

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

Salem Elementary, April 15, 2019

The Russell County Board of Education Meeting was held at Salem Elementary at 6:00 PM on April 15, 2019 with the following members:

Attendance Taken at 6:01 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 #8570 - Motion Passed: If there are no corrections or amendments, I recommend the agenda be approved as presented-passed with a motion by Ms. Joy Wilson and a second by Mrs. Brenda Higginbotham.

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

4. Presentation by Salem Elementary School

5. Recognition: Russell County Education Association (RCEA) Teacher of the Month: Kim Weston

6. Campbellsville University 2019 Excellence in Teaching Award Recipients: Rebecca Skaggs (Elementary) Travis Miller (Middle) Greg Allen (High School)

7. Lake Cumberland Regional College and Workforce Center-Proposed Utilities Change Orders

Rationale:

Provide & Install All Additional Conduits for Underground Electric & Communication:

| | |
|--|---------------|
| Fayette Electrical Service: | \$ 34,369.10 |
| Duo-Broadband Utility Fees (revised): | \$ 22,053.73 |
| Kentucky Utilities Company Fees (included in bid): | (\$30,000.00) |
| KU waived any additional fees for underground electric | |
| Construction Management Fee: | \$528.46 |
| Proposal Request Total: | \$26,951.29 |

Order #8571 - Motion Passed: I recommend the Russell County Board of Education accept proposal request #2 total \$26,951.29 as noted in the attached paperwork, and authorize the Superintendent to execute change order with Fayette Electrical Service and Duo-Broadband- passed with a motion by Mr. Richard Kazsuk and a second by Ms. Joy Wilson.

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

8. Lake Cumberland Regional College and Workforce Center-Proposed Waterline Relocation

Rationale:

This change order is necessary to tap into an existing waterline along Erik Lane (next to the project) and will aid in water flow and fire suppression services.

Discussion:

No additional cost to the Russell County Board of Education.

9. 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 #8572 - Motion Passed: If there are no changes or amendments I recommend approval of consent agenda items- 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 |

Rationale:

Jamestown Elementary:

| | | |
|-----------|---|--------------|
| 3-29-2019 | Wolf Creek National Fish Hatchery-ECO Day | 4th Grade |
| 5-13-2019 | Wolf Creek National Fish Hatchery | Kindergarten |

Russell Springs Elementary:

| | | |
|-----------|---|-----------|
| 3-29-2019 | Wolf Creek National Fish Hatchery-ECO Day | 4th Grade |
| 4-30-2019 | Kentucky Science Museum, Louisville, KY | 2nd Grade |

Russell County Middle School:

| | | |
|-----------|---|-----------------------|
| 4-11-2019 | The Rock, Russell Springs, KY | Exceptional Education |
| 4-12-2019 | The Rock, Russell Springs, KY | Exceptional Education |
| 4-12-2019 | Mini Indy | Library/AR |
| 4-25-2019 | Civil War Museum & My Old Kentucky Home | 7th & 8th Gifted |

Lake Cumberland Area Technology Center:

| | | |
|-----------|---|--------------------------------|
| 4-12-2019 | Dr Schneiders Tour | LCATC Students |
| 4-17-2019 | John Sherman Cooper Power Station, Burnside, KY | Welding & Electricity Class |

Salem Elementary:

| | | |
|-----------|-----------------------------------|--------------|
| 5-2-2019 | EKU Hummel Planetarium | 2nd Grade |
| 5-6-2019 | Ralphie's Fun Center | 1st Grade |
| 5-7-2019 | Wolf Creek National Fish Hatchery | Kindergarten |
| 5-16-2019 | Jump Air Zone | 3rd Grade |
| 5-17-2019 | Beech Bend Amusement Park | 5th Grade |
| 5-20-2019 | Mammoth Cave National Park | 4th Grade |

10. 2019-2020 District Staffing and SBDM Allocation Policy

Rationale:

The Russell County Board of Education shall notify each council of the school's final staffing and SBDM allocation for the next fiscal year (school year 2019-2020) by May 1.

Order #8573 - Motion Passed: I recommend the approval of the final staffing formula, SBDM allocations and the staffing and allocation policy for the 2019-2020 school year and that the formula becomes part of the minutes- passed with a motion by Ms. Joy Wilson and a second by Mrs. Brenda Higginbotham.

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

11. FY-20 Salary & Extra Service Salary Schedules

Rationale:

The Russell County 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 Russell County 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 #8574 - Motion Passed: I recommend adoption of the attached salary and extra service salary schedules as presented- passed with a motion by Mr. Richard Kazsuk and a second by Mrs. Brenda Higginbotham.

