



English Lucas Priest & Owsley, LLP | *Strength. Knowledge. Experience.*

Writer's E-mail Address: [mowsley@elpolaw.com](mailto:mowsley@elpolaw.com)

December 11, 2020

**Via Federal Express**

Mr. Charles Adams, Superintendent  
Spencer County Board of Education  
207 W. Main Street  
Taylorsville, KY 40071-8619

Re: Response to Requests for Proposals for Legal Services

Dear Superintendent Adams:

Attached is our proposal for legal services in response to the Spencer County Board of Education's Requests for Proposals for Legal Services.

Please let me know if you need any additional information.

Very truly yours,

ENGLISH, LUCAS, PRIEST & OWSLEY, LLP



Michael A. Owsley

MAO/tlw  
Enclosures



English Lucas Priest & Owsley, LLP | *Strength. Knowledge. Experience.*

***PROPOSAL FOR LEGAL SERVICES***

***BY***

***ENGLISH, LUCAS, PRIEST & OWSLEY, LLP***

***IN RESPONSE TO REQUESTS FOR PROPOSALS***

***FOR LEGAL SERVICES***

***SPENCER COUNTY BOARD OF EDUCATION***

***December 11, 2020***

Michael A. Owsley  
Regina A. Jackson  
W. Cravens Priest III  
English, Lucas, Priest & Owsley, LLP  
1101 College Street, P.O. Box 770  
Bowling Green, KY 42102-0770  
Telephone: (270) 781-6500  
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E-mail address: [mowsley@elpolaw.com](mailto:mowsley@elpolaw.com)  
[rjackson@elpolaw.com](mailto:rjackson@elpolaw.com)  
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English Lucas Priest & Owsley, LLP | [nowley@elpolaw.com](mailto:nowley@elpolaw.com) | *Strength. Knowledge. Experience.*

December 11, 2020

**Via Federal Express – Overnight Service**

Mr. Charles Adams, Superintendent  
Spencer County Board of Education  
207 W. Main Street  
Taylorsville, KY 40071-8619

Re: Response to Requests for Proposals for Legal Services

Dear Superintendent Adams:

Our firm received your request for a proposal for legal services by the Spencer County Board of Education (“Board”) through Jeffrey Rogers on November 25, 2020. We appreciate being asked to submit a proposal.

This will serve as our law firm’s response to the request for a proposal for English, Lucas, Priest & Owsley, LLP to serve as the attorney for the Board, with a submittal deadline of December 18, 2020. This proposal is valid for 60 days, and our attorneys and staff are available to begin representing the Board immediately.

We have been representing school boards and administrators for over 40 years. We currently represent the following school districts and educational cooperatives:

Allen County School District  
Barren County School District  
Bowling Green Ind. School District  
Breckinridge County School District  
Butler County School District  
Campbellsville Ind. School District  
Caverna Ind. School District  
Cloverport Ind. School District  
Cumberland County School District  
Dawson Springs Ind. School District  
Edmonson County School District  
Green County School District  
Green River Regional Educational  
Cooperative (GRREC)  
Hancock County School District

Hart County School District  
Logan County School District  
Marion County School District  
Marshall County School District  
McCreary County School District  
Meade County School District  
Metcalf County School District  
Muhlenberg County School District  
Monroe County School District  
Ohio County School District  
Russellville Ind. School District  
Union County School District  
West Kentucky Educational  
Cooperative (WKEC)

A list of school districts and educational cooperatives represented by our firm as of November 2020 is attached. Feel free to contact any of the superintendents listed on the attached list; however, since you asked for no less than three public school districts to call for professional references, we would include the following:

- Mr. Gary Fields, Superintendent  
Bowling Green Independent School District  
Phone: (270) 746-2200  
Email: [gary.fields@bgreen.kyschools.us](mailto:gary.fields@bgreen.kyschools.us)
- Mr. Bo Matthews, Superintendent  
Barren County School District  
Phone: (270) 651-3787  
Email: [bo.matthews@barren.kyschools.us](mailto:bo.matthews@barren.kyschools.us)
- Ms. Taylora Schlosser, Superintendent  
Marion County School District  
Phone: (270) 692-3721  
Email: [taylora.schlosser@marion.kyschools.us](mailto:taylora.schlosser@marion.kyschools.us)
- Mr. Corey Keith, Superintendent  
McCreary County School District  
Phone: (606) 376-2591  
Email: [corey.keith@mccreary.kyschools.us](mailto:corey.keith@mccreary.kyschools.us)
- Ms. Patricia Sheffer, Superintendent  
Union County School District  
Phone: (270) 389-1694  
Email: [patricia.sheffer@union.kyschools.us](mailto:patricia.sheffer@union.kyschools.us)

