

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

Russell County Auditorium/Natatorium (Room 114), June 28, 2019

The Russell County Board of Education Meeting was held at Russell County Auditorium/Natatorium (Room 114) at 12:00 PM on June 28, 2019 with the following members:

Attendance Taken at 12:00 PM:

Present Board Members:

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

Absent Board Members:

Ms. Joy Wilson

A sign in sheet was available for the public.

1. Call to Order

Rationale:

The Chair calls the Regular Board Meeting to order at 12:00 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:

Today's meeting agenda is provided for your review.

Order #8602 - 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	Yes

4. Consent Agenda

Rationale:

- A. Meeting Minutes
- B. Payment of Bills

Order #8603 - 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 Mrs. Brenda Higginbotham.

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

5. 2019-2020 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 2019-2020 District Funding Assurances are attached for your review.

Order #8604 - Motion Passed: I recommend that the Russell County Board of Education accept the 2019-2020 district funding assurances 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 Kzsuk	Yes
Mrs. Sheila Wicker	Yes

6. FY-20 Pay Dates

Rationale:

It is necessary for the board to set pay dates for FY-20.

Pay Dates for FY20

July 1, 2019—June 30, 2020

July 15, 2019 Monday

August 1, 2019 Thursday

August 15, 2019 Thursday

August 30, 2019 Friday September 1 is a Sunday, September 2 is Labor Day

September 16, 2019 Monday September 15 is a Sunday

October 1, 2019 Tuesday

October 15, 2019 Tuesday

November 1, 2019 Friday

November 15, 2019 Friday

December 2, 2019 Monday December 1 is a Sunday

December 16, 2019 Monday December 15 is a Sunday

January 2, 2020 Thursday January 1 is New Year's Day

January 15, 2020 Wednesday

January 31, 2020 Friday February 1 is a Saturday

February 14, 2020 Friday February 15 is a Saturday

March 2, 2020 Monday March 1 is a Sunday

March 16, 2020 Monday March 15 is a Sunday

April 1, 2020 Wednesday

April 15, 2020 Wednesday

May 1, 2020 Friday
May 15, 2020 Friday
June 1, 2020 Monday
June 15, 2020 Monday
June 30, 2020 Tuesday

Note: FY20 pay for employees with 240 days of employment will begin on July 15, 2019. FY20 pay for employees with extended days beyond 185 (certified) or 174 (classified) will begin on August 15, 2019. FY20 pay for employees with either 185 (certified) or 174 days (classified) will begin on August 30, 2019.

Order #8605 - Motion Passed: I recommend the approval of the FY-20 pay dates as presented- 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

7. Bond of Depository

Rationale:

KRS 160.570 and 702 KAR 3:090 require each local board of education-designated depository of funds to execute a bond for the faithful performance of its duties. The bond shall be approved by the local school board of education and the Commissioner of Education. First National Bank has pledged \$ 16,410,000.00 on the Bond of Depository.

Order #8606 - Motion Passed: I recommend approval of the Bond of Depository in the amount of \$16,410,000.00 for our accounts at First National Bank- 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

8. 2019-2020 Principal's Combined Budgets

Rationale:

Each year, principals are required to submit their school's budget.

Order #8607 - Motion Passed: I recommend approval of the 2019-2020 principals 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	Yes

9. 2019 KSBA Policy Updates (#42)- 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 17, 2019 meeting of the Russell County Board of Education.

Order #8608 - Motion Passed: I recommend approval of the KSBA Policy updates- passed with a motion by Mr. Richard Kazsuk 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

10. 2019-2020 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 #8609 - Motion Passed: I recommend the adoption of the 2019-2020 Student Code of Acceptable Behavior and Attendance Policy- 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

11. Annual Board Action for Emergency Teacher and Emergency Substitute Teacher Certification.

Rationale:

KRS 161.100 and KRS 161.102 calls for each board of education to approve one-year emergency certification for teachers of specified areas of critical shortage in order to fill unanticipated vacant teacher positions, which may occur prior to and after the opening of the upcoming 2019-2020 school year, and approve emergency certification for non-certified substitute teachers who are hired to broaden the substitute pool to cover classes when teachers are absent.

Order #8610 - Motion Passed: I recommend approval of the Annual Board Action for Emergency Teacher/Substitute Teacher Certification- passed with a motion by Mr. Richard Kazsuk 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

12. Application for Adjunct Instructor Certificate/Rate of Pay

Rationale:

Introduction: KRS 161.046 and KRS 161.048 calls for each board of education to approve part-time positions and the positions be filled by the best qualified candidate(s) available, as determined by the factors of academic preparation, prior teaching experience or related educational work, exceptional work experience, and personal attributes compatible with the demands of the teaching profession, and the specialty area for which certification is sought. The employment of this person in this part-time position will not result in the displacement of a qualified teacher with a regular certificate who is already employed in the district for the 2019-2020 school year. Applicants must sustain good moral character and is at least 18 years of age. All applicable background checks must be conducted on all applicants.

