**BULLITT COUNTY PUBLIC SCHOOLS**

**1040 HIGHWAY 44 EAST**

**SHEPHERDSVILLE,  KY 40165**

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| **SPECIAL CALLED MEETING OF THE BULLITT COUNTY BOARD OF EDUCATION**  **June 17, 2024**  **6:00 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 6:00 PM on Monday, June 17, 2024, with the following members present:  (1)   Ms. Linda Belcher                     (2)   Mrs. Nita Neal                 (3)   Dr. Matt Mooney  (4)   Mrs. Lisa Hodges                      (5)   Mr. Darrell Coleman |
| **CALL TO ORDER** |
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| The June 17, 2024 Special Called Meeting of the Bullitt County Board of Education was called to order at 6:00pm by Board Chair Darrell Coleman. |
| **ADOPT THE AGENDA** |
| **2024-095:** Motion made by Ms. Nita Neal and a second by Dr. Matt Mooney to adopt the agenda as presented. All members voted YES. |

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| **PRESENTATIONS** |
| Staff Recognitions- SRO of the Year |
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| Recently, the Kentucky Association of School Resource Offices (KYASRO) announced their 2024 Award Winners. KYASRO seeks to recognize SRO's and School Administrators and Staff who go above and beyond each day, demonstrating great commitment to the safety of their schools and communities.  Our very own Officer Larry Priddy has been named the 2024 Statewide KY SRO of the Year!  He will be honored at this year's Safe Schools Conference in Georgetown KY in June.  Congratulations, Office Priddy! |
| Construction Update by Mrs. Cate Noble Ward of Studio Kremer Architects |
| **COMMUNICATIONS** |
| Audience Comments  (none) |
| **CONSENT ITEMS** |
| **2024-097:** Motion made by Mrs. Lisa Hodges with a second by Ms. Nita Neal 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 Monday, June 10, 2024, which is available online. All members voted YES. |

