

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

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

**September 28, 2021  
5:00 PM**

**MINUTES OF RECORD**

The Bullitt County Board of Education met at Old Mill Elementary School, 11540 Highway 44 East, Mt. Washington, Kentucky, 40047, at 5:00 PM on September 28, 2021, with the following members present:

**Attendance Taken at 4:23 PM:**

- |                               |                         |                         |
|-------------------------------|-------------------------|-------------------------|
| (1) Ms. Linda Belcher         | (2) Mrs. Nita Neal      | (3) Mrs. Debby Atherton |
| (4) Mrs. Lisa Hodges (Absent) | (5) Mr. Darrell Coleman |                         |

**CALL TO ORDER**

Board Chairperson Debby Atherton read a statement to the audience regarding civility and Board proceedings and expectations prior to calling the September 28, 2021, special meeting of the Bullitt County Board of Education to order at 5:00 p.m.

**ADOPT THE AGENDA**

2021-160- Motion made by Linda Belcher, seconded by Nita Neal, to adopt the agenda as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

**PRESENTATIONS**

- Board Chair Debby Atherton led The Pledge of Allegiance and reviewed the Board Team Commitments.
- Communications Director Kali Ervin reminded anyone wishing to address the board to please register and read a statement concerning public participation/speaker.
- Mrs. Cate Noble Ward of Studio Kremer Architects gave a construction update on the New East End Elementary School (OMES).

**COMMUNICATIONS**

Audience Comments

Community members and district employees spoke on topics that included a proposed handicap accessible playground at the new Old Mill Elementary School, the FRA Essay Contest, the mask mandate, and staffing concerns of some drivers within the Transportation Department.

Superintendent's Report

Superintendent Jesse Bacon acknowledged everyone's efforts in successfully getting through the school year to this point and looking forward to next week's fall break. Quarantine rates are on the decline. Assessment scores will be released soon.

Other Items from the Board

(None)

## CONSENT ITEMS

2021-161- Motion made by Linda Belcher, seconded by Nita Neal, to approve Consent Items as presented, noting that all items have been studied with individual recommendations and rationale being provided prior to the meeting in the full Board packet on September 21, 2021, which is available online. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

### Financial Reports

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

### Bids

#### 1. Request for Proposal - District Website Provider

Communications Director Kali Ervin requested permission to advertise a Request for Proposal (RFP) for a potential change in the district's website service provider. The contract with SchoolPoint expires in June 2022.

#### 2. Request for Proposal - WAN Fiber/Internet Services for NES/SM

The Technology Department requested approval to submit an RFP (Request for Proposal) for WAN Fiber/Internet services to Nichols Elementary School and Spring Meadows. The current contract with Spectrum Business expires at the end of this fiscal year. It is required to submit an RFP in order to obtain reduced costs through the E-rate program.

#### 3. Permission to Accept Bid - Bernheim Middle School Asphalt Bid

Requested was approval of the base bid of \$72,800.00 and Alternate 2 bid of \$5,600.00 from Hall Paving for the repair of Bernheim Middle School's parking areas. The base bid will repair the bus parking lot and the Alternate 2 bid will repair problems in the teacher parking lot. The contractor will finish the paving in October.

### 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>
BCHS	FFA	10/27-29/ 2021 11/12/21	National FFA Convention North American Rodeo	Indianapolis, IN Louisville	\$250 \$10	BOE Van Miller	12018 11968
	Choir Students	10/27/21 11/8-9/21	All State Choir Auditions Morehead State Choral Festival	Crestwood Morehead	-0- \$150	Miller	12037 12038
	Boys Basketball	12/20- 22/21 12/27- 29/21 1/29/22	Christmas Tourney Mercer Co. Tourney Hoosier Gym	Gatlinburg, TN Harrodsburg Knightstown, IN	-0-	BOE Van / Parents	12021 12022 12028
BEHS	Journalism & Yearbook	11/8-14/21	Journalism Education Assoc. Convention	Philadelphia, PA	\$800	Delta Airlines	11944
	Marching Band	9/11/21	Columbus No. H.S.	Columbus, IN	-0-	Miller	11978

