

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

**REGULAR MEETING OF THE BULLITT COUNTY BOARD OF EDUCATION  
December 18, 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 PM on December 18th, 2023, with the following members present:

**Attendance Taken at 5:00 PM:**

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

**CALL TO ORDER**

The December 18, 2023 Regular Board Meeting of the Bullitt County Board of Education was called to order at 5:00 p.m. by the Board Chair Darrell Coleman.

**ADOPT THE AGENDA**

**2023-198-** Motion made by Ms. Nita Neal and a second by Ms. Linda Belcher to adopt the agenda as presented. All members voted YES.

**PRESENTATIONS**

- Board Member, Ms. Lisa Hodges led the audience in the Pledge of Allegiance and reviewed 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.

- Director of Communications, Kali Ervin reminded the audience of the guidelines for public comment and requested anyone wishing to do so to register at this time.

- Congratulations to:

1. Moving Forward and Core Values in Action Awards

Tonight, we are pleased to announce the Fall 2023 recipients of these awards.

**Moving Forward Award:** Lou Foster, Family Member of a BCPS Student

**Core Values in Action Awards:**

**Students Matter Most:** Melanie Sparks, BCHS Choir Director

**Service Before Self:** Jake Mitchell, Director of Bands at Hebron Middle School

**Proactive Innovation:** Megan Eskridge, FES 4th Grade Teacher

**Shared Accountability:** Chelsea Mayfield, Exceptional Child Educator at BCHS

**2. School-Level Teachers of the Year**

- **High School Teachers:**
  - BCHS- 1SG Reggie Thacker
  - BEHS- Debbie Pitcock
  - NBHS- Adis Delgado
- **Middle School Teachers:**
  - BMS- Amanda Korby
  - BLMS- Steve Gajdik
  - EMS- Susannah Tayloe
  - HMS- Amanda Ballard
  - MWMS- Jessica Talley
  - ZMS- Eve Parsons
- **Elementary School Teachers:**
  - BES- Debbie Malatesta
  - CGES- Elizabeth Thompson
  - CES- Michelle Beaton
  - FES- Savannah Neuner
  - LJES- Casey Olive
  - MES- Melissa Pratt
  - MWES- Natalie Mullins
  - NES- Amy Ferrell
  - OMES- Christie Watson
  - OES- Andrea Scott
  - PGES- Kelli Kruse
  - RES- Emily Hunt
  - SES- Todd Spencer
  - Special Programs- Stephanie Lewis

**3. Student Recognition: All-State Choir Student**

Congratulations to our All State Choir Ensemble Students:

**Bullitt East High School**

- Sarah Kate Bischoff, Junior
- Hayden LaVon, Senior
- Marley Long, Senior
- Tomasz Tabor, Senior
- Trenton Wood, Senior

e. Construction Update by Mrs. Cate Noble Ward of Studio Kremer Architects

## COMMUNICATIONS

Audience Comments (30 Minutes Total)

(none)

## CONSENT ITEMS

**2023-199-** Motion made by Ms. Nita Neal and a second by Dr. Matt Mooney 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 December 12, 2023, which is available online. All members voted YES.

### Financial Reports

1. Balance Sheets for All Funds
2. Monthly Summary Report for Period 5
3. AP Check Reconciliation Register
4. Paid Invoice Report

### Travel

TRAVEL - December 18, 2023							
School	Activity	Destination	Location	Date	Cost to Student	Travel by:	Trip ID
BCHS	HOSA	Bellarmino University	Louisville KY	12/7/2023	\$20	Miller	R501841
BEHS	ZMS	Area Technology Center	Shepherdsville, KY	12/11/2023	\$0	Miller	R501833
BEHS	FBLA	Fairfield Inn	Louisville KY	1/10-1/11/2024	\$0	Parent Transport	R501827
ATC	ATC	Jewel Homes Lot #5 Jackson Farms	Mt Washington, KY	1/10/2024	\$0		R501864
BEHS	BETA CLUB	The Campbell House Hotel	Lexington, KY	1/17-1/19/2024	\$275	BCPS Van	R501834
HMS	6th grade	Center for the Arts	Louisville KY	01/31/2024	\$12	Miller	R501843
BCHS	CHEERLEADING	Disney All Start Sport Resort	Lake Buena Vista, FL	2/8-02/14/2024	\$0	Commercial Airlines	R501831
CGES	5th Grade Class	Frazier Museum	Louisville, KY	02/09/2024	\$15	Miller	R501854
BEHS	BEHS FBLA	Ky State Capitol	Frankfort, KY	2/12-2/13/2024	\$0	BCPS Van	R501828
BCHS	FFA	Freedom Hall-Farm Machinery Show	Louisville, KY	2/16/2024	\$10	Miller	R501810
BEHS	FBLA	Marriott Downtown	Louisville, KY	2/28-2/29/2024	\$25	Miller	R501829
BEHS	SOFTBALL	Pigeon Forge Spring Training Experience	Pigeon Forge, TN	4/1-4/6/2024	\$0	BCPS Van	R501835