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| **a.** Financial Reports |
| **1.** Balance Sheets for All Funds |
| **2.** Monthly Summary Report for Period 12 |
| **3.** AP Check Reconciliation Register |
| **4.** Paid Invoice Report |
| **b.** Bids |
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| **1.** Permission to Accept bids for Motor Oil & Lubricants |
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| On May 13, 2024 at 11:00am the bid opening for Motor Oil and Lubricants was held at the Transportation office.  Companies submitted bids with required paperwork attached.  I am requesting the Board accept the following bids for the 2024-2025 school year.  Key Oil- Windshield washer fluid - $2.07 Gallon  Apollo Oil- Anti-freeze/pink- $319.95 (50) gallon drum  These bids may be renewed by mutual agreement for two additional year periods.  These companies will allow the Board to receive the lower possible prices for our needs.  The bid tabulation sheet is attached. |
| **c.** Travel |
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| \* All travel by commercial carrier is due to schedule/cost.   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  | TRAVEL - Month Date, 2022 - Monthly Meeting | | |  |  |  | | School | Activity | Destination | Location | Date | Cost to Student | Travel by: | Trip ID | | BEHS | Football | Franklin County HS | Frankfort, KY | 7/11/2024 | $0 | Commercial | R502614 | | BEHS | Football | St.X HS | Louisville, KY | 7/18/2024 | $0 | Commercial | R502615 | | BEHS | Football | EKU | Richmond, KY | 7/20/2024 | $0 | Commercial | R502616 | | BEHS | Football | Lindsey Wilson College | Columbia, KY | 7/25-7/28/2024 | $0 | Commercial | R502617 | | BCHS | Soccer | LCA Fields | Lexington, KY | 8/1-8/4/2024 | $0 | BCPS Van | R502602 | | BEHS | Football | South Warren HS | Bowling Green, KY | 8/9/2024 | $0 | Commercial | R502618 | | BEHS | Soccer | New Albany HS | New Albany, IN | 8/17/2024 | $0 |  | R502633 | | BEHS | Football | Mercer County HS | Harrodsburg, KY | 8/24/2024 | $0 | Commercial | R502619 | | BEHS | Football | Boyle Co HS | Danville, KY | 8/29/2024 | $0 | Commercial | R502624 | | BEHS | Football | North Bullitt HS | Shepherdsville, KY | 9/2/2024 | $0 | Commercial | R502625 | | BEHS | Football | Frederick Douglas HS | Lexington, KY | 9/5/2024 | $0 | Commercial | R502626 | | BEHS | Football | Central Hardin HS | Elizabethtown, KY | 9/9/2024 | $0 | Commercial | R502627 | | BEHS | Football | Bullitt Central HS | Shepherdsville, KY | 9/13/2024 | $0 | Commercial | R502620 | | BEHS | Football | Central HS | Louisville, KY | 9/20/2024 | $0 | Commercial | R502621 | | BEHS | Football | Great Crossing HS | Georgetown, KY | 9/23/2024 | $0 | Commercial | R502628 | | BCHS | Soccer | Barren Co | Glasgow, KY | 9/24/2024 | $0 | Commercial | R502609 | | BEHS | Football | North Bullitt HS | Shepherdsville, KY | 9/26/2024 | $0 | Commercial | R502629 | | BCHS | Football | Eastern HS | Louisville, KY | 9/30/2024 | $0 | Commercial | R502650 | | BEHS | Football | Fern Creek HS | Louisville, KY | 10/11/2024 | $0 | Commercial | R502622 | | BCHS | Football | Moore HS | Louisville, KY | 10/14/2024 | $0 | Commercial | R502651 | | BEHS | Football | Southern HS | Louisville, KY | 10/18/2024 | $0 | Commercial | R502623 | | BEHS | Football | Male HS | Louisville, KY | 10/21/2024 | $0 | Commercial | R502630 | |
| d. Minutes  1. May 20,2024 Minutes of Record  2. June 05,2024 Minutes of Record |
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| **e.** Construction Items |
| **1.** BEHS Fine Arts-Change Order 06-Miscellaneous Masonry Changes per Contract Unit Prices |
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| This cost is supported with Contract Unit Price #9 for Masonry CMU construction.  Work includes provision of new masonry walls where existing conditions were not in a suitable condition to remain. Walls in Restroom 800 needed to be replaced after demolition of the existing plumbing fixtures.  A 6-inch chase wall was added to accommodate new electrical panels that could not be installed on an existing CMU wall.  A 4-inch CMU veneer was added to the interior wall where exterior brick was removed, and damp proofing was present that would not have yielded an acceptable end-result.  This cost also includes the addition of two chase walls in the kitchen to accommodate kitchen equipment plumbing vents that could not be run horizontally. All work improves the overall finished product of the school and additions were verified as necessary by the Design Team. |
| **2.** Bernheim- Change Order #17 -Secondary Electrical Deduct, FC Flooring and Added Sink at 108 |
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| This Change Order includes a credit for the secondary electrical service that did not need to be replaced from the transformer to the switchgear termination.  When the lines were excavated, the condition was such that replacement was not necessary.  BCPS Facilities and Maintenance reviewed and approved the condition on site.  Also included in this Change Order is the addition of new flooring at the walk-in Freezer and Cooler Units as requested by BCPS Food Service. And finally, a new sink was requested by Bernheim Administration in the relocated STEM Lab, Room #108. |
| **3.** Phase 2 Athletics and Field Houses – Construction Documents and Release for Bid Approval Request |
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| Board approval is requested of the Construction Documents for the following Bid Packages and COOP Agreements: Bid Package 1 – Bullitt County Phase 2 Athletics Baseball and Softball Field Improvements – General Construction  [DRAWINGS - Bid Package 1 – Baseball and Softball Field Improvements – General Construction.pdf](https://studiokremer-my.sharepoint.com/:b:/p/cate/ESboGRYsNotNk1qYjA_mNyYBDyThvTC_HQOUXAS-7WHFbA?e=PDZvQQ)  [SPECIFICATIONS - Bid Package 1 - Baseball and Softball Field Improvements.pdf](https://studiokremer-my.sharepoint.com/:b:/p/cate/Efw3wo-guLVLln3ztujnkfgB_fKSrl_AnUReYG3OPK1L3g?e=QVz7bu)  Bid Package 2 – Bullitt County High School Field Houses – General Construction  [DRAWINGS - Bid Package 2 – Field Houses – General Construction.pdf](https://studiokremer-my.sharepoint.com/:b:/p/cate/EXDYk9jjVY9FkPW-SZ0O4Q4BjuKHviGmrVPXUUrm7FC0ag?e=N3N8qo)  [SPECIFICATIONS - Bid Package 2 - Field Houses - General Construction.pdf](https://studiokremer-my.sharepoint.com/:b:/p/cate/EbfzXXXd7txNk7hgMsCq9VUBmPxnDLcI1rYpPhdeVyP5GA?e=BFqiPH)  Bid Package 3 - Bullitt County High School Field Houses – Building Automation and Temperature Controls  [SPECIFICATIONS - Bid Package 3 - Field Houses - Controls.pdf](https://studiokremer-my.sharepoint.com/:b:/p/cate/EdxLDjHt8bNFoghZ7ql_QasBCNaoY1S6ixrbDF7yo-FoFg?e=nabAAp)  Note: Scope for this Bid Package is documented in the Bid Package 2 Drawings.  Bid Package 4 - Bullitt County High School Field Houses – Technology  [DRAWINGS - Bid Package 4 – Field Houses – Technology.pdf](https://studiokremer-my.sharepoint.com/:b:/p/cate/EVzZRTbc0fZBvdSrObIggOYBKG1Td9mNE7-zEoJf9g0Y0Q?e=bl3ifa)  [SPECIFICATIONS - Bid Package 4 - Field Houses - Technology.pdf](https://studiokremer-my.sharepoint.com/:b:/p/cate/EUr9G_fDz0JBoriG-MA7-PYBrzz2ww3RTn3Lx17svv8EUw?e=2Fkc58)  Also requested is the Board’s permission to solicit Bids for the Bid Packages listed above. A draft Advertisement for Bid is attached for reference.  This Advertisement will cover all four bid packages which will be released concurrently. Following approval by the Board, Construction Documents will be submitted to the Kentucky Department of Education. |
| **4.** Notice to Proceed with Cooperative Purchase Agreement with Motz Cooperative |
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| We are seeking Board approval to enter into a Cooperative Purchase Agreement with The Motz Group to provide installation of full turf systems at Bullitt East, North Bullitt, and Bullitt Central high schools.  The scope of work will include the subgrade, underdrainage, turf, all field fencing, backstop netting systems and the indoor turf at all three field houses. Once approved, Cate Ward, Architect with Studio Kremer Architects will provide all construction documents related to this project following KDE Requirements for Cooperative Purchase Agreements.  The Motz Group will review the General Construction Bid Packages 1 and 2 for the Phase 2 Athletics and finalize their contract for Board Approval. Attachments to this memo include a Notice to Proceed and Preliminary Proposal from The Motz Group. I recommend that the Board approve the items above. |
| **5.** Notice to Proceed with Cooperative Purchase Agreement with Toadvine Enterprises |
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| We are seeking Board approval to enter into a Cooperative Purchase Agreement with Toadvine Enterprises to provide installation of bleacher seating and press boxes at Bullitt East, North Bullitt, and Bullitt Central high schools.  The scope of work will include materials and installation of A-frame bleacher seating, VIP chair seating and prefabricated press boxes at the baseball and softball fields. Once approved, Cate Ward, Architect with Studio Kremer Architects will provide all construction documents related to this project following KDE Requirements for Cooperative Purchase Agreements.  Toadvine will review the General Construction Bid Packages 1 for the Baseball and Softball Field general construction and finalize their contract for Board Approval at the July 19th Board Meeting. Attachments to this memo include a Preliminary Proposal from Toadvine Enterprises. I recommend that the Board approve the items above. |
