

Regular Meeting  
January 11, 2024 6:00 PM  
Trigg County Board of Education  
Central Office Conference Room

**Attendance Taken at : 6:00 PM**

**Present Board Members:**

Theresa Allen  
Jo Alyce Harper  
Ms. Clara Beth Hyde  
Gayle Rufli  
Ms. Charlene Sheehan

**I. Call to Order**

Welcome Trigg County School System Trigg County Public Schools will empower each student to thrive, compete and excel in an ever changing world.

Staff Members in attendance were:

Lisa Marsh  
Erin Eagleson  
Jim Garnett  
Tim Bush  
James Mangels  
Matt Boehman  
Matt Ladd  
Holly Greene  
Bridgette Sykes

**A. Vision and Mission Statements**

Vision Statement: Trigg County Public Schools will empower each student to thrive, compete and excel in an ever changing world. Mission Statement: Empowering the Next Generation with world class knowledge, skills, and dispositions essential for success.

**B. Public Participation in Open Meetings - 01.421**

The Board shall conduct its meetings in a manner that solicits public confidence, provides for full discussion of the issues in a reasonable manner and assures that appropriate decisions will be reached. Persons who wish to address items on the agenda should seek recognition at the time the Board considers that particular item. In all instances, persons wishing to address the Board must first be

recognized by the chairman. In order to be placed on the agenda, delegations wishing to appear before the Board shall contact the Chairperson or Superintendent at least three (3) days prior to the next scheduled meeting. The order of appearance before the Board shall be determined by the order in which request are received. Each delegation shall select a spokesperson who shall be allotted up to thirty (30) minutes to address the Board. The chairman may require the name and address of the speaker. The Chairman may rule on the relevance of the topic to the Board's agenda. The Chairman may also establish time limits to speakers as may be required to maintain order and to ensure the expedient conduct of the Board's business. The Board as a whole shall have the final decision as to the appropriateness of all rulings. Ref.: KRS 61.840 Adopted 5-19-94 Board Order #313

## II. Approval of Agenda

**Order #2024-217 - Motion Passed:** Approval of the agenda as presented passed with a motion by Ms. Charlene Sheehan and a second by Ms. Clara Beth Hyde.

### 5 Yeas - 0 Nays

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

The Superintendent shall consult with the Board Chairperson to ensure that an agenda is prepared for all regular and special meetings of the Board. For special meetings, the Board shall consider only those matters which are listed on the agenda. The agenda is presented for your approval.

#### A. Review of Consent Agenda

Items to be removed from Consent Agenda

## III. Good News

This is an opportunity for anyone on the Board or Staff Member to share Good News Reports

## IV. Delegations & Recognitions

Zack Thomas - Caldwell Regional Career Center

## V. Reports

### A. Superintendent's Report

Lunch Learn Open House KCSS Visit 2/6/24 AEDs

### B. Staff Reports

#### 1. Director of Curriculum and Instruction

CDIP CSIP Growth Day

#### 2. Chief Financial Officer

### C. High School Report

## VI. Consent Agenda

**Order #2024-217 - Motion Passed:** Motion for the approval and authorize appropriate action for the items listed in the Consent Agenda passed with a motion by Theresa Allen and a second by Ms. Clara Beth Hyde.

### 5 Yeas - 0 Nays

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes

Gayle Ruffli Yes  
Ms. Charlene Sheehan Yes

The Consent Agenda is presented for your approval.

**A. Approval of Minutes**

The minutes of action taken at every meeting of the Board, setting forth an accurate record of votes and actions at such meetings, shall be promptly recorded, and submitted for approval at the next regularly scheduled meeting, and such records shall be open to public inspection at reasonable times after they have been approved by the Board. The minutes of the \_\_\_\_\_, regular meeting are presented for your review and approval.

**B. Acknowledge the Following Superintendent's Personnel Actions**

Pursuant to KRS 160.380, it is my responsibility to report to the Board of Education routine personnel actions that I have taken that affect certified and classified employment. These actions have been executed in compliance with all Board of Education policies and state and federal laws. All positions are Board of Education approved positions.

