

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)**

Russell County Board of Education  
Central Office, January 28, 2019

The Russell County Board of Education Meeting was held at Russell County Board of Education Central Office at 6:00 PM on January 28, 2019 with the following members:

**Attendance Taken at 6:02 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 calls the Regular Board Meeting to order at 6:00 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 #8523 - 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. Election of Board Chair**

Rationale:

Russell County Board of Education Policy 01.41  
Election of Chairman and Vice-Chairman

At the first regular meeting in January following the election of Board members, the Board shall elect a chairman and vice-chairman.

Term of Office for Chairman and Vice-Chairman

The chairman and vice-chairman shall serve two (2) year terms beginning immediately following their election.

Reference: KRS 160.160

Nominations for Board Chair: Sheila Wicker

Nomination By: Brenda Higginbotham

Nomination was 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

#### 5. Election of Vice Chair

Rationale:

Russell County Board of Education Policy 01.41  
Election of Chairman and Vice-Chairman

At the first regular meeting in January following the election of Board members, the Board shall elect a chairman and vice-chairman.

Term of Office for Chairman and Vice-Chairman

The chairman and vice-chairman shall serve two (2) year terms beginning immediately following their election.

Reference: KRS 160.160

Nominations for Vice Chair: Richard Kazsuk

Nomination By: Gerald Murray

**Order #8525 - Motion Passed:** Nomination was passed with a motion by Mr. Gerald Murray and a second by Mrs. Sheila Wicker.

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

#### 6. Recognition: Russell County Education Association (RCEA) Teacher of the Month: Gary Copley

#### 7. Consent Agenda

Rationale:

- A. Meeting Minutes
- B. Payment of Bills
- C. School Activity Fund Reports
- D. Financial Report
- E. Personnel Reports
- F. Field Trips

**Order #8526 - Motion Passed:** If there are no changes or amendments I recommend approval of consent agenda items. 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

Rationale:

**Salem Elementary:**

Jaimee Garner Kindergarten Teacher  
Alexis Polston Resigned Effective January 19, 2019

**Russell Springs Elementary:**

Valerie Gregory P-5 Teacher

**Russell County Middle School:**

Cortney Clark Instructional Aide Position EBD  
Kirsty Chapman RCMS Girls Assistant Soccer Coach

**Russell County High School:**

Shanna Darnell Counselor  
Ryan Richardson Football Head Coach  
Barry Bolin Track Head Coach  
Keri Adkins Assistant Track Coach

**Food Service:**

Lona Alcorn JES-Cook/Cashier Position  
Randall Bolin Resigned-Effective January 8, 2019

**District:**

Keith Emerson Director of Food Service-  
Effective January 1, 2019  
Resigned-Effective January 1, 2019

Sarah Roy

**Lake Cumberland Area Technology Center:**

Sarah Roy Principal

**7.F. Field Trips**

Rationale:

**Jamestown Elementary:**

December 17, 2018 BOUNCE and Colton's MSD Classroom  
December 17, 2018 Post Office, Movies, McDonald's Preschool  
December 18, 2018 Post Office, Movies, McDonald's Preschool

**Russell County Middle School:**

December 13, 2018 Reward Trip-London, Ky 6th, 7th & 8th

**Russell County High School:**

January 11, 2019 Lindsey Wilson College RC Band  
January 12, 2019 Lindsey Wilson College RC Band  
January 13, 2019 Farm Machinery Show- FFA  
Louisville, KY

**Lake Cumberland Area Technology Center:**

March 6, 2019 Toyota Manufacturing, Georgetown, KY SKILLS USA

**8. Executive Session (Student Discipline KRS 61.810 (1) (f))**

Rationale:

KRS 61.810 (1) (f) permits Boards of Education to go into Executive Session for a hearing which may lead to the discipline or expulsion of a student.

**Order #8527 - Motion Passed:** I recommend we go into executive session pursuant to KRS 61.810, subsection (1) (f) for a hearing which may lead to the discipline or expulsion of a student-passed with a motion by Ms. Joy Wilson and a second by Mrs. Brenda Higginbotham. Went into executive session at 6:11 p.m.

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

**9. Resume Meeting**

Rationale:

I recommend we resume the regular board meeting.  
Time 6:25 p.m.