We were on the approved panel of the Kentucky School Boards Insurance Trust (KSBIT) for over 30 years before KSBIT discontinued providing coverage to school districts on June 30, 2013. We are currently on the approved panel for Liberty Mutual Insurance Companies, Hanover Insurance Company, and Wright Risk Management (WRM), the major insurance companies that provide liability insurance to local boards of education in Kentucky. Some of the school districts (not listed above) we have represented in the past few years for KSBIT, Liberty Mutual, Hanover, and WRM include the following: Anderson, Calloway, Carlisle, Christian, Clark, Clinton, Estill, Graves, Grayson, Henderson, McCracken, Murray, Owensboro, Paducah, Pulaski, Trigg and Todd.

For the past 26 years, ELPO Law has co-sponsored the annual school law conference with Western Kentucky University and Green River Regional Educational Cooperative. We donate our time making this one of the best school law conferences in the Commonwealth

where we bring in both national and Kentucky authorities to address school law issues affecting all school districts.

We also do a significant amount of training for school districts including several of the above and have conducted training for the education department at Western Kentucky University, the KSBA, GRREC, and WKEC. This training includes sexual harassment, discrimination, teacher evaluations and disciplinary proceedings, student discipline, as well as other education subjects. Most recently, we presented the required Title IX training for over 100 participants on November 12-13, 2020.

Many school districts have requested that we provide training for administrators on a variety of topics including evaluations of certified and classified employees; governmental, official, and qualified immunity; termination and discipline of certified and classified employees; student discipline; sexual harassment; bullying; open meetings; rights of transgender students; First Amendment rights; investigations; duty to report; etc.

Our litigation experience covers the full range of employment, education, and related issues. We have handled cases involving school closings, sexual harassment, gender discrimination, age, race, and disability claims under federal and state law, school violence (including school shooting cases in McCracken and Marshall counties), student discipline, employment termination, student disability issues under the IDEA and Section 504 of the Rehabilitation Act, and injury claims. We spend a significant amount of time in federal court litigating § 1983 and Title IX issues (including filing an amicus brief on behalf of the Kentucky School Boards Association with the United States Supreme Court in the landmark case of Gebser v. Lago Vista Independent School District). We have dealt with most legal issues involving public boards of education.

Most of the school-related litigation is handled by Regina Jackson, Cravens Priest, and me. In matters involving real estate or bond issues, the primary attorney involved is Brett Reynolds. Attached are brief biographies of each of the attorneys. Our practice is to assign the project to the attorney who is most knowledgeable and can deliver quality service with the least amount of research. I act as the gatekeeper to ensure the work is directed to the proper attorney or paralegal. We feel that one advantage we have is that since we deal in these areas on a daily basis, we can often answer questions with a minimum of research as compared to someone who must research the issues from scratch.

Given our location, it may not be practical for us to physically attend all board meetings, however we are willing to attend board meetings on an "as-needed" basis as requested. Most districts prefer to handle most matters with us by telephone or e-mail. We also have the ability to attend by video conference such as Zoom or Microsoft Teams. Some districts retain a local attorney to attend routine board meetings, and we then provide specialized services as requested. We can provide contact information for districts that follow this model. We are certainly willing to handle all matters in the manner preferred by the Board members and you.

We have made a substantial investment in technology and have up-to-date computer systems and utilize e-mail extensively both within the firm and with clients. We routinely exchange documents for review and editing via e-mail (when the client consents after understanding the risk of inadvertent disclosure). We believe this practice expedites the work and the communications between our firm and our clients. Of course, we utilize computerized legal research, including LexisNexis and other sources. We use the Internet extensively for both legal and non-legal research.

