

Regular Meeting  
March 09, 2023 6:00 PM  
Trigg County Board of Education  
Central Office Conference Room

**Attendance Taken at : 5:48 PM**

**Present Board Members:**

Theresa Allen

Ms. Clara Beth Hyde

Gayle Ruffli

Ms. Charlene Sheehan

**Absent Board Members:**

Jo Alyce Harper

**I. Call to Order**

Welcome Trigg County School System Trigg County Public Schools will empower each student to thrive, compete and excel in an ever changing world.

Staff Members in attendance were:

Jack Lackey, Attorney

Bill Thorpe, Superintendent

Karen Solise, Assistant Superintendent of Curriculum and Instruction

James Mangels, Director of Student Services and Personnel

Mandy Byrd, Director of Special Education

Holly Greene, Chief Financial Officer

Matt Ladd, Director of Operations

Amy Breckel, Principal

Sarah Elliott, Assistant to the Superintendent

Others in attendance:

Livy Breckel, student

Earl Wade

Susan Wade

Ed Marlowe, WKDZ

Tonya Grace, KNE

## A. Vision and Mission Statements

Vision Statement: Trigg County Public Schools will empower each student to thrive, compete and excel in an ever changing world. Mission Statement: Empowering the Next Generation with world class knowledge, skills, and dispositions essential for success.

## B. Public Participation in Open Meetings - 01.421

The Board shall conduct its meetings in a manner that solicits public confidence, provides for full discussion of the issues in a reasonable manner and assures that appropriate decisions will be reached. Persons who wish to address items on the agenda should seek recognition at the time the Board considers that particular item. In all instances, persons wishing to address the Board must first be recognized by the chairman. In order to be placed on the agenda, delegations wishing to appear before the Board shall contact the Chairperson or Superintendent at least three (3) days prior to the next scheduled meeting. The order of appearance before the Board shall be determined by the order in which request are received. Each delegation shall select a spokesperson who shall be allotted up to thirty (30) minutes to address the Board. The chairman may require the name and address of the speaker. The Chairman may rule on the relevance of the topic to the Board's agenda. The Chairman may also establish time limits to speakers as may be required to maintain order and to ensure the expedient conduct of the Board's business. The Board as a whole shall have the final decision as to the appropriateness of all rulings. Ref.: KRS 61.840 Adopted 5-19-94 Board Order #313

## II. Approval of Agenda

**Order #2023-217 - Motion Passed:** Approval of the agenda as presented passed with a motion by Ms. Charlene Sheehan and a second by Ms. Clara Beth Hyde.

### 4 Yeas - 0 Nays

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

The Superintendent shall consult with the Board Chairperson to ensure that an agenda is prepared for all regular and special meetings of the Board. For special meetings, the Board shall consider only those matters which are listed on the agenda. The agenda is presented for your approval.

### A. Review of Consent Agenda

Items to be removed from Consent Agenda

## III. Good News

This is an opportunity for anyone on the Board or Staff Member to share Good News Reports

## IV. Delegations & Recognitions

## V. Reports

### A. Superintendent's Report

### B. Staff Reports

#### 1. Assistant Superintendent of Curriculum and Instruction

LLAG Next Future Wildcats Event- March 23, 2023- Planting Seeds Dont Forget to Read  
Preschool April 17 19 Kinder- April 13 14 Camp Kinder LEAD Like a Girl

#### 2. Chief Financial Officer

#### 3. Middle School Report

## VI. Consent Agenda

**Order #2023-217 - Motion Passed:** Motion for the approval and authorize appropriate action for the items listed in the Consent Agenda passed with a motion by Ms. Charlene Sheehan and a second by Ms. Clara Beth Hyde.

### 4 Yeas - 0 Nays

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

The Consent Agenda is presented for your approval.

#### A. Approval of Minutes

The minutes of action taken at every meeting of the Board, setting forth an accurate record of votes and actions at such meetings, shall be promptly recorded, and submitted for approval at the next regularly scheduled meeting, and such records shall be open to public inspection at reasonable times after they have been approved by the Board. The minutes of the February 9, 2023, regular meeting and February 24, 2023, special called meeting are presented for your review and approval.

#### B. Approval of School SBDM Minutes

##### 1. Intermediate School Minutes

#### C. Acknowledge the Following Superintendent's Personnel Actions

Pursuant to KRS 160.380, it is my responsibility to report to the Board of Education routine personnel actions that I have taken that affect certified and classified employment. These actions have been executed in compliance with all Board of Education policies and state and federal laws. All positions are Board of Education approved positions.