BEHS	FBLA	Orange County Convention Center	Orlando FL	6/23-7/3/2024	\$900	Southwest Airlines	R801869
OES	1st Grade	Derby Dinner Playhouse	Clarksville IN	3/7/2024	\$19	BCPS Bus	R801874

Minutes

- November 27,2023- Monthly Meeting

Construction Items

1. Football Stadiums- COOP Toadvine Substantial Completion Certificate

Presented is the Certificate of Substantial Completion for the High School Football Stadium Project BG 23-157. The work performed under this contract has been reviewed and found to be to the architect's best knowledge, information and belief to be substantially complete. This certificate covers the grandstands and press boxes at all three high schools.

2. BEHS Fine Arts- Bid Package #1 Contract for Board Approval

Requested for approval is a contract with EH Construction for Bid Package #1 of the Bullitt East Fine Arts Center project. The base bid is \$35,210,000.00, with the accepted alternate of \$486,500.00 for a total cost of \$35,696,500.00.

3. Change Order # 04 - BMS Casework Revisions

The reception desk was designed to accommodate two staff members, Bernheim needs three staff members accommodated at the front desk area. This Change Order covers the added cost of materials to lengthen the desk and also rectifies double counting of the built- in teacher desks at the three science labs. This change order yields a credit due to the double counting of the science lab teacher desks.

4. Change Order #22-Football Fields Scoreboard Cameras

BCPS Technology requested additional power and data to be added to each scoreboard to allow for the installation of security cameras. This added cost covers the camera data and power at the four (4) scoreboards.

5. Change Order # 23 - Football Fields Fencing Extras

This change order covers the added T & M Fencing items as well as the rental charge for keeping the temporary fencing in place throughout the season at Bullitt East. This was requested by BCPS Facilities.

6. Change Order #24- Football Fields Irrigation Receptacle

BCPS Facilities added an irrigation system at the BEHS Track field- to add the system, an additional GFCI outlet was required. BCPS asked the Electrical Contractor to add the outlet for the system.

7. Commissioning Services for Bernheim Middle School

Request approval for CMTA Commissioning, Inc (CMTA Cx) to provide commissioning services for the Bernheim Middle School Renovation project, CMTA Cx provided the lowest fee proposal of. The post-bid revised BG-1 had an anticipation cost of \$80,000 for code required commissioning of the HVAC and Lighting systems. Request for proposals were issued to three (3) companies and two (2) proposals were provided as listed below:

Three (3) Proposals were requested from the following companies:

1. CMTA Commissioning, Inc. \$49,250 Fee Proposal
2. Facility Commissioning Group \$59,790 Fee Proposal
3. Paladin, KY: Nonresponsive

### 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 **November 2023** through **December 2023** are submitted for the Board's information and inclusion in the minutes of this meeting.

#### 2. Leave of Absence Requests

Shelley Johnson - Teacher - Pleasant Grove Elementary - Ms. Johnson is requesting leave without pay for the dates of December 11th, 2023 - February 7th, 2024. She is using FMLA.

Stephen Kidd - ISAP Instructor - Mt. Washington Middle - Mr. Kidd is requesting leave without pay for the dates of December 15h - December 19th, 2023. He has used all available accrued leave time.

Jessica KlingleSmith - Instruction Assistant - Crossroads Elementary - Ms. KlingleSmith is requesting her leave without pay be extended through November 28th, 2023. She was previously approved through November 21st, 2023. She has used all available accrued leave time.

Sierra Moore - Teacher - Hebron Middle School - Ms. Moore is requesting leave without pay for the dates of November 2nd, 3th and 8th, 2023. She has used all available accrued leave time.

Kellie Rausch - Instructional Assistant - Lebanon Junction Elementary - Ms. Rausch is requesting leave without pay for the dates of October 30th - November 3rd, 2023. She has used all available accrued leave time.

Sarah Sloan - Teacher - Shepherdsville Elementary - Ms. Sloan is requesting leave without pay for the dates of January 10th - January 12th, 2024. She is using FMLA.

Alecia Tomes - Teacher - Nichols Elementary - Ms. Tomes is requesting leave without pay for the dates of January 17th - March 18th, 2024. She is using FMLA.