None of our representation of existing clients presents a conflict of interest with our representation of the Board. We also do not foresee any potential conflict of interest in representing the Board.

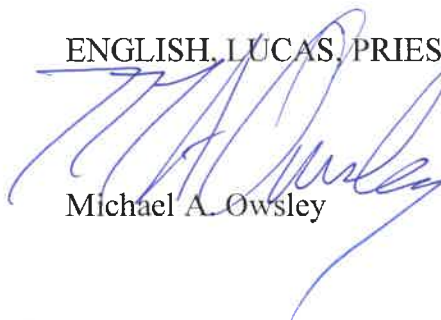
Enclosed is a summary regarding our billing practices for your review and consideration. We would be glad to discuss our rates with you if you have any questions. We have also enclosed a copy of our firm's Professional Liability Certificate of Insurance. Our firm has not had any litigation against it within the last five years.

In addition to providing the services described above, our firm also provides representation in many diverse areas of law including: business formation, corporate, collections, environmental, family, immigration, estate planning, labor and employment, intellectual property, personal liability, products liability, probate and tax issues.

We hope this letter and enclosed information provide you with the information you requested. Please let me know if you need anything else. We look forward to hearing from you.

Very truly yours,

ENGLISH, LUCAS, PRIEST & OWSLEY, LLP



Michael A. Owsley

MAO/tlw  
Enclosures:

1. List of School Districts Currently Represented by ELPO
2. Brief Biographies of Attorneys who will handle school-related matters
3. Summary of Fees and Expenses
4. Professional Liability Certificate of Insurance

**SCHOOL DISTRICTS AND EDUCATIONAL COOPERATIVES**  
**REPRESENTED BY ENGLISH, LUCAS, PRIEST & OWSLEY, LLP**  
November 2020

Allen County School District  
570 Oliver Street  
Scottsville, KY 42164  
Mr. Travis Hamby, Superintendent  
Phone: (270) 618-3181  
Email: [travis.hamby@allen.kyschools.us](mailto:travis.hamby@allen.kyschools.us)

Barren County School District  
202 W. Washington Street  
Glasgow, KY 42141  
Mr. Bo Matthews, Superintendent  
Phone: (270) 651-3787  
Email: [bo.matthews@barren.kyschools.us](mailto:bo.matthews@barren.kyschools.us)

Bowling Green Independent  
School District  
1211 Center Street  
Bowling Green, KY 42101  
Mr. Gary Fields, Superintendent  
Phone: (270) 746-2200  
Email: [gary.fields@bgreen.kyschools.us](mailto:gary.fields@bgreen.kyschools.us)

Breckinridge County School District  
#86 Airport Road  
Hardinsburg, KY 40143  
Dr. Nick Carter, Superintendent  
Phone: (270) 756-3000  
Email: [nick.carter@breckinridge.kyschools.us](mailto:nick.carter@breckinridge.kyschools.us)

Butler County School District  
203 N. Tyler Street  
P.O. Box 339  
Morgantown, KY 42261  
Mr. Robert Tuck, Superintendent  
Phone: (270) 526-5624  
Email: [robert.tuck@butler.kyschools.us](mailto:robert.tuck@butler.kyschools.us)

Campbellsville Independent School District  
136 South Columbia Avenue  
Campbellsville, KY 42718  
Mr. Kirby Smith, Superintendent  
Phone: (270) 465-4162  
Email: [kirby.smith@cville.kyschools.us](mailto:kirby.smith@cville.kyschools.us)

Caverna Independent School District  
1102 N. Dixie Highway  
Cave City, KY 42127  
Mr. Cornelius Faulkner, Superintendent  
Phone: (270) 773-2530  
Email: [cornelius.faulkner@caverna.kyschools.us](mailto:cornelius.faulkner@caverna.kyschools.us)

Cloverport Independent School District  
214 W. Main Street  
P.O. Box 37  
Cloverport, KY 40111  
Mr. Keith Haynes, Superintendent  
Phone: (270) 788-3910  
Email: [keith.haynes@cloverport.kyschools.us](mailto:keith.haynes@cloverport.kyschools.us)

