

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)**

Russell County Board of Education  
Auditorium/Natatorium  
Room 114, November 15, 2021

At 5:00 PM on November 15, 2021 with following members:

**Attendance Taken at 5:02 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 Regular Board Meeting to order at 5:00 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 #9014 - Motion Passed:** AMENDED AGENDA-ADD Russell County Schools Safe Return to In-Person Instruction and Continuity of Services Plan. Amended Agenda 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

**5. Public Comment**

**6. Russell County Education Association (RCEA) Certified Employee Recognition:**  
Holly Pierce (ECMS Teacher)

**7. Recognition-12U Softball Team**

## 8. Overview of SY 2020-2021 Russell County Schools "School Report Card" Results

### Rationale:

Melissa McFall, Director of Curriculum & Instruction, State Programs/Professional Development will provide the board with an overview of the SY 2020-2021 School Report Card results for Russell County Schools.

## 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- October 2021

**Order #9015 - Motion Passed:** If there are no changes or amendments I recommend approval of consent agenda items. 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

### Rationale:

4th Grade Eco Day  
October 28, 2021  
Jamestown Elementary  
Russell Springs Elementary  
Salem Elementary  
Heavenly Haven, Knifley, KY.  
November 1, 2021 Jamestown Elementary Preschool (Mon-Tuesday)  
November 5, 2021 Jamestown Elementary Preschool  
(Thursday-Friday)  
November 5, 2021 Jamestown Elementary MSD  
  
3rd Grade Farm Safety Day  
November 19, 2021  
Jamestown Elementary  
Russell Springs Elementary  
Salem Elementary  
Russell County Football Team  
December 3, 2021  
Class 4A, State Championship Game Lexington, KY

## 9.G. Treasurer's Monthly Report-October 2021

**10. AMENDED AGENDA ITEM ADDED: Russell County Schools Safe Return to In-Person Instruction and Continuity of Services Plan.**

**Rationale:**

Masks are still required on buses per CDC order and at ATC per Kentucky Department of Education.

Will revised operations plan to reflect optional masks.

**Order #9016 - Motion Passed:** Motion was made that effective immediately masks will be optional in Russell County Schools and reviewed at the December 2021 school board meeting- passed with a motion by Ms. Sheila Wicker 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

**11. School Facilities Construction Commission (SFCC) Kentucky Education Technology System (KETS) Offer of Assistance**

**Rationale:**

The SFCC has presented a KETS Offer of Assistance in the amount of \$25,371, the offer of assistance is attached for your review.

**Order #9017 - Motion Passed:** I recommend that we accept the SFCC KETS Offer of Assistance and escrow the full amount of \$25,371 up to three (3) years- 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

**12. Russell County High School/ANC Paving & Drainage Project-Proposal Request #1**

**Rationale:**

This proposal eliminates the sidewalk/curb along the north end of the tennis courts and instead widens the slope and places stone on the pad and slope area (see proposal from Pyles Excavating). The total additional cost of this proposal request is \$289.30 (see proposal request No 1 from Branscum Construction).

**Order #9018 - Motion Passed:** I recommend approval of proposal request #1 for Russell County High School/ANC Paving & Drainage project and authorize Superintendent Ford to complete the necessary change order paperwork- 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. Accept/Reject Bids for Exterior Freezer Enclosure Project at Russell Springs Elementary**

#### **Rationale:**

The previously approved BG-1 for the exterior freezer enclosure project at Russell Springs Elementary School (construction part) was \$51,851.01. We received one bid from Branscum Construction in the amount of \$71,969.00. Part of the cost difference might be due to the fact the initial cost estimate did not include a roof over the structure. At this point, I recommend that the sole bid be rejected and I'll get additional information to present to the board at a later date.

The bid from Branscum Construction and the advertisement for bids are attached for your review.

**Order #9019 - Motion Passed:** I recommend to reject the sole bid from Branscum Construction for the exterior freezer enclosure project at Russell Springs Elementary School- 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

### **14. Install Floor System in Old Auto Mechanics Shop Space (Old ATC) for Cheerleaders**

#### **Rationale:**

I received a cost estimate from Branscum Construction in the amount of \$8,280.00 to install a floor system in the old auto mechanics shop space (old ATC). This project would install a floor system over the existing sloped concrete to provide a level floor for the cheerleaders. The materials quote was \$6,381.20 (as of November 3, 2021) for an estimated project cost of \$14,661.20 (quotes attached).

**Order #9020 - Motion Passed:** I recommend approval of the floor system for the cheerleaders in the old auto mechanics shop space- 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

## 15. School Year 2022-2023 District Calendar Committee

### Rationale:

KRS 158.070 (attached) requires the local board of education, upon recommendation of the local school district superintendent, annually appoint a school district calendar committee to review, develop, and recommend school calendar options.

