

Special Meeting
May 21, 2024 6:00 PM
Board Room
Marshall County Board of Education
86 High School Rd.
Benton, KY 42025

Attendance Taken at : 6:02 PM

Present Board Members:

Mr. Will Coursey
Ms. Darla Doss
Ms. Mary Beth Riggs
Mr. Randy Travis
Ms. Amy Waggoner

I. Regular Agenda Items

1. Call to Order
2. Motion to Adopt the Agenda

Order #247 - Motion Passed: Adoption of the Agenda as presented passed with a motion by Mr. Will Coursey and a second by Ms. Darla Doss.

5 Yeas - 0 Nays

3. Presentations
 - A. The Pledge of Allegiance
 - B. Marshall County School District Mission Statement
4. Student/Staff Recognition
5. Public Comments
6. Old and New Business
7. Personnel
8. Staff and Informational Reports
 - A. Instructional Report End of year STAR screening scores

Supervisor of Instruction Jackie Reid reviewed STAR universal data for grades 2 - 8. An increase in proficiency and growth has occurred in both math and reading at every grade level. If the data correlates with the Kentucky Summative Assessments we took this spring, we should see an increase in performance in both Math and Reading this fall when we receive our state test results. Improvement can be attributed to using high-quality resources, collaborative planning across the district, and an emphasis on following through with the PLC process in the elementary and middle schools.

B. Property Insurance Carrier Update/Anticipated Rate Increase on Package Insurance

Finance officer Jill Monroe reported that Liberty Mutual (carrier) will no longer insure Kentucky property for districts west of Muhlenberg County beginning July 1, due to the unpredictable nature of weather events: convective storms (tornados, high wind/storms). Peel and Holland/HUB (agent) is currently shopping for carriers for our school district. Also, Liberty Mutual predicts a 25% or greater increase in several of the other lines (GL, SLE&O, auto, etc.) that will continue with their company. Overall, we expect the property package premiums to increase by over \$700,000.

C. Personnel Report

Personnel Director Amanda Henderson recognized the district's retirees and ran through a list of those retirees:

Angela Adams - CES Instructional Assistant - 29 years
Ladona Alexander - PYV Teacher - 29 years
Lester Alonzo - Bus Driver - 9 years
Theresa Alonzo - Bus Monitor - 7 years
Robin Davidson - NMMS Teacher - 30 years
Terri Dismore - CES Instructional Assistant - 12 years
Scott Durham - BES Teacher - 33 years
Kara (Annie) Futrell - SMMS Teacher - 27 years
Bonnie Gibson - NMMS Clerical Assistant - 18 years
Wanda Greenwell - NMMS Food Service - 15 years
Abby Griffy - Central Office Administration - 27 years
Wava Hall - CCES FRC - 31 years
Jennifer Harris - SMES Principal - 27 years
Jeff Hunter - Bus Driver - 7 years
Wendy Lyles - CCES Teacher - 25 years
Tina Marshall - MCHS Teacher - 28 years
Kevin McClard - NMMS Teacher - 17 years
Gary McKnight - Bus Driver - 23 years
Jill Monroe - Central Office Director of Finance - 34 years
Paige Perry - SES Instructional Assistant - 23 years
Danny Pilant - Maintenance Assistant Manager - 28 years
Jill Reynolds - Bus Driver - 31 years
Donnie Rudolph - Maintenance Technician - 14 years
Malissa Smothers - MC Academy Guidance - 28 years
Charlotte Swift - MCHS Instructional Assistant - 20 years
Joanie Thomas - BES Instructional Assistant - 18 years
Renita Underhill - NMMS Teacher - 27 years
Becky Waggoner - NMMS Nurse - 16 years
Stacey Walls - Bus Monitor - 27 years

Henderson said that's a grand total of 650 years of dedication.

D. Attendance/Safety Report

Director of Pupil Personnel Brent Lovett reported that April was a good month for attendance, at almost 95% overall. Three schools, Calvert City, Central and Sharpe Elementaries, were all above 96%.

Safety Report: Lovett said the district was fortunate again to get two schools submitted to the Kentucky Center for School Safety visits... South Middle and Central Elementary. Lovett said the district safety committee met May 7th and discussed several summer projects.

E. Transportation/Facilities Report

Danny Davis presented in the absence of Transportation/Facilities Director Jeff Stokes. Davis provided updates on current fuel prices as well as on some of the current projects.

F. MCEA Update - Luke English, MCEA President

MCEA President Luke English updated the board on some things MCEA has been involved in recently. The MCEA scholarship was given to Gracelyn Darnall. A project graduation check was also given out. English

also told the board that he will be stepping down as MCEA president at the beginning of the 2024-25 school year. Rebecca Sealock will be the new president.

