

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

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

**August 28, 2023  
5:00 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 5:00 p.m. on August 28, 2023, with the following members present:

(1) Ms. Linda Belcher (2) Mrs. Nita Neal (3) Dr. Matt Mooney  
(4) Mrs. Lisa Hodges (Absent) (5) Mr. Darrell Coleman

**CALL TO ORDER**

The August 28, 2023, regular meeting of the Bullitt County Board of Education was called to order at 5:00 p.m. by Board Chair Darrell Coleman.

**ADOPT THE AGENDA**

2023-145- Motion made by Linda Belcher, seconded by Nita Neal, to adopt the agenda with the following changes:

- Add to Consent Items – Contracts – Maxim Healthcare Services MOU – OMES
- Add to Consent Items – Posthumous Diploma Request
- Add to New Business - Revised Job Description: Administrative Assistant to the Superintendent (7761)
- Move from Unfinished Business to New Business and Amend - Revised 2023-2024 Annual Pay Scales
- Omit Executive Session

Four members (Darrell Coleman, Linda Belcher, Nita Neal, & Matt Mooney) voted YES.

**PRESENTATIONS**

- Board member Nita Neal led the audience in The Pledge of Allegiance and reviewed the Board Team Commitments:  
To improve our effectiveness, the Board Team for Bullitt County Schools commits to:
  1. Maintain primary focus on student learning.
  2. Continuously review, define, and work toward district goals.
  3. Listen to each other, speak freely, work and learn together, and support one another.
  4. After careful deliberation, support the majority's decision regarding shared goals for continuously improving district-wide student learning.
  5. Agree to disagree respectfully.
  6. Delegate implementation of Board decisions to Superintendent and Leadership Team.
- Communications Director Kali Ervin reviewed the guidelines for addressing the Board and reminded anyone wishing to do so to register now.
- Congratulations to Zachary Maurmeier, 1st Place in 5th Grade Social Studies at the National Beta Convention. Zachary attended Crossroads Elementary School last year.
- Mrs. Cate Noble Ward of Studio Kremer Architects gave a construction update.

## COMMUNICATIONS

### Audience Comments

(None)

### Superintendent's Report

- Dr. Jesse Bacon gave an update on Personnel as of today:
  - **Transportation:** Three (3) routes are without a full-time driver assigned; 20+ applicants are currently processing/training. Nationwide there is an 11% average absentee rate per day for transportation positions. BCPS currently has six (6) subs available, so this is what is causing some of our issues. We do have more drivers available now than last year and we are also seeing less outages now as well.
  - **Certified Teachers:** There are 39 vacant teaching positions we're still looking to fill. This year we hired 41 new teachers that were not from traditional teacher preparation courses (those that took an alternate path to certification); we are utilizing our resources to help support these folks.
  - **Student-Facing Classified Positions (Assistants, etc.):** There are 32 vacancies.
  - **Substitutes:** We have 285 total subs in our system, but less than 100 are active currently. BCPS has 23 funded school-designated guest teacher positions: 15 are hired and eight (8) are still vacant.
  - KASA Coalition to Sustain the Profession is working to make recommendations around these issues for the legislature in the upcoming session.

### Other Items from the Board

- Board Vice-Chair Linda Belcher asked about the legislative bills about counselors, requesting more information at the next work sessions; checking into how mental health permission slips are coming along. Dr. Bacon responded.

## CONSENT ITEMS

2023-146- Motion made by Matt Mooney, seconded by Nita Neal, 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 August 21, 2023, which is available online. Four members (Darrell Coleman, Linda Belcher, Nita Neal, & Matt Mooney) voted YES.

### Financial Reports

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

### Bids – Permission to Accept Proposal – Occupational Health Services – UofL Health Services

Requests for Proposal were opened July 13, 2023 at 1:00 p.m. Only one packet was received. It was from UofL Health Services located at 1707 Cedar Grove Road, Suite 15, Shepherdsville, KY. After meeting with administration and medical providers to clarify billing and response time concerns, recommended was acceptance of the contract by UofL Health Services. The proposal is renewable annually for two additional years if agreed upon by both parties.

## Travel

\* All travel by commercial carrier is due to schedule/cost.