Statement by Sheila Wicker, Chairperson: move to adopt stipulations as discussed.  
Student ID#EX19-01 to be expelled for the remainder of the calendar year.

**Order #8528 - Motion Passed:** 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. Regular Local School Board Meetings**

Rationale:

KRS 61.820 calls for each board of education to hold at least one (1) regular meeting each month, at a time and place fixed by the board and KRS 61.820 requires that the schedule of regular meetings be made available to the public.

Approved 1-28-19

**2019-2020  
Board Meeting Schedule**

February 25, 2019	Russell County Auditorium/Natorium
March 18, 2019	Russell Springs Elementary
April 15, 2019	Salem Elementary
May 20, 2019	Jamestown Elementary
June 17, 2019	Russell County Auditorium/Natorium
June 28, 2019	Russell County Auditorium/Natorium (12:00 p.m.)
July 15, 2019	Russell County Auditorium/Natorium
August 19, 2019	Russell County Auditorium/Natorium
September 16, 2019	Russell County High School
October 21, 2019	Russell County Middle School
November 18, 2019	Russell County Auditorium/Natorium
December 16, 2019	Russell County Auditorium/Natorium
January 27, 2020	Russell County Auditorium/Natorium

**All meetings being held at the Russell County Auditorium/Natorium will be in room 114.**

\* All meeting times are 6:00 PM Central (unless changed by the board).  
\*\* January and February meeting moved forward one week due to federal holidays.

**Order #8529 - Motion Passed:** I recommend the adoption of the 2019-2020 schedule of regular meeting dates for each month, beginning in February 2019, and concluding January 2020. That each monthly board meeting be scheduled in advance and announced to the public. All other meetings would be considered special called meetings. A copy of the scheduled meetings dates for the noted time period are attached and become part of the minutes- 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

**11. Out of State and/or Over Night Trips**

Rationale:

The following groups has received approval from the Superintendent for the following out of state and/or overnight trips:

**Russell County Middle School:**

April 2-6, 2019 Washington, DC 8th Grade Class

**Russell County High School:**

February 6-8, 2019 State Bowling Competition, RCHS Bowling Team

Louisville, KY

March 24-26, 2019 KUNA-Louisville, KY Y-Club

April 4-6, 2019 KY Lake Bass Fishing Team

June 15-22, 2019 Pickwick lake, AL Bass Fishing Team

**Lake Cumberland Area Technology Center:**

March 21-23, 2019 Crowne Plaza, Louisville, KY HOSA Club

**Order #8530 - 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 Ms. Joy Wilson.

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

**12. Memorandum of Agreement - Bluegrass Professional Counseling**

Rationale:

The memorandum of agreement with Bluegrass Professional Counseling is attached for your review.

**Order #8531 - Motion Passed:** I recommend approval of the memorandum of agreement with Bluegrass Professional Counseling that has been approved by the board attorney- 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

**13. Physical Therapy Contracts**

Rationale:

Attached is the letter sent to Michelle Magness terminating the contract between M&M Physical Therapy, Inc. and the Russell County School District. Ms. Magness has moved to New Jersey.

The contract between Courtney Wade McQueary, Physical Therapist and the Russell County School District is attached for your review.

**Order #8532 - Motion Passed:** I recommend terminating the contract between M&M Physical Therapy, Inc. and recommend approval of the contract with Courtney Wade McQueary, Physical Therapist that has been approved by the board attorney-passed with a motion by Mrs. Brenda Higginbotham 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

**14. KPC Membership Agreement**

Rationale:

KPC membership including access to collective bidding, purchasing and technology services. Membership is at no cost to the Russell County Board of Education. Membership agreement is attached for your review.

**Order #8533 - Motion Passed:** I recommend that we accept the KPC membership at no cost to the Russell County Board of Education- passed with a motion by Ms. Joy Wilson 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

**15. Declare Surplus/Accept Sealed Bids: School Nutrition Items**

Rationale:

Our School Nutrition Program has several items that are no longer needed and/or no longer work.

Per Russell County Board of Education Policy 04.8: "The Superintendent shall advise the Board when certain properties are no longer needed for public school purposes. Upon receiving this report, the Board may, at such time as it deems proper and after compliance with applicable state or federal regulations, authorize the disposal of school properties through closed sealed bids, public auction, or sale for at least the fair market value established by certified appraisal. The Board reserves the right to reject any and all bids." The complete policy is available for your review per request.