| **f.** Human Resources |
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| **1.** Leave of Absence Requests |
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| Please recommend to the Board at the June 10th, 2024 meeting the approval for the following requests for unpaid leave of absences.  Sierra Moore - Hebron Middle - Special Education Teacher - Ms. Moore is requesting leave without pay for the dates of April 29th, 2024, April 30th, 2024 and May 13th, 2024. She has used all of her available accrued leave time.  Jodi Sudiswa - Hebron Middle - Teacher - Ms. Sudiswa is requesting leave without pay for the date of April 26th, 2024. She has used all of her available accrued leave time.  Sandra Shaw - Shepherdsville Elementary - Teacher- Ms. Shaw is requesting leave without pay for the dates of April 29th, 2024 through May 20th, 2024. She has used all of her available accrued leave time.  Muri Potts - Roby Elementary - Teacher - Ms. Potts is requesting leave without pay for the dates of May 7th, 2024 through May 20th, 2024. She has used all of her available accrued leave time.  Miranda Pierce - Hebron Middle - Teacher - Ms. Pierce is requesting leave without pay for the date of April 15th, 2024. She has used all of her available accrued leave time.  Melissa Benfield - Bullitt Central High - YSC Assistant - Ms. Benfield is requesting leave without pay for the dates of May 14th, 2024 through May 17th, 2024. She has used all of her available accrued leave time.  Jennifer Kern - Maryville Elementary - SPED - Ms. Kern is requesting leave without pay for the dates of March 25th through May 29th, 2024, April 23rd, 2024, April 26th, 2024, May 1st, 2024. She has used all of her available accrued leave time.  Tammy Coomes - Bus Compound - Transportation - Ms. Coomes is requesting leave without pay for the dates of April 17th, 2024 and April 18th, 2024. She has used all of her available accrued leave time.  Devona Hawkins - North Bullitt High - Night Sweeper - Ms. Hawkins is requesting leave without pay for the dates of April 23rd, 2024. She has used all of her available accrued leave time.  Kathy Howard - Roby Elementary - Monitor - Ms. Howard is requesting leave without pay for the dates of April 25th, 2024. She has used all of her available accrued leave time.  Sonya Bright - Roby Elementary - Ms. Bright is requesting leave without pay for the date of April 22nd, 2024. She has used all of her available accrued leave time.  Leslie Cook - Crossroad Elementary - Monitor - Ms. Cook is requesting leave without pay for the dates of April 19th, 2024 and April 25th, 2024. She has used all of her available accrued leave time.  Dona Crigger - Maryville Elementary - Monitor - Ms. Crigger is requesting leave without pay for the date of April 17th, 2024. She has used all of her available accrued leave time.  Elecia Daily - Freedom Elementary - Monitor - Ms. Daily is requesting leave without pay for the dates of April 26th, 2024. She has used all of her available accrued leave time.  Heather McDaniel - Overdale Elementary - Instructional Assistant - Ms. McDaniel is requesting leave without pay for the date May 9th, 2024. She has used all of her available accrued leave time.  Kaylie Whelan - North Bullitt High - Teacher - Ms. Whelan is requesting leave without pay for the dates of May 6th, 2024 through May 10th, 2024. She has used all of her available accrued leave time.  Wanda Richards - Bullitt Lick Middle - Custodian - Ms. Richards is requesting leave without pay for the dates of April 30th, 2024 through May 28th, 2024. She has used all of her available accrued leave time.  Rita Tungate - Mount Washington Elementary - Monitor - Ms. Tungate is requesting leave without pay for the dates of May 8th, 2024 through May 10th, 2024. She has used all of her available accrued leave time.  Brenda Morgan - Freedom Elementary - Cook/Baker - Ms. Morgan is requesting leave without pay for the date May 2nd, 2024. She has used all of her available accrued leave time.  Dona Crigger - Mount Washington Elementary - Monitor - Ms. Crigger is requesting leave without pay for the dates of April 29th, 2024, April 30th, 2024, May 1st, 2024 and May 2nd, 2024. She has used all of her available accrued leave time.  Leslie Cook - Crossroads Elementary - Monitor - Ms. Cook is requesting leave without pay for the date of May 1st, 2024. She has used all of her available accrued leave time.  Kristin Hawkins - North Bullitt High - Teacher - Ms. Hawkins is requesting leave without pay for the date of April 29th, 2024. She has used all of her available accrued leave time.  Leonard Raley - Bullitt East High - Instructional Tutor - Mr. Raley is requesting leave without pay for the dates of May 8th, 2024 and May 22nd, 2024. He has used all of her available accrued leave time. |
| **2.** Entry of the Employment Records in the Minutes of Record |
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| Employment records for both the certified and classified personnel for the period of**May 2024** through **June 2024**are submitted for the Board’s information and inclusion in the minutes of this meeting. |
| **g.** Contracts |
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| **1.** Student Teacher Contracts for 2024-2025 |
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| Requested is approval for BCPS to enter into student-teacher contractual agreements with the colleges and universities listed below.  If there are any changes from the previous year with the contacts, they will be sent to our Board Counsel to review. I recommend that we enter into these agreements as we partner to build strong teachers for our students.  1.  Asbury College  2.  Bellarmine University  3.  Brescia University  4.  Brown Mackie College- Louisville  5.  Campbellsville University  6.  Eastern Kentucky University  7.  Georgetown College  8.  Indiana University Southeast  9.  Ivy Tech  10. Jefferson Community & Technical College  11. Liberty University  12. Mid-Continent University  13. Midway College  14. Morehead State University  15. Spalding University  16.  St. Catherine College  17. University of the Cumberlands  18.  University of Kentucky  19.University of Louisville       a. School of Education       b. Kent School of Social Work       c. American Sign Language Interpreting Studies Program       d. Speech and Language Pathology  20. Valdosta State University  21. Western Governors University Indiana  22. Western Kentucky University |
| **2.** Adding Admin Building Fax Modules & Translation Assistant |
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| While working with Prosource, our current copier leaseholder, we found that they could help us get further away from POTS (plain old telephone service) lines for our fax machines since we've been long gone with our phones.  The FCC has pushed phone carriers to have copper line alternatives since August 2022.  We moved our phones to VOIP in 2019-2020. We ask for your permission to add VOIP modules to our administrative building fax lines which allows us to have the same numbering convention as our phone numbers, and reduces the number of separate telecom bills.  Windstream bills recently went up and were detailed in the fax module addition at the school level memo in April which is another reason for us to switch.  The fax lines through ENA will only cost $25 for each line.  The cost for adding these to our current copier is on the attached quote.  In addition to the transition to copier fax lines, we'd also like to ask permission to add two Lexmark Translation Assistant copiers to our lease.  Brooks Elementary recently had a trial period for one and loved the help it gave them in translating communication documents for their families.  In addition to getting one for BES, we'd also like one for DPP for our yearly Kindergarten Kick-Off and district communications.  Many, if not all, languages we currently have in our district can be translated using this device and the cloud translation application that comes with it.  Through this purchase, we went to continue testing the devices before deciding if other schools could also benefit from the device and application.  The cost of the Lexmark Translation Assistant copiers is detailed in the attached quote. |
| **3.** Contract Agreement with SchoolComm Consultants |
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| We are seeking approval to continue our contract with SchoolComm Consultants for the coming school year. Emily Vessels has reviewed this contract as to form and legality. Please see accompanying pricing structure/contract. [Link to Pricing Structure](https://drive.google.com/file/d/1Y4K_3zprzoIHwpo9OBXe6dAziK11ZEwk/view?usp=sharing) |
| **4.** 2024-2025 OVEC Head Start Full Utilization Agreement |
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| Attached are two copies of the 2024-2025 OVEC Head Start Full Utilization Agreement that requires annual board approval. The commitments outlined in the documents are made to ensure full utilization of Head Start funds by meeting all required objectives.  The agreement aims to partner with the Ohio Valley Educational Cooperative (OVEC) to coordinate services for eligible children through state preschool and federal Head Start funds.  The agreement is based on the planned growth criteria set by the Kentucky Board of Education in conjunction with Head Start and local school districts.  Dinsmore and Shohl, LLP have reviewed this document. |
