

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

Russell County Schools Special Called Meeting
was held at Russell County Schools Auditorium/Natatorium Complex
Room 114

August 16, 2021 @ 12:00 PM

*The regularly scheduled 5:00 PM August meeting of the Russell County Board of Education is cancelled due to Russell County Middle School & Russell County High School open houses.

August 16, 2021 with the following members:

Attendance Taken at 12:01 PM:

Present Board Members:

Mr. Gerald Murray
Ms. Joy Wilson
Mrs. Brenda Higginbotham
Mr. Richard Kazsuk
Ms. 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 Special Called Board Meeting to order at 12:00 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 #8965 - 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 Mr. Richard Kazsuk.

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

5. Public Comment

6. Consent Agenda

Rationale:

A. Meeting Minutes- July 19, 2021, July 29, 2021 & August 11, 2021

- B. Payment of Bills
- C. Construction Funds
- D. School Activity Fund Reports
- E. Financial Report
- F. Field Trips
 - August 13, 2021
 - NJROTC
 - Owenboro Air Show

G. Treasurer's Monthly Report- July 2021

Order #8966 - 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. Gerald Murray.

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

7. Change Orders-Lake Cumberland Regional College & Workforce Center

Rationale:

Attached are three change orders for Lake Cumberland Regional College & Workforce Center:

- 1) Add Laser Exhaust Duct & Cap \$1,978.00 (Proposal Request #29)
 - 2) Construction Management (CM) fee on Proposal Request #29 and #28* \$171.25 + \$ 39.56= \$210.81
- *The change order proposal for the fire alarm integration with Fayette Electrical was approved at the May 17, 2021 board meeting but not the related CM fee

Order #8967 - Motion Passed: I recommend the noted change orders for Lake Cumberland Regional College & Workforce Center be approved as presented and authorize Superintendent Ford to complete the necessary paperwork- 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
Ms. Sheila Wicker	Yes

8. Fair Labor Standards Act Exempt or Non-Exempt Status for All Job Descriptions

Rationale:

The Fair Labor Standards Act (FLSA) notes that depending upon a job classification an employee may be exempt or non-exempt for overtime compensation. I am proposing that the attached employee job duties list be approved as presented as an addendum to all applicable job descriptions to clarify which positions are exempt or non-exempt regarding overtime pay.

Order #8968 - Motion Passed: I recommend that all applicable job descriptions be amended to reflect whether or not the position is exempt or non-exempt for overtime compensation- 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
Ms. Sheila Wicker	Yes

9. Amendment to 21-22 Allocation Policy

Rationale:

I propose the following changes to the 21-22 allocation policy:
 Change the 6 hour custodian position at Salem Elementary School to 8 hour position.
 Change the 7 hour custodian position at Russell County Middle School to 8 hour position.
 Change the 6 hour custodian position at Russell County Middle School to 7 hour position.

Order #8969 - Motion Passed: I recommend the noted changes be made the the 21-22 allocation policy- 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
Ms. Sheila Wicker	Yes

10. 2021-2022 Tax Rates (Propose To Leave Rates Unchanged)

Rationale:

KRS 160.470 requires local school boards of education to set tax rates within forty-five (45) days of receipt of certified property assessments (we received the attached rate report on August 4, 2021). Our current tax rate is 52.2 for real estate and 52.2 for personal property (tangible). I am proposing that we leave the tax rate unchanged with tax rates of 52.2 for real estate and 52.2 for personal property. The proposed rate must be advertised for two consecutive weeks, hearing is to be held 7-10 days after the 2nd advertisement and is then usually adopted immediately following the hearing and prior to the 45 day deadline.

The current motor vehicle tax: 52.2

The current utility tax: 3%

The tax reports from the Kentucky Department of Education and the proposed notice of tax hearing are attached for your review.

