

Regular Meeting  
June 20, 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**

Board member Amy Waggoner joined the meeting via Zoom.

**2. Motion to Adopt the Agenda**

**Order #274 - Motion Passed:** Adoption of the Agenda as presented passed with a motion by Ms. Darla Doss and a second by Ms. Mary Beth Riggs.

**5 Yeas - 0 Nays**

**3. Presentations**

Board Chair Randy Travis asked everyone in attendance to observe a moment of silence in honor of former Marshall County School Superintendent Kenneth Shadowen, who passed away on Tuesday, June 18th.

**A. The Pledge of Allegiance**

**B. Marshall County School District Mission Statement**

**4. Student/Staff Recognition**

**5. Public Comments**

There were no public comments

**6. Old and New Business**

**7. Personnel**

**8. Staff and Informational Reports**

**A. Instructional Report**

Assistant Superintendent Chris Mason updated the board on the accreditation process. Mason said the application process has been completed. He said we are just waiting for the green light from Cognia to process.... which is usually around the first of the new school year. He hopes to have it all finished by the end of October/first of November, with the district knowing by the end of the year whether or not we have our accreditation.

**B. Attendance/Safety Report**

Pupil Personnel Director Brent Lovett said Calvert City Elementary and Sharpe Elementary were both above 95% for the year, which he says is great. There was no safety report for the month.

## C. Transportation/Facilities Report

From Transportation/Facilities Director Jeff Stokes

- Fuel Report: We did not purchase any fuel this month.
- Projects:
  - Danny has attached the percentage of completion for our projects.
  - Jonathan Door and Roof Project – The roofing contractor will start next week.
  - Storm Damage – The contractor is working in the library at Central and the administration areas at Benton, Central, and North. They have completed their work at South Middle. We met with Liberty Mutual today have agreed on a final payout from the insurance company. We should receive the paperwork in the next week or two. We will then have Marty review it and bring it to the board for a vote.
  - Preschool Fire Damage – Liberty sent out a forensic engineer to complete a report of what a construction cost may look like for this building. Liberty is working on a total loss for this building. This is the money we will use to purchase the UK extension office. The engineer has three weeks to complete his report.
  - MCTC Project – They have worked on several items inside and outside of the building. The schedule is looking tight on completion of the existing building. Their plan is to have existing building near completion before school starts back except the administration area.

Upon completion of his presentation, Mr. Stokes was asked by board member Will Coursey about the signage on the outside of the Kenneth Shadowen Performing Arts Center and the Reed Conder Memorial Gymnasium. Stokes said signs on those building never included the names of the two men. He did say (and the board agreed) that he would get information on adding the names and would report back to the board, possibly at the July meeting.

## II. Consent Items

**Order #275 - Motion Passed:** Approval of the Consent Items as presented passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

### 5 Yeas - 0 Nays

1. Prior Meeting Minutes
2. Payment of Claims
3. Approve Trips and Fundraisers
4. Approve Indirect Cost Rates for FY24-25
5. Approve Workers' Compensation Renewal with KEMI
6. Approve School Depository List for FY24-25
7. Approve Memorandum of Agreement with the Commonwealth of Kentucky: Regional Innovation Specialist
8. Approve Memorandum of Agreement with The Kentucky Community and Technical College System
9. Approve Second Reading of Policy Updates - 01.11, 01.111, 01.2, 01.21, 01.3, 01.83, 02.31, 02.311, 02.442, 03.11, 03.124, 03.13251, 03.21, 03.23251, 04.5, 05.4, 06.22, 06.31, 06.33, 06.34, 08.23, 09.126, 09.14, 09.22, 09.2211, 09.224, 09.2242, 09.226, 09.2261, 09.227, 09.42, 09.422, 09.423, 09.4232, 09.425, 09.43, 09.435, 09.438, 09.123
10. Approve 2023-2024 Amended School Calendar

## III. Action Items

1. Recommendation to Approve Treasurer's Report

**Order #276 - Motion Passed:** Approval of the Treasurer's Report as presented passed with a motion by Mr. Will Coursey and a second by Ms. Darla Doss.

