

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

Russell County Board of Education
Central Office, June 29, 2018

The Russell County Board of Education Meeting was held at Russell County Board of Education

Central Office at 12:00 PM on June 29, 2018 with the following members:

Attendance Taken at 12:09 PM:

Present Board Members:

Mr. Gerald Murray
Mrs. Brenda Higginbotham
Mr. Richard Kazsuk
Mrs. Sheila Wicker

Absent Board Members:

Ms. Joy Wilson

Updated Attendance:

Mrs. Sheila Wicker was updated to present at: 12:28 PM

A sign in sheet was available for the public.

1. Call to Order

Rationale:

The Chair call the Regular Board Meeting to order at 12:09 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 #8422 - 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 Mr. Gerald Murray.

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

4. Consent Agenda

Rationale:

- A. Meeting Minutes- June 18, 2018
- B. Payment of Bills
- C. Personnel Reports
- D. Field Trips

Order #8423 - Motion Passed: If there is no changes or amendments I recommend approval of consent agenda items- passed with a motion by Mr. Gerald Murray and a second by Mrs. Brenda Higginbotham.

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

Rationale:

Angel Reeder
Preschool Teacher-RSES

Izabela Crawford
Preschool Assistant-RSES

Sarah Funk
Preschool Assistant-RSES

Whitney Holt
P-5 Elementary Teacher-SES

Tara Edwards
Instructional Assistant-SES

Kerri Adkins
Science Teacher-RCHS

Jeramy Coffey
Girls Golf Coach-RCHS

Anthony Darnell
Assistant Football Coach-RCHS

Vince Stephens
Assistant Football Coach-RCHS

Ryan Richardson
Assistant Football Coach-RCHS

Dylan Beasley
Social Studies Teacher & Assistant Football Coach-RCHS

Kendra Popplewell
English Teacher-RCHS

Shannon Eads
English Teacher-RCHS

Andrew West
Resigned- PE Teacher & Assistant Football Coach-RCHS

Kelli West
Resigned-Instructional Assistant-SES

4.D. Field Trip

Rationale:

August 1, 2018
Migrant Education
Beech Bend-Bowling Green, KY

5. Russell County Schools Design & Cafeteria Bid #FS-001-HS-- Virco, Inc.

Rationale:

Virco, Inc. has submitted the attached quote regarding furniture for Russell County High School Cafeteria. Virco, Inc. is on approved bid list.

Order #8424 - Motion Passed: I recommend that the Russell County Board of Education accept the attached quote from Virco, Inc. for Russell County High School Cafeteria furniture (\$97,478.95)- passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Gerald Murray.

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

6. Out of State and/or Overnight Trip

Rationale:

The following group has received approval from the Superintendent for the following out of state trip:

June 28, 2018
Migrant Education (one student)
Glasgow, KY

June 29, 2018
Migrant Education (one student)
Huntsville, AL

Order #8425 - Motion Passed: I recommend approval of the out of state and/or overnight trips- passed with a motion by Mr. Gerald Murray and a second by Mrs. Brenda Higginbotham.

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

7. Permission for Early Entrance (Kindergarten)

Rationale:

We have two students who has met all the criteria for early enrollment in Kindergarten. Pending Russell County Board of Education approval, one student will be enrolled at Russell Springs Elementary School and the other student will be enrolled at Jamestown Elementary School.

Order #8426 - Motion Passed: I recommended that the two (2) students be granted permission for Early Enrollment in Kindergarten in Russell County School District for the 2018-19 school year- passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Gerald Murray.

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

8. Lake Cumberland Family Caregiver Program Grant

Rationale:

The Family Resource Centers along with the Youth Service Center will host the Grandparent Support Group program. The population served will be grandparents that are raising their grandchildren. We hope to serve 10-15 grandparents. We will provide speakers and information regarding issues that they may experience in their lives. The plans for the grant money are: meals for participants, mailings (stamps and envelopes), door prizes, and speakers.

Order #8427 - Motion Passed: I recommend approval of the Lake Cumberland Family Caregiver Program Grant- passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Gerald Murray.