**Employment:**

Lindon Flint Substitute Bus Driver Effective 1/1/2024

**Resignation:**

Destiny Hubbard Bus Driver Effective 1/2/2024

Charles Powell Bus Driver Effective 6/30/2024

**Transfer:**

Miranda Bogle Transfer from 4 hour Food Service Worker To 7 hour Food Service Worker Effective 1/3/2024

**C. Leave of Absence**

Pursuant to Kentucky Revised Statutes, leaves of absence must be recommended by the superintendent and approved by the Board of Education. The following personnel actions are in compliance with federal and state laws and Board policy regarding equal employment opportunities. Trish Tyre FMLA Teacher at Primary School 12/01/2023 thru 2/1/2024

**D. Approve and authorize payment of the items set out in the listed accounts payable warrant reports**

**E. School Related Student Trips**

All out-of-state and overnight travel must be approved by the Trigg County Board of Education. Additionally, if the organization desires to use a common carrier, then the use of the common carrier must be approved by the Board. Requests should be submitted through the building principal to the superintendent Board Policy 09.36 School Related Student Trips

**1. TCHS Lady Wildcat Softball**

Approve TCHS Lady Wildcat Softball team to attend the Florida Baseball Beach Bash at Fort Walton Beach, FL, leaving on 3/30/24 and returning on 4/6/24.

**2. TCHS Winter Guard Wilson Central**

Approve TCHS Winter Guard to compete at Wilson Central HS in Lebanon, TN on Saturday

February 17, 2024 leaving at 8am and returning at 10:30pm.

**3. TCHS Winter Guard Green Hills**

Approve TCHS Winter Guard to compete at Green Hills HS in Mt. Juliet, TN on Saturday February 10, 2024 leaving at 9am and returning at 10pm.

**4. TCHS Winter Guard Mt. Juliet**

Approve TCHS Winter Guard to compete at Mt. Juliet HS in Mt. Juliet, TN on Saturday February 3, 2024 leaving at 9am and returning at 10pm.

**F. Staff Travel Requests (Out of State)**

All out-of-state travel, except those areas within a 100-mile radius of Cadiz, shall require the prior approval of the Board. Board Policy 03.125 Expense Reimbursement (Certified) Board Policy 03.225 Expense Reimbursement (Classified)

**G. Approval of Annual Contract Renewals or Renewal MOA's for Services**

**1. Overdrive**

**H. Approval of New Contracts or MOA's**

**VII. Other Business**

**A. Bus Purchase**

**Order #2024-217 - Motion Passed:** Approval to purchase two Thomas special needs buses and 1 air conditioning unit for \$325,711 passed with a motion by Ms. Charlene Sheehan and a second by Theresa Allen.

**5 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

I recommend approval to purchase two Thomas special needs buses at \$175,835 x 2. We received a clean diesel grant for one (25% of the cost of a new bus); \$131,876 (25% discount) + \$175,835 = \$307,711. Retrofit 3rd special needs bus with air conditioning: \$16000. Two digital radios: \$2000.00 which includes antenna, mounting hardware, and installation. Total Budget = \$325,711 This will complete the ESSER bus purchasing plan.

**B. Authorize Superintendent to issue RFP for Depository Banking Services**

**Order #2024-217 - Motion Passed:** Approval to authorize the superintendent to issue an invitation to bid for Depository Bank passed with a motion by Theresa Allen and a second by Ms. Clara Beth Hyde.

**5 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes
Gayle Ruffli	Yes
Ms. Charlene Sheehan	Yes

Depository Banks must be declared prior to July 1 of each year. We need to issue an invitation to bid so that a bank can be identified in the June board meeting. The invitation to bid is attached for your review. I recommend your approval to authorize the superintendent to issue an invitation to bid for Depository Bank.

C. Agent of Record

**Order #2024-217 - Motion Passed:** Authorize Superintendent to issue a RFP for Agent of Record for Insurance Services passed with a motion by Theresa Allen and a second by Ms. Clara Beth Hyde.

**5 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

The board has asked in the past about assigning an agent of record for insurance. This RFP will be for the 2024-2025 school year and will allow time for the board to interview and select an agent.

