870,9918,9919,9920,9946,9947,9949,9951)
 3. Amend Consent Item - Proposed Updated Instructional/Extra-Curricular/Athletic Fee Schedules
 4. Amend New Business - 2019-2020 Tentative Budget (Updated Memo)
 5. Add to New Business - Remove the Child Find Coordinator from Pay Scale & Absolve Position and Add One Additional Special Education Instructional Coach
 6. Add School District Finance Corporation to Follow New Business with Item - BCHS Deed of Easement for the Louisville Water Company
 7. Omit Executive Session
- Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

PRESENTATIONS

- 2019-147- Board Vice-Chairperson Darrell Coleman led the audience in The Pledge of Allegiance and reviewed the Board Team Commitments.
- 2019-148- Communications Director John Roberts reminded anyone wishing to address the Board to please register.
- 2019-149- Congratulations to:
2019 Governor's Scholars:
- Madison Carter, Savannah Price, Grace Rock and James Reading of Bullitt Central High School and Jacob Harrison of the Bullitt Advanced Math and Science (BAMS) Program
 - Olivia Armstrong, Emily Ezell, Andrea Foley, Lauren Jones and Shelby Knieriem of Bullitt East High School
 - Brooklyn Cahoe, Mackenzie Conn, Grace Gipson, Lauren VanderEspt, Samuel Hutchins and Peyton Holmes of North Bullitt High School

Crossroads Elementary School students earned honors at National History Day in Lexington:

- Seth Bishop's The Iditarod: The Race that Turned Tragedy into Triumph, a Kentucky Museum and History Alliance Award and a cash award.
- Averie Bernard's individual website: Wilma Rudolph: Tragedies to Triumphs, a Louisville Slugger Museum Award plus a personalized bat.
- Annabelle Decker, Payton Dennison and Briella Harris - First Place in state for Group Performance - Sacagawea: A Series of Triumphs and Tragedies.
- Aiden Huber - Second Place for Individual Performance (skit) - The Hot Dog Summit.
- Alexander Patterson - Second Place for Individual Website - Flight 93: Forever Changing Security.
- Luke Smith and Noah Coomes - Third Place for Group Website - Nathan Hale Triumphs and Benedict Arnold Tragedies.

Maryville Elementary School Student Technology Leadership Program (STLP) students:

- Austin Wooden, Braxton Ballman, Caden Dorsey and Alex Simms - First Place in NKU App; and Riley Scrogam, Beth Price and Cameron Dodson - First Place in UK Minds on Innovation and Engineering.

Pleasant Grove Elementary School STLP Sphero Hero Team earned Championship status at the Kentucky STLP Competition.

- Coders: Vincent Benfield, Declan Carroll, Vincent Shelman, Ella Thompson
- Scriptwriters: Anna Tinelli and Emma Wallace
- Narrator: Avery Wasinger
- Stage Crew/Props: Sarah Madalyn Strider, Lila Sharpe, Raygan Miles, Catherine Clark, Alyssa Hartell, Evie Harbin, Ireland McGinty, Kyle Baird, Caleb Masterson, Vincent Shelman, Alex Egan, Riley Warnecke, Braden Mattingly

North Bullitt High School JROTC:

- Cadet Trevor Hallahan earned Fifth Place in Solo Exhibition.
- Cadet Hallahan and teammate Trent Banaski earned Sixth Place in Dual Exhibition at the 2019 National Drill Championships.

BCPS School Bus Driver Michelle Crenshaw and Eastside Middle School Assistant Principal Kyle Buege who have been named 2019 Heroic Educators and will be recognized at the Kentucky Board of Education's June meeting.

AARP Grandparent Essay

- Old Mill Elementary School fifth grade student Jayda Ryan is the District and Regional winner of the AARP Grandparent Essay Contest.

I'm In Scholarship Recipients:

- BCHS: Casie Metcalf
- BEHS: Hannah Clark
- NBHS: Destin Steitz
- ROC: Justin Campbell

Eastside Middle School - 1st Place in the Kilowatt Crackdown by Louisville Energy Alliance (LEA)

- 2019-150- Mrs. Cate Noble Ward of Studio Kremer Architects gave an update on the Bullitt Lick Middle School Renovation/Addition Project.

COMMUNICATIONS

Audience Comments

(None)

Superintendent's Report

- 2019-151- Superintendent Jesse Bacon thanked retiring Human Resources Director Jennifer Wooley for her service. He also introduced the new Director of Human Resources Althea Hurt who was present. She will begin her duties on July 1, 2019.

Other Items from the Board

(None)

CONSENT ITEMS

- 2019-152- Motion made by Diane Thompson, seconded by Steve Hornback, 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 May 13, 2019, which is available online. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

Financial Reports

1. Balance Sheets for All Funds
2. Monthly Summary Report for Period 10
3. AP Check Reconciliation Register
4. Detailed Paid Warrant Report

Bids

1. Permission to Accept Bid for Grass Mowing and Trimming Services Districtwide

The Department of Facilities received and opened bids on April 16, 2019 for grass mowing and trimming services for the district. Of the eight (8) bid packets that were either mailed or picked up, four (4) responsive bids were submitted. Recommended was the bids from Bischoff Lawn Maintenance for the entire district. The cost per cut is \$6,980.00. Funding is allocated in 0424 - Contracted Grounds Services.