		10/2/21 10/16/21 10/23/21 10-30-21 11/6-7/21	Bryan Station H.S. Grayson Co. H.S. Bourbon Co. H.S. Bourbon Co. H.S. Miamisburg H.S.	Lexington Leitchfield Paris, KY Paris, KY Miamisburg, OH			11949 11950 11951 11952 12032
	Bass Fishing Team	10/22-24/21	MLF US Army Fishing National Tournament	Dayton, TN	-0-	BOE Vans	11985
	FFA	11/12/21	North American Rodeo	Louisville	\$10	Miller	11969
	Girls Basketball	10/30/21	Team Bonding – Camp LOUCON	Leitchfield	-0-	Miller	12046
CES	3rd Grade (Supt. Apprvd.)	9/21/21	The Parklands	Louisville	\$15	Miller	11979
FES	3rd/some 2nd Grade Students	10/26/21	Gallrein Farm	Shelbyville	\$16	Miller	12007
	2nd Grade	10/18/21	Gallrein Farm	Shelbyville	\$17	Miller	12009
NBHS	FFA	11/12/21	North American Rodeo	Louisville	\$10	Miller	11967
	Marching Band (*JB approved 9/2/21)	9/18/21 10/16/21 10/23/21	Competition in Ohio County KMEA Competition Regional Quarterfinals	Hartford, KY Owensboro & Leitchfield Bowling Green	-0-	Miller	11975 12041 12042
OES	Kindergarten & 1 <sup>st</sup> Grade	10/22/21	Hinton's Orchard	Hodgenville	\$18	Miller	12043
ROC	BAMS 9th & 10th Grades	10/13/21 10/27/21 11/14/21 12/08/21 1/12/22 1/26/22 2/9/22 3/9/22 3/23/22 4/13/22 4/27/22 5/4/22	Bernheim Forest for research projects	Clermont	-0-	Miller	11954 11955 11956 11957 11958 11959 11960 11961 11962 11963 11964 11965
	9th & 10th Grade	11/3/21 11/10/21	FirstBuild	Louisville	-0-	Miller	11999 12000
	9 <sup>th</sup> & 10 <sup>th</sup> Grades	10/20/21	Northern Kentucky University	Highland Heights, KY	-0-	Miller	12045
	Beta Club	1/9-11/22	Sr. Beta Convention	Louisville	\$200	Miller	11938

### Minutes

August 23, 2021 - Special Meeting - Monthly Meeting  
 September 1, 2021 - Special Meeting - Tax Rate Hearing  
 September 13, 2021 – Special Meeting – Work Session

### Construction Items

#### **1. BG-4, Tier 4 Security Upgrade - BAC BG 17-047**

This BG-4 closeout document is for the Tier 4 Security Upgrade for the Bullitt Alternative Center (BG 17-047). The total cost of this project is \$41,858.60.

#### **2. BG-4, Tier 4 Security Upgrade - ROC BG 17-048**

This BG-4 closeout document is for the Tier 4 Security Upgrade for the Riverview Opportunity Center (BG 17-048). The total cost of this project is \$34,758.00.

### 3. CO#1, MES Construction Project - Unused Funds

Presented was Deduct Change Order #1, in the amount of (\$3,058.10), for Core Data Comm is for unused funds during the renovation of Maryville Elementary School, BG 15-106. The original Purchase Order #81600650 for Core Data Comm was for \$33,533.10. After this adjustment, the amount will be \$30,475.00.

### 4. Revised BG-1, BiPolar Ionization

Presented was a revised BG-1 in the amount of \$1,036,628.25 for the BiPolar Ionization Project that was performed during the summer of 2021.

## Human Resources

### 1. Leaves of Absence Requests

**Emily Atchley** - Teacher - Bullitt East High School - Ms Atchley requested leave without pay for the dates of September 27th - November 23rd, 2021. She is using FMLA.

**Emily Forgey** - Teacher - Freedom Elementary - Ms. Forgey requested leave without pay for the dates of September 17th - October 12th, 2021. She is using FMLA.

**Brittney Reid** - Counselor - Freedom Elementary - Ms. Reid requested leave without pay for the dates of November 8th - December 15th, 2021. She is using FMLA.

**Kendra Spencer** - Teacher - Freedom Elementary - Ms. Spencer requested leave without pay for the dates of October 19th - November 9th, 2021. She is using FMLA.

**Rebecca Todd** - Teacher - Mt. Washington Middle School - Ms. Todd requested leave without pay for the dates of October 25th - November 4th, 2021. She is using FMLA.

**Kymberly Toogood** - Sweeper - Lebanon Junction Elementary - Ms. Toogood requested leave without pay for the dates of August 31st - September 13th, 2021. She has used all her available accrued leave time.

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

Employment records for both the certified and classified personnel for the period of **August 2021** through **September 2021** were submitted for the Board's information and inclusion in the minutes of this meeting.

### 3. Staffing Update

Pursuant to KRS 157.070 (Classes shall be within the maximum size by September 15 of each school year) and due to enrollment, the following adjustments were made:

- Two teachers were transferred from overstaffed schools (1 from BES and 1 from CGES) to Pleasant Grove ES
- Pleasant Grove ES also gained 2 clerical hours and 2 kindergarten Instructional Assistant hours
- Crossroads ES gained 4 Kindergarten Instructional Assistant hours
- Freedom ES gained 1 Clerical hour and 2.25 Kindergarten Instructional Assistant hours
- Lebanon Junction ES gained 4 Kindergarten Instructional Assistant hours
- Nichols ES gained 2.25 Kindergarten Instructional Assistant hours
- Bernheim MS gained 1 Clerical hour
- Eastside MS gained 1 Clerical hour and one teaching position
- Hebron MS gained 1 Clerical hour and one teaching position
- Mt. Washington MS gained 1 Clerical hour

(This information is for review only. No action required by the Board.)