School	Activity	Destination	Location	Date	Cost to Student	Travel by:	Trip ID
ATC	Carpentry Students	IKORCC Carpenters Training Hall	Louisville, KY	9/12/23	0	Miller	R501432
ATC	Construction Students	K4C Career Fair @Shelby Co. Fairgrounds	Shelbyville, KY	9/20/2023	0	Miller	R501354
BCHS	Ag Classes/FFA	State Fair @ KFEC	Louisville, KY	8/18/23	\$10	Miller	R501373
BCHS	Ag classes/FFA	Cedar Creek Farms	Shepherdsville, KY	9/22/23	\$10	Miller	R501374
BCHS	Ag Power Pathway Students	Shelby County Fairgrounds	Shelbyville, KY	9/19/23	\$10	Miller	R501375
BCHS	Beta club	Beta State Convention	Lexington, KY	1/17-19/2024	\$200	Jefferson	R501443
BCHS	Beta club	Wilderness at the Smokies	Sevierville, TN	9/20-22/2023	\$300	Jefferson	R501442
BCHS	FFA	Indianapolis Expo Center	Indianapolis, IN	11/1/23	TBD	Miller	R501376
BCHS	Senior Class	Sea World, Universal Grad Bash, Pirates Dinner Adventure, Cocoa Beach, Kennedy Space Center	Orlando, FL	4/16-21/24	\$950	Miller	R501365
BEHS	BASEBALL	Jackie Robinson Training Facility	Vero Beach, FL	3/30-4/6/2024	0	Parents	R501455
BEHS	BASKETBALL Girls	Christmas Tournament	West Palm Beach, FL	12/25-31/23	TBD	Miller, Enterprise or Sand Dollar	R501393
BEHS	FBLA	FBLA National Fall Leadership Conference	Dallas, TX	11/14-22/2023	\$900	Southwest Air	R501452
BEHS	FBLA	FBLA State Executive Council Meeting	Louisville, KY	9/13-14/23	0	Parent	R501391
BEHS	FFA	Kentucky Exposition Center	Louisville, KY	8/17/2023	0	Miller	R501369
BEHS	FFA	Kentucky Exposition Center	Louisville, KY	8/18/2023	\$15	Miller	R501367
BEHS	FFA & Agriculture	Cedar Creek Farms	Shepherdsville, KY	9/22/2023	\$10	Miller	R501368
BEHS	Journalism	Journalism Conference	Boston, MA	10/30-11/5/2023	\$1,000	Airline	R501467
BEHS	Marching Band	Columbus North High School	Columbus, IN	9/9/23	0	BCPS Buses	R501426
BEHS	Marching Band	Floyd Central High School	Floyds Knobs, IN	9/23/23	0	BCPS Buses	R501427
BEHS	Marching Band	Lucas Oil Stadium	Indianapolis, IN	10/21/23	0	BCPS Buses	R501430
CES	1st grade	4H Extension Office	Shepherdsville, KY	9/7/2023	\$8	Miller	R501366
EMS	Aviators 6th grade team	Kentucky Center for the Performing Arts	Louisville, KY	12/12/2023	\$30	Miller	R501456
EMS	Aviators 6th Grade Team	John Hardin HS-PAC	Elizabethtown, KY	3/20/2024	\$30	Miller	R501458
EMS	Aviators 6th Grade Team	Mammoth Cave	Mammoth Cave, KY	4/10/2024	\$30	Miller	R501462
EMS	Aviators-6th Grade team	Falls of the Ohio	Clarksville, IN	11/8/2023	\$30	Miller	R501453
EMS	Navigators 6th Grade Team	Kentucky Center for the Performing Arts	Louisville, KY	12/13/2023	\$30	Miller	R501457
EMS	Navigators 6th Grade Team	PAC @John Hardin HS	Elizabethtown, KY	3/21/2024	\$30	Miller	R501459
EMS	Navigators 6th grade team	Mammoth Cave	Mammoth Cave, KY	4/11/2024	\$30	Miller	R501463
EMS	Navigators-6th Grade Team	Falls of the Ohio	Clarksville, IN	11/9/2023	\$30	Miller	R501454
HMS	Discovery 6th grade	Museum of Natural History and Science	Cincinnati, OH	8/31/2023	\$25	Miller	R501325
HMS	Discovery 7th grade	Holocaust Museum	Cincinnati, OH	8/30/2023	\$25	Miller	R501324
HMS	Discovery 8th grade	Freedom Center	Cincinnati, OH	8/30/2023	\$25	Miller	R501337
LJES	Fifth Grade	Frazier Museum	Louisville, KY	11/21/2023	\$9	Miller	R501392
MWMS	8th Grade Class Trip	Arlington Natl. Cemetery, White House, US Capitol, Smithsonian Museums, Memorials, etc.	Washington, DC	4/8-12/2024	\$1,080	Airline/Coach	R501372
NBHS	Agriculture / FFA	Cedar Creek Farms	Shepherdsville, KY	9/22/2023	\$10	Miller	R501468
NBHS	FOOTBALL	Scott High School	Taylor Mill, KY	8/25/23	0	Miller	R501412
NBHS	FOOTBALL	Bullitt Central High School	Shepherdsville, KY	9/15/23	0	Miller	R501413
NBHS	FOOTBALL	Grayson County High School	Leitchfield, KY	9/29/23	0	Miller	R501414
NBHS	JROTC	Eastern KY University	Richmond, KY	9/9/2023	0	Miller	R501433
NBHS	JROTC	Central Hardin HS	Cecilia, KY	9/14/2023	0	Miller	R501434
ROC	BAMS	Bernheim Forest	Clermont, KY	8/30/2023	0	Miller	R501362
ROC	BAMS	Bernheim Forest	Clermont, KY	9/13/2023	0	Miller	R501363
ROC	BAMS	Bernheim Forest	Clermont, KY	9/27/2023	0	Miller	R501364
ROC	BAMS	Bernheim Forest	Clermont, KY	8/16/2023	0	Miller	R501361