Order #8970 - Motion Passed: I recommend that there be a tax hearing scheduled for Monday, September 2, 2021 at 4:30 PM (CDT) and a special called board meeting immediately following at 5:00 (CDT) PM at the Russell County Auditorium/Natatorium Complex for the proposed tax rate of 52.2 for the 2021-2022 Real Estate & Personal Property (Tangible) Tax Rates and that the other tax rates (motor vehicle 52.2 and utility 3%) also remain the same- 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
Ms. Sheila Wicker	Yes

11. Memorandum of Agreements

Rationale:

The following memorandum of agreements is attached for your review.

- A. Municipal Advisory Services Agreement- RSA Advisors, LLC.
- B. FY22-Community Education Grant- Commonwealth of Kentucky
- C. Bluegrass Professional Counseling
- D. Serenity Counseling Services
- E. Somerset Mental Health, PSC
- F. Education and Workforce Development Cabinet Office of Vocational Rehabilitation

Order #8971 - Motion Passed: I recommend approval of the memorandum of agreements 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
Ms. Sheila Wicker	Yes

12. 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.."

District to enter into nonresident contract:

Russell County---for the school year 2022-2023

11/11 Students attending Russell Co. residing in Adair Co. School District

Order #8972 - Motion Passed: I recommend approval of the non-resident contract with the Adair County School District for the 2022-2023 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	Yes
Mrs. Brenda Higginbotham	Yes
Mr. Richard Kazsuk	Yes
Ms. Sheila Wicker	Yes

13. Quarantine Leave Regulation/Resolution

Rationale:

On August 5, 2021 the Kentucky Board of Education (KBE) approved an emergency regulation entitled "District Employee Quarantine Leave". This regulation does not take effect and have the force of law until it is filed at the Legislative Research Commission. It states that each district SHALL provide paid quarantine leave to all eligible employees, if the employee 1) has been placed in quarantine by a medical professional, health department, school district, etc.; and 2) has been vaccinated against COVID-19 (or if they "present a statement from a treating medical professional that a disability prevents the employee from taking the COVID-19 vaccine, or is prevented from taking the COVID-19

vaccination based on sincerely held religious belief"). This emergency regulation will apply only during the 2021-2022 school year, and only relates to quarantine for COVID-19 and its variants. However, the regulation gives some discretion to local districts/boards on three issues which may require local action. The regulation says that:

"A school district, at its discretion, may determine quarantine leave is unnecessary when an employee can fulfill his or her job duties remotely during the quarantine period"; and

"In order to shorten the quarantine period, a school district may require an employee on quarantine leave to undergo a COVID-19 test at the district's expense and provide the results to the district. Such test shall occur no sooner than the earliest date recommended by [CDC and state DPH] quarantine guidelines. A district may require an employee testing negative for COVID-19 to return to work in accordance with [CDC and DPH] quarantine guidelines; and

"A school district may require the employee to provide written documentation from the entity placing the employee in quarantine."

The Kentucky Schools Board Association (KSBA) suggests that if a district/board wants to implement any of the three above options, that either a resolution be adopted by the board indicating such, or at least adopt a motion to this effect in a meeting and record it in detail in the meeting minutes. The resolution drafted by KSBA, the guidelines and emergency regulation are all attached for your review.

Order #8973 - Motion Passed: I recommend the attached Resolution of the Russell County Board of Education Relating to Quarantine Leave during the 2021-2022 School Year pursuant to 702 KAR 1:191E be approved as presented- 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
Ms. Sheila Wicker	Yes

14. Declare Surplus/Accept Sealed Bids: Three School Buses

Rationale:

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."

As part of the Volkswagen Settlement agreement school districts received partial reimbursement on new buses but an equivalent number of buses had to be removed from service and made inoperable.

Bus #s 2031, 2032, and 135 were removed from service and need to be declared surplus for bids.

Verification has to be provided that the buses were rendered inoperable so the buses can only be sold for salvage and not for road use-the verification form is attached.