Cumberland County School District  
810 N. Main Street  
Burkesville, KY 42717  
Dr. Kirk Biggerstaff, Superintendent  
Phone: (270) 864-3377  
Email: [kirk.biggerstaff@cumberland.kyschools.us](mailto:kirk.biggerstaff@cumberland.kyschools.us)

Dawson Springs Independent School District  
118 E. Arcadia Avenue  
Dawson Springs, KY 42408  
Mr. Leonard Whalen, Superintendent  
Phone: (270) 797-3811  
Email: [leonard.whelen@dawsonsprings.kyschools.us](mailto:leonard.whelen@dawsonsprings.kyschools.us)

Edmonson County School District  
P.O. Box 129  
Brownsville, KY 42210  
Mr. Brian Alexander, Superintendent  
Phone: (270) 597-2101  
Email: [brian.alexander@edmonson.kyschools.us](mailto:brian.alexander@edmonson.kyschools.us)

Green County School District  
P.O. Box 369  
Greensburg, KY 42743  
Mr. Will Hodges, Superintendent  
Phone: (270) 932-5231  
Email: [will.hodges@green.kyschools.us](mailto:will.hodges@green.kyschools.us)

Green River Regional Educational Cooperative  
(GRREC)  
230 Technology Way  
Bowling Green, KY 42101  
Mr. Bart Flener, Executive Director  
Phone: (270) 563-2113  
Email: [bart.flener@grrec.org](mailto:bart.flener@grrec.org)

Hancock County School District  
83 State Rt. 271 N.  
Hawesville, KY 42348  
Mr. Kyle Estes, Superintendent  
Phone: (270) 927-6914  
Email: [kyle.estes@hancock.kyschools.us](mailto:kyle.estes@hancock.kyschools.us)

Hart County School District  
P.O. Box 68  
511 West Union Street  
Munfordville, KY 42765  
Mr. Nathan Smith, Superintendent  
Phone: (270) 524-2631  
Email: nathan.smith@hart.kyschools.us

Logan County School District  
P.O. Box 417  
2222 Bowling Green Road  
Russellville, KY 42276  
Mr. Paul Mullins, Superintendent  
Phone: (270) 726-2436  
Email: paul.mullins@logan.kyschools.us

Marion County School District  
755 East Main Street  
Lebanon, KY 40033  
Ms. Taylora Schlosser, Superintendent  
Phone: (270) 692-3721  
Email: taylora.schlosser@marion.kyschools.us

Marshall County School District  
86 High School Road  
Benton, KY 42025  
Mr. Trent Lovett, Superintendent  
Phone: (270) 527-8628  
Email: trent.lovett@marshall.kyschools.us

McCreary County School District  
120 Raider Way  
Stearns, KY 42647  
Mr. Corey Keith, Superintendent  
Phone: (606) 376-2591  
Email: corey.keith@mccreary.kyschools.us

Meade County School District  
1155 Old Ekron Road  
P.O. Box 337  
Brandenburg, KY 40108  
Mr. Mark Martin, Superintendent  
Phone: (270) 422-7500  
Email: mark.martin@meade.kyschools.us

Metcalf County School District  
109 Sartin Drive  
Edmonton, KY 42129  
Mr. Josh Hurt, Superintendent  
Phone: (270) 432-3171  
Email: josh.hurt@metcalfe.kyschools.us

Monroe County School District  
309 Emberton Street  
Tompkinsville, KY 42167  
Ms. Amy Thompson, Superintendent  
Phone: (270) 487-5456  
Email: amy.thompson@monroe.kyschools.us

Muhlenberg County School District  
510 W. Main Street  
Powderly, KY 42367  
Mr. Robert Davis, Superintendent  
Phone: (270) 338-2871  
Email: robert.davis@muhlenberg.kyschools.us

Ohio County School District  
P.O. Box 70  
Hartford, KY 42341  
Mr. Seth Southard, Superintendent  
Phone: (270) 298-3249  
Email: seth.southard@ohio.kyschools.us

Russellville Independent School District  
355 S. Summer Street  
Russellville, KY 42276  
Mr. Leon Smith, Acting Superintendent  
Phone: (270) 726-8405  
Email: leon.smith@russellville.kyschools.us

Union County School District  
510 South Mart Street  
Morganfield, KY 42437-1781  
Ms. Patricia Sheffer, Superintendent  
Phone: (270) 389-1694  
Email: patricia.sheffer@union.kyschools.us