## Minutes

- June 19, 2023 - Amended to include SSID#s of Early Entrance Students, Page 9.
- July 24, 2023 - Monthly Meeting
- August 14, 2023 - Work Session

## Construction Items

### 1. BG-1 Initial Eastbrooke Pointe Section I Land Purchase

Presented was the initial BG-1 for Eastbrooke Pointe. The total funds available for this project is \$1,235,555.36. The board approved the purchase of the land last year; however, the BG-1 was never completed.

### 2. Revised BG-1 - BMS Renovation Project - Post Bid & Bond Sale

Presented was a revised BG-1 for the Bernheim Middle School Renovation Project. The Architect/Engineer (A/E) fee was reduced by \$13,000 and added to the Construction Contingency. The reduction in fee reflects the Value Engineering (V/E) Effort. The Total Project Cost was reduced by \$450,928.95 due to an Advantageous Bond Sale and A/E Fee Reduction due to Value Engineering (V/E) effort. Additional information detailed the Bond Sale Revisions.

### 3. CO#13, H.S. Football Stadiums - BEHS Sidewalk

Change Order #13 is for the addition of a concrete sidewalk on the home side at Bullitt East High School. This sidewalk will allow access to home bleachers from Eastbrooke Point and will also allow for additional entry points for future athletic events. Total cost of Change Order 13 is \$12,035.00. This changes the contingency balance from \$143,273.40 to \$131,238.40.

### 4. CO#14, H.S. Football Stadiums - BCHS Gate

Change Order #14 is for the addition of a gate at Bullitt Central High School. This gate will allow access for home and visiting teams from the southeast corner of the stadium. The total cost for Change Order #14 is \$814.38. This will change the Construction Contingency from \$131,238.40 to \$130,424.02.

### 5. CO#15, H.S. Football Stadiums - BEHS Pressbox

Change Order #15 is for the demolition of the press box at Bullitt East High School. The total cost for Change Order #15 is \$18,243.00. This changes the Construction Contingency balance from \$130,424.02 to \$112,181.02.

### 6. BEHS – Design Development Submission

Presented was the Bullitt East High School Fine Arts Design Development Document for review and approval. Also provided were the BG-2 specifications of energy design criteria and BG-3 probable cost.

## Human Resources

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

Employment records for both the certified and classified personnel for the period of **July 2023** through **August 2023** were submitted for the Board's information and inclusion in the minutes of this meeting.

## Contracts

### 1. Paroquet Springs - Community Baby Shower

The Bullitt County Family Resource Centers sponsor a Community Baby Shower annually at Paroquet Springs Conference Centre for expecting mothers in our community. Presented was a contract for the rental of Paroquet Springs for September 27, 2023 from 2 p.m. to 9 p.m. Funding will be through the FRYSC grant.

### 2. American Red Cross Blood Drives MOU

This Memorandum of Understanding allows BCPS to work with the American Red Cross to host blood drives throughout the district during the 2023-24 school year. Sponsor groups or individual students, such as those within the Allied Health program, will advertise and assist the drives. Provided was the Certificate of Liability Insurance.

### 3. Kentucky Blood Center MOU

Presented was an opportunity for BCPS to work with the Kentucky Blood Center, Inc. to hold blood drives throughout the district during the 2023-2024 school year. Sponsor groups or individual students will advertise and assist the drives.

### 4. ProSource Copier Lease (Revision)

A lease agreement with ProSource was recently presented at a Board meeting and approved. Since that time, a copier has been added to the Finance Department which will add \$64.00 per month to the lease payment. This lease agreement is for the additional copier.