### 5 Yeas - 0 Nays

The MUNIS Cash Balance at the close of the month totaled \$22,872,272.12. Also, the following reports were included: (1) monthly payroll totals (2) monthly Special Events and (3) monthly MUNIS (by fund). Significant budget amendments were reported. The monthly MUNIS (by fund) report for May shows the breakdown of revenues and expenditures (by function) and will be posted to the finance website for the public to view.

## 2. Recommendation to Approve Changes to the FY23-24 Committed and Restricted Funds - GASB 54

**Order #277 - Motion Passed:** Approval of Changes to the FY23-24 Committed and Restricted Funds - GASB 54 passed with a motion by Ms. Darla Doss and a second by Mr. Will Coursey.

### 5 Yeas - 0 Nays

The following committed categories may be amended with actual amounts to be reported after June 30, 2024: (1) SBDM: Carry-over funds (2) OTAX refunds and (3) package insurance. Restricted sick leave payable will be amended to 50% of the maximum liability (on 9-15-23) as provided for in KRS 157.420(3).

## 3. Recommendation to Approve Fidelity (Performance) Bonds for Bill Thorpe, Brooke Gibbs, Rhiannon McIntosh, and Jill Monroe for FY24-25

**Order #278 - Motion Passed:** Approval of Fidelity (Performance) Bonds for Bill Thorpe, Brooke Gibbs, Rhiannon McIntosh, and Jill Monroe for FY24-25 passed with a motion by Ms. Darla Doss and a second by Ms. Mary Beth Riggs.

### 5 Yeas - 0 Nays

Per statute, it is the duty of each local board of education to bond their board treasurer and any other school employee who is responsible for board of education funds. The exposure calculation (which is calculated by KDE) is currently \$600,000 (for the upcoming year beginning July 1). Each individual bond will be in the amount of \$600,000.

## 4. Recommendation to Approve Insurance Renewals for FY24-25

**Order #279 - Motion Passed:** Approval of Insurance Renewals for FY24-25 passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

### 5 Yeas - 0 Nays

The renewal is with Liberty Mutual (HUB/Peel and Holland) for \$449,929 for the following categories: GL, Abuse, SLE&O, Law E&O, Crime, Auto and Umbrella. Some deductibles have changed and Liberty Mutual only offered a reduction in umbrella coverage: the umbrella was reduced from 10 million to 5 million. Premiums may change throughout the year as property (e.g. buses) is added and/or deleted.

## 5. Recommendation to Approve Insurance Proposal for FY24-25

**Order #280 - Motion Passed:** Approval of Insurance Proposal for FY24-25 passed with a motion by Ms. Darla Doss and a second by Ms. Mary Beth Riggs.

### 5 Yeas - 0 Nays

The Board accepted proposals from Affiliate FM (HUB/Peel and Holland) for property at a rate of \$387,112 and Genesis Insurance (HUB/Peel and Holland) for excess umbrella (5M) at a rate of \$209,600. NOTE: the excess umbrella is to keep the total umbrella at 10M. Premiums may change throughout the year as property is added and/or deleted.

## 6. Recommendation to Approve Revised ARP ESSER Budget

**Order #281 - Motion Passed:** Approval of Revised ARP ESSER Budget passed with a motion by Mr. Will

Coursey and a second by Ms. Darla Doss.

**5 Yeas - 0 Nays**

Approval was given to amend remaining line item budgets to technology/device replacement as the district closes out remaining ARP ESSER grant funds.

7. Recommendation to Approve School Resource Officers Agreement for FY24-25

**Order #282 - Motion Passed:** Approval of School Resource Officers Agreement for FY24-25 passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Amy Waggoner.

**5 Yeas - 0 Nays**

8. Recommendation to Approve 24-25 Code of Acceptable Behavior

**Order #283 - Motion Passed:** Approval of 24-25 Code of Acceptable Behavior passed with a motion by Mr. Will Coursey and a second by Ms. Mary Beth Riggs.

