

Board of Education Regular Meeting  
June 20, 2022 6:00 PM  
Conducted via Video Teleconference  
with alternate physical location being  
Professional Development Center  
631 North Green Street  
Henderson, KY 42420

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

**Present Board Members:**

Mr. Thomas Alves  
Mr. Kirk Haynes  
Mr. Wesley Smith  
Mr. Michael Waller  
Mrs. Tracey Williams

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

Mr. Michael Waller called the meeting to order.

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

The HCHS Student Ambassadors in attendance led the Pledge of Allegiance.

**1. HCHS Student Ambassadors**

Jamaya Byrum, Sydney Wawrin, Madeline McCormic, and Janet Mashindi

**II. Approval of Agenda**

**Order #188 - Motion Passed:** A motion to approve the agenda as listed passed with a motion by Mr. Thomas Alves and a second by Mrs. Tracey Williams.

**5 Yeas - 0 Nays**

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**III. Students & Staff Recognition**

**A. School Based Health Services**

Amber VanMeter, Special Education Research Technician/Administrative Assistant, was recognized for her hard work and commitment with the School Based Health Services program.

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

No one requested to speak before the Board.

#### V. Approve Minutes from Prior Meetings

**Order #189 - Motion Passed:** A motion to approve the Minutes from the May 16, 2022 Regular and Special Meetings passed with a motion by Mr. Thomas Alves and a second by Mr. Wesley Smith.

##### 5 Yeas - 0 Nays

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

#### VI. Reports

##### A. BG 19-068 - New Jefferson Elementary School Update

Mr. John Hagan Codell updated the Board on the new Jefferson Elementary School Project. Mr. Codell presented for Board approval the following Change Orders:

- Change Order 21-13 issued to Koberstein Contracting for the amount of \$62,202.00 for labor, materials, and equipment to prepare existing entrance drives and parking lots to receive DGA and base coat of asphalt so that approved new surface course of asphalt can be installed.
- Change Order 21-14 issued to Koberstein Contracting for the amount of \$37,450.00 for labor, materials, and equipment to correct the continuous wash out due to run-off of the Middle School stormwater and to install asphalt curb at perimeter of Alternate 4 parking lot along Alves between ballfield and middle school.

Dr. Bob Lawson requested Board approval of the Change Orders as presented.

##### 1. Approve Change Order 21-13 for the New Jefferson Elementary School Project

**Order #190 - Motion Passed:** A motion to approve Change Order 21-13 pending KDE approval for BG 19-068 - New Jefferson Elementary School Project as presented passed with a motion by Mr. Thomas Alves and a second by Mr. Wesley Smith.

##### 5 Yeas - 0 Nays

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **2. Approve Change Order 21-14 for the New Jefferson Elementary School Project**

**Order #191 - Motion Passed:** A motion to approve Change Order 21-14 pending KDE approval for BG 19-068 - New Jefferson Elementary School Project as presented passed with a motion by Mr. Thomas Alves and a second by Mr. Wesley Smith.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **B. Capital Projects**

Jeremiah Hawkins of RBS Design Group presented Change Order No. 1 for the HCHS Soccer Locker Room Building Project in the amount of \$5,412.59 for electrical conduit, change wiring gage; relocate Mitsubishi Units; install 10' If of 3' tall galvanized chainlink and provide and install (2) 2'1" wide walk gates; and core drill for condensate drains. Dr. Bob Lawson requested Board approval of Change Order No. 1 as presented.

### **1. Approve Change Order No. 1 for BG 21-297 - HCHS - Soccer Locker Room Bldg Project**

**Order #192 - Motion Passed:** A motion to approve Change Order No. 1 in the amount of \$5,412.59 for BG 21-297 - Henderson County High School - Soccer Locker Room Bldg Project as presented passed with a motion by Mr. Thomas Alves and a second by Mrs. Tracey Williams.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

### **2. Approve BG 1 - BG 22-506 - Henderson County High School CTE Renovation Project**

Mr. Jeremiah Hawkins of RBS Design Group presented for Board approval the BG 1 for BG 22-506 - Henderson County High School CTE Renovation Project. Mr. Hawkins also presented for Board approval the Owner-Architect Agreement naming RBS Design Group as the Architect for the project. Dr. Bob Lawson requested Board approval of the BG 1 and Owner-Architect Agreement as presented.

