

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)**

Russell County Board of Education Meeting  
was held at Russell County Auditorium/Natatorium,  
May 17, 2021

May 17, 2021 with the following members:

**Attendance Taken at 5:05 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. Pledge of Allegiance/Prayer**

**2. Call to Order**

Rationale:

The Chair calls the Regular Board Meeting to order at 5:03 P.M.

**3. Roll Call**

Rationale:

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

**4. Adoption of Agenda**

Rationale:

Meeting agenda is provided for your review.

**Order #8894 - 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	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

**5. Public Comment**

**6. Special video message from Kevin Williams (Kevin's Kids)**

**7. Presentation of Grotrian Piano Donated By the Wicker Quinn Family Foundation (Hannah England, District Gifted/Talented Coordinator/Teacher & Asa Woodcock, Russell County Middle School student)**

**8. Recognition**

**8.A. KSBA Board Member Academy of Studies**

**8.B. Campbellsville University 2021 Excellence in Teaching Award Recipients:**  
**Stephanie Coffey (Elementary)**  
**Brooke Bartrug (Middle School)**  
**Bethany Garmon (High School)**

**8.C. WKU Nomination for Outstanding Teacher- Lindsay Gibson**

**9. Consent Agenda**

Rationale:

- A. Meeting Minutes
- B. Payment of Bills
- C. Construction Funds
- D. School Activity Fund Reports
- E. Financial Report
- F. Field Trips
- G. Treasurer's Monthly Report April 2021

4-22-2021	RCHS Laker Swim Team	State Swim Meet/Bowling Green, KY
5-13-2021	RCHS Cheerleaders	KHSAA State Cheer Competition
5-10-2021	RCHS Student	Somerset Community College/CNA Test
5-13-2021	SES- 5th Grade	Lake Cumberland State Park

**Order #8895 - 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	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

**10. Lake Cumberland Regional College & Workforce Center Proposal Request 28 (Fire Alarm Systems)**

Rationale:

The new Lake Cumberland Regional College & Workforce Center is considered a separate building even though it is attached to Russell County High School. There is a two hour fire rating between the two building so by code the fire alarms in each building are not required to be synced. Proposal Request 28 will sync the two fire alarms together; if the fire alarm goes off in the Lake Cumberland Regional College & Workforce Center it will also go off in Russell County High School and vice versa. I believe this provides an added level of protection for our student and faculty & staff. The proposal request with pricing is attached for your review-total cost of \$8,562.61.

**Order #8896 - Motion Passed:** I recommend that proposal request 28 for Lake Cumberland Regional College & Workforce Center be approved as presented and authorize Superintendent Ford to complete the change order forms- 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

**11. 2021-2022 Tentative Budget**

Rationale:

KRS 160.470 requires local boards of education to adopt a Tentative Budget. The FY-22 Tentative Budget has been attached for your review. The working budget will be presented in September.

Fund I budget:

Expenditures \$21,500,000.

Revenues \$21,500,000.

**Order #8897 - Motion Passed:** I recommend approval of the FY-22 Tentative Budget in the amount of Expenditures \$21,500,000. Revenues \$21,500,000. 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

**12. Capital Funds Request**

Rationale:

For the 2020-2021 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 in the amount of \$613,832 for FY-21 for the purchase of buses and other equipment, installation of an additional freezer at RSES and property insurance.

**Order #8898 - 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 in the amount of \$613,832 for FY-21 for the purchase of buses and other equipment, installation of an additional freezer at RSES and property insurance- 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. 2021-2022 Principal's Combined Budgets**

Rationale:

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

**Order #8899 - Motion Passed:** I recommend approval of the 2021-2022 principal's combined budgets for each school- 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

**14. Workers Compensation for School Year 2021-2022**

Rationale:

The attached quote from Curneal & Ignite Insurance Agency is for Russell County Schools to continue with Kentucky Employers' Mutual Insurance (KEMI) for workers compensation for school year 2021-2022 with an estimated premium of \$88,813.76.

**Order #8900 - Motion Passed:** I recommend approval of the 2021-2022 principal's combined budgets for each school- 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

**15. Head Custodian Position for Lake Cumberland Regional College & Workforce Center**

Rationale:

The Lake Cumberland Regional College & Workforce Center is a state ran facility and the Kentucky Department of Education pays for one custodian. Due to the size of the building and the offering of evening classes an additional custodian is needed.