| **5.** Rutherford Learning Group, LLC Contract |
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| The attached contract is between Bullitt County Public Schools and the Rutherford Learning Group (RLG).  Rutherford Learning Group, Inc is a research and professional development consultancy focused on high performance teaching and effective leadership. With over 25 years experience and study, RLG designs and delivers award winning training, media resources, institutes, and customized professional development services to education clients worldwide.  The mission of RLG is to significantly enhance the quality of education for children and youth through the personal and professional development of educators.  Specifically, this contract will provide leadership training for our district and school leaders at our Summer Leadership Week on July 15-16, 2024.  The training will focus on understanding yourself as a leader, connected to change management, based on the need to provide support for a majority of BCPS principals with less than 4 years of experience.  The cost of the training days will be $17,100 plus materials funded through the curriculum, instruction and assessment budget.  The contract has been reviewed by Dinsmore and Shohl, LLP. |
| **6.** Kentucky Community & Technical College System Lease Renewal |
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| The current lease with Kentucky Community and Technical College System (KCTCS) for the Buffalo Run facility will be up for renewal on July 1, 2024.  You will find the lease agreement attached.  This is an annual renewal for the majority of the space at Buffalo Run.  One other agency leases a small portion of the facility as well, and their lease is handled separately.  I ask the lease with Kentucky Community and Technical College System be renewed for one-year, effective July 1, 2024. |
| **7.** Revised MOA & Contract- BC Day Treatment |
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| Attached you will find the Revised Memorandum of Agreement and Contract with the Kentucky Department of Education for Bullitt County Day Treatment Program (aka Bullitt Alternative Center).  The contract is effective 07/01/2024 to 6/30/2026. |
| **8.** OVEC Consortium Membership Renewal (FY 2025) |
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| Attached is a copy of the Consortium Renewal Agreement with Ohio Valley Educational Cooperative (OVEC).  OVEC provides a wide variety of services, which are attached including cooperative bidding and purchasing, professional development opportunities, and Administrative/Leadership meetings.  The annual cost is $15,385. |
| **9.** MOA- Career & Technical Education Funds |
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| Attached please find the Memorandum of Agreement (MOA) for the Career & Technology programs. The MOA is effective from July 1, 2024 with an expiration date of June 30, 2025. |
| **10.** Voluntary Student Accident Insurance |
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| Bollinger Specialty Group has provided voluntary student accident insurance plan renewal information which is attached.  The rates are included for your review.  The effective dates of coverage will be August 1, 2024 through July 31, 2025.  This insurance is not paid by the Board of Education.  It is provided as a service to our students and parents.  The options include:   1. School Time Only 2. 24 Hour coverage 3. Football Only coverage |
| **11.** Pledge of Collateral (fka Bond of Depository) |
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| In Fiscal Year 2021-2022, the "Bond of Depository" has been changed to "Pledge of Collateral."  Please note the name change in addition to important process changes:   * There is no longer a "penal sum" calculation requirement, which was utilized by a district to calculate a bond amount guaranteed by the district's depository institution.  For FY 2021-2022, a district must simply provide a Pledge of Collateral, which will demonstrate collateral in an amount at least equal to deposits in the form of secured funds or a surety bond.  If the collateral is in the form of a surety bond, the board of education can enter into an agreement with its depository institution whereby the premium on collateral guaranteed by the surety company may be paid either by the board, or by the depository as evidenced in KRS 160.570 (2).  If the district board of education pays the premium, the depository shall allow the board not less than two percent (2%) interest on its average daily or average monthly balances. * The depository selected shall, before entering upon its duties, provide collateral in accordance with KRS41.240 and 66.480. According to KRS 41.240, the depository institution should pledge or provide enough collateral which, together with FDIC insurance, equals or always exceeds the amount of public funds on deposit. The pledged (collateral) amount is determined by the depository institution and entered in SEEK as it previously has been and is due to the Kentucky Department of Education (KDE) annually by July 1, with approval from the commissioner of education. * The Pledge of Collateral Agreement provides evidence between the board of education and the depository institution of a pledge or provision of collateral in the event or failure or insolvency of the depository institution.  This agreement shall be signed by both parties and maintained at the local board of education. |
| **12.** MOA- Bullitt County ATC |
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| The attached Memorandum of Agreement (MOA) has been established to provide assurances for both the local district board of education and the Kentucky Department of Education regarding the operation of the respective area technology center, including a provision for payment of building maintenance funds. Kentucky Regulation 702 KAR 001:130 expired in 2019 and served as the prior authority for building maintenance funds. Likewise, the MAO is a five-year agreement and sets forth the continued use of the ATC facility and the administration of ATC staff email accounts. |
| **13.** Contract Agreement with Alchemy Collaborative |
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| We are seeking approval to continue our contract with Alchemy Collaborative for the coming school year.  Emily Vessels has reviewed this contract as to form and legality.  Please see accompanying pricing structure and contract. |
| **14.** MOA between Bullitt County Public Schools & The Kentucky Educational Collaborative for State Agency Children (KECSAC) |
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| Please see the attached MOA between Bullitt County Public Schools & The Kentucky Educational Collaborative for State Agency Children (KECSAC) for the 2024-2025 school year. This contract has been reviewed by Dinsmore & Shohl LLP. |
| **15.** MOA- Morehead State University |
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| Attached you will find a MOA between Morehead State University and Bullitt County Public Schools for the 2024-2025 school year.  Morehead State University and Bullitt County Board of Education propose a dual credit program for the students of Bullitt Central High School for the 2024-2025 academic year. |
| **16.** MOA- Bullitt County Emergency Medical Services |
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| Attached, you will find the MOA between Bullitt County Emergency Medical Services and Bullitt County Public Schools for the 2024-2025 school year.  Bullitt County Emergency Medical Services and Bullitt County Board of Education propose a clinical experience while participating in the EMT dual credit program through JCTC for the 2024-2025 academic year. |
| **17.** MOA- Murray State University |
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| Please see the attached MOA between Murray State University and Bullitt County Public Schools for the 2024-2025 school year.  Murray State University and Bullitt County Board of Education will work together to provide postsecondary opportunities for students enrolled in dual credit courses. |
| **18.** Elwood Staffing Agreement |
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| Presented for consent is to continue utilizing temporary employees from Elwood Staffing for cleaning purposes in district facilities.  The temporary workers will be cleaning, using district supplied materials, in common areas, classrooms, and areas that are frequently occupied by students, faculty and staff. |
| **19.** Imagine Learning Contract Renewal |
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| The attached agreement is between Bullitt County Public Schools and Imagine Learning for the 2024-2025 school year, regarding the renewal of the Edgenuity software (grades 6-12) with enhanced specialized CTE courses (grades 9-12).  The renewal cost will be $162,744.12 funded through the curriculum, instruction, and assessment budget. |
| **20.** PSST Agreements |