**Order #193 - Motion Passed:** Approve BG 1 for BG 22-506 - Henderson County High School CTE Renovation Project as presented passed with a motion by Mr. Thomas Alves and a second by Mrs. Tracey Williams.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

### **1. Approve Owner-Architect Agreement**

**Order #194 - Motion Passed:** A motion to approve the proposed Owner-Architect Agreement with RBS Design Group as the Architect for the HCHS CTE Renovations Project as presented passed with a motion by Mr. Thomas Alves and a second by Mrs. Tracey Williams.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

### **3. Approve Change Order No. 1 for BG 20-249 - HVAC Replacement at South Heights Elementary School Project**

Mr. Jeremiah Hawkins of RBS Design Group presented for Board approval Change Order No. 1 for the HVAC Replacement at South Heights Elementary School Project in the amount of \$4,426.00 to furnish labor and materials to disconnect and relocate existing utility lines to make room for new kitchen hood. Dr. Bob Lawson requested Board approval of Change Order No. 1 as presented.

**Order #195 - Motion Passed:** A motion to approve Change Order No. 1 in the amount of \$4,426.00 for BG 20-249 - HVAC Replacement at South Heights Elementary School Project as presented passed with a motion by Mr. Thomas Alves and a second by Mrs. Tracey Williams.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **VII. Old Business**

### **A. Approve Technology Plan for 2022-2023**

The approval of the Technology Plan for 2022-2023 was tabled at the May 16, 2022 Board of Education meeting. Mr. Kirk Haynes thanked Dr. Bob Lawson and Mr. Kris Gordon for their work on the Technology Plan. Dr. Lawson requested Board approval of the Technology Plan for 2022-2023 as presented.

**Order #196 - Motion Passed:** A motion to approve the 2022-2023 Technology Plan as presented passed with a motion by Mr. Kirk Haynes and a second by Mr. Thomas Alves.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **B. Approve Second Reading of Policy 08.113 - Graduation Requirements**

The second reading of Policy 08.113 - Graduation Requirements was tabled at the May 16, 2022 Board of Education meeting. Mr. Kirk Haynes said that he had not done enough reading on this policy and took the extra time to read and meet with Dr. Bob Lawson and Mr. Chad Thompson. Dr. Lawson requested Board approval of the second reading of Policy 08.113 - Graduation Requirements as presented.

**Order #197 - Motion Passed:** A motion to approve the second reading of Policy 08.113 - Graduation Requirements as presented passed with a motion by Mr. Kirk Haynes and a second by Mr. Thomas Alves.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **VIII. New Business**

### **A. Approve Strategic Plan**

Dr. Bob Lawson presented for Board approval the new Strategic Plan.

**Order #198 - Motion Passed:** A motion to approve the Strategic Plan as presented passed with a motion by Mr. Kirk Haynes and a second by Mrs. Tracey Williams.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

### **B. Nonresident and Resident Students**

In the nonresident pupil policy review, Mrs. Kasey Farmer-Wolfe presented for Board approval an emergency reading of Policy 09.1222 - Nonresident Students. An emergency reading is necessary due to the requirement that everything must be in place by July 1, 2022 for nonresident students for the 2022-2023 school year. Dr. Bob Lawson requested Board approval of the emergency reading of Policy 09.1222 as presented. Dr. Lawson also stated that this will also help families to go ahead and know where their children will be going to school.

#### **1. Approve Emergency Reading of Policy 09.1222 - Nonresident Students (Nonresident Pupil Policy Review)**

**Order #199 - Motion Passed:** Due to the requirement that everything has to be in place by July 1, 2022 for nonresident students for the 2022-2023 school year, a motion to approve an emergency reading of the policy that was included in the KSBA annual updates, 09.1222 - Nonresident Students, as presented passed with a motion by Mr. Thomas Alves and a second by Mrs. Tracey Williams.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **2. Approve First Reading of 09.12 - Admissions and Attendance**

In an effort to address foreign exchange students in the District's educational programs, Mrs. Kasey Farmer-Wolfe presented for Board approval the first reading of Policy 09.12 - Admissions and Attendance. Dr. Bob requested Board approval of the first reading of Policy 09.12 as presented.

**Order #200 - Motion Passed:** A motion to approve the First Reading of 09.12 - Admissions and Attendance as presented passed with a motion by Mr. Thomas Alves and a second by Mr. Wesley Smith.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **3. Review and Accept Administrative Procedure 09.12 AP.22 - Nonresident Student Enrollment**

Mrs. Kasey Farmer-Wolfe presented for Board review and acceptance of the revisions to Administrative Procedure 09.12 AP.22 - Nonresident Student Enrollment.