### 5. University of Louisville MOA

This Memorandum of Agreement with the University of Louisville provides postsecondary opportunities for students enrolled in the Teaching and Learning Pathway and other content areas such as English and Math.

### 6. Campbellsville University MOA

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

### 7. Arbiter Sports - MWMS

Mt. Washington Middle School requested approval to enter into an agreement with Arbiter Sports for an Arbiter License for 36 months.

### 8. US Ecology Inc. Agreement - BEHS

Bullitt East High School requested approval to enter into an agreement with US Ecology Incorporated to dispose of old science lab chemicals.

### 9. McKinney Vento MOA

Presented was the MOA for the Stewart B. McKinney Homeless Grant. The MOA is for September 5, 2023 to September 30, 2024.

### 10. Maxim Healthcare Services MOU - OMES

An Old Mill Elementary School family has requested their child's nurse accompany the student at school. Arrangements are currently with Maxim Healthcare Services to provide nursing services at



home. This Memorandum of Understanding allows the nurse to be with the student at school. BCPS will not be responsible for any payment to Maxim under this agreement.

#### Permission to Accept Donations/Grant Funding

School/Program Receiving Contribution	Donor	Description of Gift	Purpose	Value
Brooks Elementary School	The Blackbaud Giving Fund	Donation	Check for Technology equipment/supplies	\$1,000.00
Brooks Elementary School	LG&E and KU Foundation	Donation	Check for Technology equipment/supplies	\$1,000.00
Bullitt County Public Schools	KY Dept. Of Ed.	Grant	Stronger Connections Grant - Mental Health	\$900,000.00 over 3 years
Nichols Elementary School	Southeast Christian Church	Donation	Check for student/family and school staff as needed	\$700.00
All high Schools	FORTINA	Donation	Check to be divided between all high schools for Project Graduation	\$1,675.00
Bullitt Central High School Athletics Dept.	U of L Hospital	Donation	Needs for all sports	\$1,500.00
Eastside Middle School	Friends of Mammoth Caves	Grant	Mammoth Cave Field Trip admission for 6th grade Aviators team	\$660.00
Eastside Middle School	Friends of Mammoth Cave	Grant	Mammoth Cave Field Trip admission for 6th grade Navigators team	\$660.00
Eastside Middle School	Falls of the Ohio Foundation	Grant	Admission to Falls of Ohio and most of transportation for Navigators and Aviators 6th grade	\$1,200.00
Eastside Middle School	Tonya's Taxes and Bookkeeping	Donation	To purchase archery equipment	\$1,000.00
Hebron Middle School	Shirley's Way	Donation	Principals account food lunch help for students	\$1,000.00
Riverview Opportunity Center School Nutrition Service	Shirley's Way	Donation	Principals Acct for school meals	\$500.00
Crossroads Elementary	Various Donors	Donation	Calming Sensory Classroom for all students	\$942.00
Area Technical Center	Charlie Ennis	Donation	Experimental aircraft, not flyable for Aviation maintenance	\$2,500.00
Lebanon Junction Elementary – FRC	CDF Builders Inc.	Donation	FRC needs for families	\$500.00
Bernheim Middle School	CDF Builders Inc.	Donation	YSC needs for families	\$500.00

#### Alteration of District Property Requests

##### **1. NBHS JROTC Beaver-Fit Exercise Shed**

Requested was permission to add the Beaver-Fit Exercise Modular shed to the outdoor facilities at North Bullitt High School. The purpose of this shed is to increase JROTC participation and further promote a healthy, productive lifestyle. Funding for the structure and the gravel will be provided by LAVEC. There will be to cost to the district.

## 2. CES Bengals Youth Football Storage Building

Crossroads Elementary School requested permission to allow the Crossroads Bengals Youth Football Team to install a storage building on the campus. The location will be approved by the Maintenance Department before installation.

### Shortened School Day Request – 2324 31

Parents have requested a modified attendance schedule for their student (2324 31) with disabilities. The student is identified by number in order to maintain confidentiality. There is documentation of medical necessity for the modified schedule, and the modified schedule has been recommended for approval by the Admissions and Release Committee (ARC) and 504 Team. Full documentation is on file in the office of the Director of Special Education.

### Field Trip Mileage Rate

Each year, the field trip mileage rate should be evaluated. Field trips paid through Student Activity Funds will be charged \$0.48 per mile. Field trips paid by all other funding sources will be charged \$1.73 per mile. The hourly driver rate will be \$40.00/hour. (This rate is determined based on the average driver salary and fringes and rounded to the next \$5.00 increment.) Provided were the mileage calculation and average driver salary/fringe calculation sheets.

