

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)**

RC Auditorium/Natatorium Complex (ANC), April 27, 2018

The Russell County Board of Education Special Called Meeting was held at RC Auditorium/Natatorium Complex (ANC) at 12:00 PM on April 27, 2018 with the following members:

**Attendance Taken at 12:05 PM:**

Present Board Members:

Mr. Gerald Murray  
Ms. Joy Wilson  
Mrs. Brenda Higginbotham  
Mr. Richard Kazsuk  
Mrs. Sheila Wicker

A sign in sheet was available for the public.

**1. Call to Order**

**Rationale:**

The Chair call the Special Board Meeting to order at 12:05 P.M.

**2. Roll Call**

**Rationale:**

This action is taken by calling each board member's name, with the board member answering present.

**3. Adoption of Agenda**

**Rationale:**

Meeting Agenda is provided for your review.

**Order #8389 - Motion Passed:** If there are no corrections or amendments, I recommend the agenda be approved as presented. passed with a motion by Mrs. Brenda Higginbotham and a second by Ms. Joy Wilson.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

**4. April 16, 2018 Regular Meeting Minutes**

**Rationale:**

Minutes from the April 16, 2018 Regular Called Meeting has been attached for each member to review.

**Order #8390 - Motion Passed:** If there is no corrections or amendments I recommend approval of the April 16, 2018 regular meeting minutes. passed with a motion by Ms. Joy Wilson and a second by Mrs. Brenda Higginbotham.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

**5. A BG-2 & BG-3 for the Lake Cumberland Regional College & Workforce Center, and Design Development Documents pending Kentucky Department of Education Approval.**

**Rationale:**

A BG-2 & BG-3 and Design Development Documents for the Lake Cumberland Regional College & Workforce Center Project has been presented for your review. The BG-2 & BG-3 and Design Development Documents need to be submitted to the Kentucky Department of Education (KDE) for approval.

**Order #8391 - Motion Passed:** I recommend that the board approve the BG-2 & BG-3 and the Design Development Documents for the Lake Cumberland Regional College & Workforce Center Project and that they all be submitted to the Kentucky Department of Education (KDE) for approval. passed with a motion by Mr. Richard Kazsuk and a second by Mr. Gerald Murray.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

**6. 2018-2019 Tentative District Staffing and SBDM Allocation Policy**

**Rationale:**

The Russell County Board shall notify each council of the school's tentative staffing and SBDM allocation for the next fiscal year (school year 2018-2019) with a final allocation provided in May.

**Order #8392 - Motion Passed:** I recommend the approval of the tentative staffing formula and SBDM allocations for the 2018-2019 school year. passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Richard Kazsuk.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

**7. FY-19 Salary & Extra Service Salary Schedule**

**Rationale:**

The Board of Education shall annually establish schedules for salaries and benefits for all classified and certified personnel. Russell County Board of Education Policy #03.22, KRS 160.290(1) & KRS 160.390(2) The Board of Education shall also annually establish a schedule of compensation for extra services, hazardous duty supplements and supervision. Payments for those services shall be included in the employee's regular salary. Extended employment positions shall be established in position job description, funded in the district budget, and specified in an addendum to the employee's contract.

**Order #8393 - Motion Passed:** I recommend adoption of the attached salary schedules with no change from the current fiscal year. passed with a motion by Ms. Joy Wilson and a second by Mrs. Brenda Higginbotham.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes

Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

## **8. Preschool Attendance Boundaries**

### **Rationale:**

Currently, there are three preschool classes at Salem Elementary School that serves students from both Russell Springs Elementary and Salem Elementary. Due to classroom constraints at Russell Springs Elementary School, the board voted in 2015 for Russell Springs Elementary School's preschool classes to be at Salem Elementary School. During recent preschool monitoring visits, it was determined that the classroom space at Salem Elementary School does not meet the required square footage. I recommend that the preschool classes correspond back to their home school attendance zones.

