

Regular Meeting  
May 15, 2025 6:00 PM  
Board Room  
Marshall County Board of Education  
86 High School Rd.  
Benton, KY 42025

**Attendance Taken at : 6:00 PM**

**Present Board Members:**

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

**Absent Board Members:**

Mr. Randy Travis

**I. Regular Agenda Items**

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

**Order #210 - Motion Passed:** Adoption of the Agenda as presented passed with a motion by Ms. Amy Waggoner and a second by Mr. Will Coursey.

**4 Yeas - 0 Nays**

**3. Presentations**

- A. The Pledge of Allegiance
4. Student/Staff Recognition
- A. SMMS "Out of the Rubble" Book

SMMS Principal Kevin Jackson, teacher Kelly Locker and three students were congratulated on the release of their book "Out of the Rubble" that included stories on the devastating impact of the December 10, 2021 tornado. The group then came before the board to say a few words about the book and their experience in getting it written and published.

**B. JES Purple Star Award**

Jonathan Elementary School was recognized for receiving the prestigious Purple Star Award, which highlights the school's outstanding commitment to supporting military-connected students and families. JES Principal Paul Lamb was joined by Christa Hall and three JES students in accepting the award.

During the recognition event, JES student Maddie Fleming shared with the school board details about what the Purple Star Program is all about, then student Scarlet Muirheid shared her essay on what it's like to be a military child.

**5. Public Comments**

There were no public comments

**6. Personnel**

Attached

## 7. Staff and Informational Reports

### A. Superintendent Report

#### Actions and Events:

- Worked with SBDM at JES to hire Lyndsie Dempsey as new principal
- Worked with SBDM at SMMS to hire Laura James as new principal
- Created weekly meetings with directors
- Delivered food for staff appreciation week
- Delivered a gift to nurses on nurse appreciation day
- Attended SMES TVA grant reveal
- Planned for opening day
- PD planning workshop
- Attended MSU national signing day for future educators
- Attended MSU superintendent advisory committee
- Surveyed JES and SMMS before principal interviews started

### B. Instructional Report

Chris Mason, who is retiring at the end of June, thanked the board and Superintendent Thorpe for their support and leadership in the district.

#### a. MCHS Leadership Students Female Leadership Forum Presentation

Ms. Toddie Adams, Director of Gifted Services, introduced sophomore Lilly Wathen, who spoke to the board about the recent Female Leadership Forum. There were about 150 students attendees at the forum that included activities involving creative and critical thinking, collaboration, and effective communication.

### C. KSA Update

Jackie Reid updated the board on KSA testing. She told the board how proud she was of the students and staff for making this a successful testing season.

### D. Approve Professional Development Plan for District

**Order #211 - Motion Passed:** Approval of Professional Development Plan for District passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

### 4 Yeas - 0 Nays

This item was moved up on the agenda to allow Ms. Reid to attend a prior commitment.

The two top priority areas built into the plan are math and disabilities.

### E. Approve English Learner Plan (Lau Plan) for District

**Order #212 - Motion Passed:** Approval of English Learner Plan (Lau Plan) for District passed with a

motion by Mr. Will Coursey and a second by Ms. Amy Waggoner.

#### **4 Yeas - 0 Nays**

This item was moved up on the agenda to allow Ms. Reid to attend a prior commitment.

This is a state required document that has to be reviewed every year. Reid says the plan covers how the district enrolls those students, assesses their needs, how we plan and program for them, and how they exit the program based on the state provided assessments. The plan is laid out primarily how the state tells the district to lay it out.

#### **F. Approve Non-Traditional Instruction Continuation Plan (NTI Plan) for District**

**Order #213 - Motion Passed:** Approval of Non-Traditional Instruction Continuation Plan (NTI Plan) for District passed with a motion by Ms. Mary Beth Riggs and a second by Mr. Will Coursey.

#### **4 Yeas - 0 Nays**

This item was moved up on the agenda to allow Ms. Reid to attend a prior commitment.

She then introduced Mr. Brent Lovett who said the NTI plan allows students and teachers to continue learning when school is closed for health or safety reasons. We are looking to improve our plan by putting improved procedures in place that will help both teachers and students. We will be looking to create a schedule for individuals to follow to allow them face to face via zoom/google meet/ etc to gain additional help.