**Order #8534 - Motion Passed:** I recommend that the Russell County Board of Education declare the attached list 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 Mr. Richard Kazsuk 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

**16. Russell County Board of Education Policy Revisions: Expense Reimbursement 03.225 (Classified) & 03.125 (Certified) Updates- 1st READING**

**Rationale:**

Attached are two revised policies presented for a first reading: 03.125 Expense Reimbursement (Certified Personnel) and 03.225 Expense Reimbursement (Classified Personnel). This will increase meal reimbursement rates: Breakfast \$8 (was \$7), Lunch \$10 (was \$8) and Dinner \$18 (was \$15), per Kentucky's current "non high rate areas". The policy revisions also clarify what is reimbursable, and timelines to submit documentation for reimbursement. The revised policies are attached for your review along with Commonwealth of Kentucky's Finance & Administration Cabinet's "meal reimbursement rates". A second reading will be presented at the February 2019 meeting of the Russell County Board of Education with an expected effective date of March 1, 2019.

**17. 2019-2020 School Schedule/Calendar**

**Rationale:**

The Russell County School District Calendar Committee has met to develop a draft 2019-2020 School Year Calendar/Schedule.

KRS 158.070 reads in part: "Prior to adopting a school calendar, the local board of education shall hear for discussion the school district calendar committee's recommendations and the recommendation of the superintendent at a meeting of the local board of education.

During a subsequent meeting of the local board of education, the local board shall adopt a school calendar for the upcoming school year that establishes the opening and closing dates of the school term, beginning and ending dates of each school month, student attendance days, and days on which schools shall be dismissed. The local board may schedule days for breaks in the school calendar that shall not be counted as a part of the minimum school term."

The draft 2019-2020 School Year Calendar/Schedule is attached for your review along with a copy of the input from students, parents/guardians, community members and employees of Russell County Schools regarding the draft.

**18. FY-20 Draft Budget**

**Rationale:**

According to the requirements set forth by the Kentucky Department of Education, local boards of education are mandated to review a Draft Budget by January 31 of each year.

**19. Russell County School Nutrition Wellness Report Card (2017-2018)**

**Rationale:**

KRS 158.856 requires school districts to annually assess the nutrition and physical activity environments and report the results. It also requires an opportunity for public comment and that the district's wellness policy is

monitored for compliance. The Russell County Nutrition Wellness Report Card (2017-2018) is attached for your review.

Public Forum:

January 28, 2019 4:30-5:30 PM Russell County Auditorium/Natatorium Complex

**20. Technology Update**

Rationale:

Chris Bell, Chief Information Officer will give an update on technology in the district including the number of devices.

**21. NJROTC Inspection Report**

Rationale:

Russell County High School's NJROTC Program recently completed their yearly inspection. The inspection report summary included:

AREA EVALUATED	GRADE
School System Program Report	Outstanding
Administration of Program	Above Average
Academic Program	Average
Reports and Records	Outstanding
Cadet Performance	Above Average
Student Mentorship	Above Average
OVERALL UNIT GRADE	ABOVE AVERAGE

The entire inspection report is included for your review.

**22. RCHS Bass Fishing Team Request for Assistance**

Rationale:

Attached is the email Mr. Stephen Roy sent on January 24, 2019 to Mr. Michael Ford:

The Russell County Fishing Team is in need of financial support for the upcoming season. Mr. Roy listed three of the National Championship tournaments they have qualified for this year.

6/18-22/2019- Pickwick Lake, Alabama, we have 1 High school team going to FLW/TBF National Championship. Room cost \$1040.00

July 2019- KY Lake, Paris Landing, TN- Bassmasters National Championship, we have 1 High school team going. Room cost \$1,225.00

July 2019-Carol County Lake, TN- Bassmasters Junior National Championship, we have 1 team going. Room cost \$600.00

This is a total of \$2,865.00

**23. Fundraiser**

Rationale:

The following group has received approval from the superintendent for the listed fundraiser:

Russell Springs Elementary-

February 1-15, 2019

World's Finest Chocolate- Moonpies

**Order #8535 - Motion Passed:** I recommend approval of the school wide fundraiser- 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