**5 Yeas - 0 Nays**

9. Recommendation to Approve Emergency Reading of Policy 03.222 (Classified Holidays, Vacations, and Annual Leave)

**Order #284 - Motion Passed:** Approval of Emergency Reading of Policy 03.222 (Classified Holidays, Vacations, and Annual Leave) passed with a motion by Ms. Amy Waggoner and a second by Ms. Darla Doss.

**5 Yeas - 0 Nays**

10. Recommendation for Permission to Bid Pizza Ingredients for Marshall County High School

**Order #285 - Motion Passed:** Approval for Permission to Bid Pizza Ingredients for Marshall County High School passed with a motion by Ms. Darla Doss and a second by Ms. Mary Beth Riggs.

**5 Yeas - 0 Nays**

We have to purchase special ingredients (sauce & dough) for the pizzas outside of our normal bid items. This is expected to exceed the \$40,000 bid threshold, thus has to be formally procured.

11. Recommendation to Approve Purchase of Cafeteria Furniture at Jonathan Elementary School

**Order #286 - Motion Passed:** Approval of Purchase of Cafeteria Furniture at Jonathan Elementary School from the low bidder, C & T Design, in the amount of \$46,525.36 passed with a motion by Mr. Will Coursey and a second by Ms. Darla Doss.

**5 Yeas - 0 Nays**

Recommendation is to Approve the bid from C & T Design in the amount of \$46,525.36

12. Recommendation to Approve Remaining Funds for a Video/Scoreboard for the MCHS Football Field

**Order #287 - Motion Passed:** Approval of Remaining Funds (\$20,000) for a Video/Scoreboard for the MCHS Football Field passed with a motion by Mr. Will Coursey and a second by Ms. Darla Doss.

**5 Yeas - 0 Nays**

The \$20,000 in remaining funds was approved with the understanding that the district would be reimbursed upon the sale of the remaining sponsorships.

13. Recommendation to Approve the Following Bids for Bus Driver Drug Test Services, Transportation Supplies, Paving, Sealing, Striping, Carpet, Flooring, Ceiling Tiles, Fencing, and Fire Extinguisher Services

**Order #288 - Motion Passed:** Approval of the Following Bids for Bus Driver Drug Test Services, Transportation Supplies, Paving, Sealing, Striping, Carpet, Flooring, Ceiling Tiles, Fencing, and Fire Extinguisher Services passed with a motion by Mr. Will Coursey and a second by Ms. Mary Beth Riggs.

**5 Yeas - 0 Nays**

Mr. Stokes recommends that the board accept the following low bids.

Drug Testing - Ensite

Fuel – Max Arnold

Ceiling Tiles – West KY Specialty

Flooring – Home Floor and Kitchen

Fire Extinguisher Services – Premier Fire and Security

**14. Recommendation to Approve the BG-5's Benton Elementary Chiller Replacement BG 15-040, Marshall County High School Boiler Replacement BG 14-233, and Marshall County High School Freshman Wing Air Handler Replacement BG 15-039**

**Order #289 - Motion Passed:** Approval of the BG-5's Benton Elementary Chiller Replacement BG 15-040, Marshall County High School Boiler Replacement BG 14-233, and Marshall County High School Freshman Wing Air Handler Replacement BG 15-039 passed with a motion by Ms. Mary Beth Riggs and a second by Ms. Darla Doss.

**5 Yeas - 0 Nays**

In 2019 KDE start an online program called FACPAC. When they did this, it showed what projects had not received a BG-5 closeout document for that particular project. We have worked over the years to try and figure out how to reconcile these reports with MUNIS. Tina Bowling has been working with the Facilities department and the department of finance to catch us up on all of our projects. The next three items will be dealing with the same types of documents. We will try to get all of these completed over the next few months. This form shows what was actually spent on each project and what residual funds that were left on that project.

**15. Recommendation to Approve the BG-5 for the Marshall County Bus Garage Project BG 17-266**

**Order #290 - Motion Passed:** Approval of the BG-5 for the Marshall County Bus Garage Project BG 17-266 passed with a motion by Ms. Darla Doss and a second by Ms. Amy Waggoner.

**5 Yeas - 0 Nays**

This form shows the actual cost of the Bus Garage project and what residual funds are left in this project.