#### **G. Personnel Report**

Amanda Henderson said district directors have spent a lot of time on the road lately giving recognition in the schools... principal, nurse, and teacher (staff) recognition days.

Henderson also read the names of staff members who are retiring this year:

Benton Elementary: Tammy Willie-teacher

Calvert City Elementary: William Riley-custodian, Lori Harmon-teacher, Michele Stevenson-teacher

Central Elementary: : Debbie McCully-teacher, Lisa Gordon-Cope-account clerk, Mary Morgan-teacher

Central Office: Stephen Flatt-special ed. director, Chris Mason-assistant superintendent, Karen Gibson-financial analyst

Food Services: Rhonda Davis-cook/baker

Marshall County High School: Pamela Griffith-computer lab, Ronecca Joseph-secretary, Belinda Wright-teacher

Sharpe Elementary: Heidi Outland-teacher, Carissa Alexander-instructional assistant, Shanda Reid-teacher

South Marshall Elementary: Rhonda Darnell-instructional assistant

South Marshall Elementary/Jonathan Elementary: Jayna Wade-media librarian

Transportation: Roxie Foley-driver, David Agati-driver, Randy Fox-driver, Mark Spicer-driver, Donna Nelson-monitor, Sally Smith-monitor, Connie Uzzel-monitor, Jeff Stokes-director

#### **H. Attendance/Safety Report**

Attendance:

Mr. Lovett said the April attendance was 94.97% districtwide, with all of the elementary schools above 95%. Several schools were also over 96%. He said attendance was also 94.44% for the year.

#### Safety Report:

- Safety Meeting on May 6th
- All Risk Assessments have been completed. Many positive things said about our schools.
- Applied to have 2 schools complete the KCSS visits next year. We were able to get North and Jonathan on the list.

#### I. Transportation/Facilities Report

Fuel Report – We purchased \$34,372.72 in Diesel Fuel this past month.

Projects – Danny has attached the percentage of completion for our projects.

JES Roof and Door Project – Still working on the trim pieces for the doors.

MCTC – This past month the tech center addition is starting to take shape. We have the new electrical feed into the building and when school is out they will make the connection to the existing school. Pinnacle is still working towards the goal of

have the new addition usable when school starts. They have informed us that part of the overhang will not be installed prior to school starting.

MCHS PAC Lighting – The lighting will be completed this week.

#### II. Consent Items

**Order #214 - Motion Passed:** Approval of the Consent Items as presented passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

#### 4 Yeas - 0 Nays

##### 1. Prior Meeting Minutes

Minutes from April 17, 2025 Regular Meeting

##### 2. Payment of Claims

##### 3. Approve Trips and Fundraisers

#### Field Trips:

MCHS FBLA to National Competition in Anaheim, CA June 28-July 3, 2025

#### Fundraisers:

CCES BTSB Support Our Library - Honorary Book Clubs August 1, 2025 - June 1, 2026

CCES Scholastic Book Fair August 29-September 5, 2025

CCES Milwaukee Pretzels Sales February 1-20, 2026

##### 4. Approve the Submission of the FY25 COPS School Violence Prevention Program Grant on behalf of Marshall County Schools

This is requesting approval for submission of this grant for safety upgrades (These upgrades are TBD-working with vendors to get quotes for multiple items).

5. Approve the Acceptance of Carson Myre Foundation Funds on behalf of Marshall County High School  
\$10,000 has been awarded to Marshall County HS Band for instruments.
6. Approve the Acceptance of the KDE FY25 Kentucky AED Grant on behalf of Marshall County Schools  
KDE grant for \$25,000 to purchase AED's.
7. Approve Receipt of the KDE FY25 Kentucky Numeracy Counts K-2 HQIR Grant on behalf of Marshall County Schools
8. Approve the Receipt of Funds and the Contract from KDE for the Kentucky Comprehension Literacy (KyCl) Grant for District Wide Literacy Efforts
9. Approve Lease Agreement with Petter Business Systems for New Copy Machine at Marshall County Technical Center
10. Approve Capital Funds Request

The purpose of this request is to allow the use of excess capital funds toward the purchase of school buses and building insurance.

11. Approve the Maximum School Fee Schedule for FY25-26

The maximum school fee schedule for FY25-26 was approved as presented.

12. Approve Bids for Instructional/Office Supplies for FY25-26

Multiple bids were awarded.