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| The district utilizes PSST, a software and development firm, to provide various software programs to support integration within various systems such as MUNIS. |
| **21.** Department of Juvenile Justice (DJJ) Interagency Agreement |
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| Attached is the yearly request for board approval of the agreement between the Department of Juvenile Justice (DJJ) and Bullitt County School District Memorandum of Agreement for the fiscal year 2024-2025. The memorandum is for the education services for the youth committed to, or in the custody of, DJJ at the Bullitt Alternative Center (BAC). These attachments show financial support will be utilized if approved.  Approval is requested for the MOA for DJJ for the 2024-2025 school year. |
| **22.** 2024-2025 MOA- Eastern Kentucky University |
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| Attached, please find the MOA between Eastern Kentucky University and Bullitt County Public Schools for the 2024-2025 school year.  Eastern Kentucky University and Bullitt County Public Schools will work together to provide postsecondary opportunities for students enrolled in dual credit courses. |
| **23.** THRIVE Academy: New Teacher Induction & Mentoring |
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| Since the Kentucky Internship Program (KTIP) has been unfunded for several years now, we have instituted a New Teacher Induction Program called THRIVE for the last few years.  Due to the positive feedback from past participants through surveys, we would like to continue our new teacher program.  We have worked to revise our program for the upcoming year for increased teacher support and provide a more comprehensive mentoring program.  This model is based on the work of Dr. Tina Boogren who specializes in the necessary and critical support that new teachers need in their first year to provide a solid foundation into their future years of teaching. Attached you will find substitute contracts for Terri Lewis and Carrie Compton who will serve as our THRIVE Academy coaches to provide mentoring, support, coaching and professional learning for teachers with zero years of experience.  The total cost of the work is a maximum of $85,0000 for salary, travel and programming supplies.  Approval is requesting for the attached, signed substitute contracts to be utilized for the purpose of implementing our THRIVE Academy program. |
| **24.** Request for Signatures of Child Nutrition Program (CNP) Application Documents |
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| Each year the Bullitt County School Nutrition Services Dept. must apply to the Kentucky Department of Education (KDE) in order to participate in specific federal meal programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP).  I am requesting the review and signature of the attached documents needed as part of the KDE application for participation in these programs.  For the upcoming 24-25 school year we need the following documents reviewed and approved.   * Indirect Cost (review and signature by Dr. Bacon) * Civil Right Questionnaire (review only) * Free-Reduced Priced Meals, ASSP Policy & Agreement Signature page (review only) |
| **25.** Requesting signatures for Bullitt County Health Department MOA- Food Service Certification |
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| Local Legislation Regulation No. 2015-01 requires persons working within food service establishments (for the purpose of food services) in Bullitt County have certification as a "Food Handler" or "Food Manager" by the Bullitt County Health Department.  Presented is a Memorandum of Agreement (MOA) with the Bullitt County Health Department that assures local legislation compliance while providing a streamlined plan of certification that best fits the needs of our School Nutrition Services Department.  The MOA was drafted by Joe Mills of Buckman and Farris Law, and reviewed by Eric Farris, Board Counsel.  Included in the MOA that was last updated in June of 2021.  The MOA has not been amended and will remain in effect until further notice.  Updated signatures for SY 24-25 are being requested. |
| **26.** Request for Review and Approval of the Child and Adult Care Food Program (CACFP) Meal Service Agreement with OVEC SY 24-25 |
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| The attached agreement between Bullitt County Public Schools Nutrition Department and the Ohio Valley Educational Cooperative (OVEC) authorizes the sales of bulk meals by BCPS to OVEC for Head Start and Early Head Start. The agreement is a prototype document required by KDE's School and Community Nutrition as part of OVEC's participation in the Child and Adult Care Food Program (CACFP). I am requesting approval of the attached CACFP Meal Service Agreement with OVEC.  Please let me know if you need additional information regarding this request. |
| **27.** Insurance Renewals |
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| Currently, Assured Partners, LLC holds the Commercial Property, Commercial General Liability, Commercial Automobile, and Commercial Umbrella insurance plans through Liberty Mutual Insurance.  The current year premiums are $1,160,626. The renewal quote is $1,345,793. This represents a 14.77% increase.  While this is an increase, this is a good renewal with the uncertainty in the marketplace right now. I ask the Board to approve renewal for insurance plans with Assured Partners NL LLC through Liberty Mutual Insurance. |
| **h.** Curriculum/Instructional Resources, etc. Approval |
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| 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. |
| **i.** Permission to Accept Donations/Grant Funding |
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| Please submit under Consent Items- Permission to accept the following:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | School/Program Receiving Contribution | Donor | Description | Purpose | Value | | Crossroads Elementary School | Donors Choose | Donation | Jaymee Clemens received STEM materials: 10 Coding Critter Sets | $ 321.00 | | Bullitt East High School's FFA | Kentucky FFA Foundation, Inc. | Donation | Check #27160 to pay Ag Tag expenses | $ 534.44 | | Eastside Middle School | Jennings Orthodontics | Donation | Check #4036 toward school agendas | $ 1,000.00 | | Kindergarten Kickoff | Anthem | Donation | (check on way, but for July 2024 event) | $500.00 | | Central Area FRYSC | Amazon- SDF4 | Donation | 2,000 pair of shoes | $ 72,624.00 | | Total for BOE Review & Approval |  |  |  | $ 74,979.44 | |
| **j.** Use of District Property Requests |
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| **1.** North Bullitt High Schools Girls Softball |
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| North Bullitt 10U Girls softball team is requesting the use of the fields at North Bullitt High School for practice on Sundays 6-7:30pm and Tuesdays 6-7:30pm.  A copy of insurance is included. |
| **2.** North Bullitt High School Baseball Boosters requesting use of Baseball Field |
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| North Bullitt High School Baseball Boosters has requested use of the baseball field for June 15th and June 16, 2024.  Both days are an all day event.  A copy of insurance in included. |
| **k.** Alteration of District Property Requests |
| **1.** Brooks Elementary- Brooks Saints Shed Request |
| **2.** BEHS MSD Restroom Addition |
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| Presented for consent is in consideration of the personal and logistical needs present for the students at Bullitt East High School placed in their Moderate to Severe Disabilities (MSD) program, the ECE department requests an additional toilet be installed in the closet connecting one of the MSD classrooms and an adjacent classroom.  In reviewing this proposal, this space already has a functional sink and can accommodate the plumbing needs associated with installing a toilet.  The total approximate cost for this project is $3000. Funding for this project will come from the Special Education Department IDEA Budget. |
| **l.** Revised Middle School Fees |
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| Attached for the Board's approval is the revised middle school fees.  The following revision was made:   * Added softball middle school athletic fee |
| **m.** Revised 2024-2025 Pay Scales |
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| Enclosed please find the Revised Annual Pay Scales for FY 2025.  The following are additions/changes to the scales on the attached schedules:   1. Under the Stronger Connections Grant- added the Rank I for the Behavior Support Intervention Coach and Project Coordinator. 2. Under the Stronger Connections Grant- corrected the extended days or the Project Coordinator from 9 extended days to 20 days. |
| **NEW BUSINESS** |
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| 1. Extended Day Correction- Behavior Support Coach & Project Coordinator position   Approval is to correct the extended days (from 9-20) on the approved Behavior Support Intervention Coach & Project Coordinator position and job description.  Funding will come from the Stronger Connection Grant. |
| **2024-098:** Motion made by Mrs. Lisa Hodges and a second by Ms. Nita Neal to approve motion as requested. All members voted YES. |