**D. Approve dates for 2024 board meetings (Discussion of 1x/month meetings)**

**Order #2024-217 - Motion Passed:** Approve 2024 regular meeting schedule for the Trigg County Board of Education as presented. passed with a motion by Gayle Rufli and a second by Ms. Clara Beth Hyde.

**5 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

January 11 January 25 February 8 February 22 March 14 March 28 April 11 April 25 May 9 May 23  
June 13 June 27 July 11 July 25 August 8 August 22 September 12 September 26 October 10 October  
24 November 14 December 12

**E. Bus Chargers Pay App #1**

**Order #2024-217 - Motion Passed:** Approve Bus Chargers Pay App #1 in the amount of: \$72,207.00 passed with a motion by Ms. Charlene Sheehan and a second by Theresa Allen.

**5 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

Approve Bus Chargers Pay App #1 in the amount of: \$72,207.00

**F. Amend the Agenda to Authorize the Superintendent to issue RFP for the purchase of cafeteria tables**

**Order #2024-217 - Motion Passed:** Motion to Amend the Agenda for Authorization of the Superintendent to issue RFP for Depository Banking Services passed with a motion by Theresa Allen and a second by Ms. Clara Beth Hyde.

**5 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes

Gayle Rufli Yes  
Ms. Charlene Sheehan Yes

**G. Authorize Superintendent to issue RFP for the purchase of Cafeteria Tables**

**Order #2024-217 - Motion Passed:** Motion to Authorize Superintendent to issue RFP for purchase of Cafeteria Tables passed with a motion by Theresa Allen and a second by Ms. Charlene Sheehan.

**5 Yeas - 0 Nays**

Theresa Allen Yes  
Jo Alyce Harper Yes  
Ms. Clara Beth Hyde Yes  
Gayle Rufli Yes  
Ms. Charlene Sheehan Yes

**H. Recess for the purpose of Annual School District Finance Corporation Meeting**

**Order #2024-217 - Motion Passed:** passed with a motion by Ms. Charlene Sheehan and a second by Theresa Allen.

**5 Yeas - 0 Nays**

Theresa Allen Yes  
Jo Alyce Harper Yes  
Ms. Clara Beth Hyde Yes  
Gayle Rufli Yes  
Ms. Charlene Sheehan Yes

**I. Reconvene from District Finance Corporation Meeting**

**Order #2024-217 - Motion Passed:** passed with a motion by Gayle Rufli and a second by Ms. Clara Beth Hyde.

**5 Yeas - 0 Nays**

Theresa Allen Yes  
Jo Alyce Harper Yes  
Ms. Clara Beth Hyde Yes  
Gayle Rufli Yes  
Ms. Charlene Sheehan Yes

**J. Motion to Go Into Executive Session per KRS 61.810 (1) C - Discussion of proposed or pending litigation against or on behalf of the public agency– Time**

**Order #2024-217 - Motion Passed:** Motion to enter into Executive Session per KRS 61.810 for discussions related to pending litigation. passed with a motion by Theresa Allen and a second by Ms. Charlene Sheehan.

**5 Yeas - 0 Nays**

Theresa Allen Yes  
Jo Alyce Harper Yes  
Ms. Clara Beth Hyde Yes  
Gayle Rufli Yes  
Ms. Charlene Sheehan Yes

The Board must enter into Executive Session per KRS 61.810 for discussions related to pending litigation.

**K. Action (if any) Related to Executive Session**

L. Motion to Adjourn Executive Session - time

**Order #2024-217 - Motion Passed:** Motion to Adjourn Executive Session - 7:42pm passed with a motion by Ms. Clara Beth Hyde and a second by Theresa Allen.

**5 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

**VIII. Adjournment - Time**

**Order #2024-217 - Motion Passed:** That the meeting be adjourned - 7:45pm passed with a motion by Theresa Allen and a second by Ms. Clara Beth Hyde.

**5 Yeas - 0 Nays**

Theresa Allen	Yes
Jo Alyce Harper	Yes
Ms. Clara Beth Hyde	Yes
Gayle Rufli	Yes
Ms. Charlene Sheehan	Yes

The next meeting of the Trigg County Board of Education will be

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Chairperson

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Superintendent