## Contracts

### 1. Murray State University MOA

This Memorandum of Agreement with Murray State University provides postsecondary opportunities for students enrolled in dual credit courses.

### 2. Campbellsville University MOA

This Memorandum of Agreement with Campbellsville University provides postsecondary opportunities for students enrolled in dual credit courses.

### 3. Elizabethtown Community and Technical College MOA

This Memorandum of Agreement with Elizabethtown Community and Technical College provides postsecondary opportunities for students enrolled in dual credit courses.

### 4. Bullitt County Emergency Medical Services MOA

This MOA with Bullitt County Emergency Medical Services proposes a clinical experience for students while participating in the EMT dual credit program through Jefferson Community and Technical College for the 2021-2022 academic year.

### 5. Next Generation Learning Challenges (NGLC) Services Contract

Next Generation Learning Services is a professional development company that supports teachers and instructional leaders in creating learning opportunities for students that will not only provide content, but also the competencies needed to be life ready after graduation. This professional development will be built around the BCPS graduate profile to train a new cohort of teachers in learning how to create authentic learning experiences aligned to project-based learning with embedded competencies. The total cost of the contract is \$41,500.00 plus travel expenses (not to exceed \$5,000). Funding for the services work will come from a grant (\$2,500) Bullitt County Public Schools received from the state due to being a District of Innovation and professional learning monies through ESSER.

### 6. Transformations LLC, Inc. & Lecorgan Counseling Services

Presented were two agreements with Transformations LLC, Inc. and Lecorgan Counseling Services for the 2021-2022 school year. These agreements outline the roles of the agencies' staff and BCPS to provide services for the purposes of enhancing students' educational experiences. The BCPS Directors of Safe Schools and Project Director of the AWARE II Grant will coordinate efforts to and work with the outside agencies' Point of Contact to maximize student success aligned with the terms of these agreements. The agreements had been reviewed by Buckman Farris and Mills Law Office.

### 7. Morehead State University - Revised MOA

Presented was a revised Memorandum of Agreement with Morehead State University for the 2021-2022 school year to for a dual credit program for the students of North Bullitt High School and Bullitt Central High School.

### 8. KDE/Pearson Inc. Transcend Participant MOU

The Kentucky Department of Education is piloting a standards-based assessment in collaboration with Pearson for the 2021-2022 and 2022-2023 school year to potentially use as a state assessment. Mrs.



Dana Brown (OES) and Mr. Kelland Garland (HMS) are interested and willingly agreed to participate in giving the pilot benchmark assessment for this upcoming school year. The assessment will be given in reading and math (Grades 3-8), but will be very short in time (20-30 minutes). In addition, the assessment will be delivered on the same platform as the current state assessment. Schools will receive detailed reports on student mastery for standards within 24 hours after administration of the assessment. The cost of this opportunity is approximately \$3,400, a one-time cost, and will be funded through BEAM.

#### **9. Walgreens Pharmacy - Vaccinations**

Walgreens Pharmacy will offer the flu vaccination and any other vaccines the employee might request during the month of October. These services will take place before or after school hours and possibly midday during the lunches at each school campus, central office and bus compound. The Certificate of Liability Insurance and a copy of the immunization agreement are provided and have been reviewed by Eric Farris.

#### **10. Disclosure of Free and Reduced Price Information Agreement**

The Disclosure of Free and Reduced Price Information Agreement permits School Food Service to share eligibility information to students to BCPS employees. This information is considered highly confidential and can only be made available to those identified in the agreement as having a "need to know" in order to perform their job. Prior to School Food Service providing any confidential information, BCPS employees identified in the agreement are required to sign an Employee Affidavit of Nondisclosure form which states they agree to keep all student free and reduced price meal eligibility information confidential.

#### **11. GFS Unattended Deliveries**

Director Todd Crumbacker requested that the School Nutrition Department adopt the GFS Unattended Deliveries process. This process includes the installation of a lock box on the exterior kitchen door of each school location. In the event of an unattended delivery (snow day, late delivery, etc.), GFS drivers will have access into the kitchens in order to complete the delivery. Presented are parameters surrounding GFS's responsibilities, as well as what BCPS's responsibilities will include. Also provided was a list of school districts that currently utilize the GFS lock boxes for unattended deliveries.

#### **12. Arbiter Pay Subscription User Agreement**

A special Key Process Team was charged with the task of reviewing Arbiter Pay for use throughout the high schools and middle schools. It is the recommendation of this Key Process Team to request permission to utilize Arbiter Pay to pay game officials. An overview of the program was provided along with the user agreements. The agreements were reviewed by the board attorney.