## **4. Approve First Reading of 09.11 - School Attendance Areas**

In an effort to 100% align all resident and nonresident working to be the same, Mrs. Kasey Farmer-Wolfe presented a first reading of Policy 09.11 - School Attendance Areas. Dr. Bob Lawson requested Board approval of Policy 09.11 as presented.

**Order #201 - Motion Passed:** A motion to approve the first reading of Policy 09.11 - School Attendance Areas as presented passed with a motion by Mr. Thomas Alves and a second by Mr. Wesley Smith.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **5. Review and Accept Administrative Procedure 09.11 AP.22 - Application for Change in School Assignment**

Mrs. Kasey Farmer-Wolfe presented for Board review and acceptance of the revisions to Administrative Procedure 09.11 AP.22 - Application for Change in School Assignment.

## **C. Approve First Reading of KSBA Policy Update #45**

Dr. Bob Lawson presented for Board approval the first reading of the KSBA Policy Update #45.

**Order #202 - Motion Passed:** A motion to approve the first reading of KSBA Policy Update #45 as presented passed with a motion by Mr. Kirk Haynes and a second by Mrs. Tracey Williams.

**5 Yeas - 0 Nays**

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**D. Review and Accept KSBA Procedure Update #26**

Dr. Bob Lawson presented for Board review and acceptance the KSBA Procedure Update #26.

**E. Approve 2022-2023 Student Code of Conduct Handbook**

Mr. Ryan Reusch presented for Board approval the first reading of the 2022-2023 Student Code of Conduct Handbook. Dr. Bob Lawson requested Board approval of the Student Code of Conduct Handbook as presented.

**Order #203 - Motion Passed:** A motion to approve the First Reading of the 2022-2023 Student Code of Conduct Handbook as presented passed with a motion by Mr. Thomas Alves and a second by Mr. Wesley Smith.

**5 Yeas - 0 Nays**

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**F. Review and Accept Revision to 03.221 AP.23 - Employee Time Sheet**

In order to align classified time sheet submission and semi-monthly pay, Dr. Bob Lawson presented revisions to Administrative Procedure 03.221 AP.23 - Employee Time Sheet for Board review and acceptance.

**G. Hanover Salary Study**

Mrs. Jinger Carter presented for Board review the slides from Hanover Research regarding the Revised Salary Benchmarking: Phases I and II. Mrs. Carter also presented a certified employee salary schedule for the 2022-2023 Salary Schedule which includes the 3.0% General Wage Increase plus Hanover adjustments (185 day).

**H. Approve 2022-2023 Salary Schedule**

Mrs. Jinger Carter presented for Board approval the Salary Schedules for the 2022-2023 school year. Mr. Thomas Alves asked if the numbers from the worksheet presented earlier match the numbers in the proposed Salary Schedule. Mrs. Carter confirmed that they do. Dr. Bob Lawson requested Board approval of the Salary Schedules for 2022-2023 as presented.

**Order #204 - Motion Passed:** A motion to approve the 2022-2023 Salary Schedules as presented passed with a motion by Mr. Michael Waller and a second by Mr. Kirk Haynes.

**5 Yeas - 0 Nays**

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**I. Consent Agenda**

Mr. Kirk Haynes requested for Item 3 - Approve 2022-2023 Personnel Work Calendars to be pulled for discussion.

**Order #205 - Motion Passed:** A motion to approve the Consent Agenda as presented with the exclusion of Item 3 - Approve 2022-2023 Personnel Work Calendars passed with a motion by Mr. Kirk Haynes and a second by Mrs. Tracey Williams.

**5 Yeas - 0 Nays**

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**1. Approve Donations**

**2. Approve 2022-2023 Certified Evaluation Plan**

**3. Approve 2022-2023 Personnel Work Calendars**

Mr. Kirk Haynes asked about the Extended Learning Days for the 185 day certified staff on Page 9 of the calendar and what that means to our staff financially. Dr. Bob Lawson explained that with ESSER funds they have allocated four additional days of professional development for staff this year. The certified staff will have opportunity to earn their daily rate of pay four times.

**Order #206 - Motion Passed:** A motion to approve the 2022-2023 Personnel Work Calendars as presented passed with a motion by Mr. Kirk Haynes and a second by Mrs. Tracey Williams.