**Order #8394 - Motion Passed:** I recommend that the preschool attendance zones follow each elementary school's attendance zones. passed with a motion by Mr. Gerald Murray and a second by Ms. Joy Wilson.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

## **9. Family Resource Youth Service Center Positions**

### **Rationale:**

The Family Resource Youth Service Centers are currently staffed as following:  
One (1) Youth Service Center Director & One (1) Youth Service Center Assistant - serving Russell County High School and Russell County Middle School (grades 7-8)  
One (1) Family Resource Center Director & One (1) Assistant - serving Jamestown Elementary School and Russell County Middle School (6th grade)  
One (1) Family Resource Center Director and One (1) Assistant - serving Russell Springs Elementary School and Salem Elementary School  
There will be staff changes effective July 1, 2018 and with decreased funding for the FRYSC throughout the years this is a good time to make position changes. I propose the following:

One (1) Youth Service Center Director & One (1) Youth Service Center Assistant - serving Russell County High School and Russell County Middle School (grades 7-8)  
One (1) Family Resource Center Director and One (1) Assistant - serving Russell Springs Elementary School and Salem Elementary School  
One (1) Family Resource Center Director - serving Jamestown Elementary School and Russell County Middle School (6th grade) (Note the elimination of one assistant position)

**Order #8395 - Motion Passed:** I recommend that the following positions be allocated for the Family Resource Youth Service Centers effective July 1, 2018:  
One (1) Youth Service Center Director & One (1) Youth Service Center Assistant - serving Russell County High School and Russell County Middle School (grades 7-8)  
One (1) Family Resource Center Director and One (1) Assistant - serving Russell Springs Elementary School and Salem Elementary School  
One (1) Family Resource Center Director - serving Jamestown Elementary School and Russell County Middle School (6th grade) passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Richard Kazsuk.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes

Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

#### **10. Striving Readers Comprehensive Literacy (SRCL) / Literacy Specialist Job Description & Position**

##### **Rationale:**

Russell County Schools was awarded the Striving Readers Comprehensive Literacy grant and the grant includes funds for a .5 literacy consultant the remaining .5 funds can come from Title I so there is no impact to general fund. The attached job description is for Striving Readers Comprehensive Literacy (SRCL)/ Title I Literacy Specialist (SRCL Specialist) - All Grades position.

**Order #8396 - Motion Passed:** I recommend that the Russell County Board of Education create a Striving Readers Comprehensive Literacy (SRCL)/ Title I Literacy Specialist (SRCL Specialist) - (All Grades) as noted by the attached job description. passed with a motion by Mr. Gerald Murray and a second by Mrs. Brenda Higginbotham.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

#### **11. Capital Funds Request**

##### **Rationale:**

For the 2017-2018 school year, school districts are allowed to request the use of Capital Outlay Funds, subject to the approval of the Commissioner of Education and the Kentucky Department of Education. I am asking for your approval to request from the Commissioner, the use of remaining Capital Outlay Funds for FY-18 for property insurance, KISTA bus payments, electricity costs, purchase of bus, building repairs and maintenance.

**Order #8397 - Motion Passed:** I recommend approval from the Board of Education to request from the Commissioner for the Kentucky Department of Education for the use of our remaining Capital Outlay Funds for property insurance, KISTA bus payments, electricity costs, purchase of bus, building repairs and maintenance. passed with a motion by Mr. Richard Kazsuk and a second by Ms. Joy Wilson.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

#### **12. Non-Traditional Instruction Program 2018-2019 Application Renewal**

##### **Rationale:**

The following application renewal for the Non-Traditional Instructional Program for the 2018-2019 school year is enclosed for your review. This renewal will afford Russell County Schools the opportunity to implement an alternative instruction plan that would be the equivalent of ten (10) student attendance days when school has to be cancelled due to inclement weather, sickness, etc.

**Order #8398 - Motion Passed:** I recommend approval of the Non-Traditional Instruction Program application renewal and that it be submitted to the Kentucky Department of Education for review/approval. passed with a motion by Ms. Joy Wilson and a second by Mr. Gerald Murray.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

### 13. Adjournment

**Order #8399 - Motion Passed:** Adjournment of the meeting passed with a motion by Ms. Joy Wilson and a second by Mrs. Brenda Higginbotham.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

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Chairperson

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Superintendent