2. Permission to Accept Fluid Bids

Four vendors submitted bids to provide fluids to the Bullitt County Transportation Department. Requested for approval are the bids for fluids from the following vendors:

- Valor Oil: CJ-4 bulk, gear oil, grease, grease keg, power steering fluid, and DEF fluid
- Safety Kleen: motor oil, transmission fluid, synthetic transmission fluid, mineral spirits, hydraulic fluid, windshield wiper fluid, and red antifreeze
- UHL Truck: green antifreeze
- Key Oil: gasoline

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

05/20/2019

3. Permission to Accept Bid - Janitorial Supplies - Districtwide

The Department of Facilities received and opened bids on April 16, 2019 for janitorial supplies. Seven responsive bids were submitted. Three categories were used for review: 1) garbage and recycling liners and paper products, 2) stripper, wax and accessories, and 3) chemical dilution systems, chemicals and sundries.

Recommended for acceptance were the bids from:

- Hillyard - garbage and recycling liners and paper products, as well as stripper, wax and accessories
- Leonard Brush - chemical dilution systems, chemical and sundries

An itemized breakdown of the bid tabulations was provided. Funding is allocated in the 2019-2020 budget in 0610-General Supplies.

4. Integrated Data Dashboard RFP Results

Proposals for the Integrated Data Dashboard for RFP 2019-2020 #06 were opened at 2 p.m., Wednesday, May 8, 2019, at the central office. Only one proposal was received: Hoonuit I, LLC. Mrs. Usher recommended the Board approve the Integrated Data Dashboard contract with Hoonuit I, LLC. The contract for the first year cost is \$183,029.00, which includes additional costs for training, set up, services, etc. After the first year, the annual license fee will be approximately \$87,000. The Hoonuit dashboard will allow the district to better collect and provide real live data to schools and the district related to student learning, college and career readiness, non-academic data sources (attendance, behavior, etc.) and staff data (attendance, surveys, etc.). The funding for the contract will come from Beam funding to better support the district to make student learning and create college/career opportunities for students K-12 based on timely and predictive data from academic and non-academic data sources. The contract is for one year, with the option to renew for two, 12-month extensions at the annual license fee of \$87,000. The contract was reviewed by Buckman, Farris & Mills, LLC.

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>
Bullitt Central	Cross Country	6/8-9/19	Run Under the Stars	Paducah, KY	-0-	BOE Vans	9761
	12th Grade	4/15-20/2020	Senior Trip - Kennedy Space Center, Universal Studios, Sea World	Orlando, FL	\$700	Shockey Tours	9805
	Boys Basketball	6/3-6/19	Georgetown University Basketball Team Camp	Georgetown, KY	\$185	Parents	9766 / 9951
	Soccer	8/14/19 08/21/19 8/24/19 9/14/19 9/23/19 10/2/19	P.R.P. H.S. Frankfort H.S. Breckinridge County H.S. Louisville Collegiate Southern H.S. Butler H.S.	Louisville Frankfort Harned, KY Louisville Louisville Louisville	-0-	Jefferson	9806 9807 9808 9809 9810 9811
	Football	11/1/19	Christian Academy of Lou.	Louisville	-0-	Jefferson	9780
	Girls Basketball	6/17-19/2019	Campbellsville University Basketball Camp	Campbellsville, KY	-0-	Parents	9865
Bullitt East	Fishing	5/8-11/19	Bass Fishing State Tournament (Two students qualified, late notice to coach, both students chaperoned 24/7 by parents.)	Gilbertsville, KY	-0-	Parents	9803
	Boys Basketball	6/9-11/2019	Transylvania University Basketball Camp	Lexington, KY Evansville, IN	\$210 \$150	Miller BOE Vans	9918 9920

		6/13-15/ 2019 6/19/19	University of Evansville Basketball Camp Summer Games, Collins H.S.	Shelbyville, KY	-0-	Miller	9919
	FFA	6/11-13/ 2019 7/15-19/19	State FFA Convention	Lexington, KY	\$150	BOE Van	9946
			Kentucky Leadership Training Center	Hardinsburg, KY	\$75		9947
	YSC	6/14/19	Kentucky College Road Trip #5, Murray State University	Murray, KY	-0-	Miller	9949
Hebron Middle	Discovery 6th Grade	7/11/19	Breakout Louisville	Louisville, KY	-0-	Miller	9826
North Bullitt	JROTC	5/23/19 6/7-11/ 2019	Memorial Day Support Cadet Leadership Course	MW, KY Greenville, KY	-0-	Miller	9787 9593
	Girls Basketball	6/20-22/ 2019	2019 Team Camp @ Berea H.S.	Berea, KY	-0-	BOE Vans	9815
	Bowling	6/12/19	Kings Island Team Trip	Mason, OH	\$55	Miller	9770
	Boys Basketball	12/26-31/ 2019	Florida Holiday Tournament	Pensacola Beach, FL	-0-	Parents	9870
ROC	Beta Club	5/31/19	Holiday World	Santa Claus, IN	\$70	BOE Bus	9755

Minutes

April 15, 2019 - SBDM Reports / Work Session

April 22, 2019 - Monthly Meeting

Construction Items

1. C.O.#30, MES Addition/Renovation - Water Softener

Change Order #30, in the amount of \$30,116.39, is for the Maryville Elementary School addition/renovation project to add a water softener to the domestic water system. The original school did not have a softening system and due to budgetary concerns during the design phase, a water softener was not included in the construction package. Hard water issues have been discovered and are causing serious problems with hot water heaters, ice machines and faucets. The BCPS plumbers spend a significant amount of time working on plumbing issues created by the lack of having a water softener and it is causing damage to the above mentioned equipment. This change order will increase Parco Construction's contract from \$6,975,217.39 to \$7,005,333.91.