### Contracts

#### 1. Contract Agreement with Qualtrics

We are seeking approval to enter into a contract with Qualtrics for \$30,000. This platform includes many customizable features for us including building data dashboards, custom forms, digital signature capabilities, surveys, and much more. Emily Vessels has reviewed this contract as to form and legality. Please see accompanying pricing structure and contract.

#### 2. Memorandum of Agreement- Shoes for Crews

This is a request for Board approval of a contract with Shoes for Crews. Each year, the Bullitt County Safety Committee reviews accidents and staff injuries, and each year, slips trips and falls are the top category and the highest frequency of claims. Shoes for Crews is a privately held company that has patented the very first slip resistant outsole designed for work footwear and contracts with

manufacturers so that orders can be made from BCPS staff and the amount is withdrawn from their paychecks. This has been approved by the safety committee and request this be available to all staff as an option to purchase and provide a safer work environment.

**3. Chemical Disposal (Bullitt East High School) - Revision**

In August, the board approved a contract between Bullitt East High School and US Ecology to dispose of old science lab chemicals. A revision to the original agreement concerning the cost was made.

**4. Contract- Energage Insights**

For the past 17 years, Energage has studied the nation's Top Workplaces to identify the key drivers of success. They use that research to power their platform of tools that enable companies to improve the working conditions for their employees, build distinct brands, and achieve better business results.

Energage's purpose is to empower leaders to create cultures where employees are engaged, motivated, and fulfilled. When employees are happy and thriving at work, they are more productive, creative, and loyal. Energage's platform is designed to help leaders measure and improve employee engagement, while also creating an authentic employer brand that attracts and retains top talent.

Today, the Top Workplaces badge is recognized as the gold standard for workplace excellence, and in BCPS we are working to achieve such recognition. Energage is committed to helping companies of all sizes and industries create workplaces where people can thrive, grow, and achieve their full potential.

Presented for your approval is an agreement between BCPS and Energage. The agreement will allow us to survey all staff (certified and classified) multiple times throughout the next calendar year; obtain district, building, and department level employment engagement data; and provide access to the Energage platform of tools and support for increasing employee engagement based on survey results. I ask that you please approve the agreement. Funds for this agreement will come from the Superintendent's budget

**5. Copier Lease (Revision)**

A lease agreement with ProSource was previously presented at a board meeting and approved. However, we have added a copier to the Human Resource Department, which will add \$73.00 per month to the lease payment. The additional copier lease agreement is attached.

**Permission to Accept Donations/Grant Funding**

School/Program Receiving Contribution	Donor	Description of Gift	Purpose	Value
North Bullitt High School's Youth Services Center	Shirley's Way, Inc.	Donation	Check for Youth Services Center	1,000.00
Lebanon Junction Elementary School's Archery Team	Bullitt County Rod & Gun Club	Donation	Check for Archery Team to purchase supplies & pay fees	500.00

Bullitt East High School's Girls Basketball Team	Shepherdsville-Bullitt County Tourist Convention Commission	Grant	Check for Bullitt East Queen of the Commonwealth	1,000.00
Bullitt East High School's Football Team	Craig Janik- in Memory of Terry Darnell	Donation	Check for Bullitt East Football to purchase equipment & supplies	250.00
Mt. Washington Elementary & Pleasant Grove Elementary School's Family Resource Center	Nel S. Morrison Charitable Trust	Donation	Check for Family Resource Center	5,000.00
Mt. Washington Elementary School's Academic Team	Kentucky Association for Academic Competition, Inc.	Grant	Check Academic Team to purchase half the cost of buzzer equipment	297.50
Mt. Washington Elementary School's Academic Team	Mt. Washington Elementary School's PTA	Donation	Check Academic Team to purchase half the cost of buzzer equipment	297.50

Use of District Property Requests

1. Facility Use Application for Brooks Elementary School

Brooks Elementary School has requested permission to allow Little FLock Baptist Church to use their facility for basketball practice during the week and games on Saturday starting January 9, 2024 through March 16, 2024.

Attached are the Certificate of Liability Insurance and the Application and Agreement Form.

Curriculum/Instructional Resources, etc. Approval

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. The attached documentation provides details on the following.

- School/Location
- Name of program or department requesting curriculum
- Applicable research and/or evidence-based findings for this curriculum (What Works ClearingHouse, EdReports, etc.)
- Explanation of curriculum materials including purpose, when will be utilized, content area, etc.
- Date of minimum two-week public stakeholder review by staff, parents, and the school community
- Review/approval date by Assistant Superintendent and/or Chief Academic Officer

Approval is requested of curriculum and/or instructional resources for district wide use along with several schools.