I have listed suggested committee members beside each position and each person listed has agreed to serve pending Russell County Board of Education approval:

1. One (1) school district principal (Diane Blankenship, Jamestown Elementary School Principal)
2. One (1) school district office administrator other than the superintendent (Cecilia Damron, Director of Student Support Services)
3. One (1) member of the local board of education (Brenda Higginbotham, Board Member)
4. Two (2) parents of students attending a school in the district (Amanda Bryant & Whitney Elliot)
5. One (1) school district elementary school teacher (Vince Stephens, Elementary Teacher)
6. One (1) school district middle or high school teacher (Kendra Popplewell, Russell County High School Teacher)
7. Two (2) school district classified employees (Elizabeth Abrell, Russell County Middle School Registrar & Tammy Adamson, Jamestown Elementary School Head Cook )
8. Two (2) community members from the local chamber of commerce, business community, or tourism commission (Stephen Hill, Russell Co. Chamber of Commerce President & Janette Marson, Russell Co. Tourism Director)

**Order #9021 - Motion Passed:** I recommend that the Russell County Board of Education appoint the local school district calendar committee as noted to review, develop, and recommend school calendar options for school year 2022-2023- 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

## 16. Shortened School Day and/or Week

### Rationale:

Local Boards of Education must approve requests for students to have a shortened school day and/or week. The decision is determined by the needs of the student. The documentation, including the Board's recommendation, is then submitted to the Kentucky Department of Education.

**Order #9022 - Motion Passed:** I recommend a shortened school day and/or week for the following students, I.D.#S22-07 and I.D.#S22-08 and that necessary documentation is forwarded to the Kentucky Department 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
Ms. Sheila Wicker	Yes

#### 17. Out of State and/or Overnight Trips

##### Rationale:

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

Russell County High School:

December 17-18, 2021	Russell County Cheerleaders	Cheer Competition Sevierville, TN
December 19-22, 2021	Lady Laker Basketball Basketball Tournament	Smokey Mountain Classic Gatlinburg, TN
January 9, 2021	Dance Team Dance Competition	Jefferson High School Jefferson, IN.
March 25, 2022	Technology Student Association	IFLY Stem Program Liberty Township, OH
December 26-30, 2021	Laker Boys Basketball Basketball Tournament	Innisfree Holiday Pensacola, FL

**Order #9023 - 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

#### 18. Executive Session (Employee Discipline KRS 61.810 (1)(f) & Discussion of Property KRS 61.810 (1)(b))

##### Rationale:

KRS 61.810 (1)(f) permits Boards of Education to go into Executive Session for a hearing which may lead to the discipline of personnel and KRS 61.810 (1)(b) discussion of property.

Went into executive session at 6:02 p.m.

**Order #9024 - 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 of personnel and subsection (1)(b) discussion of property. 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

#### 19. Resume Open Meeting

Rationale:

I recommend we resume the regular board meeting.

Time 6:27 p.m.

**Order #9025 - Motion Passed:** I recommend we resume the regular board meeting-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

#### 19.A. Authorization

A motion was made to authorize Supt. Ford and Attorney Jeff Hoover to discuss potential land purchase-passed with a motion by Ms. Joy Wilson and a second by Sheila Wicker

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

#### 20. 2021-2022 Russell County High School Work Ethic Seal Program

Rationale:

Attached is SY 2021-2022 Russell County High School Work Ethics Seal Criteria.

#### 21. Personnel reports

Rationale:

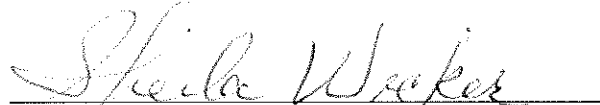
Mike Rooks	Hired-SES-Custodian
Steve Kinder	Hired- RCHS-Head Boys Tennis Coach
Linda Edwards	Hired-RCHS-Assistant Bowling Coach
Dennis Shelton	Hired-RCHS-Assistant Boys Basketball
Lucas Bault	Hired-District Wide-Substitute Teacher
Sarah Shearer	Hired-District Wide-Substitute Teacher
Taylor Grider	Hired-District Wide-Substitute Teacher

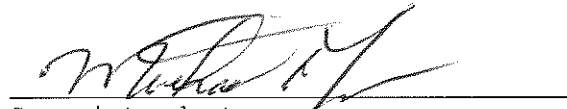
#### 22. Public Comment

### 23. Adjournment

**Order #9026 - 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
Ms. Sheila Wicker	Yes

  
Chairperson

  
Superintendent