13. Approve Amendment to the FY24-25 Salary Schedule

The amendment was approved as presented by adding 5 extended days to the Biomedical CTE position to match the other CTE.

14. Approve FY24-25 Audit Contract

The is the independent auditor's contract (and engagement letter) with the audit firm of Shad J. Allen, CPA, PLLC. The agreement is entered into for the audit period ending June 30, 2025. The proposal amount for the audit of FY24-25 is \$31,500.

15. Approve MOU with Mountain Comprehensive Care for the 2025-2026 School Year

16. Approve Interagency Agreement with Purchase Youth Village

This interagency agreement outlines the responsibilities that Marshall County Schools has for educating the students at Purchase Youth Village (PYV) and PYV's responsibilities to Marshall County Schools

### III. Action Items

1. Recommendation to Approve Treasurer's Report

**Order #215 - Motion Passed:** Approval of the Treasurer's Report as presented passed with a motion by Mr. Will Coursey and a second by Ms. Mary Beth Riggs.

### 4 Yeas - 0 Nays

The MUNIS Cash Balance at the close of the month totaled \$19,770,366.93. Also, the following reports were included: (1) monthly payroll totals (2) monthly Special Events and (3) monthly MUNIS (by fund). The monthly MUNIS (by fund) report for March 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 Tentative Budget for FY25-26 (including F-SA-3 Principal's Combining

Budget)

**Order #216 - Motion Passed:** Approval of Tentative Budget for FY25-26 (including F-SA-3 Principal's Combining Budget) passed with a motion by Mr. Will Coursey and a second by Ms. Amy Waggoner.

#### **4 Yeas - 0 Nays**

Projections were presented along with discussion regarding the FY24-26 biennial budget components appropriated during the legislative session: base, statewide equalization, transportation, full kindergarten, etc. The main issue for this budget is being able to adjust back to the normal calculation of AADA after having an elevated figure for the past 5 years, along with the continued increase in property assessments that do not pair well with the decrease in AADA. While the majority of districts went back to the normal process during FY23-24, Marshall County received some AADA (SEEK calculation) assistance under the temporary provisions of 22 Special Session HB1 for western Kentucky tornado districts. The uncertainty of federal funds is also a key component in the strategy used for this budget. Property insurance premiums for FY25-26 are still unknown, but have been told the percent increase will stay in the single digits. In lieu of a district wide raise, there will be a one-time payment of \$1,200 to full time employees and \$600 to part time employees. Targeted areas on the classified salary schedule did receive a 3% increase at 0 yrs experience. The working budget in September 2025 will show close salaries using actual employees at a specific time. The KPPA/CERS employer match for FY25-26 has once again dropped. This reduction in the required match will positively affect the MUNIS funds that pay salaries (general fund, special revenue/grants and food service).

#### **3. Recommendation to Approve FY25-26 Salary Schedule**

**Order #217 - Motion Passed:** Approval of FY25-26 Salary Schedule passed with a motion by Mr. Will Coursey and a second by Ms. Amy Waggoner.

#### **4 Yeas - 0 Nays**

The FY25-26 salary schedule includes certified salaries, classified salaries, extra service stipends/rates, extended days and substitutes. In lieu of a district wide raise, there will be a one-time payment of \$1,200 to full time employees and \$600 to part time employees. Targeted areas on the classified salary schedule did receive a 3% increase at 0 yrs experience and the step increases were revised to promote consistency. All 260 day employees were converted to 240 days. Minimal stipend changes are reflected.

#### **4. Enter into Executive Session for the Purpose of Superintendent Evaluation Discussion**

**Order #218 - Motion Passed:** Enter into Executive Session for the Purpose of Superintendent Evaluation Discussion passed with a motion by Ms. Amy Waggoner and a second by Mr. Will Coursey.

#### **4 Yeas - 0 Nays**

#### **5. Return to Open Session**

**Order #219 - Motion Passed:** Return to Open Session passed with a motion by Ms. Amy Waggoner and a second by Ms. Mary Beth Riggs.

#### **4 Yeas - 0 Nays**

There was no further discussion.

#### **IV. Old and New Business**

The board did not discuss any additional business.

#### **V. Adjourn**

**Order #220 - Motion Passed:** Approval to adjourn the meeting at 8:34 PM passed with a motion by Ms.

Darla Doss and a second by Ms. Amy Waggoner.

**4 Yeas - 0 Nays**

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Chairperson

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Secretary