**5 Yeas - 0 Nays**

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

**4. Approve Fidelity (Performance) Bond of Treasurer Form**

**5. Approve Bond of Depository/Pledge of Collateral Agreement**



## **6. Approve Student Overnight Trip Requests**

- Retroactive approval for HCHS Skills USA State Winner to attend the Skills USA National Conference June 20-25, 2022 in Atlanta, GA;
- Retroactive approval for HCHS FFA Chapter to attend the Kentucky State FFA Convention in Lexington, KY June 7-9, 2022;
- HCHS FFA to attend FFA Camp at the Kentucky FFA Leadership Training Center July 11-15 in Hardinsburg, KY; and
- HCHS Dance Team to participate in NDA Dance Camp July 19-22, 2022 in St. Louis, MO.

## **7. Approve School Activity Fund Fundraiser Request**

- HCHS Cheer Team to cancel their approved Car Wash for July and participate in the 20 for 20 Fundraiser July 10-31, 2022 to help with cheer expenses.

## **8. Approve 2022-2023 Indirect Cost Rates**

## **9. Approve Athletic Guidebook**

## **10. Approve Bid Recommendations**

### Bid Recommendations:

Fleet Vehicle 5-22-5-6

### Bid Renewal Recommendation:

Surplus Technology Equipment Bid 6-22-5-6

## **11. Approve Grant Applications**

- District Reading (\$6,000) ProLiteracy Opportunity Fund;
- District Reading (\$1,000) Lions Club; and
- Thelma B. Johnson Early Learning Center (\$2,000 - \$5,000) Educational Foundation for Excellence.

## **12. Approve Bus Surplus Request**

## **IX. Financial**

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

Ms. Cindy Cloutier presented for Board approval the Treasurer's Report for the month ending May 31, 2022. Dr. Bob Lawson requested Board approval of the Treasurer's Report as presented.

**Order #207 - Motion Passed:** A motion to approve the Treasurer's Report for the month ending May 31, 2022 passed with a motion by Mr. Thomas Alves and a second by Mr. Wesley Smith.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **B. Paid Warrant Report**

Ms. Cindy Cloutier presented for Board approval the Paid Warrant Report for payments made between May 17, 2022 and June 20, 2022. Mr. Thomas Alves asked about the charges from Miracle of KY & TN for Concerto Tall Chimes, Congas, SP totaling \$66,383.00 and Playground Equipment and Installation totaling \$96,000.00. Ms. Cloutier explained that it is for playground equipment for various schools. From the ESSER funds there was set aside funds that was allocated to each school to upgrade their playground. Mr. Alves also asked about the charge in the amount of \$44,900.00 from Apptegy, Inc. for Thrillshare/service. Ms. Cloutier said that is for the District's new website. Mr. Alves also asked about the calming devices that were purchased last month with additional purchases this month. Ms. Cloutier explained that it is part of a grant and that we are required to follow a funding matrix to spend that money on certain items. Dr. Bob Lawson requested Board approval of the Paid Warrant Report as presented.

**Order #208 - Motion Passed:** A motion to approve the Paid Warrant Report for payments made between May 17, 2022 and June 20, 2022 passed with a motion by Mrs. Tracey Williams and a second by Mr. Kirk Haynes.

### **4 Yeas - 1 Nays**

Mr. Thomas Alves	No
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

## **X. Personnel**

### **A. Superintendent Evaluation**

Mr. Michael Waller read the following statement:

Dr. Lawson has been evaluated by the Henderson County Board of Education for the 2021-2022 year with a cumulative assessment of Accomplished, which meets the standards of our process. He was assessed in seven areas: Strategic Leadership, Instructional Leadership, Cultural Leadership, Human Resource Leadership, Managerial Leadership, Collaborative Leadership, and Influential Leadership. We determined that Managerial Leadership, Strategic Leadership, Cultural Leadership, and Human Resource Leadership were his overall strengths. We thank him for his growth mindset and hard work and continue to support his work in leading our school district.

### **B. Personnel Actions**

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

## **XI. Adjourn**

**Order #209 - Motion Passed:** There being no further business to come before the Board, a motion to adjourn the meeting at 6:56 p.m. passed with a motion by Mrs. Tracey Williams and a second by Mr. Kirk Haynes.

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

Mr. Thomas Alves	Yes
Mr. Kirk Haynes	Yes
Mr. Wesley Smith	Yes
Mr. Michael Waller	Yes
Mrs. Tracey Williams	Yes

---

Chair

---

Secretary