#### **13. Flynn Brothers Extension to Lease Agreement - Buffalo Run Facility**

The Flynn Group and the Bullitt County Board of Education are the parties of a lease agreement dated October 1, 2017, as amended by subsequent renewal agreements. The monthly lease payment is \$14,860.75. The Buffalo Run Facility is sub-leased to KCTC/JCTC. At this time, it is necessary to extend the lease with Flynn Group for an additional one-year period beginning with the 2021 Extension Period, which begins July 1, 2021.

#### **Permission to Accept Donations/Grant Funding**

School/Program Receiving Contribution	Donor	Gift	Purpose	Value
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Brooks Elementary School	John & Emily Jennings	Donation	Check into Fund 22 for Playground Equipment	\$500.00
Bullitt County Schools	Kentucky Department of Education	Grant	Check for Grow Your Own grant to be used for teacher program at all high schools	\$50,000
Bullitt County Schools	Kentucky Department of Education	Grant	Check for Innovative Learning Grant to work with Partners in the community for consulting services	\$2,500
Brooks Elementary School	Kroger	Donation	Check General supplies	\$349.96
Bullitt County Schools	Blessings in a Backpack	Donation	Put in our Blessings in a Backpack at their office to use for student	\$2,500
Crossroads Elementary FRC	Samaritans Feet (GFS)	Donation	Shoes for Students as needed	\$6,500
Bullitt East High School Angela Binkley	RCF Foundation	Donation	Check to purchase items for the PBIS Store	\$500
Bullitt Central High School Athletics	On Time Sports LLC	Donation	T-shirts donated for giving away	\$700
Brooks Elementary School	Kona Ice	Donation	Check for general supplies	\$260
Hebron Middle School	Little Flock Baptist Church	Donation	Materials and labor to build an outdoor classroom	\$3,500
Bullitt County Schools	KY Dept. of Education	Grant	Preschool Partnership Grant	\$150,000
Nichols Elementary School Lauren Clark	KY ASAP	Grant	Check for Red Ribbon Week activities	\$499.25
Bullitt County Schools that applied	KY ASAP	Grant	Check for substance abuse awareness	Over \$250
Bullitt County Schools Tiffany Reynolds	KDE Division of School and Program Improvement	Grant	Check for working with the McKinney-Vento program	\$146,654

### Alteration of District Property Requests

#### 1. Outdoor Classroom @HMS

Requested was approval of the donation of materials and construction of an outdoor classroom by Little Flock Baptist Church at Hebron Middle School. This is similar to the ones installed at six other schools. It measures 24' x 24', made with pressure treated lumber, and will have an access ramp and sun shades. The value is \$3,500.

#### 2. Batting Cages @BCHS

Requested was acceptance of a donation of materials and labor to construct two batting cages at Bullitt Central High School. Parents are purchasing some materials and are furnishing the installation labor.

### 2022-2023 School Calendar Committee

It is required by KRS 158.070; Policy 8.3 - School Calendar; and the Contract with the Bullitt County Education Association (BCEA) that the Board approve the 2022-2023 District Calendar Committee. The Committee shall consist of:

- One (1) School District Principal
  - J Lail, North Bullitt High School Principal
- One (1) District office administrator other than the Superintendent
  - Ruth Esterle, Director of Pupil Personnel
- One (1) Member of the Board
  - Nita Neal, as identified at the September 13, 2021 Board Meeting
- Two (2) parents of students attending a school in the District
  - April Davis, Parent of student at Eastside Middle School
  - Ciara Burke, Parent of student at Shepherdsville Elementary School
- Three (3) certified members as appointed by BCEA
  - Carol Milby, Roby Elementary School
  - Rebecca Johnson, Crossroads Elementary School
  - Doug Osbourne, Mt. Washington Middle School
- The BCEA President
  - Kimberly Ludwig, Bullitt Central High School
- Two (2) District classified employees, elected by classified staff
  - Angie Troutman, Central Office
  - Wendy Huff, Transportation Department
- Two (2) community members from the local chamber of commerce, business community, or tourism commission
  - Sharon Bryant, YMCA
  - Kim Boggs, JCTC Bullitt County Campus Coordinator

The District Calendar Committee, after seeking feedback, shall recommend school calendar options to the Superintendent for presentation to the Board. The Committee's recommendations shall comply with state laws and regulations, District Policy, the Contract with BCEA and consider the economic impact of the school calendar on the community and the state.

#### BCHS Homecoming Parade

Bullitt Central High School would like to host their annual Homecoming Parade on Thursday, October 21st at 5:30 p.m.

### **UNFINISHED BUSINESS**

#### 2nd Reading of Updated Policies

Due to the recent change in leadership structure and titles, the following policies were updated to reflect the change from Assistant Superintendent for Support Services to Chief Operations Officer.