2. BG-5 Bernheim Middle School Spray Foam Project BG 18-087

Presented was the BG-5 Project Closeout Form relating to BG 18-087 Bernheim Middle School Spray Foam Project to finalize the project and signify that all costs associated with the project coincide with district and KDE records. This total cost for this project is \$278,178.97.

3. C.O.# 17, BLMS Addition/Renovation - Unsuitable Soil

Change Order #17, in the amount of \$6,500.00, is for the additional undercut of 118.19 cubic yards of unsuitable soil in the back parking lot at Bullitt Lick Middle School. This work was performed over spring break and approval was given by Mr. Bacon on April 2, 2019, in order to get the parking lots finished by the start of school. This changes EH Construction's contract from \$9,566,611.06 to \$9,573,111.06.

4. C.O.#18, BLMS Addition/Renovation - Unused Allowances

Deductive Change Order #18, in the amount of (\$25,500), is for two unused allowances, \$12,500 for unused portion of utility relocation allowance and \$13,000 for unused

geothermal casing allowance. This deductive change order decreases EH Construction's contract from \$9,573,111.06 to \$9,547,611.06.

5. C.O.#19, BLMS Addition/Renovation - Enhancements to Ceramic Block in the Hallways & Classrooms

Change Order #19, in the amount of \$11,357.50, is for work to better finish hallway and classroom walls. The hallways had no base, only ceramic block, along the hallways and classrooms. During construction it was discovered how uneven the halls were resulting in an unsightly finish when the VCT was applied. This change order increases EH Construction's contract from \$9,547,611.06 to \$9,558,968.56.

6. BEHS Soccer Field Lighting Project

Presented was a request from Bullitt East High School Principal Chris Mason to move forward with the soccer field lighting project. Currently, the soccer field has lighting on one side of the field. A local contractor has generously donated the lighting, poles, and labor associated with the work. As this is a modification to the grounds, the project will follow KDE guidelines utilizing the BG process. The project will be funded through the Bullitt East Athletic Boosters. An account will be established through the district's finance department to pay for all services. This project will be at no cost to the district.

7. BG-1, BEHS Soccer Field Lighting Project

Presented was the initial BG-1 to open the project to install lighting at the soccer field at Bullitt East High School. All funding will be provided by the Bullitt East Athletic Boosters and invoices paid through an account set up through the finance department. The project is expected to cost \$31,500.00, including the KDE-required construction contingencies in the amount of \$1,500.00.

Human Resources

1. Leaves of Absence Requests

Stephanie Barnett - Nurse - District Wide - Ms. Barnett requested leave without pay for the dates of April 23-24, 2019. She has used all her available accrual leave time.

Holly Goff - Sweeper - Lebanon Junction Elementary - Ms. Goff requested approval in advance for leave without pay for days that she will need to care for her parent. She has used all her available accrual leave time and does not qualify for FMLA.

Dana Hood - Cook/Baker - Lebanon Junction Elementary - Ms. Hood requested her leave without pay be extended through August 6, 2019. She had previously been approved through April 15, 2019. She does not qualify for FMLA.

Lena Humphrey - Teacher - North Bullitt High School - Ms. Lena requested leave without pay for April 29, 2019. She has used all her available accrual leave time.

Chad Laswell - Teacher - North Bullitt High School - Mr. Laswell requested leave without pay for April 18, 23, and 25, 2019. He has used all her available accrual leave time. He is under FMLA.

Jennifer Linder - Bus Driver - Transportation - Ms. Linder requested her leave without pay be extended from March 15 to March 31, 2019. She had been previously been approved.

Denica Sanders - Food Service Manager - Bullitt Lick Middle School - Ms. Sanders requested leave without pay for the dates of April 22 - May 31, 2019. She is using 6 weeks of FMLA.

Deborah Tellman - Cook/Baker - Bullitt East High School - Ms. Tellman requested leave without pay for the dates of May 9-15, 2019. She is using her available accrual leave time.

Thomas Tellman - Sweeper - Crossroads Elementary - Mr. Tellman requested leave without pay for the dates of May 22 - June 10, 2019. He is using all is available accrual leave time first. He does not qualify for FMLA.

Jessica Turley - School Home Community Liaison - Cedar Grove Elementary School - Ms. Turley requested leave without pay for the dates of April 22, May 1, 2, and 7, 2019. She has used all her available accrual leave time.

Charlotte Walker - Cook/Baker - Bullitt East High School - Ms. Walker requested leave without pay for the dates of May 29 - 31, 2019. She is using her available accrual leave time.

Kelly Wells - Tutor - BAC - Ms. Wells requested leave without pay for the dates of April 12, 18, 24, 25 and 26, 2019. She has used all her available accrual leave time. She does not qualify for FMLA.

Shannon Willis - Instructional Assistant - District Wide - Ms. Willis requested leave without pay for the dates of April 11 - May 31, 2019. She is using all her available accrual leave time. She does not qualify for 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 April 2019 through May 2019 were submitted for the Board's information and inclusion in the minutes of this meeting.