Order #8974 - Motion Passed: I recommend that the Russell County Board of Education declare the three school buses noted as surplus property and authorize Superintendent Ford and/or his designee to advertise for sealed bids with the

option to reject any/all bids and that the disposal of the school buses are in accordance with the Energy & Environment Cabinet Office of Energy Policy Volkswagen Settlement- 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
Ms. Sheila Wicker	Yes

15. Out of State and/or Over Night Trips

Rationale:

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

Russell County Band:

September 17-19, 2021	Bands of America, Powder Springs, GA.
February 2-5, 2022	KMEA All-State Band & Conference, Louisville, KY

*January 2022 (Overnight) WKU Honors Band, Bowling Green, KY. DATES TBA
*February 2022 (Overnight) MSU Quad State Honor Band, Murray, KY DATES TBA
*Will update when dates has been set.

Order #8975 - 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 Mr. Richard Kazsuk.

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

16. Waiver of Liability Approval

Rationale:

Larry McGowan 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. McGowan.

Order #8976 - Motion Passed: I recommend the waiver of liability form be approved as presented and provided to Mr. McGowan for his signature- 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
Ms. Sheila Wicker	Yes

17. DATA Security

Rationale:

702 KAR 1:170 requires the district to review the Data Security and Breach Notification Best Practice Guide and acknowledge such in a public board meeting

prior to August 31 of each year. The guide may be found at <http://education.ky.gov/districts/tech/Pages/Best-Practice.aspx>.

The District shall acknowledge to the Board in a public meeting prior to August 31 of each year, that the District has reviewed the Data Security and Breach Notification Best Practice Guide and implemented best practices that meet the needs of personal information reasonable security in the District

18. Personnel Reports

Rationale:

Rebecca Godbey	JES- Transfer from Food Service to Instructional Assistant
Kaitlin Tucker	JES- Instructional Assistant-Special Education
Whitney Tenelle Wilson	JES- Instructional Assistant
Jeannie Hall	JES- Transfer from Food Service to Instructional Assistant
Mariah Peters	JES- Resigned
Lindsay Stephens	RSES- RTI/Interventionist
Janet Wall	RSES- Primary Instructional Assistant
Velma Rooks	SES- Custodian
Leah Kerr	SES- RTI/Interventionist
Kristina Villanueva	RCMS- RTI/Interventionist
Emily Espinal	RCMS- Math Position (6th-8th)
Lance Williams	RCMS- Exceptional Education Teacher
Garrett Stephens	RCMS- Assistant Baseball Coach
Gabby Naylor	RCMS- Cheer Coach
Jedidiah Webb	RCMS- Assistant Football Coach
Shanna Tarter	RCHS- Principal
Doug Holmes	RCHS- Assistant Principal
Jennifer Hardwick	RCHS- Laker Success Academy Teacher
Lynn Walters	RCHS- Exceptional Education Teacher
Greg Lundy	RCHS-Head Basketball Coach
Dwight Richards	RCHS- Alternative Suspension Program
William Carson	RCHS- Resigned Effective August 2, 2021 Exceptional Education Instructor & Special Education Dept. Chair
Cody Kerr	RCHS- Resigned Effective August 17, 2021 Head Custodian
Kelly Milburn	RCHS- Resigned Effective August 9, 2021
Brooke Bartrug	District Wide- Curriculum and Instructional Coach

Margaret Comer	District Wide- Classified Substitute
Josh Root	District Wide- Substitute Teacher
Vanessa Burton	District Wide- Home/Hospital Instructor
Stacy Loy	Retiring- Effective October 1, 2021
Climoth R.George	Retired- Effective July 31, 2021
Cody Kerr	Effective 18, 2021 Moving from Substitute to Fulltime Bus Drive

19. Public Comment

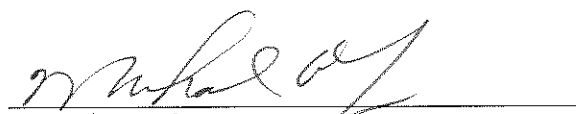
20. Adjournment

Order #8977 - Motion Passed: Adjournment of the meeting 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
Ms. Sheila Wicker	Yes



 Chairperson



 Superintendent