- Policy 03.12321 - Sick Leave Bank - Classified
- Policy 03.22321 - Sick Leave Bank - Certified

2021-162- Motion made by Nita Neal, seconded by Darrell Coleman, to approve the 2nd Reading of policies 03.12321 & 03.22321 as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

### **NEW BUSINESS**

#### SBDM Council Reinstatement - BLMS & SES

Due to state assessment scores from the 2017-2018 school year, Bullitt Lick Middle and Shepherdsville Elementary were classified in the bottom 5% of the state which propelled them into Comprehensive Support Improvement (CSI) status. Both schools experienced a state audit through KDE during the 2018-2019 school year and were provided with direction on improvement priorities. In addition, the Site-Based Decision Making (SBDM) Council was removed with all decision



approved by district leaders in collaboration with the school principal. The improvement priorities identified by the state audit for each school are detailed in the attachment. Shepherdsville Elementary and Bullitt Lick Middle are eligible to have their SBDM Councils reinstated due to the fact they have not been in the bottom 5% for two consecutive years as recognized by KDE. In addition, both principals have worked tirelessly to ensure that the students in each building are held to high expectations for learning and behavior.

- 2021-163- Motion made by Nita Neal, seconded by Linda Belcher, to approve the SBDM Councils at Shepherdsville Elementary and Bullitt Lick Middle be reinstated on October 1, 2021. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Middle School ARC Chairperson Job Description

The job description for the position of Middle School ARC Chairperson Designee, Special Education Facilitator presently identifies this to be a 100-day position. When the position was created in 2018, this accurately reflected the number of days this position was needed for the remainder of the school year; however, the job description has not been updated since that time. The revised job description now reflects the actual Terms of Employment of 187 days, as well as identifies Performance Responsibilities in line with other ARC Chairperson positions. Presently, this position is unfilled. Approval was requested for the updated job description in order to post this position for hire.

- 2021-164- Motion made by Darrell Coleman, seconded by Linda Belcher, to approve the revised job description for Middle School ARC Chairperson as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Request to Increase Lunchroom Monitor Time - FES

Freedom Elementary School Principal Matthew Treadway requested permission to increase the lunchroom monitor's time by 30 minutes. This increase was requested based on higher enrollment and spreading out of students during the lunch periods. This is an addition to the allotments in the staffing plan and will be funded through SBDM funds. The FES SBDM approved this increase at the May 2021 meeting.

- 2021-165- Motion made by Linda Belcher, seconded by Nita Neal, to approve the request to increase the lunchroom monitor's time by 30 minutes at Freedom Elementary School as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Request to Add 1 Hour for MTSS Support - BMS

Bernheim Middle School Principal Katie Stephens requested one-hour of MTSS support. This allows a lead teacher to provide face-to-face time with students during school. The teacher will stay after school for one (1) hour per day, not to exceed 68 days, to make up time planning, communication, and data analysis. The funding source is Title I, paid at the \$40 stipend rate.

- 2021-166- Motion made by Darrell Coleman, seconded by Linda Belcher, to approve the request to add one hour of MTSS support at Bernheim Middle School as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Title Change - Special Education Instructional Health Assistant II

This request is to change the title of the position of Instructional Health Assistant II to Special Education Instructional Health Assistant II. This change is needed due to continuous applicant confusion with seeing just the term "health" and not knowing the position is to service our special education population of students. Classified job descriptions are created by the state and cannot have items taken away; however, it is permissible to add to the description. There is no cost associated with this change.

2021-167- Motion made by Nita Neal, seconded by Linda Belcher, to approve changing the title of Instructional Health Assistant II to Special Education Instructional Health Assistant II as requested. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Resolution - COVID Sick Leave Days

This Resolution is for COVID Sick Leave for eligible employees who become COVID positive. It includes up to 10 COVID sick days, in addition to the Quarantine Leave days. The Resolution has been reviewed by Board counsel Eric Farris. Also requested is that it be retroactive to August 10, 2021.

2021-168- Motion made by Linda Belcher, seconded by Nita Neal, to approve the Resolution regarding COVID Sick Leave days as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Stipend for Cafeteria Monitors

Chief Operations Officer Tom Brillhart requested approval to add a \$500 stipend for lunchroom monitors on an "as needed" basis in the event schools need to split cafeterias due to COVID-19. Ideally, the temporary lunchroom monitors would be current available BCPS staff, mainly bus drivers and aides. By preparing for this now, it will be in place in the event we need to spread students out more. This impacts the cafeteria budget by approximately \$17,000; however, if lunchrooms have to shut down as an alternative, the cafeteria fund loses approximately \$9,500 daily. This is the best option to keep the amount of disruption low and point of sales consistent. The concept is to award one driver/aide per building (23 total) to be the monitor for 20 school days, at 2 hours per day, for the \$500 stipend. Hopefully, 20 days will be enough, but in the event conditions begin to decline and another 20 days is needed, a second round would be pursued, costing another \$17,000. The source of funding is a food service budget item.