II. Consent Items

Order #248 - Motion Passed: Approval of the Consent Items as presented passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

5 Yeas - 0 Nays

1. Prior Meeting Minutes
2. Payment of Claims
3. Approve Trips and Fundraisers
4. Approve Awarding of Burnett Holland Memorial Scholarships to MCHS Seniors Izzy Washburn and Walker Jones
5. Allow the Benton Partnership "Farm to Fork" to Utilize MCHS Facilities October 19, 2024 and Waive Facilities Rental Fee
6. Approve Use of Emergency Certified Substitutes for the 2024-2025 School Year
7. Approve Benton Elementary School to Receive a \$25,000 Grant from TVA
8. Approve Professional Development Plan for District
9. Approve Renewal of Xello Technology Platform for College and Career Exploration
10. Approve 1-Year Renewal of Otus Platform for Grades K-12
11. Approve Contract with the Math Learning Center (Bridges Mathematics) for Summer Training
12. Approve Capital Funds Request
13. Approve the Maximum School Fee Schedule for FY 24-25
14. Approve Bids for Instructional/Office Supplies for FY24-25
15. Approve Camp Currie to Utilize Two Buses and One Box Truck June 24th & June 28th to Transport Students to Camp Currie

III. Action Items

1. Recommendation to Approve a 4 Year Contract for Mr. Bill Thorpe as Superintendent of Marshall County Schools.

Order #249 - Motion Passed: Approval of a 4 Year Contract for Mr. Bill Thorpe as Superintendent of Marshall County Schools. passed with a motion by Mr. Will Coursey and a second by Ms. Mary Beth Riggs.

5 Yeas - 0 Nays

2. Recommendation to Approve Treasurer's Report

Order #250 - Motion Passed: Approval of the Treasurer's Report as presented passed with a motion by Ms. Amy Waggoner and a second by Mr. Will Coursey.

5 Yeas - 0 Nays

The MUNIS Cash Balance at the close of the month totaled \$25,366,817.38. Also, the following reports were included: (1) monthly payroll totals (2) monthly Special Events and (3) monthly MUNIS (by fund). Significant budget amendments for occupational tax net profit and withholding revenue, and a large utility tax payback were reported. The monthly MUNIS (by fund) report for April shows the breakdown of revenues and expenditures (by function) and will be posted to the finance website for the public to view.

3. Recommendation to Approve Tentative Budget for FY 24-25 (Including F-SA-3 Principal's Combining Budget)

Order #251 - Motion Passed: Approval of Tentative Budget for FY 24-25 (Including F-SA-3 Principal's Combining Budget) passed with a motion by Ms. Darla Doss and a second by Mr. Will Coursey.

5 Yeas - 0 Nays

Projections were presented along with discussion regarding the FY24-26 biennial budget components appropriated during the legislative session: base, statewide equalization, transportation, full kindergarten,

etc. The main challenge for this budget and going forward is the significant drop in AADA (and reduction in state funding due to high per pupil assessments), and plans for going back to the normal calculation (districts were able to use 18-19 AADA for multiple years due to provisions offered during COVID). While the majority of districts went back to the normal process during FY23-24, Marshall County received some AADA (SEEK calculation) assistance under the temporary provisions of 22 Special Session HB1 for western Kentucky tornado districts. It is expected that our district will continue to receive a smaller amount of AADA assistance during FY24-25. Also, ESSER grant funding will end during FY24-25 (on 9-30-24). Property insurance premiums for FY24-25 are expected to increase by over 250%, with final information to be received on June 3rd. Once salary increases are determined, this budget will be amended and reported. The working budget in September 2024 will show close salaries using actual employees at a specific time. The KPPA/CERS employer match for FY24-25 has once again dropped significantly. This reduction in the required match will positively affect the MUNIS funds that pay salaries (general fund, special revenue/grants and food service).

4. Recommendation to Approve Audit Contract for FY 23-24

Order #252 - Motion Passed: Approval of Audit Contract for FY 23-24 passed with a motion by Mr. Will Coursey and a second by Ms. Amy Waggoner.

5 Yeas - 0 Nays

The independent auditor's contract (and engagement letter) is with the audit firm of Shad J. Allen, CPA, PLLC. This agreement is entered into for the audit period ending June 30, 2024. The proposal amount for the audit of FY23-24 is \$28,000. The Kentucky Department of Education is aware that the expected completion date is by 12/31/24 instead of 11/15/24.

5. Recommendation to Approve Athletic Training Agreement for FY24-25

Order #253 - Motion Passed: Approval of Athletic Training Agreement for FY24-25 passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

5 Yeas - 0 Nays

The athletic training bid is from H2 Holdco Inc. in the base amount of \$39,000 (plus \$40.00 per hour for district requested, district approved services).

6. Recommendation to Approve Job Description - 7526 Computer Lab Technician

Order #254 - Motion Passed: Approval of Job Description - 7526 Computer Lab Technician passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

5 Yeas - 0 Nays

7. Recommendation to Approve MOU with Mountain Comprehensive Care for the 2024-2025 School Year

Order #255 - Motion Passed: Approval of MOU with Mountain Comprehensive Care for the 2024-2025 School Year passed with a motion by Ms. Darla Doss and a second by Mr. Will Coursey.

5 Yeas - 0 Nays

This is an annual agreement

8. Recommendation to Give Permission to Purchase Serving Lines from C&T Design

Order #256 - Motion Passed: Approval to Give Permission to Purchase Serving Lines from C&T Design passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Darla Doss.