Contracts

1. Verizon MiFi Hotspot for NBHS

This agreement with Verizon for a MiFi Hotspot allows North Bullitt High School internet access in case of an emergency.

2. 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 wishes to continue offering Summit to the entire student body. Bullitt Lick Middle School would like to expand implementation to include both 6th and 7th graders.

3. Student Teaching Agreements

Submitted were Student Teacher Agreements for some of the universities and colleges listed below. Those agreements not attached are expected to arrive in the coming months. Each college/university would like to place teacher education students in Bullitt County Schools for student teaching experiences, clinical experiences, and/or field placements for the 2019-2020 school year.

4. MOA for Camera Access by Local Law Enforcement Agencies & Emergency Dispatch

Presented were Memorandums of Agreement with the local law enforcement agencies and emergency dispatch listed below to allow officers access to schools' video surveillance during non-school hours and in emergency situations. This collaborative working relationship is important to ensure the safety of students and staff and a rapid law enforcement response in the event of an emergency. Eric Farris has reviewed these agreements.

Bullitt County Sheriff's Office
Mt. Washington Police Department
Hillview Police Department
Bullitt County Emergency Dispatch

Shepherdsville Police Department
Pioneer Village Police Department
Lebanon Junction Police Department

5. Additional Chromebook Lease with Insight Financial Services LLC

The district currently has a master lease in force with Insight Financial Services, LLC for Chromebooks. This additional lease will become part of the master agreement. This year it

is necessary for the district to have two leases, one for four years for freshmen, and one for three years for sixth grade students for a total of 2,200 devices. Once approved by the Board, all paperwork included with this package will be sent to KDE for final approval, and ultimately purchase of these devices. Included was the documentation on the Chromebook chosen for this year, along with other KDE required documentation for submittal. These items were submitted to Joe Mills with Buckman, Farris and Mills Law Office for review.

6. KHEAA / KYCC MOA for 2019 NBHS AmeriCorps Mentor

The partnership between the Kentucky Higher Education Assistance Authority, Kentucky Campus Compact, and BCPS has completed its fourth year. This Memorandum of Agreement between all three parties will begin on August 1, 2019, and conclude on May 31, 2020. Kentucky College Coaches is an AmeriCorp initiative that will place college graduates in high schools to provide mentoring and hands-on advising to help students and families understand college readiness and the path to post-secondary education. North Bullitt High School is the host for the AmeriCorp Kentucky College Coach. The coach will work with disadvantaged students who would not typically go to college or do not understand the process of how to get to college. The coach will mentor 15-20 students per grade level focusing on the importance of grades and applications. Throughout the school year, the coach will report to AmeriCorp Kentucky College, updating on the progress of these students. The Kentucky Higher Education Assistance Authority will cover the expense for the coach's time and effort.

7. Bellarmine University/BCPS Bellarmine Literacy Project MOU and Additional Consulting Services

Presented was a Memorandum of Understanding with Bellarmine University for the Bellarmine Literacy Project (BLP). The BLP is a professional learning collaboration initiative for the 2019-2020 school year. The focus of this project is to provide teachers with the expert knowledge and tools to identify and address a child's diagnostic and prescriptive needs related to the five components of reading (phonemic awareness, phonics, vocabulary, fluency and comprehension). In addition, BCPS is working to create an on-going professional learning experience that not only creates teacher leaders in this project, but also provide continuous support for new and past participants of the project.

8. 2019-2020 OVEC Head Start Full Utilization Agreement

Presented for approval was the 2019-2020 OVEC Head Start Full Utilization Agreement. The commitments outlined in the document are made to assure full utilization of Head Start funds by meeting all required objectives. The purpose of the agreement is to coordinate services to eligible children through state preschool and federal Head Start funds. The agreement is based on the planned growth criteria set by the Kentucky Board of Education in conjunction with Head Start and local school districts.

9. BCATC Principal Reimbursement MOA and Contract

This Memorandum of Agreement and Contract with the Kentucky Department of Education is for reimbursement of a portion of the ATC Principal salary. The reimbursement amount for FY 20 is \$71,635. A component of this agreement is for Bullitt County Public Schools to provide a teaching position with the employee remaining under the authority of KDE.

10. Bullitt County Health Department Business Associate Agreement

To facilitate the exchange of services and confidential information with the Bullitt County Health Department, approval to execute the confidentiality agreement is necessary. This confirms both parties' adherence to the privacy requirements of the Federal Health Insurance Portability and Accountability Act of 1996 (HIPPA). This contract remains unchanged from the 2017 review by Eric Farris.

11. Bullitt County Health Department Contract for Hepatitis B Vaccination

This contract allows the vaccination series for Hepatitis B to be offered to district employees as in the past. As a continued cost savings measure, payment for the serum and injection will be collected at the time of service rather than being billed separately or upfront, as that was becoming costly and potentially wasteful. There is a savings of \$6 per injection with this contract. Funding for the provision is included in the health service budget for the upcoming school year.

12. Temporary Nursing Services for Out-of-State Field Trips

This blanket contract is for health services if required by students that are out of state on school sponsored trips and the determination regarding states' delegation requires licensed medical services. Board approval will allow the District Health Coordinator to contract with out-of-state nursing agencies when necessary. This contract was developed and recommended by Eric Farris.