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| 1. Part-time Counselor for EMS   Antone Towns, principal at EMS, requests the addition of a part-time counselor to the school's staffing for the 2024-2025 school year.  The part-time counselor will assist with student mental health needs and coordinate assessments.  Funding will come through the SBDM (Section 6) funds. |
| **2024-099:** Motion made by Dr. Matt Mooney with a second by Mrs. Lisa Hodges to approve motion as requested. All members voted YES. |

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| 1. 1 Clerical Hr for Roby ES   Hannah Scott, principal at Roby Elementary School, requests adding 1 clerical hours to the staffing for the 2024-2025 school year.  This will allow the same number of clerical hours utilized for the 2023-2024 schools year to cover the front office.  Funding will come from SBDM funds. |
| **2024-100:** Motion made by Mrs. Lisa Hodges and a second by Ms. Nita Neal to approve motion as requested. All members voted YES. |

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| 1. Instructional Assistant for MWES   Leslie Weihe, principal at Mount Washington Elementary School, requests to add a 3 hour per day Instructional Assistant position to the school's staffing for the 2024-2025 school year.  This assistant will collaborate with the Instructional Tutors and the interventionist for math and reading support.  Funding will come from the SBDM funds. |
| **2024-101:** Motion made by Ms. Linda Belcher and a second by Ms. Nita Neal to approve motion as requested. All members voted YES. |