West Kentucky Educational Cooperative  
(WKEC)  
420 Wells Hall  
Murray State University  
Murray, KY 42071  
Ms. Gretchen Wetzel, Executive Director  
Phone: (270) 809-6978  
Email: patrice.chambers@wkec.org





**MICHAEL A. OWSLEY** was educated at Western Kentucky University (B.S., 1964) and the University of Louisville (J.D., 1968). He is admitted to practice before all state and federal courts in Kentucky, the U.S. Supreme Court, and the Sixth Circuit Court of Appeals. He was elected to membership in Phi Kappa Phi. He is a member of the Kentucky Council of School Board Attorneys (Director, 1980-1988, 1998-2000; President, 1984); Bowling Green/Warren County Bar Association (President 1977); Kentucky and American Bar Associations; Federation of Insurance Counsel; Kentucky Association of Defense and Insurance Counsel (Director, 1986-1990, President, 1990-1991); Defense Research Institute; and Section of Litigation of the American Bar Association. Mr. Owsley has been elected a Fellow in the American College of Trial Lawyers, and is also a graduate of Leadership Kentucky where he served on the board of directors (Chair 2007, Executive Committee 2004-2008); Bowling Green Area Chamber of Commerce (President 1985); and served on the board of directors and executive committee of the Kentucky Chamber of Commerce (2004-2010). Mr. Owsley's practice areas include education, employment, and complex litigation. Mr. Owsley's Internet e-mail address is [mowsley@elpolaw.com](mailto:mowsley@elpolaw.com).



**REGINA A. JACKSON** was educated at Berea College (B.A., 1985) and the University of Kentucky (J.D. with high distinction, 1988) where she was elected as a member of Order of the Coif and was the Executive Editor of the Kentucky Law Journal (1987-88). She is admitted to practice before all state and federal courts in Kentucky, the U.S. Supreme Court, and the Sixth Circuit Court of Appeals. She is a member of the American, Kentucky, and Bowling Green/Warren County Bar Associations. Ms. Jackson is a member and past president of the Kentucky School Boards Association, Council of School Board Attorneys, a former board member and past Chairman of the Downtown Redevelopment Authority, and a former board member of Junior Achievement of South Central Kentucky. She is also a graduate of Leadership Kentucky and currently serves on its Board of Directors and Executive Committee. Her practice areas include education and employment law. Ms. Jackson's Internet e-mail address is [rjackson@elpolaw.com](mailto:rjackson@elpolaw.com).



**W. CRAVENS PRIEST III** was educated at the University of Kentucky (B.S., 1989) and Salmon P. Chase College of Law, Northern Kentucky University (J.D. 1992). He is admitted to practice before all state and federal courts in Kentucky and the Sixth Circuit Court of Appeals. He is a member of the Bowling Green/Warren County (President 2009), Kentucky, and American Bar Associations; Kentucky Council of School Board Attorneys; Kentucky Defense Counsel, Inc.; and Defense Research Institute. Mr. Priest's practice areas include education law, employment law, and workers compensation law. Mr. Priest's Internet e-mail address is [cpriest@elpolaw.com](mailto:cpriest@elpolaw.com).



**BRETT A. REYNOLDS** is a graduate of Centre College and the University College of Law. He is admitted to practice before all state and federal courts in Kentucky and the Sixth Circuit Court of Appeals. He is a member of the American, Kentucky, and Bowling Green/Warren County Bar Associations in addition to the American Immigration Lawyers Association. Brett has been awarded as the Outstanding Young Lawyer in Kentucky by the Kentucky Bar Association, as the Bowling Green-Warren County Community Volunteer of the Year, and with the Big Brother of the Year Award from Big Brothers/ Big Sisters of South Central Kentucky. Brett has also previously served as Chair and Co-Chair of Leadership Bowling Green, Chair of the Leadership Bowling Green Advisory Committee, President of the Public Theater of Kentucky, on the Board of Directors for Big Brothers/ Big Sisters of South Central Kentucky, and is a graduate of Leadership Kentucky. Brett currently serves on the Board of Directors for the Bowling Green Area Chamber of Commerce and Champion Petfoods USA as well as on the ethics committee for the Kentucky Bar Association.. Mr. Reynold's practice areas include banking, business and corporate, real estate (commercial and residential), business startup services, landlord/tenant, bankruptcy, and immigration. Mr. Reynold's Internet e-mail address is [breynolds@elpolaw.com](mailto:breynolds@elpolaw.com).