Roby Elementary Parent Teacher Association

Roby Elementary School would like to establish a Parent Teacher Association (PTA).

Revised 2023-2024 Annual Pay Scales

A revision was made to the annual pay scales for FY 2024 as follows:

- Add elementary basketball coach (approved at last meeting)

The schedule should reflect one basketball coach for girls and one basketball coach for boys at each elementary school.

PSST Business Process Review

PSST, a trusted consulting firm, will deploy two experienced consultants to conduct an in-depth analysis of our various operational departments, including HR, PR, Benefits, Finance, and others. Over the course of 1.5 days, these consultants will immerse themselves in our current processes and procedures, engaging with departmental stakeholders, and posing relevant inquiries to gain a comprehensive understanding.

We believe that engaging PSST for this Business Process Review will be instrumental in fortifying our district's operational foundation. The insights and recommendations provided in the final report will enable us to make informed decisions and drive positive changes in our workflows.

SchoolCash Management Solution (KEV)

This system will replace the antiquated EPES system and My School Bucks which is utilized by the school bookkeepers. My School Bucks will remain active in regards to the School Nutrition program. There is a one-time training and implementation cost of \$4,600. The annual cost of the program is \$35,650 which provides SchoolCash Integration to Student Information System, SchoolCash Catalog, SchoolCash Register, SchoolCash Online, SchoolCash Donations, SchoolCash Access, training and ongoing support. The initial term will allow for a slow implementation approach.

**UNFINISHED BUSINESS**

(none)

**NEW BUSINESS**

Early Graduation Requests

Four Early Graduation requests are submitted for approval.

- Student ID 2120115676- CC at Bullitt Central High School
- Student ID 2120115222- EW at Bullitt Central High School
- Student ID 2120227754- ZW at Bullitt Central High School
- Student ID 2120139793- JT at Bullitt Central High School

**2023-200:** Motion made by Mrs. Lisa Hodges and a second by Ms. Nita Neal to approve Early Graduation requests as presented. All members voted YES.



BLMS- Extended Days

Bullitt Lick Middle School continues to work on improvement in a variety of areas connected to continuous improvement related to consistency and retention of administration/staff, and moving learning outcomes forward. Over the summer BLMS did not have an interim principal due to lack of availability of interims and timing of when the open position occurred. Due to this, the current assistant principal took on principal responsibilities working most days in July 2023 asking for no compensation serving as the guide for teachers and families during this time. The current principal and assistant principal have both worked to make improvements in behavioral systems and introduce more authentic learning experiences for students which is evident when spending time in the classrooms and the overall climate of the building. To ensure that the current principal has support when school is out in Many 2024 to refine systems and improvement priorities can be planned and developed for the 2024-2025 school year. I would like to add 10 extended days to the current assistant principal's contract. This will be a one time addition for the 2023-2024 school year.

**2023-201:** Motion made by Ms. Linda Belcher and a second by Ms. Nita Neal to approve as requested. All members voted YES.

2024-2025 School Calendar Committee Recommendation

The BCPS Calendar Committee held its second meeting on November 16, 2023 to develop and finalize a calendar recommendation for the 2024-2025 school year for Board review. The Board is required to hold two meetings, one that includes hearing and discussing recommendations and another to include adoption of the calendar. Attached is rationale for the recommendation, state requirements, survey results and the recommended calendar for the 2024-2025 school year.

**2023-202:** Motion made by Ms. Nita Neal and a second by Mrs. Lisa Hodges to approve proposed 2024-2025 School Calendar as presented. All members voted YES.

OCR Docket # 03231215 Mediation Agreement

Pursuant to direction from Board Chair Darrell Coleman, a confidential settlement agreement has been negotiated in OCR Matter 03231215. Authority is required by majority vote of the Board to allow the Chairman to execute the Mediation Agreement, incorporated herein by reference. This Agreement was negotiated with input from Board Counsel but comes without the recommendation of the Superintendent or Board Counsel.

**2023-203-** Motion made by Darrell Coleman and a second by Mrs. Lisa Hodges to approve the negotiated Mediation Agreement in OCR Docket Number 03231215 and authorize its execution by Board Chair Darrell Coleman. The Superintendent is directed to carry out the terms of the Confidential Agreement as set out therein. All members voted YES.

**ADJOURNMENT**

**2023-204:** Motion by Dr. Matt Mooney and a second by Ms. Linda Belcher to adjourn at 5:43 p.m. All members voted YES.

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CHAIRPERSON

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SECRETARY