Rachel Anderson Preschool Route Bus Driver Effective 2/9/2023

Dyanna Lanz Bus Driver Effective 2/9/2023

Ashley Boaz Substitute Teacher Effective 2/14/2023

Melissa Reynolds Food Service Worker Effective 2/15/2023

Loren Ramey Substitute Teacher Effective 2/3/2023

Corniyah Thomas Substitute Trigg Tots/Preschool Effective 2/14/2023

Bruce Frazier Substitute Bus Driver Effective 2/15/2023

Charlotte Maas Substitute Teacher Effective 2/17/2023

Jesse Siegmund Substitute Teacher Effective 2/17/2023

Stacy Howell Substitute Bus Monitor Effective 2/17/2023

Ryan Acree High School Girls Assistant Track/Field Coach Effective 2/21/2023

Robin Ford-Stagner Substitute Teacher Effective 2/17/2023

Matthew Wilder Substitute Teacher Effective 2/22/2023

Rick Black Substitute Bus Monitor Effective 2/27/2023

Resignation:

Amanda Martin Food Service Worker Effective 2/3/2023

Linda Aichinger Substitute Teacher Effective 2/10/2023

Karen Solise Director of Curriculum and Instruction Effective 6/30/2023

Rhonda P'Pool Classroom Cleaning Effective 2/15/2023

Shannon Dempsey Food Service Worker Effective 2/17/2023

#### **D. Leave of Absence**

Pursuant to Kentucky Revised Statutes, leaves of absence must be recommended by the superintendent and approved by the Board of Education. The following personnel actions are in compliance with federal and state laws and Board policy regarding equal employment opportunities. Melissa Calhoun FMLA Middle School Teacher 01/12/2023 thru 02/23/2023 Kelly Green FMLA MS Custodian 01/17/2023 thru 02/14/2023 Jonathan Pepper Intermittent FMLA IT Manager 12/27/22 thru 01/24/23 Sharon Putty FMLA Cafeteria/Cook 02/21/2023 thru 4/5/2023 Katie Johnson FMLA High School Teacher 04/10/23 thru 08/01/23

**E. Approve and authorize payment of the items set out in the listed accounts payable warrant reports**

#### **F. School Related Student Trips**

All out-of-state and overnight travel must be approved by the Trigg County Board of Education. Additionally, if the organization desires to use a common carrier, then the use of the common carrier must be approved by the Board. Requests should be submitted through the building principal to the superintendent Board Policy 09.36 School Related Student Trips

1. TCHS Softball
2. TCHS Softball
3. TCHS Baseball
4. Trigg Archery
5. TCIS Gifted and Talented

#### **G. Staff Travel Requests (Out of State)**

All out-of-state travel, except those areas within a 100-mile radius of Cadiz, shall require the prior approval of the Board. Board Policy 03.125 Expense Reimbursement (Certified) Board Policy 03.225 Expense Reimbursement (Classified)

1. Ron Clark Trip

Ron Clark Academy Atlanta, Georgia July 10 and 11 (will travel on the 9th; July 9, 10, 11)  
Objective: Gain information regarding teaching effective methods and strategies for high impact. Remind participants why they went into education and re-fuel their passion for the field. Will hear from Ron Clark and his team, as well as observe instruction taking place. 50 attendees Drive district van, 2 suburbans, and rent a large passenger van. While there, individuals/small groups may want to uber to restaurants at their expense, if they choose to not go as a group via the school vehicles.

2. Texas

#### **H. Approval of Annual Contract Renewals or Renewal MOA's for Services**

1. LAVEC Contract

#### **I. Approval of New Contracts or MOA's**

1. University of the Cumberland

2. Beverage Contract

J. Surplus

1 white board 1 Three Drawer file cabinet 3 student desks 3 office chairs 9 student classroom chairs 1 paper shredder 1 teacher podium 1 three shelf cart 5 smart boards

K. Technology Fiber RFP

VII. Other Business

A. Set Date for Graduation

**Order #2023-217 - Motion Passed:** Set date of May 25, 2023, at 7:00 pm passed with a motion by Ms. Clara Beth Hyde and a second by Gayle Ruffli.

4 Yeas - 0 Nays

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

B. Set date for budget workshop

**Order #2023-217 - Motion Passed:** Set date of March 24, 2023, for board budget workshop passed with a motion by Ms. Charlene Sheehan and a second by Ms. Clara Beth Hyde.

4 Yeas - 0 Nays

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

C. Review and Approve Final Staffing and Section 6 SBDM Allocations for FY 2024

**Order #2023-217 - Motion Passed:** Approve the Final Staffing Allocations and Section 6 SBDM Allocations for the Fy 2024 School Year. passed with a motion by Gayle Ruffli and a second by Ms. Clara Beth Hyde.