13. Independent Nurse Contractors

Presented were blanket contracts with Independent Nurse Contractors for the 2019-2020 school year in order to meet all requests for health services in a timely manner. These guidelines are set within KRS 156.502 (Health Services in School Setting). The contracts are developed within the scope of practice for an RN and LPN licensure. The cost of service will not exceed the budget allowance as designated in the health service budget for the upcoming school year.

14. 2019-2020 JCTC MOA - Dual Credit Courses

This 2019-2020 Memorandum of Agreement with Jefferson Community and Technical College sets forth terms and conditions for awarding dual credit to Bullitt County students who are enrolled in Dual Credit Courses within the high school setting or on a JCTC Campus.

15. Farm Lease with Larry Butler for Twin Eagles Property

This Farm Lease allows Mr. Larry W. Butler to continue utilization of the Board-acquired land known as the Twin Eagles property in Mt. Washington for agricultural purposes.

16. Audit Engagement Letter - Stiles, Carter & Associates

This Independent Auditor's Engagement Letter with Stiles, Carter & Associates, CPAs, P.S.C. is for Fiscal Year 2020.

17. C&H Audio Visual Services Agreement

C&H Audio Visual Services provides preparations for the 2019 graduation ceremonies at Broadbent Arena on June 1, 2019.

18. NFHS Network Broadcast Program PlayOn, Pixellott System Letter of Agreement

The National Federation of State High School Association (NFHS) Network School Broadcast Program is the Kentucky High School Athletic Association's (KHSAA) official live streaming partner. NFHS can automatically capture and broadcast video of high school sporting events in the main gymnasiums and football arena powered by PlayOn through the Pixellott System. After installation by Bullitt County staff, the community will never have to miss another game. Coaches will have the ability to create game and practice film. Additional information was provided.

Permission to Accept Donations/Grant Funding

<u>School/Program Receiving Contribution</u>	<u>Donor</u>	<u>Form of Gift</u>	<u>Purpose</u>	<u>Value</u>
BCPS Homeless Education Program	KDE	Donation (cash)	iPads, books, periodicals for students affected by hurricane	\$851.00
BCPS FRYSC	KY Dept. of FRYSC	Grant	2019-2020 FRYSC Operations	\$952,174.84
Hebron Middle School Music/Band/Choir	HMS Music Boosters	Donation	To help purchase new instrument	\$1,470.00
Hebron Middle School Chess team	NBHS Music Booster	Donation	Various needs	\$554.83

Use of NBHS by Gym Rats Basketball Association, LLC

The North Bullitt High School Boys Basketball team requested permission to host a basketball tournament at the school on June 15-16, 2019. Gym Rats Basketball Association LLC will facilitate the tournament, splitting the profits 50/50 with the boys' basketball program. Gym Rats will organize and schedule the tournament and NBHS will supply the facility and workers. They will have district employees at the site during the tournament. The Application and Agreement forms and Liability Insurance Certificates were provided.

2019-20 Regular Pay, Coaching Pay,

& Automatic Payroll Authorization Deduction Schedules

Submitted for approval were the proposed 2019-2020 pay schedules for regular salary, coaching supplements and the Automatic Payroll Authorization deduction. The payroll schedule is approved each year for the upcoming fiscal year. Full-time personnel are paid over 26 payroll checks. Most deductions are taken over all 26 payroll checks. Health insurance and American Fidelity deductions are only taken over 24 payroll checks.

Indirect Cost Rate

Presented were the 2019-2020 District Indirect Cost Rate for the Bullitt County Board of Education. Indirect costs are expenditures in support of a program that are not directly identifiable to that program. KDE calculates the allowable percentage that may be applied to grants so that districts may be reimbursed for a portion of the support expenses incurred. The non-restricted rate applies to the School Food Service program. The restricted rate may be applied to other grants, such as Title I, that exclude expenses for district administrative support. Each local board of education must approve to recover indirect costs. During a

recent KDE audit by the USDE, it was noted that the indirect cost rates should be applied for the same measurement period as the calculation, thus the calculation is based on FY 18 detail. Effective July 1, 2019, the new indirect cost rates will be applied. The rates are as follows:

Non Restricted Indirect Cost Rate	9.94%
Restricted Indirect Cost Rate	1.53%

Posthumous Diploma for Ronnie L. Click, NBHS

Ronnie L. Click was a senior at North Bullitt High School. Unfortunately, on Friday, October 26, 2018, Ronnie passed away. The family requested Ronnie be granted a high school diploma.

Proposed Updated Instructional/Extra-Curricular/Athletic Fee Schedules

With input from schools regarding athletic fees, as well as instructional/extra-curricular fees, slight adjustments were made to some of the categories. The athletic fees have been totally revamped following input from the Booster Club Committee that was formed. Many thanks to Lisa Lewis, Rachelle Bramlage-Schomburg, and the other committee members that provided information. Per Board policy, the proposed fees shall remain in place until modified or removed by the Board of Education. Consistent with Board Policy 09.15, students cannot be denied access/participation based on the inability to pay. Schools will need to seek ways to assist students with waiver of fees.

2019-2020 School Fundraisers

Each school submitted a list of fundraisers to be utilized if they so choose during the 2019-2020 school year.