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| 1. BVLA Clerk   Dominic McCamish, principal of Specialized Programs, requests to add a 6-hour per day Clerical Assistant position to BVLA's staffing.  This position would replace the BVLA Secretary position, which ended June 30, 2024.  Funding will come from the General Fund. |
| **2024-102:** Motion made by Dr. Matt Mooney and a second by Mrs. Lisa Hodges to approve motion as requested. All members voted YES. |

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| 1. Part-time Counselor at MWMS   Tim Ridley, principal of Mount Washington Middle School, requests to add a part-time counselor to the school's staffing.  This will be for the 2024-2025 school year.  Funding will come from SBDM funds |
| **2024-103:** Approve motion as requested. passed with a motion by Dr. Matt Mooney and a second by Ms. Nita Neal. All members voted YES. |

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| 1. Assistant Athletic Director at MWMS   Tim Ridley, principal of Mount Washington Middle School, requests to add an Assistant Athletic Director position.  This will be for the 2024-2025 school year.  This stipend position will be paid from SBDM funds. |
| **2024-104:** Motion made by Dr. Matt Mooney and a second by Mr. Darrell Coleman to approve motion as requested. All members voted YES. |

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| 1. Part-time Counselor at HMS   Chad Foster, principal at Hebron Middle School, requests to add a part-time counselor to the school's staffing for the 2024-2025 school year.  Responsibilities will include all counseling duties focusing on students' mental health needs.  Funding will come from Title 1 funds. |
| **2024-105:** Motion made by Ms. Nita Neal and a second made by Mrs. Lisa Hodges to approve motion as requested. All members voted YES. |

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| 1. Instructional Tutor (Behavior Coach) at Brooks ES   Betty Jo Davis, principal at Brooks Elementary School, requests to hire a behavior coach.  The person in this position would track Tier 2 and Tier 3 behavior data and mediate minor behavior issues to get students needed services.  This will be a classified position funded by Title 1 funds. |
| **2024-106:** Motion made by Mrs. Lisa Hodges with a second by Ms. Linda Belcher to approve motion as requested. All members voted YES. |
| **j.** Additional Extended Days for MTSS Position at NBHS  Kristi Lynch, principal at North Bullitt High School, requests to add fifteen (15) extended days to the MTSS Coach Position for the 2024-2025 school year.  The purpose is to allow for administrative collaboration in planning for teacher support of initiatives in efforts to increase student proficiency.  The cost would be $6,255.75, funding through Title I. |

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| **2024-107:** Motion made by Ms. Linda Belcher with a second by Ms. Nita Neal to approve as requested. All members voted YES. |

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| 1. MTSS at SES   Jason Baragary, Principal at Shepherdsville Elementary School (SES) requests to add an MTSS coach to the school's current staffing.  An MTSS coach will allow students who require additional social and emotional support consistent instruction in that area.  The MTSS coach will also coach and collaborate with staff members to increase their understanding and implementation of MTSS practices to support all students as well as those identified as needing additional support. This position will be funded from the Title I allocations. |
| **2024-108:** Approve as requested. passed with a motion by Mrs. Lisa Hodges and a second by Ms. Linda Belcher. All members voted YES. |

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| 1. Behavior Coach for BCHS   Joe Pat Lee, Principal at Bullitt Central High School, requests to add a Behavior Coach to the school's staffing.  The person in this position will track behavior data and work with staff to mediate minor behavior issues.  The position will be classified- for 183 days at 8 hours per day, including 4 extended days.  Funding will come from the school's Title I allocation. |
| **2024-109:** Motion made by Dr. Matt Mooney with a second by Mrs. Lisa Hodges to approve as requested. All members voted YES. |

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| 1. Sub Maintenance Position   Danny Clemens, Director of Facilities, requests to hire a substitute Maintenance II position.  The person will sub when there is a vacancy, or an employee is out for an extended period of time.  The position will be on the Maintenance II salary schedule. |
| **2024-110:** Motion made by Mrs. Lida Hodges with a second by Ms. Nita Neal to approve as requested. All members voted YES. |

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| 1. 2024-2025 SY Early Entrance Students   Pursuant to Bullitt County Public Schools enrollment policy and procedure 09.11.AP.21 and KRS 158.030 (3), the Department of Elementary Education kindly requests approval for the acceptance of three (3) Early Entrance to Kindergarten students by the Board of Education.  These students have successfully fulfilled the necessary requirements for Early Entrance to Kindergarten.  Pending approval, these students will be registered at their respective home schools and enrolled for the upcoming 2024-2025 academic year. |
| **2024-111:** Motion made by Ms. Linda Belcher and a second by Ms. Nita Neal to approve motion as requested. All members voted YES. |

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| 1. Performance Bond Renewals   Per KRS 160.56 and 702 KAR3.080, it is the duty of each local school board of education to bond its board treasurer and any other school employee who is responsible for board funds.  The official bond shall be executed for the faithful performance of the duties of the office, which is guaranteed by a surety company authorized to do business in the state.  The amount of the bond is determined by the Board in accordance with the requirement for the penal sum of the bonds as summarized in the KAR listed above. Bullitt County Board of Education bonds Adrienne Usher, Assistant Superintendent, Karen Weaver, Account Clerk, Stephanie Bonnett, Assistant Finance Officer, and Lisa Lewis, Director of Finance and Treasurer, each for $1,100,000.  Attached are copies of the Performance Bond form for Ms. Usher, Ms. Weaver, and Ms. Lewis. |
| **2024-112:** Motion made by Ms. Nita Neal with a second by Mrs. Lisa Hodges to approve motion as requested. All members voted YES. |