4 Yeas - 0 Nays

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

Mr. Mangels has attached the SBDM Allocations for certified and classified staff per Board Approved Staffing Formulas. Any increases or reductions in teaching staff are a direct result of the staffing formula which is directly tied to the projected enrollment numbers in that particular school for the 2023-2024 school year. The allocations for supplies, materials, travel, equipment, etc., (known as section 6 - this allocation can range from \$100 /ADA to 3.5% of the SEEK Base, \$143.50 for previous year). As there is still uncertainty with SEEK funding for the FY 24 school year, Section 6 funding has been reduced to the minimum of \$100/ADA. This will be re-evaluated as it was this year once SEEK has been determined. Additions/reductions to each schools general staffing are summarized: TCPS- No additions no reductions TCIS Addition of 1 teaching allocation TCMS Reduction of 1 teaching allocation TCHS Reduction of 1 teaching allocation Finally, there will be minimal changes in special

education staffing for the FY 24 school year. The general rule is staffing is 80% of caseload for LBD and 85% caseload for SLP; however each school is staffed based upon the individual needs of the students. A summary of additions or reductions are found below, and a description of each schools needs have been attached by Ms. Mandy Byrd: TCPS 3 LBD, 1 LBD/MSD, 3 Instructional Assistants (No additions no reductions) TCIS 3 LBD, 1 MSD, 2 Instructional Assistants (Addition of 1 LBD) TCMS - 3.5 LBD (.5 PASS), MSD 1, 4 Instructional Assistants (.5 reduction PASS Coach) TCHS 5 LBD, 1 MSD, 4 Instructional Assistants (No additions no reduction) Speech 5 SLPs (No reductions no additions) School Psychologist - 1

**D. Second Reading of 2023-2024 Academic Calendar**

**Order #2023-217 - Motion Passed:** Adopt the 2023-2024 Academic Calendar as attached. passed with a motion by Ms. Clara Beth Hyde and a second by Gayle Rufli.

**4 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

The Calendar Committee convened and discussed calendar requirements, considered construction timelines and regional calendars and created a calendar for the upcoming 2023-2024 academic year. The proposed calendar is attached for your adoption. In order to adopt the school calendar, the Board must hold two (2) meetings, one that reviews the recommendations of the calendar committee which was done on 2/9/2023 and then the calendar can be adopted at this meeting. We can discuss the calendar and make any changes you would like to make.

**E. Student Insurance Renewal**

**Order #2023-217 - Motion Passed:** Motion to renew Hartford Insurance for FY24. passed with a motion by Ms. Clara Beth Hyde and a second by Gayle Rufli.

**4 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

Consider/Take appropriate action regarding student insurance for FY24. 100% Usual Customary with a \$1,500 limit on physical therapy: Hartford (Renewal) \$63,319.20 AXIS \$70,687.20 Zurich \$70,197.20 I recommend that we renew student insurance with Hartford for FY24.

**F. Co-Curricular Pay App**

**Order #2023-217 - Motion Passed:** Approve Co-Curricular Pay App in the amounts of A&K Construction- \$106,563.29 Summit Industrial Services- \$21,898.00 Cole Lumber- \$696.30 RL Craig- \$16,427.39 passed with a motion by Ms. Charlene Sheehan and a second by Gayle Rufli.

**4 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

In the amount of: AK Construction- \$106,563.29 Summit Industrial Services- \$21,898.00 Cole Lumber- \$696.30 RL Craig- \$16,427.39

**G. Vocational School Pay App**

**Order #2023-217 - Motion Passed:** Approve Vocational Pay App in the amounts of: A&K Construction- \$255,708.00 Rogers Group- \$6,201.71 Fourshee Building Supply- \$1,483.95 Lee Building Products- \$8,155.96 SRM- \$673.00 L&W Supply- \$18,218.24 Architectural Sales- \$7,496.98 RL Craig- \$120,471.19 Ferguson- \$7,613.00 Kenny Pipe- \$595.64 passed with a motion by Gayle Ruffli and a second by Ms. Clara Beth Hyde.

**4 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

In the amounts of: AK Construction- \$255,708.00 Rogers Group- \$6,201.71 Fourshee Building Supply- \$1,483.95 Lee Building Products- \$8,155.96 SRM- \$673.00 LW Supply- \$18,218.24 Architectural Sales- \$7,496.98 RL Craig- \$120,471.19 Ferguson- \$7,613.00 Kenny Pipe- \$595.64

**H. Addition of fundraiser to agenda**

**Order #2023-217 - Motion Passed:** Approve addition of fundraiser to the agenda passed with a motion by Ms. Charlene Sheehan and a second by Ms. Clara Beth Hyde.

**4 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

**I. Softball Fundraiser**

**Order #2023-217 - Motion Passed:** Approval of pork chop fundraiser for softball team on March 17, 2023 passed with a motion by Ms. Charlene Sheehan and a second by Ms. Clara Beth Hyde.

**4 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

**VIII. Motion to Go Into Executive Session per KRS 61.810 - Time**

The Board must enter into Executive Session per KRS 61.810 Section (f) for the purpose of discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested. This exception shall not be interpreted to permit discussion of general personnel matters in secret.

**IX. Motion to Adjourn Executive Session - Time**

**X. Action (if any) Related to Executive Session**

**XI. Adjournment - Time**

**Order #2023-217 - Motion Passed:** That the meeting be adjourned - 7:14 pm passed with a motion by Ms. Charlene Sheehan and a second by Ms. Clara Beth Hyde.

**4 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Absent
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

The next meeting of the Trigg County Board of Education will be

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Chairperson

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Superintendent