5 Yeas - 0 Nays

9. Recommendation to Give Permission to Purchase a Combi Oven from C&T Design for Jonathan Elementary

Order #257 - Motion Passed: Approval to Give Permission to Purchase a Combi Oven from C&D Design for Jonathan Elementary passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

5 Yeas - 0 Nays

10. Recommendation to Grant Permission to Bid Cafeteria Furniture for Jonathan Elementary.

Order #258 - Motion Passed: Approval to Grant Permission to bid Cafeteria Furniture for Jonathan Elementary. passed with a motion by Ms. Darla Doss and a second by Ms. Amy Waggoner.

5 Yeas - 0 Nays

11. Recommendation to Approve Invoice # 9 to CMS Architects in the Amount of \$3922.00 for the Marshall County Technical Center Renovation and Addition Project BG # 23-067

Order #259 - Motion Passed: Approval of Invoice # 9 to CMS Architects in the Amount of \$3922.00 for the Marshall County Technical Center Renovation and Addition Project BG # 23-067 passed with a motion by Mr. Will Coursey and a second by Ms. Darla Doss.

5 Yeas - 0 Nays

This is the 9th pay application from the architect on this project.

12. Recommendation to Approve Pay Application # 4 to Pinnacle, Inc. in the Amount of \$182,027.10 for the Marshall County Technical Center Renovation and Addition Project BG # 23-067

Order #260 - Motion Passed: Approval of Pay Application # 4 to Pinnacle, Inc. in the Amount of \$182,027.10 for the Marshall County Technical Center Renovation and Addition Project BG # 23-067 passed with a motion by Mr. Will Coursey and a second by Ms. Amy Waggoner.

5 Yeas - 0 Nays

This is the 4th pay application from the contractor on this project.

13. Recommendation to Approve Pay Application DPO # 4 in the Amount of \$135,765.45 for the Marshall County Technical Center Renovation and Addition Project BG # 23-067

Order #261 - Motion Passed: Approval of Pay Application DPO # 4 in the Amount of \$135,765.45 for the Marshall County Technical Center Renovation and Addition Project BG # 23-067 passed with a motion by Ms. Darla Doss and a second by Ms. Amy Waggoner.

5 Yeas - 0 Nays

This is the 4th DPO request for this project

14. Recommendation to Approve the Bid and Owner Contractor Agreement for the Jonathan Elementary School Roof Project, BG # 24-260

Order #262 - Motion Passed: Approval of the Bid and Owner Contractor Agreement for the Jonathan Elementary School Roof Project, BG # 24-260 passed with a motion by Ms. Darla Doss and a second by Ms. Mary Beth Riggs.

5 Yeas - 0 Nays

Minter Roofing was awarded the Roofing portion of the Bid. 3 C's Concrete was low bid on the door portion of the project. It was recommended by the Architect and the Facilities Director to disqualify this contractor due to insufficient experience and qualifications necessary to complete the project. Recommendation was made to accept the remaining bid received from Pinnacle, Inc.

15. Recommendation to Approve the Revised BG 1 for the Jonathan Elementary School Roof Project, BG # 24-260

Order #263 - Motion Passed: Approval of the Revised BG 1 for the Jonathan Elementary School Roof Project, BG # 24-260 passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

5 Yeas - 0 Nays

This is the Revised BG 1 for said project reflecting the adjusted cost based on bids/contractor selection

16. Recommendation to Approve Partial Boundary/Topographic Survey Proposal for the North Marshall Middle School Track and Concession/Restroom Project, BG #24-263

Order #264 - Motion Passed: Approval of Partial Boundary/Topographic Survey Proposal for the North Marshall Middle School Track and Concession/Restroom Project, BG #24-263 passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Darla Doss.

5 Yeas - 0 Nays

This work is being requested in order to prepare for design and development of the North Marshall Track and Concession/Restroom Project

17. Recommendation to Approve Bid Date of June 18th at 10:00 AM for Bus Driver Drug Test Services, Transportation Supplies, Paving, Carpet, Flooring, Ceiling Tiles, Fencing, and Fire Extinguisher Services

Order #265 - Motion Passed: Approval of Bid Date of June 18th at 10:00 AM for Bus Driver Drug Test Services, Transportation Supplies, Paving, Carpet, Flooring, Ceiling Tiles, Fencing, and Fire Extinguisher Services passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Darla Doss.

5 Yeas - 0 Nays

The referenced supplies and services are bid on an annual basis and go into effect on July 1st of the new fiscal year

18. Recommendation to Approve the BG-1 for Purchasing the Property at 1933 Mayfield HWY

Order #266 - Motion Passed: Approval of the BG-1 for Purchasing the Property at 1933 Mayfield HWY passed with a motion by Ms. Amy Waggoner and a second by Ms. Darla Doss.

5 Yeas - 0 Nays

This is the required BG 1 referencing the cost of the property being purchased by the MCBOE at 1933 Mayfield HWY, Benton, KY 42025

19. Adjourn

Order #267 - Motion Passed: Approval to adjourn the meeting at 7:14 pm passed with a motion by Mr. Randy Travis and a second by Ms. Darla Doss.

5 Yeas - 0 Nays

Chairperson

Secretary