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

9. Memorandum of Agreement for Special Education Services-Lake Cumberland Head Start Program

Rationale:

The following Memorandum of Agreement with Lake Cumberland Head Start Program is enclosed for your review.

Order #8428 - Motion Passed: I recommend approval of the Memorandum of Agreement with Lake Cumberland Head Start Program that has been approved by the board attorney- passed with a motion by Mr. Gerald Murray and a second by Mrs. Brenda Higginbotham.

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

10. 2018-2019 Principal's Combined Budgets

Rationale:

Each year principals are required to submit their school's budget. A copy has been attached for your review.

Order #8429 - Motion Passed: I recommend approval of the 2018-2019 principal's combined budgets for each school- passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Gerald Murray.

Mr. Gerald Murray	Yes
Ms. Joy Wilson	Absent

Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Absent

11. Additions to FY-19 Bid List

Rationale:

Each year the Russell County Board of Education is required to bid for products and services for the upcoming Fiscal year (FY-19). Bids were received, opened, and tabulated by Central Office Staff- Approved bids will become effective July 1, 2018 and will remain in effect until June 30, 2019.

NOTE: We also utilize many bids from the co-op's bid lists, such as school supplies, office supplies, etc.

Order #8430 - Motion Passed: I recommend approval of all catalog bids for building and maintenance supplies and bus replacement parts. I recommend approval of Straight Environmental for Pest Control, Clark Beverage Group for Soft Drinks, First National Bank for banking services and Morgan Sanitation for garbage collection- passed with a motion by Mr. Gerald Murray and a second by Mrs. Brenda Higginbotham.

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

12. Declare Surplus/Accept Sealed Bids: 2004 International Garbage Truck

Rationale:

Russell County Board of Education has a 2004 International Garbage Truck and with bids to outsource garbage service, the truck is no longer needed.

Discussion:

Order #8431 - Motion Passed: I recommend that the Russell County Board of Education declare the 2004 International Garbage Truck as surplus property and authorize Superintendent Ford and/or his designee to advertise for sealed bids with the option to reject any/all bids- passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Gerald Murray.

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

13. Surplus Items

Rationale:

At the October 23, 2017 meeting of the Russell County Board of Education the board declared surplus and voted to do a public auction for the outdoor building at the north end of the high-school and scrap metal at the maintenance shed. I recommend that the board of education instead take sealed bids for the building and scrap metal.

Order #8432 - Motion Passed: I recommend that the Russell County Board of Education rescind the previous vote to do a public auction for the building at the north end of the high-school and scrap metal and instead authorize Superintendent Ford and/or his designee to advertise and accept sealed bids for both the building and scrap metal- passed with a motion by Mr. Gerald Murray and a second by Mr. Richard Kazsuk.

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

14. Renewal for Property, General Liability & Fleet

Rationale:

Our current insurance coverage for property, general liability and fleet expire June 30, 2018. These bids were awarded beginning with the 2016-2017 school year and we have the option to renew for up to three years. \$98,381 is the first installment and the remaining half is paid January 2019. We can increase Additional Data Compromise Coverage to \$100,000 for an additional \$265 and increase Violent Event Response Coverage to \$500,000 for an additional \$768.

Order #8433 - Motion Passed: I recommend that the Russell County Board of Education renew our policy with Liberty Mutual from McKinney & Blair and Grider Insurance Agency for property, liability and fleet coverage for the 2018-2019 school year including a Violent Event Response Coverage for Schools (VERC) and include the data coverage- passed with a motion by Mr. Richard Kazsuk and a second by Mrs. Brenda Higginbotham.

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

15. 2018-2019 District Funding Assurances

Rationale:

Federal and State programs provide financial support for the implementation of District Comprehensive Improvement Plan under the supervision of each program director. The 2018-2019 District Funding Assurances are attached for your review.

Order #8434 - Motion Passed: I recommend that the Russell County Board of Education accept the 2018-2019 district funding assurances- passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Gerald Murray.