2019 Kentucky Chamber Membership

The district has been a member of the Kentucky Chamber since May 2014. As a member, the district receives member discounts especially with Kentucky Employer's Mutual Insurance (KEMI). KEMI is the direct provider for Worker's Compensation Insurance. The credit amount as a Chamber member is \$10%. This is a significant savings on the premium amount. The membership amount is \$2,000 and offsets the savings discount.

2019-2020 Technology Plan

Each year the district provides a Technology Plan to the Kentucky Department of Education. With the assistance of the Digital Learning Coaches, technology staff, and other district stakeholders, a new template is being used which is modeled after the Future Ready Schools platform used by KDE technology state master plan. Using this platform, the district plan is designed with the emphasis of supporting state initiatives, along with the district's initiatives for the coming year. The district will build on this process next year, fully utilizing the Future Ready Framework and incorporating new or different approaches based on the outcome of the new district strategic plan. This plan is challenging and continues to support personalized learning, the Access 24 Chromebook program, digital safety, school safety, supporting CTE and preparing our students for the future.

Additional 2019 Summer Camps

Additional Summer Camps were presented for approval for the upcoming summer break. They will be posted on the district's website.

Community Eligibility Provision of the National School Lunch Program
to include CGES, RES, CES, BMS & ZMS

The Community Eligibility Provision provides qualifying schools the opportunity to feed breakfast and lunch to every student in the school free of charge, regardless of household income, for up to four years. In SY 13-14, BCPS piloted the Community Eligibility Provision at Shepherdsville Elementary. In SY 18-19, the CEP operated at seven schools: Maryville, Brooks, Lebanon Junction, Nichols, Shepherdsville, Overdale and Bullitt Lick. All schools continue to have success implementing this option including increased participation and reimbursement revenue, innovative breakfast delivery procedures and reduced paperwork. Direct Certification data indicates that more schools have increased in free students to make the program viable for success. Requested was permission for the program to expand to also include Cedar Grove Elementary, Roby Elementary, Crossroads Elementary, Bernheim Middle and Zoneton Middle, with the understanding that the district can opt out of the program at the beginning of the school year should the district feel it necessary.

UNFINISHED BUSINESS

(None)

NEW BUSINESS

Amended 2018-2019 School Calendar

Submitted for approval was the amended 2018-2019 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, 2019, as required by 702 KAR 7:140(2)(3). As a result of inclement weather, school was cancelled on November 15, December 5, January 30 and February 1. There was an emergency cancellation of school on March 7, 13, and 14 due to an insufficient number of substitute teachers. The make-up days for cancelled days are December 20, February 18, March 8, May 24, 28, 29, and 30. School was delayed two hours on January 31 for weather. The district is not required to make up the two hours missed as a result of student attendance day shortened due to emergency, less than five hours, as per 702 KAR 7:140(3)(2). The last day for students is May 30 and the closing day for teachers is May 31. June 3 is a Professional Development Day because a Professional Development Day built into the original 2018-2019 school calendar was used as a make-up day.

- 2019-153- Motion made by Darrell Coleman, seconded by Diane Thompson, to approve the 2018-2019 amended school calendar as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

2019 Summer Paint Crew & Paint Crew Supervisor Positions

Permission was requested to post nine (9) painter positions and one (1) paint crew supervisor position for the district's summer painting. The cost associated with this work is \$50,691.00. Also, funding for the painting supplies has been allocated in 0899 - Other Miscellaneous Expenditures - Maintenance Department in the amount of \$20,000.00. A list of painting needs is being compiled and studied by the maintenance department and will be used to set the painting schedule for the summer work. The painting schedule is slated for June 5th-6th, 10th-13th, 17th-20th, 24th-27th, July 1st-2nd, 8th-11th, 15th-18th, 22nd-25th, and 29th-30th. The work schedule is based on working Monday through Thursday, 10-hour days to coincide with the maintenance work hours. Work performed in June 2020 represents the

05/20/2019

remaining allocated hours from the FY19 budget. This is contingent upon approval of the FY20 budget.

- 2019-154- Motion made Diane Thompson, seconded by Steve Hornback, to approve the summer paint crew and supervisor positions as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

Special Education Extra Duty Position for Speech and Language Pathologist

During the summer, anticipated is the need to evaluate 20+ children for Speech/Language and/or Developmental Delay eligibility who will turn three years of age during these months. According to the special education regulations, students transitioning from First Steps to Preschool currently in the evaluation process must have their evaluation completed by their third birthday. In order to accomplish this, requested is permission to hire a certified Speech and Language Pathologist to assist in the evaluation of these students for a total of seven (7) days during the upcoming summer months. Considering the number of students to be evaluated and subsequent IEP development process should students qualify for services, the anticipated estimated cost for this position is \$1,680. Funding for this position will come from the IDEA budget.

- 2019-155- Motion made by Diane Thompson, seconded by Steve Hornback, to approve the request for a Speech and Language Pathologist for 2019 summer evaluations as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

Special Education Request for Additional Staff - Teacher of the Hearing Impaired

Presented is a request to add a district-wide, full-time, Teacher of the Hearing Impaired (HI) position beginning the 2019-2020 school year. This is a continuation of the position added at the February Board meeting for the remainder of this school year. Due to lack of suitable applicants, a long-term substitute has filled this position since its approval to meet the requirements of an IEP for a student who moved into the district during the winter. In looking forward, the district's two current full time teachers of the Hearing Impaired (HI) will remain beyond caseload capacity going into the next school year; thereby, it is necessary to continue this position for a foreseeable future. Funding for this position will come from the IDEA Budget.