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

12. Capital Funds Request

Rationale:

For the 2018-2019 school year, school districts are allowed to request the use of Capital 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 Funds for FY-19 for property insurance, KISTA bus payments, electricity costs and purchase of vehicles.

Order #8575 - 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 Funds for property insurance, KISTA bus payments, electricity costs, purchase of vehicles- 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 |

13. Auditor Proposals

Rationale:

In accordance with Kentucky Department of Education guidelines, all school districts must have an independent audit of financial practices. Therefore, an audit firm must be selected to provide such service. Requests for Proposals were sent out to five different companies and two responded.

White & Associates, PSC-Richmond, KY

White and Company, PSC-Lebanon, KY

The Russell County Board of Education received a copy of each proposal with their board packet.

Order #8576 - Motion Passed: I recommend we contract with White & Company to conduct FY-19 Audit of financial practices for \$19,500- passed with a motion by Mr. Gerald Murray and a second by Ms. Joy Wilson.

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

14. Revised Job Descriptions

Rationale:

We are continuing to revise and update job descriptions. Attached are two job descriptions: Director of Federal Programs and Director of Curriculum/Instruction & State Programs.

Order #8577 - Motion Passed: I recommend the job descriptions be approved as presented- passed with a motion by Ms. Joy Wilson and a second by Mr. Gerald Murray.

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

15. Cumberland Family Medical Center, Inc. School Based Satellite Clinic Agreement (Healthy Kids Clinic)

Rationale:

The 2019-2020 Cumberland Family Medical Center, Inc. School Based Satellite Clinic Agreement (Healthy Kids Clinic) is attached for your review. Cumberland Family Medical Center will now pay 70% of the total cost for the school nurses from 60% for 2018-2019 SY

Order #8578 - Motion Passed: I recommend the 2019-2020 Cumberland Family Medical Center, Inc. School Based Satellite Clinic Agreement (Healthy Kids Clinic) be approved as presented- passed with a motion by Mr. Richard Kazsuk and a second by Mr. Gerald Murray.

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

16. Updated Certified Evaluation Plan

Rationale:

The Russell County Schools Certified Evaluation Plan has been reviewed and updated as required by state statute and regulation. The revised plan is to be approved by the Russell County Board of Education.

Order #8579 - Motion Passed: I recommend approval of the Russell County Schools Certified Evaluation Plan along with the accompanying assurances- passed with a motion by Mr. Gerald Murray and a second by Mrs. Brenda Higginbotham.

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

17. Out of State and/or Over Night Trips

Rationale:

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

Russell County High School:

| | | |
|------------------|--|----------------|
| May 2, 2019 | The Frist, Nashville, TN | RCCHS Art Club |
| June 11-13, 2019 | State FFA Convention, Lexington, KY | FFA |
| July 8-12, 2019 | KY FFA Leadership Training Center Hardinsburg, KY | FFA |

Lake Cumberland Area Technology Center:

| | | |
|--------------|-------------------------|------------------------|
| May 10, 2019 | Kings Island, Mason, OH | Industrial Maintenance |
|--------------|-------------------------|------------------------|

Order #8580 - Motion Passed: I recommend approval of the out of state and/or overnight trips- passed with a motion by Mrs. Brenda Higginbotham and a second by Ms. Joy Wilson.

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

18. Memorandum of Understanding

Rationale:

The attached memorandum of understanding (MOU) has been presented by Kent Wicker, Karen Quinn and the Wicker Quinn Family Foundation, Inc. and provides much needed funding for the district's gifted & talented program. A chart from the MOU is below and the funding is available for two years beginning with SY 2019-2020.

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|---|-----------|
| Support per year | |
| Additional Gifted Students Teacher | \$ 57,500 |
| Transportation and fees for Gifted Students Field Trips | \$ 2,000 |
| Scholarships for Summer Programs | \$ 10,000 |
| Equipment and Enrichment Activities | \$ 5,500 |
| Total per year | \$ 75,000 |

Order #8581 - Motion Passed: I recommend that the Memorandum of Understanding, that has been reviewed by the board attorney, be accepted as presented- 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 | Abstain |

19. Public Comment

20. Personnel Reports

Rationale:

| | | |
|----------------|----------------|------------------------------------|
| Macy Johnson | RGHS | Assistant Volleyball Coach |
| Tonya Adams | Central Office | Retiring- Effective April 30, 2019 |
| Jackie West | Bus Driver | Retiring-Effective June 30, 2019 |
| Natasha Wooten | Salem Elem. | Custodial Position (6 hours) |

21. Adjournment

Order #8582 - Motion Passed: Adjournment of the meeting passed with a motion by Mrs. Brenda Higginbotham and a second by Ms. Joy Wilson.

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

Sheila Wicker-Chairperson

Michael Ford-Superintendent