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

16. 2018 KSBA Policy Updates (#41)- Checklist- Final Reading

Rationale:

The KSBA (Kentucky School Board Association) as a service provides board members and school districts new and revised legal requirements for board policies.

Copies of the required and recommended changes were provided at the 1st reading at the June 18, 2018 meeting of the Russell County Board of Education.

Order #8435 - Motion Passed: I recommend approval of the KSBA Policy updates- passed with a motion by Mr. Richard Kazsuk and a second by Mrs. Brenda Higginbotham.

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

17. 2018-2019 Student Code of Acceptable Behavior and Attendance Policy

Rationale:

In accordance with KRS 158.148 and 704 KAR 7:050, the Board shall develop a student discipline code which shall be posted at each school, referenced in all school handbooks, and provided to school employees, parents, legal guardians, or other persons exercising custodial control or supervision. The code shall establish standards of acceptable student behavior and discipline and may include district-wide standards of behavior for students who participate in extra-curricular activities and co-curricular activities.

Once reviewed and approved, the student discipline code shall be distributed to students and parents in the District, including those students who enroll during the school year.

The proposed Russell County Schools' Student Code of Acceptable Behavior and Attendance Policy booklet has been developed and updated.

Order #8436 - Motion Passed: I recommend the adoption of the 2018-2019 Student Code of Acceptable Behavior and Attendance Policy- passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Gerald Murray.

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

18. Executive Session (Superintendent Evaluation KRS 61.810(1)(k)/Preliminary Discussions)

Rationale:

KRS 61.810 (1)(k) permits Boards of Education to go into Executive Session for preliminary discussion of Superintendent Ford's annual evaluation.

Order #8437 - Motion Passed: I recommend we go into executive session pursuant to KRS 61.810, subsection (1)(k) for preliminary discussion of Superintendent Ford's Evaluation-Time 12:45 PM passed- with a motion by Mr. Richard Kazsuk and a second by Mrs. Brenda Higginbotham.

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

19. Resume Meeting

Rationale:

I recommend we resume the regular board meeting.

Time 1:06 p.m.

NO ACTION TAKEN

Order #8438 - Motion Passed: passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Richard Kazsuk.

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

20. Superintendent Ford's Summative Evaluation

Rationale:

Per KRS 156.557 each superintendent shall be evaluated according to local board policy and procedure developed by the local board of education and approved by the Kentucky Department of Education. The summative evaluation of the superintendent shall be in writing, discussed and adopted in an open meeting of the board and reflected in the minutes, and made available to the public upon request. Any preliminary discussions relating to the evaluation of the superintendent by the board or between the board and the superintendent prior to the summative evaluation shall be conducted in closed session.

Order #8439 - Motion Passed: Superintendent Ford's Summative Evaluation: See accompanying summative evaluation form.

Strategic Leadership- Exemplary
Instructional Leadership- Exemplary
Cultural Leadership- Exemplary
Human Resource Leadership- Exemplary
Managerial Leadership- Exemplary
Collaborative Leadership- Exemplary
Influential Leadership- Exemplary

Exemplary in all seven (7) areas- passed with a motion by Mr. Gerald Murray and a second by Mrs. Brenda Higginbotham.

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

21. Public Comment

22. Energy Manager Position (Informational Only)

Rationale:

For the past several years, Russell County Schools has partnered with Kentucky School Boards Association, McQueary County Schools, Somerset Independent Schools, Wayne County Schools, and Science Hill Independent Schools to share the cost of an energy manager. Approximately half of the salary was paid via an agreement with Kentucky Utilities. The program has ended but our current energy manager has proposed continuing the agreement at \$20,000 plus benefits to be

shared between the five cooperating school districts. I have attached an informational letter that Mr. Scott Caslow has prepared that highlights some of the work and cost savings. An agreement will need to be worked out between all the school districts prior to Russell County School Board of Education approval. At this time, this is just informational.

23. Adjournment

Order #8440 - Motion Passed: Adjournment of the meeting- passed with a motion by Mrs. Brenda Higginbotham and a second by Mr. Richard Kazsuk.

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

Chairperson

Superintendent