**16. Recommendation to Approve the BG-5's for the Vestibule Project at Central Elementary BG 19-302, Benton Elementary BG 19-303, Marshall County Tech Center BG 19-304, Jonathan Elementary BG 19-305, and South Marshall Elementary BG 19-306**

**Order #291 - Motion Passed:** Approval of the BG-5's for the Vestibule Project at Central Elementary BG 19-302, Benton Elementary BG 19-303, Marshall County Tech Center BG 19-304, Jonathan Elementary BG 19-305, and South Marshall Elementary BG 19-306 passed with a motion by Mr. Will Coursey and a second by Ms. Darla Doss.

**5 Yeas - 0 Nays**

These forms show the actual cost of the vestibule project and what residual funds are left in this project.

**17. Recommendation to Approve Invoice # 10 to CMS Architects in the Amount of \$7,846.00 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067**

**Order #292 - Motion Passed:** Approval of Invoice # 10 to CMS Architects in the Amount of \$7,846.00 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067 passed with a motion by Ms. Amy Waggoner and a second by Mr. Will Coursey.

**5 Yeas - 0 Nays**

This is the 10th invoice to the architect for this project.

**18. Recommendation to Approve Pay Application # 5 to Pinnacle, Inc. in the Amount of \$504,444.83 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067**

**Order #293 - Motion Passed:** Approval of Pay Application # 5 to Pinnacle, Inc. in the Amount of \$504,444.83 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 Mr. Will Coursey.

**5 Yeas - 0 Nays**

This is the 5th Pay Application to the contractor for this project.

**19. Recommendation to Approve Pay Application DPO # 5 in the Amount of \$131,380.31 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067**

**Order #294 - Motion Passed:** Approval of Pay Application DPO # 5 in the Amount of \$131,380.31 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067 passed with a motion by Ms. Amy Waggoner and a second by Ms. Darla Doss.

**5 Yeas - 0 Nays**

This is the 5th DPO Pay Application for this project.

**20. Recommendation to Approve Change Order # 3 for the Marshall County Technical Center Renovation and Addition Project, BG # 23-067**

**Order #295 - Motion Passed:** Approval of Change Order # 3 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. Mary Beth Riggs.

**5 Yeas - 0 Nays**

This change order scope includes multiple items (exhaust grille relocation, painting exist shop man doors and frames, replace floor and paint walls in Horticulture 115 and add acoustical wall panels). This change order is in the amount of \$14,214.63.

**21. Recommendation to Approve Change Order # 1 for the Marshall County High School Storm Damage Repairs Project, BG # 23-336**

**Order #296 - Motion Passed:** Approval of Change Order # 1 for the Marshall County High School Storm Damage Repairs Project, BG # 23-336 passed with a motion by Mr. Will Coursey and a second by Ms. Mary Beth Riggs.

## 5 Yeas - 0 Nays

This change order is omitting original work scope still pending or incomplete and adding trophy case and concession stand revisions. The change order amount is for \$22,332 but does not reflect that we have received an additional \$4,533.86 from insurance to go towards this. The final figure will be \$17,798.14.

**22. Recommendation to Approve Invoice # 9 to CMS Architects in the Amount of \$7,370.00 for the Storm Damage Repairs Project (Benton Elementary, Central Elementary, North and South Middle Schools, and Marshall County High School), BG # 23-334, BG #23-335, BG #23-336, BG # 23-337, & BG # 23-338.**

**Order #297 - Motion Passed:** Approval of Invoice # 9 to CMS Architects in the Amount of \$7,370.00 for the Storm Damage Repairs Project (Benton Elementary, Central Elementary, North and South Middle Schools, and Marshall County High School), BG # 23-334, BG #23-335, BG #23-336, BG # 23-337, & BG # 23-338. passed with a motion by Ms. Darla Doss and a second by Ms. Amy Waggoner.

## 5 Yeas - 0 Nays

This is the 9th Pay Application to the architect for this project.