**Order #8901 - Motion Passed:** I recommend that a head custodian position (8 hours per day/240 days) position be created for Lake Cumberland Regional College & Workforce Center- 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

**16. Computer Science (Information Technology) Position at Russell County High School (\*per Work Ready Skills Initiative Grant)**

Rationale:

When Russell County Schools wrote the Work Ready Skills Initiative Grant our plan included providing an additional computer science (information technology) position for Russell County High School to be housed in the Lake Cumberland Regional College & Workforce Center. The board can provide a discretionary position to Russell County High School's certified teacher allocation.

**Order #8902 - Motion Passed:** I recommend that the Russell County Board of Education approve a discretionary certified position for computer science (information technology) teacher at Russell County High School- 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

**17. Revised Job Descriptions**

Rationale:

Attached are two job descriptions for your review and approval. The instructional coach job description has been revised to update position responsibilities. The instructional assistant job description will be for the primary instructional assistants that the board allocated at April's school board meeting.

**Order #8903 - Motion Passed:** I recommend the revised job descriptions 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

**18. Approve SB 128 Assurances (accept school year 2020-2021 "do over" requests)**

Rationale:

SB 128 was passed by the Kentucky legislature during the 2021 legislative session and subsequently signed into law by Governor Beshear. The law allows parents/guardians or students 18 years and older to request a "do over" year relative to the 2020-2021 school year. Each local school districts must approve all requests or deny all requests, students can't be approved or denied individually. In accordance with student confidentiality, individual student names are not released.

The attached assurances relative to SB 128 were provided by the Kentucky Department of Education and are attached for your review and approval.

Total Requests:

Russell County High School-10  
Russell County Middle School-17  
Jamestown Elementary School-12  
Salem Elementary School-5  
Russell Springs Elementary School-15  
Russell County Schools can easily accommodate that number of students across the grade ranges.

NOTE: A higher # originally submitted requests but have since withdrawn  
In addition to the required assurances, three documents are attached: SB 128 bill, KDE's FAQ document and KDE's Guidance Document

**Order #8904 - Motion Passed:** I recommend approval of the SB 128 assurances and accept all parent/guardian and/or student "do over" requests- 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

**19. Professional Leave of Absence**

Rationale:

Joel Wolford has been serving as Vice-President of Kentucky Education Association and has requested a professional leave of absence for the 2021-2022 School Year-his letter of request is attached.

**Order #8905 - Motion Passed:** I recommend that the Russell County Board of Education grant Joel Wolford a professional leave of absence, without pay, for the 2021-2022 school year-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

**20. Contracts/Memorandum of Agreements Approval**

Rationale:

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

- 20.A. Green River Regional Educational Cooperative (GRREC)
- 20.B. Cumberland Family Medical Center, Inc.
- 20.C. Lake Cumberland Community Action Agency Head Start
- 20.D. White & Company, P.S.C.
- 20.E. Commonwealth of Kentucky- FRYSC
- 20.F. Vision Itinerant Services Contract-Reed Braille Co.

**Order #8906 - 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 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

**21. Russell County Schools SY 2021-2022 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 and will be in effect for the 2021-2022 school year. The district team has already met and reviewed it.

**Order #8907 - Motion Passed:** I recommend approval of the Russell County Schools Certified Evaluation Plan along with the accompanying assurances- 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

**22. Personnel Reports**

Rationale:

Courtney Polston	Hired- SES Custodial Position
Dalton Robertson	Hired- RCMS Science/Social Studies Teacher
Lindsey Brockman	Transfer- RCHS Science Position
David Mike Lewis	Hired-Alternative School Teacher
Tammy Emerson	Retiring- Effective June 1, 2021
Pamela Robertson	Retiring- Effective June 30, 2021
Tobie Voils	Retiring- Effective July 1, 2021
Anthony Darnell	Resigning- Effective June 2, 2021
Shanna Darnell	Resigning-
Holly Coffey	Resigning- Effective

**23. Superintendent's Report**

**24. Adjournment**

**Order #8908 - 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	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Mrs. Sheila Wicker	Yes

---

Chairperson

---

Superintendent