The application for adjunct instructor is needed for our EMT class that is going to continue at Russell County High School. Local paramedics will teach the class at the rate of \$20.00 per hour, for 5 hours of instruction per week and 2 hours of planning per week for a total of 7 hours per week. Additional instructors are occasionally present depending upon the skill being taught.

Order #8611 - Motion Passed: I recommend approval of the adjunct instructor certificate and that the adjunct instructors be paid \$20.00 per hour, for 5 hours of instruction per week and 2 hours of planning per week for a total of 7 hours per week. Additional instructors are occasionally present depending upon the skill being taught and will be paid at the \$20.00 per hour rate- 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

13. Contract/Memorandum of Agreements Approval

Rationale:

The following contracts/memorandum of agreements are attached for your review.

- Community Foundation of Louisville-Bounce Rural Kentucky
- University of the Cumberlands- Student Teaching
- Commonwealth of Kentucky-FY20 Community Education Grant

Order #8612 - Motion Passed: I recommend approval of the contract and/or memorandum of agreements that have 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 Yes

14. Revised Job Descriptions

Rationale:

Attached are three revised job descriptions: Striving Readers Comprehensive Literacy / Title I Literacy Specialist (amended terms of employment to 205 days), Curriculum and Instructional Coach (amended to be a district wide position) and Technology Assistant (2nd position)

Order #8613 - Motion Passed: I recommend that the Russell County Board of Education approve the revised job descriptions as presented and that the additional technology assistant position be filled- 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

15. Amendment to Classified Salary Schedule

Rationale:

The administrative assistant at the Russell County Schools Auditorium Complex is currently working a 180 day contract, additional days are needed due to the events/activities that take place at the ANC.

Order #8614 - Motion Passed: I recommend that the Russell County Board of Education approve an amendment to the classified salary schedule so that a 200 day contract is provided for the administrative assistant position at the Russell County Schools Auditorium/Natatorium Complex. passed with a motion by Mr. Richard Kazsuk 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. Nonresident Contract

Rationale:

Contracts are required by KRS 157.350, which reads in part: "Each district which meets the following requirements shall be eligible to share in the distribution of funds from the fund to Support Education Excellence in Kentucky. (4) Includes no nonresident pupils in its average daily attendance, except by written agreement with the district of the pupils' legal residence.." Districts to enter into nonresident contract include:

Casey County--- for the school year 2019-20

5/5 Students attending Casey Co. residing in Russell Co.

Order #8615 - Motion Passed: I recommend approval of the non-resident contract with the Casey County District for the 2019-20 school year and authorize the state funds to follow students where they are attending school- 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

17. 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, a list is attached.

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 attached.

Order #8616 - 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 Mr. Gerald Murray.

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

18. Waiver of Liability Approval

Rationale:

Jonathan Oakes has requested permission to mow the fields around Russell Springs Elementary School in exchange for the hay--there will not be an exchanged of money. The attached waiver of liability, once approved by the board, will be signed by Mr. Oakes.

Order #8617 - Motion Passed: I recommend the waiver of liability form be approved as presented and provided to Mr. Oakes for his signature- 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

19. 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 #8618 - Motion Passed: I recommend we go into executive session pursuant to KRS 61.810, subsection (1)(k) for preliminary discussion of Superintendent Ford's annual evaluation- 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

20. Resume Meeting

Rationale:

I recommend we resume the regular board meeting.

Time 1:04 p.m.

NO ACTION TAKEN

Order #8619 - Motion Passed: Resume at 1:04 passed with a motion by Mr. Richard Kazsuk 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

21. 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 #8620 - Motion Passed: Superintendent Ford's Summative Evaluation: See accompanying summative evaluation form. (Attached)

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. Richard Kazsuk 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

22. Personnel Reports

Rationale:

Whitney Coe	JES MSD Exceptional Education Teacher
Sarah Paige Coffey	JES MSD Instructional Assistant
Christopher Willis	JES Head Custodian
Lisa Willis	RCMS English Language Arts Teacher
Susan Stringer	RCMS Assistant Principal
Angel Reeder	RSES Preschool Teacher/Resigned-Effective June 30, 2019
Greg Hammond	RCHS Social Studies Teacher/Assistant Football Coach
Karen H. Brought	Bus Driver/Resigned-Effective July 1, 2019
Suzette Stephens	Gifted & Talented Teacher
Tonya Rexroat	RCMS Head Softball Coach/Resigned-Effective June 24, 2019
Tim Grider	RCHS Assistant Softball Coach/Terminated-Effective June 20, 2019
Ron McBeath	RCHS Head Softball Coach/Terminated-Effective June 20, 2019

23. Public Comment

24. Adjournment

Order #8621 - 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

Sheila Wicker- Chairperson

Michael A. Ford- Superintendent