**23. Recommendation to Approve Pay Application # 7 and # 8 to Pinnacle, Inc. in the Amount of \$221,717.35 for the Storm Damage Repairs Project at Benton Elementary, BG # 23-334**

**Order #298 - Motion Passed:** Approval of Pay Application # 7 and # 8 to Pinnacle, Inc. in the Amount of \$221,717.35 for the Storm Damage Repairs Project at Benton Elementary, BG # 23-334 passed with a motion by Ms. Mary Beth Riggs and a second by Mr. Will Coursey.

## 5 Yeas - 0 Nays

This is the 7th & 8th Pay Application to the contractor for this project.

**24. Recommendation to Approve Pay Application # 7 and # 8 to Pinnacle, Inc. in the Amount of \$212,253.15 for the Storm Damage Repairs Project at Central Elementary, BG # 23-335**

**Order #299 - Motion Passed:** Approval of Pay Application # 7 and # 8 to Pinnacle, Inc. in the Amount of \$212,253.15 for the Storm Damage Repairs Project at Central Elementary, BG # 23-335 passed with a motion by Ms. Darla Doss and a second by Mr. Will Coursey.

## 5 Yeas - 0 Nays

This is the 7th & 8th Pay Application to the contractor for this project.

**25. Recommendation to Approve Pay Application # 3 to Pinnacle, Inc. in the Amount of \$31,868.14 for the Storm Damage Repairs Project at North Marshall Middle School, BG # 23-337**

**Order #300 - Motion Passed:** Approval of Pay Application # 3 to Pinnacle, Inc. in the Amount of \$31,868.14 for the Storm Damage Repairs Project at North Marshall Middle School, BG # 23-337 passed with a motion by Ms. Darla Doss and a second by Mr. Will Coursey.

## 5 Yeas - 0 Nays

This is the 3rd Pay Application to the contractor for this

project.

**26. Recommendation to Approve Pay Application # 1 to Pinnacle, Inc. in the Amount of \$42,390.00 for the Storm Damage Repairs Project at South Marshall Middle School, BG # 23-338**

**Order #301 - Motion Passed:** Approval of Pay Application # 1 to Pinnacle, Inc. in the Amount of \$42,390.00 for the Storm Damage Repairs Project at South Marshall Middle School, BG # 23-338 passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

**5 Yeas - 0 Nays**

This is the 1st Pay Application to the contractor for this project.

**27. Recommendation to Approve Invoice # 14 and Final to CMS Architects in the Amount of \$3,859.00 for the Marshall County District Flooring Project, BG # 22-356**

**Order #302 - Motion Passed:** Approval of Invoice # 14 and Final to CMS Architects in the Amount of \$3,859.00 for the Marshall County District Flooring Project, BG # 22-356 passed with a motion by Ms. Darla Doss and a second by Ms. Mary Beth Riggs.

**5 Yeas - 0 Nays**

This is the 14th Pay Application to the architect for this project.

**28. Recommendation to Approve Pay Application # 11 to Home Floor & Kitchens in the Amount of \$10,000.00 for the Marshall County District Flooring Project, BG # 22-356**

**Order #303 - Motion Passed:** Approval of Pay Application # 11 to Home Floor & Kitchens in the Amount of \$10,000.00 for the Marshall County District Flooring Project, BG # 22-356 passed with a motion by Ms. Darla Doss and a second by Mr. Will Coursey.

**5 Yeas - 0 Nays**

This is the 11th Pay Application to the contractor for this project.

**29. Presentation of Superintendent Evaluation**

Board member Will Coursey read a summary report (enclosed in minutes). Superintendent Steve Miracle received a rating of Accomplished in the four areas of Instructional Leadership, Human Resource Leadership, Managerial Leadership, and Influential Leadership. In the areas of Strategic Leadership, Cultural Leadership, and Collaborative Leadership, the board gave Dr. Miracle a rating of developing. With four areas rated Accomplished and three rated Developing,

**30. Adjourn**

**Order #304 - Motion Passed:** Approval to adjourn the meeting at 6:48 pm passed with a motion by Mr. Randy Travis and a second by Ms. Mary Beth Riggs.

**5 Yeas - 0 Nays**

---

Chairperson



---

Secretary