2021-169- Motion made by Linda Belcher, seconded by Nita Neal, to approve the \$500 stipend for an "as needed" lunchroom monitor as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### 2019-2022 District Facility Plan Finding

Dr. Brillhart requested the Board suggest a "finding" to the 2019-2022 District Facility Plan in order for needed renovations for the existing Old Mill Elementary School building to be included in the plan. By doing so, this will accurately begin the process of planning future use of the space with a limited amount of time between transitions. The revision cost to the District Facility Plan will be assigned to the Support Service Budget.

2021-170- Motion made by Darrell Coleman, seconded by Debby Atherton, to approve the "Finding" to the 2019-22 DFP for the needed renovations for the existing Old Mill Elementary School building. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Additional Cook/Baker Position at PGES

Mr. Crumbacker requested approval for one additional cook/baker for Pleasant Grove Elementary School. This position will be 5.25 hours a day, to be filled as soon as possible. Due to the USDA allowing our department to serve free meals to all students, there has been an increase in meal participation in many schools, particularly the non-CEP schools. PGES is one of the schools that has benefitted from the flexibility of serving free meals. This position will be guaranteed for the remainder of the 21-22 school year. A labor analysis will be completed monthly to determine if this position will be needed for the 22-23 school year. The current "Meals Per Labor Hour" analysis supports the addition of this staff member. Funding will come from Fund 51: School Nutrition Services.

2021-171- Motion made by Linda Belcher, seconded by Nita Neal, to approve the additional cook/baker position at PGES as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Manager Mentor & Training Program

Todd Crumbacker, Director of School Nutrition Services, requested the creation of 4 stipend positions of \$1,000 each for any member of the current management team that would like to apply for a Manager Mentor. This program is in the developmental stages, but will be ready to launch in January 2022. Stipends for January 3, 2022 through June 30, 2022 will be \$500 since they will only serve half of the fiscal year. From July 1, 2022-June 30, 2023, the full stipend of \$1,000 will be in place. This is a total of \$6,000 for these two school years. This program develops future leaders and ensures that when the opportunity comes to manage, they will be fully prepared to do so.

2021-172- Motion made by Darrell Coleman, seconded by Nita Neal, to approve the Manager Mentor & Training Program and stipends as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Traveling SNS Manager Position

Todd Crumbacker requested the creation of a district-wide "Traveling Manager" for the School Nutrition Services Department. This position will be 7.75 hours a day for 183 days a year. This role will provide support for existing managers for days in which they may be absent from the workplace. Also, this role will serve as additional support for newly hired managers as they become acclimated into their new roles. This position will work collaboratively with the Director of School Nutrition Services as part of the Manager Mentor & Training Program. The individual hired for this role will have a level of expertise which will ensure success while working in elementary, middle, and high school environments. On days in which the workplace positions are all filled, this individual will be assigned to a work environment in which they can continue to mentor a developing cook/baker or provided additional assistance where needed. Lastly, this Traveling Manager can assist with managerial type activities at the office level (recipes, meal count documentation, etc.). Provided was the wage and calculations analysis for what this position will potentially cost the department. This position will be paid out of Fund 51: School Nutrition Services. Requested was the creation of the position, that it be posted, and the official start date for the position be January 3, 2022.

2021-173- Motion made by Linda Belcher, seconded by Darrell Coleman, to approve the creation of a Traveling Manager for the School Nutrition Services Department as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Revised 2021-22 Annual Pay Scales

Revisions were made to the annual pay scales for FY 2022 as follows:

- Add CDL-B stipend
- Add Temporary Lunchroom Monitor stipend
- Update the BAC/ROC Principal extended days and stipend

2021-174- Motion made by Linda Belcher, seconded by Nita Neal, to approve the revisions to the FY 2022 Annual Pay Scales as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Working Budget – Fiscal Year 2022

Submitted for approval is a revised Working Budget for Fiscal Year 2022. Below is a breakdown of each fund:

General - Fund I	\$135,918,578.48
Grants - Fund 2	\$9,720,677.14

Grants - Fund 22 (School Activity Fund)	
Capital Outlay - Fund 310	\$1,186,748.00
Building - Fund 320	\$ 13,644,710.62
Construction Fund - Fund 360	0.00
Food Service- Fund 51	\$ 7,120,160.98
<b>TOTAL</b>	<b>\$167,590,875.22</b>

In each fund, revenues match budgeted expenses. The Working Budget does include budgets for on-behalf payments. The amount of the on-behalf payments budgeted in Fund 1 are \$31,823,578.48 and in Fund 51 \$433,060.98.

There are adjustments to departmental budgets in the Working Budget due to unforeseen expenses. The following adjustments are reflected in the working budget: addition of 10 extended days for the principal at BAC/ROC along with stipend adjustment, fund the preschool shortfall, transportation camera and RCS computers, architect funding for potential change in the district facility plan, addition of Home Hospital teacher if needed, addition of MSD teacher at Shepherdsville, AP at Pleasant Grove, new stipends for CDL-B and lunchroom initiatives, and additional funding for instructional support. The District continues to maintain a contingency above the state minimum of 2%.