English Lucas Priest & Owsley, LLP | *Strength. Knowledge. Experience.*  
Writer's E-mail Address: [mowsley@elpolaw.com](mailto:mowsley@elpolaw.com)

December 11, 2020

## 2020-2021 SCHOOL YEAR SUMMARY OF FEES AND EXPENSES

TO: SPENCER COUNTY BOARD OF EDUCATION

We want to take this opportunity to thank you for allowing our firm to represent your interests. In maintaining our commitment to keep you advised, the following is an outline of the schedule of fees and expenses to be charged by English, Lucas, Priest & Owsley, LLP for the 2020-2021 school year. If you have any questions about the firm's billing practices, please contact me.

**FEES:** The hourly rate charged depends on the nature of the work being performed and who is providing the service. Generally the rate will be higher for the more senior attorneys who have broader experience. The rate for partners effective July 1, 2020, is \$250 per hour, rates for associates range from \$185 to \$225 per hour, and rates for paralegals or legal assistants will be billed at \$115 per hour. Statements are computerized and time is recorded to the nearest one-tenth of an hour. All statements reflect the initials of the timekeeper, description of the work performed, the amount of time (in 1 of an hour increments) for each entry. Detailed statements are sent to you monthly. Rates are reviewed annually prior to the beginning of the next school year effective July 1 of that year.

**EXPENSES:** Your statement will contain an itemization of expenses incurred on your behalf. Out-of-office reimbursable expenses include travel expenses, which may involve airfare (coach rate), mileage (at IRS approved rate, currently \$.575/mile), motel, meals, parking, photographs, outside copy service and related out-of-pocket expenses. Office expenses include express mail service, messenger service, staff overtime directly related to this matter, preparation of presentation or trial exhibits, rental value of audio-visual equipment, etc. Investigator and expert charges, court reporter charges for deposition transcripts and witness statements, etc. may be forwarded directly to you for payment or, at the option of the firm, paid and included in your statement. **No charge is made for postage, long distance telephone charges, in-house photocopies, or the expense of incoming or outgoing faxes.**

If you have any questions, please let us know.

ENGLISH, LUCAS, PRIEST & OWSLEY, LLP

*/s/ Michael A. Owsley*

Michael A. Owsley

MAO/tlw

3170387



**DECLARATIONS  
LAWYERS PROFESSIONAL LIABILITY INSURANCE POLICY**

PLEASE READ CAREFULLY

THIS IS A CLAIMS MADE FORM. COVERAGE IS LIMITED TO LIABILITY FOR ONLY THOSE CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED AND REPORTED TO THE COMPANY DURING THE POLICY PERIOD

Policy No 147412

Item 1. Named Insured: English, Lucas, Priest & Owsley, LLP  
Item 2. Address: 1101 College Street  
P. O. Box 770  
Bowling Green, KY 42102-0770  
Item 3. Policy Period: From (Mo-Day-Yr) To (Mo-Day-Yr)  
02/07/2020 02/07/2021  
12:01 A.M. standard time at the address of the  
Named Insured as stated in Item 1.  
Item 4. Limit of Liability: \$10,000,000 Each Claim  
(including claims expenses) \$10,000,000 Aggregate  
Item 5. Deductible: \$0 Each Claim  
\$25,000 Aggregate  
Item 6. Annual Premium: KY Surcharge  
KY Local Gov't Tax  
Bowling Green  
Total  
(KY Local Gov't Tax includes a collection fee)  
Item 7. Endorsements Attached:

By acceptance of this policy the insured agrees that the statements in the Declarations and the Application and any attachments hereto are the Insured's agreements and representations and that this policy embodies all agreements existing between the Insured and the Company or any of its representatives relating to this insurance.

Countersigned at Louisville, Kentucky

Issue Date February 7, 2020

Authorized Representative

*Lou A. Smith*