- 2019-156- Motion made by Steve Hornback, seconded by Diane Thompson, to approve the addition of a district-wide, full-time Teacher of the Hearing Impaired beginning with the 2019-2020 school year. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

School Activity FY 2020 Budgets

Presented were the Principals' Combined Budgets for FY 2020 for all schools. Per Redbook requirements, the Board of Education must approve the school activity budgets for the upcoming school year by the end of May.

- 2019-157- Motion made by Diane Thompson, seconded by Steve Hornback, to approve the school activity budgets for the upcoming school year. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

2019-20 Annual Pay Scales

Presented for approval were the Annual Pay Scales for FY 2020. The following are additions/changes to the scales:

- 1) District-wide increase of 1.00% added
- 2) Removed the Technology Coordinator pay scale to reflect the pay scale for the Director of Technology
- 3) Added Director of Technology supplement and removed Technology Coordinator supplement
- 4) Added Director of Safe Schools supplement and removed Safe Schools Coordinator supplement
- 5) Updated the secretarial pay scale to reflect School Level Secretary, Central Office Secretary, Superintendent Secretary, and Administrative Secretary
- 6) Added Director of Student Leadership Activities supplement
- 7) Added the Special Education Compliance Coordinator supplement
- 8) Changed the Special Education Consultant to Special Education Coach
- 9) Changed Technology Resource Teacher to Digital Learning Coach
- 10) Added one to the district total for Agriculture Teacher (high school)
- 11) Added eSport Coach supplement (high school)
- 12) Removed Child Find supplement
- 13) Added one Access 24 Coordinator to district total (high school)
- 14) Added Area Cross Country Coach (North, Central, East) supplement (elementary school)

- 2019-158- Motion made by Steve Hornback, seconded by Diane Thompson, to approve the proposed Annual Pay Scales for FY 2020 as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

2019-2020 School Professional Development Plans

Presented were the 2019-2020 Professional Development Plans for all Bullitt County schools. These PD plans had been reviewed by the appropriate level directors and the Assistant Superintendent for Student Learning.

- 2019-159- Motion made by Diane Thompson, seconded by Steve Hornback, to approve the 2019-2020 School District Professional Development Plans as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

2019-2020 Tentative Budget

Provided was the Tentative Budget for Fiscal Year 2020. The summary by fund is shown below:

General-Fund 1	\$129,420,019.71
Grants-Fund 2	\$ 9,144,687.14
Capital Outlay-Fund 310	\$ 1,186,748.00
Building-Fund 320	\$ 13,618,966.32
Food Service-Fund 51	\$ 7,368,814.00
Total	<u>\$160,739,235.17</u>

For each fund, the revenues equal the budgeted expenses. The Fund 1 contingency is above the minimum contingency required by the state of 2%. Departmental budgets have been

05/20/2019

reviewed and many have been reduced from the Draft Budget requests. The Departmental Budgets are included in your binder. The budget allows the District to continue staffing below cap size and maintain the Instructional Coaches, Instructional Tutors, College Career Coaches, and the Data Managers. The budget contains funds to add a one percent (1%) across-the-board raise on the pay scales and the continued funding for SBDM allocations at 3.5% of the SEEK base per pupil amount.

In the General Fund, salary and fringes as budgeted account for approximately 61.39% of the General Fund budget.

Some areas to note are:

1. Kentucky Teacher Retirement System match is an unfunded mandate. The Employer Match has reached the maximum contribution of 3%. The total general fund cost for KTRS Employer Match is approximately \$1,606,700.
2. Seven buses are budgeted.
3. The original tentative budget memo included a new position and a new job description for a Director of Student Leadership Activities. This recommendation is being removed from the tentative budget at this time.
4. Based on the findings of the board-appointed Booster Club Committee, a recommendation to add one 4-hour bookkeeper to each high school for the upcoming fiscal year is being requested.
5. Added a Central Office secretarial pay scale to replace the pay scale for secretarial employees at the Central Office which includes, Secretary I, Acct. Clerk I, Acct. Clerk II, Accts. Payable Clerk, Certified Payroll Clerk, Classified Payroll Clerk, Clerical Assistant HR, Insurance Clerk, Secretary Student Learning, Secretary Federal Programs, Secretary Technology, Secretary Personnel, Secretary Pupil Personnel, Secretary SFS, Secretary Special Ed, and Secretary Preschool (These positions will fall under Central Office Based Secretary I) job description provided
 - a.) The school based secretarial positions will remain the same.
 - b.) The Administrative Secretary I positions and the Superintendent's Secretary will be paid under the Superintendent's Secretary/Administrative Secretary I pay scale.
 - c.) Secretarial staff at the Central Office support all schools in the district and their positions carry additional responsibilities and workload in comparison to secretarial staff at the school level. These pay scale adjustments provide additional compensation to the Central Office secretarial staff, and the adjustment is included in the budget.
6. We wish to combine the duties of the Preschool Secretary and the District Volunteer Coordinator into one position titled Secretary 1 - (Central Office Based). The position will be 8 hours per day, 12 months per year which is 260/261 days per year. Preschool work is expected to require 6 hours per day and district volunteer coordinator work is expected to require 2 hours per day.
 - a.) Currently, the Preschool Secretary position is 8 hours per day, 240 days per year and the District Volunteer Coordinator position is 4 hours per day, 260 days per year. We recommend that the preschool budget fund 6 hours per day while general budget fund 2 hours per day.
 - b.) The Preschool Secretary position is vacant for the 2019-2020 school year, thus, this is the opportunity to make key changes. The employee currently doing District Volunteer Coordinator duties will remain an 8 hour per day, 260 day employee with additional duties provided by the Student Learning Department.