The budget continues to fund current initiatives, including full day kindergarten and staffing at lower than state maximum cap size. To ensure funding these initiatives, the school district must receive adequate funding from the state. Unfunded mandates continue to be passed to the school level including Infinite Campus, Munis, and increases in the Employer portion for Retirements.

2021-175- Motion made by Nita Neal, seconded by Linda Belcher, to approve the Working Budget for FY 2022 as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Early Graduation Requests – Mingus & Dyer

Presented were two requests for early graduation.

1. Chance Mingus, Bullitt East High School
2. Olivia Dyer, Bullitt Alternative Center/North Bullitt High School

2021-176- Motion made by Darrell Coleman, seconded by Debby Atherton, to approve the requests for early graduation for Chance Mingus and Olivia Dyer as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### 2021-2022 Superintendent Evaluation Process

Superintendent Jesse Bacon proposed the Board use the following process for the 2021-2022 Superintendent Evaluation:

1. The Superintendent will complete the Superintendent Self-Evaluation document on the indicators contained in all seven of the Next Generation Effectiveness Standards for Kentucky School Superintendent.
2. Each board member will complete a pre-evaluation survey (electronically or on paper) over the seven Next Generation Effectiveness Standards for Kentucky School Superintendents and submit to the Superintendent by October 18th.



3. From the results of the self-assessment, the pre-evaluation surveys collected, and the Summative Evaluation Report from the previous year, the Superintendent will develop a professional growth plan and submit it to the Board for approval at the October regular meeting.

4. Throughout the course of the school year, the Board will hold two progress review meetings (November and March) in executive session with the Superintendent to give formative performance feedback on each of the seven standards and the Superintendent's progress toward the approved professional growth plan.

5. Before June, the Superintendent will distribute a Preliminary Summative Evaluation document to each board member to complete individually (paper or electronic) giving an overall rating (Exemplary, Accomplished, Developing, or Growth Required) on each standard. Each board member will submit their reports to the Chair (or a designee) for compilation purposes. The individual responses will be used for discussion, not for the actual summative report.

6. The Summative Report will be completed in an executive session at the June meeting using the Superintendent Summative Evaluation Rubric, and data from the Board Aspiration Statement Measures. The Summative Report will be made final through approval in open session.

Dr. Bacon looks forward to this process being effective in not only helping the district move forward but also in giving him the feedback necessary to grow as your district superintendent.

2021-177- Motion made by Linda Belcher, seconded by Nita Neal, to approve the Superintendent Evaluation Process for 2021-2022 as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Remote Instruction Days

The Kentucky General Assembly met in Special Session on September 7-10, 2021, passing Senate Bill (SB) 1 as law. The law authorizes school districts to use up to 20 days for remote instruction pertaining to significant absences of students or staff due to COVID-19. The law requires a school board to authorize use of these days prior to the superintendent's use of these days.

2021-178- Motion made by Linda Belcher, seconded by Nita Neal, to authorize the Superintendent to utilize remote instruction days, as necessary due to significant COVID-19 students or staff absences. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### COVID-19 Operational Plan Amendments

As you are aware, when the Kentucky Legislature passed Senate Bill 1 in the 2021 Special Session, the decision-making authority for many issues around COVID-19 operational decisions was given back to local school districts. Many of our recommendations throughout the pandemic have been based solely on guidance given to us by the Kentucky Department of Education and the Kentucky Department for Public Health. While we still utilize non-regulatory guidance from KDE and KDPH, we now have the added flexibility to consider local data and trends in our decision-making process.

While I agree that decisions are best made at the local level based on data and input from people in our community, I also realize members of this board are not medical experts and lack the background knowledge in infectious disease or epidemiology to ensure we are making the best decisions without input from people who are. When the authority to make these decisions was given to our local board by the legislature, it is important to me to engage with our local medical experts to ensure we were making the most informed decisions, which is why we established the BCPS Medical Advisory Team comprised of doctors and nurses who live and work in our community and are parents of BCPS



students. Dr. Bacon publicly thanked the following parents and medical professionals for volunteering to serve on the advisory team:

- Dr. Casey Lewis, provider at Pediatrics of Bullitt County and parent of 3 BCPS students
- Dr. Madison Ryle, provider at Norton CMA Shepherdsville and parent of 2 BCPS students
- Dr. Jeff Howard, general surgeon at the University of Louisville, MD with the Louisville Metro Health Department, and parent of 2 BCPS students
- Dr. Mark Brockman, provider at Norton CMA Shepherdsville
- Dr. Wayne Rice, pediatric emergency physician at Norton Children's Hospital and assistant professor in pediatrics at UofL
- Andrea Renfrow, MSN/RN, director of the Bullitt County Health Department and parent of 1 BCPS student
- Kelly Williams, RN/BSN, LPN at Norton Children's Hospital and parent of 2 BCPS students