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| 1. Capital Funds Request   There is currently $4,664,768 in Capital Funds available that is not needed for the current debt service.  These funds are needed for school bus purchases and property insurance.  The total amount needed is $998,180. Residuals may be used for future construction projects. If funds are not utilized, the remaining capital funds will be escrowed/restricted. |
| **2024-113:** Motion made by Mrs. Lisa Hodges with a second by Ms. Nita Neal to approve motion as requested. All members voted YES. |
| 1. Permission to utilize the exemption of the PLE Tool to maintain paid meal prices for SY 24-25   The Department of School Nutrition Services (SNS) is required to complete the Paid Lunch Equity (PLE) Tool each year to ensure that paid student lunch prices are priced to keep up with inflation.  School districts without a negative balance in the school food service account (Fund 51) at the end of the June are exempt from the PLE pricing requirements for the following school year.  Because Fund 51 did not have a negative balance as of 6/30/24, I am utilizing the exemption and am NOT recommending price increases for SY 24-25.  I have included the Paid Lunch Equity Tool which is provided by the Department of Education- School and Community Nutrition; the tool provides recommendations to districts to reflect the cost of inflation. |
| **2024-114:** Motion made by Dr. Matt Mooney and a second by Ms. Linda Belcher to approve motion as requested. All members voted YES. |

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| **r.** Review of 2024 KSBA Policy Procedure Update #28 |
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| Please find attached for the Board's review, the 2024 KSBA Procedure Update #28 that have been modified by the Central Office Leadership.  The additions and/or modifications have been revised to suit the needs of the district.  *Review and comment only.* |
| **s.** 1st Reading of 2024 KSBA Policy Update #47  Please find attached for the Board's review, the 2024 KSBA Policy Update #47 that have been modified by Central Office Leadership.  The additions and/or modifications have been revised to suit the needs of the district.  Let me know if you need additional information. |
| **2024-115:** Motion made by Dr. Matt Mooney with a second by Mrs. Lisa Hodges to approve the 1st Reading as requested. All members voted YES. |
| **t.** 2024-2025 Code of Student Behavior and Discipline  This is a request for the Board to review and Adopt the Code of Student Behavior and Discipline for the 2024-2025 school year.  The code contains information regarding the behavior expected from each student, the importance of appropriate behavior to maintain a safe learning environment, and the consequences for failing to meet the appropriate standards of behavior.  Everyone will have access to the complete Code of Student Behavior and Discipline online and by hard copy request.  During the first 10 days of school, this code will be sent electronically via Thrillshare to all students and families. |
| **2024-116:** Motion made by Ms. Nita Neal and a second by Mrs. Lisa Hodges to approve as requested. All members voted YES. |

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| **u.** Fifth Grade Virtual Teaching Extra Duty  The decision to not continue with offering elementary grade levels in the Bullitt Virtual Learning Academy (BVLA) was made due to a small number of students in Grades 4 and 5 enrolled during the 2023-2024 school year. In addition, the majority of the students were in fifth grade leaving approximately 6 students in fourth grade. All of the students enrolled in fifth grade will transition to sixth grade in BVLA. Fourth grade parents were notified in a timely manner (winter of 2024) that BVLA would not be an option for the 2024-2025 school year. However, the parents of the fourth graders are planning on enrolling their children in BVLA for their sixth-grade year. To help with this transition during the 2024-2025 school year, we would like to offer an extra duty stipend of $4500 to a fifth-grade teacher to teach the virtual students in addition to their in-person classroom. This classroom teacher will be responsible for all teaching, assessment, and communication for these students for the entire 2024-2025 academic year. This virtual learning experience will be different from the Bullitt Virtual Learning Academy as students will be required to be online more often throughout the instructional day which will be communicated to parents. The extra duty stipend will be posted internally and interviews will be conducted as appropriate. Approval is requested to create a Fifth Grade Virtual Teaching Extra Duty position as an extra duty at $4500 for the 2024-2025 school year only. |

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| **2024-117:** Motion made by Dr. Matt Mooney with a second by Mrs. Lisa Hodges to approve as requested. Motion passed with four members voting in favor (Dr. Mooney, Mr. Darrell Coleman, Mrs. Lisa Hodges, and Ms. Nita Neal) and one member opposed (Ms. Linda Belcher). |
| **Other Items from the Board**  (none) |
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| **EXECUTIVE SESSION**  As authorized by KRS 61.810(1)(b) to discuss the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency. As authorized by KRS 156.557(6)(c) for preliminary discussions related to the evaluation of the Superintendent by the Board or between the Board and Superintendent prior to the summative evaluation. |
| **2024-118:** Recess regular session and enter Executive Session as authorized by: KRS 61.810(1)(b) to discuss the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency; and KRS 156.557(6)(c) for preliminary discussions related to the evaluation of the Superintendent by the Board or between the Board and Superintendent prior to the summative evaluation. passed with a motion by Ms. Nita Neal and a second by Dr. Matt Mooney. All members voted YES. |

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| **RECONVENE REGULAR SESSION** |
| **2024-119:** Motion made by Ms. Linda Belcher with a second by Ms. Nita Neal to exit executive session and resume regular session. All members voted YES. |

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| **ADJOURNMENT** |
| **2024-120:** Motion made by Dr. Matt Mooney with a second from Mrs. Lisa Hodges to adjourn at 8:24 p.m. All members voted YES. |

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CHAIRPERSON                                                  SECRETARY