7. Revised the Preschool Secretarial position to include duties as a volunteer coordinator pay will be reflected under the Central Office Based Secretary I Preschool and Volunteer Coordinator Budget was adjusted accordingly job description provided.

8. Budgetary requests were accepted from the schools on a voluntary basis to request budget consideration for various initiatives at the school level. Requests were reviewed and most all requests were included in the budget.

9. This budget also includes on-behalf payments in the budget, which reflect an estimate of the amounts paid on behalf of the district by the state for Kentucky Teachers Retirement, Technology, and Health Insurance.

Fund 400 is included for informational purposes only and is not included in the total Tentative Budget amount.

Any changes to the Tentative Budget will be made and presented with the Working Budget in September.

- 2019-160- Motion made by Steve Hornback, seconded by Diane Thompson, to approve the 2019-2020 Tentative Budget, 1% across-the-board raise on the 2019-20 pay scales, the central office based secretarial job descriptions for Central Office Based Secretary I and Central Office Based Secretary I - Preschool and its funding and the addition of a one 4-hour bookkeeper at each high school as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

2019-2020 Certified Employee Evaluation Plan

Minimal revisions were made to the plan this year. Principals, teachers, and district administrators provided constructive feedback to the current plan and the Certified Evaluation Plan Committee approved the revisions.

- 2019-161- Motion made by Diane Thompson, seconded by Steve Hornback, to approve the 2019-2020 Certified Employee Evaluation Plan as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

Request to Increase Meal Prices for SY 19-20

School Food Service (SFS) requests approval for an increase of the paid lunch meal price to \$2.85, an increase of ten (10) cents, for SY 19-20. This increase to the paid lunch meal price will apply to all grade levels and schools. The current price for paid lunch meals for SY 18-19 is \$2.75. Student reduced price lunch is set by federal regulation at \$0.40.

SFS also requests to increase the paid breakfast meal price to \$1.50, an increase of 25 cents. The BCPS breakfast meal price has not increased in the last 10 years. This increase will apply to all grade levels and schools. The current price for paid breakfast meals for SY 18-19 is \$1.25. Student reduced price breakfast is set by federal regulation at \$0.30.

SFS also requests approval for an increase to the adult breakfast meal price to \$2.75, an increase of 25 cents. The adult lunch meal price of \$3.75 will remain the same for SY 19-20.

Please see additional information provided.

- 2019-162- Motion made by Diane Thompson, seconded by Steve Hornback, to approve the increase of meal prices for 2019-2020 as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

Changes to Child Find Coordinator / Addition of
Special Education Instructional Coach

Requested was permission to remove the job title of Child Find Coordinator from the pay scale, as well as absolve the position and to approve one additional Special Education Instructional Coach. Funding is available for the additional position in the IDEA budget.

- 2019-163- Motion made by Steve Hornback, seconded by Diane Thompson, to approve the request to remove the Child Find Coordinator from the pay scale and absolve the position and to approve one additional Special Education Instructional Coach as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

RECESS REGULAR SESSION

- 2019-164- Motion made by Diane Thompson, seconded by Steve Hornback, to recess regular session. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

**BULLITT COUNTY SCHOOL DISTRICT FINANCE CORPORATION
CALL TO ORDER**

Motion made by Diane Thompson, seconded by Steve Hornback, to call to order the Bullitt County School District Finance Corporation. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

ADOPT THE AGENDA

Motion made by Diane Thompson, seconded by Steve Hornback, to adopt the agenda as presented. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

Acceptance of Deed Easement - BCSDFC to Louisville Water Company - BCHS

Presented for acceptance was the Deed of Easement from the Louisville Water Company (LWC) addressing the new water line service installation at Bullitt Central High School. Due to the age of the existing water lines, LWC will install new lines of service on the Bullitt Central campus. The work will take place over the next few months with minimal service disruptions. Through consultation with Eric Farris, the Deed of Easement is appropriate as to form and legality. Upon acceptance, the Deed of Easement will be mailed to the Louisville Water Company.

Motion made by Diane Thompson, seconded by Steve Hornback, to approve the Deed of Easement for the Louisville Water Company at the Bullitt Central campus. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

ADJOURNMENT

Motion made by Diane Thompson, seconded by Steve Hornback, to adjourn. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

**RECONVENE REGULAR SESSION of the
BULLITT COUNTY BOARD OF EDUCATION**

- 2019-165- Motion made by Diane Thompson, seconded by Steve Hornback, to resume regular session of the Bullitt County Board of Education. Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

ADJOURNMENT

2019-166- Motion made by Darrell Coleman, seconded by Diane Thompson, to adjourn at 6:58 p.m.
Board members Darrell Coleman, Diane Thompson, and Steve Hornback voted YES.

CHAIRPERSON

SECRETARY

DRAFT