After seeking input from this Advisory Team, Dr. Bacon recommended the board adopt the following changes to our COVID-19 Operational Plan:

1. Implement the following Masking Decision Making Matrix

<p><b>Minimal Community Transmission</b> <b>&lt; 1 case per 100,000 people</b></p>	<p>Indoor masking will be <b>recommended</b> for all students, staff, and visitors when the following criteria are met:</p> <ol style="list-style-type: none"> <li>1. Community Transmission Rates remain in the yellow/green category for five (5) consecutive days</li> <li>2. The percentage of students in isolation from testing positive for COVID 19 does not exceed .25%</li> <li>3. The percentage of students in quarantine from exposure to COVID 19 does not exceed .50%</li> </ol>
<p><b>Increased Community Transmission</b> <b>1 to 10 cases per 100,000 people</b></p>	
<p><b>Heightened Community Transmission</b> <b>10 to 25 cases per 100,000 people</b></p>	<p>Indoor universal masking will <b>be required</b> for all students, staff, and visitors when <b>ONE (1)</b> of the following criteria is met:</p> <ol style="list-style-type: none"> <li>1. Community Transmission Rate remain in the Orange/Red Category for three (3) consecutive days</li> <li>2. The percentage of students in isolation from testing positive for COVID 19 exceeds .25%</li> <li>3. The percentage of students in quarantine from exposure to COVID 19 exceeds .50%</li> </ol>
<p><b>Substantial Community Transmission</b> <b>&gt; 25 cases per 100,000 people</b></p>	

2. Implement a “Test to Stay” program through our established partnership with Bluewater Diagnostic Laboratory.

“Test to Stay” is an optional modified quarantine strategy for managing COVID-19 exposures in the school setting to allow unvaccinated individuals who are exposed to COVID-19 at school to continue with in-person instruction with repeated negative COVID-19 testing. In order to implement the program the following conditions are required:

- a. Collaboration with the Local Health Department
- b. Implementation of a universal masking program
- c. Implementation of a testing program
- d. Ensure testing is conducted with voluntary informed consent

To be eligible for the Test to Stay modified quarantine, the individual must:

- a. Be entirely asymptomatic, without any signs or symptoms of COVID-19;
- b. Wear a mask indoors when at school for the entirety of the program, even if all test results are negative.
- c. Have been exposed to the person with COVID-19 at school only

“Test to Stay” Protocol:

- a. Testing will occur at an offsite location accessible to students at no cost.
- b. The test will be an FDA-approved rapid antigen test to identify current SARS-CoV-2 infection and be performed by a licensed healthcare provider or trained personnel under a CLIA-waiver.
- c. Testing will be performed each day starting as soon as possible after the last day of exposure (day 0) through day 7.
- d. If a test result is positive, the individual will be sent home to isolate.
- e. If students remain negative, they can report to school.

2021-179- Motion made by Darrell Coleman, seconded by Linda Belcher, to approve the amendment to the BCPS COVID-19 operational plan with the additions described above. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Stipend for CDL-B Obtainment for Additional Sub Drivers

Approval was requested to offer any current BCPS employee a one-time stipend of \$500 to obtain a Commercial Driver License, Class B (CDL-B), and work 60 days as a substitute bus driver on an as-needed basis by the end of the fiscal year. This is in an effort to build reserve bus drivers in-house who can help when staffing shortages are present. Funding will come from the General Fund and will be limited to 10 per fiscal year.

2021-180- Motion made by Linda Belcher, seconded by Nita Neal, to approve the \$500 stipend for any BCPS employee to obtain a CDL-B and works 60 days as a sub bus driver as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### Bus Driver & Exceptional Child Bus Monitor Stipend

Chief Operations Officer Tom Brillhart recommended the implementation of a Bus Driver and Exceptional Child Bus Monitor stipend effective October 12, 2021 through June 30, 2022. This stipend will assist in addressing the labor shortage in the Transportation Department.

In order to be eligible or this stipend:

- Bus Drivers must drive all available work days in a Monday through Friday work week.

- Exceptional Child Bus Monitors must monitor on the bus all available work days in a Monday through Friday work week.

Bus Drivers and Exceptional Child Bus Monitors will be eligible to receive \$50.00 each week for meeting the above criteria. It will be the responsibility of the Transportation Department to communicate which employee is eligible to receive the stipend. Funding for this program will be covered through the General Fund.

2021-181- Motion made by Linda Belcher, seconded by Debby Atherton, to approve the Bus Driver and Exceptional Child Bus Monitor stipend as presented. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

#### **ADDITIONAL AUDIENCE COMMENTS**

The Board heard from additional BCPS bus drivers regarding their Transportation Department concerns.

#### **ADJOURNMENT**

2021-182- Motion made by Linda Belcher, seconded by Nita Neal, to adjourn at 6:52 p.m. Members Debby Atherton, Darrell Coleman, Linda Belcher, and Nita Neal voted YES.

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CHAIRPERSON

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SECRETARY