### Curriculum/Instructional Resources, etc.

As of July 25, 2022, the Superintendent will oversee all curriculum, textbooks, instructional materials, and student support services per changes in Kentucky Revised Statutes (KRS 160.345). The curriculum in each school shall be designed to achieve student capacities established by KRS 158.645 and the school goals established by KRS 158.6451. The curriculum shall comply with all applicable state and federal statutes and regulations. In any school administered under the provisions of KRS 160.345, the Superintendent shall determine which curriculum, textbooks, instructional materials, and student support services shall be provided in the school after consulting with the Board, the Principal, and the school council and after a reasonable public review and response period for all stakeholders. A spreadsheet was provided with that information for approval of curriculum and/or instructional resources for district wide use along with several schools.

### BCHS Homecoming Parade

Bullitt Central High School would like to host the Annual Homecoming Parade on Thursday, October 19, 2023, at 5:30 p.m. starting at Frank E. Simon Park and ending at City Park in Shepherdsville.

### BCHS Baseball Booster Club

Bullitt Central High School would like to establish an external support/booster organization for baseball. Ms. Lewis approved of the request and recommended the Board acknowledge and approve the establishment of the BCBS Baseball Booster.

### Posthumous Diploma Request

SSID# 2120111608 was a Sophomore at Bullitt Central High School and passed away in September 2021. The student's aunt contacted Mr. Smallwood and requested a diploma since this would be the student's senior year. Per Board Policy 08.113, the Board may award a diploma to a student posthumously indicating graduation with the class with which the student was expected to graduate.

## **UNFINISHED BUSINESS**

(None)

**NEW BUSINESS**  
Tax Rates for 2023-2024

The proposed tax rates for 2023-2024 are as follows:

	Real Estate	Tangible
General Fund	56.7	57.4
Building Fund	17.7**	17.7**
Total	74.4	75.1

Motor Vehicle - 47.7 Occupational Tax - 0 Utility Tax - 3.0 Excise Tax - 0

\*\*Includes both growth nickels passed 06/17/2003

2023-147- Motion made by Linda Belcher, seconded by Nita Neal, to approve the proposed tax rates as presented. Four members (Darrell Coleman, Linda Belcher, Nita Neal, & Matt Mooney) voted YES.

District Assurances for 2023-2024

Submitted were the KDE District Assurances for the 2023-2024 school year. Each section had been reviewed and initialed by the appropriate director as well as the assistant superintendent. Once approved, the document will be uploaded into GMAP for KDE.

2023-148- Motion made by Matt Mooney, seconded by Nita Neal, to approve the 2023-2024 District Assurances as presented. Four members (Darrell Coleman, Linda Belcher, Nita Neal, & Matt Mooney) voted YES.

Revised Job Description: Administrative Assistant to the Superintendent (7761)

Submitted were revisions to the Secretary to the Superintendent job description #7761, including the title to Administrative Assistant to the Superintendent. The previous description was last updated in 1992. Several of those duties are now obsolete. Advances in technology and systems warranted several revisions. The overall gist of the position remains unchanged.

2023-149- Motion made by Matt Mooney, seconded by Linda Belcher, to approve the revised job description for Administrative Assistant to the Superintendent as presented. Four members (Darrell Coleman, Linda Belcher, Nita Neal, & Matt Mooney) voted YES.

Revised 2023-2024 Annual Pay Scales

The following revisions were made to the annual pay scales for FY 2024:

- Updated archery coach for elementary and middle school to 26 pays which was approved with the original salary scale. This was not updated on the scale, only on the salary pay schedule.
  - Change the title for the Drug-Free Communities Project Coordinator to Drug-Free Coordinator as approved at the July 2023 board meeting.
  - Remove the word "Grant" from the "Drug-Free Communities Grant Personnel" page.
  - Add the salary for the Drug-Free Coordinator to cover October 1, 2023 through June 30, 2024.
- Change the title of Supt.'s Secretary Administrative Secretary I to Administrative Assistant to the Superintendent

2023-150- Motion made by Nita Neal, seconded by Linda Belcher, to approve the revised 2023-24 annual pay scales as presented. Four members (Darrell Coleman, Linda Belcher, Nita Neal, & Matt Mooney) voted YES.



**ADJOURNMENT**

2023-151- Motion made by Linda Belcher, seconded by Matt Mooney, to adjourn at 5:33 p.m. Four members (Darrell Coleman, Linda Belcher, Nita Neal, & Matt Mooney) voted YES.

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CHAIR

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SECRETARY

DRAFT