

**BULLITT COUNTY PUBLIC SCHOOLS  
1040 HIGHWAY 44 EAST  
SHEPHERDSVILLE, KY 40165**

**REGULAR MEETING OF THE BULLITT COUNTY BOARD OF EDUCATION**

**June 18, 2018  
6:00 PM**

**MINUTES OF RECORD**

The Bullitt County Board of Education met at the Frank R. Hatfield Administrative Center, 1040 Highway 44 East, Shepherdsville, Kentucky, 40165 at 6:00 PM on June 18, 2018, with the following members present:

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

- (1) Mrs. Lorraine McLaughlin      (2) Mrs. Diane Thompson      (3) Mrs. Debby Atherton  
(4) Mrs. Dolores Ashby (Absent)      (5) Mr. Darrell Coleman

**CALL TO ORDER**

- 2018-182-      The June 18, 2018, regular meeting of the Bullitt County Board of Education was called to order at 6:00 p.m. by Board Chairperson Debby Atherton.

**ADOPT THE AGENDA**

- 2018-183-      Motion made by Darrell Coleman, seconded by Lorraine McLaughlin, to adopt the agenda with the following changes:

Add to Consent:

1. Human Resources - Leave of Absence Request for Christy Wallace
2. Contracts - Educational Recovery Specialist MOA
3. Posthumous Diploma for Noah Richardson, BCHS

Four members voted YES.

**PRESENTATIONS**

- 2018-184-      Board Chairperson Debby Atherton led the audience in The Pledge of Allegiance.  
2018-185-      Mrs. Atherton also reviewed the Board Team Commitments.  
2018-186-      Communications Director John Roberts reminded anyone wishing to address the Board to please register.  
2018-187-      Staff Sergeant Schelee Burkett shared the Benefits of the National Guard.  
2018-188-      Ms. Cate Noble Ward of Studio Kremer Architects gave an update on the Bullitt Lick Middle School Renovation/Addition Project.

**COMMUNICATIONS**

Audience Comments

(None)

Superintendent's Report

(None)

Other Items from the Board

- 2018-189-      Board member Diane Thompson asked about security at all schools. Director of Secondary Education Rachelle Bramlage-Schomburg responded.

Amendment to 2018-2019 Staffing Plan –  
MES School Counselor/Enrollment Required

- 2018-190- Chairperson Debby Atherton expressed concern about the Maryville Elementary School counselor position being reduced to part-time due to enrollment falling below 250 students. Motion made by Debby Atherton, seconded by Darrell Coleman, to amend the staffing plan to drop the number to 200 so Maryville can keep a full-time counselor. Four members voted YES.

**CONSENT ITEMS**

- 2018-191- Motion made by Diane Thompson, seconded by Lorraine McLaughlin, to approve Consent Items as amended, noting that all items have been studied with individual recommendations and rationale being provided prior to the meeting in the full Board packet on June 12, 2018, which is available online. Four members voted YES.

Financial Reports

1. Balance Sheets for All Funds
2. Monthly Summary Report for Period
3. AP Check Reconciliation Register
4. Detailed Paid Warrant Report

Bids

Request to Bid SFS Pest Control Service

Per Regulation CFR 210, all procurement for school food service child nutrition programs operating under the authority of the United States Department of Agriculture (USDA) must adhere to free and open competition. In accordance with this guidance, SFS requested permission to solicit bids for Pest Control Service for the cafeterias for the 2018-2019 school year with an option for a one-year renewal. SFS will collaborate with the Director of Facilities and the Supervisor of Maintenance to develop product and service specifications to ensure all departmental needs are met.

Travel

\* All travel by commercial carrier is due to schedule/cost. Cost amount listed is the direct fee to student.

| <u>School</u>        | <u>Group</u>     | <u>Date</u>  | <u>Event</u>   | <u>Location</u>   | <u>\$</u> | <u>Travel by:</u>        | <u>TRIP#</u> |
|----------------------|------------------|--------------|--|-------------------|-----------|--------------------------|--------------|
| Bullitt Central H.S. | Volleyball Team  | 8/14/18      | South Oldham H.S.  | Crestwood, KY     | -0-       | Jefferson Transportation | 8479         |
|                      |                  | 9/4/18       | Nelson County H.S.   | Bardstown, KY     | -0-       | Jefferson Transportation | 8480         |
|                      | Football Team    | 10/26/18     | Bowling Green H.S.   | Bowling Green, KY | -0-       | Shockey Tours            | 8429         |
| Bullitt East H.S.    | FBLA             | 7/17-19/2018 | FBLA Camp @ Lake Cumberland 4-H Center   | Nancy, KY         | -0-       | BOE Van                  | 8493         |
|                      | FFA              | 7/16-20/2018 | FFA Camp   | Hardinsburg, KY   | \$150     | BOE Van                  | 8502         |
|                      | Girls Basketball | 6/24/18      | Summer Games   | Evansville, IN    | -0-       | BOE Vans                 | 8499         |
| North Bullitt H.S.   | JROTC            | 9/4/18       | University of Kentucky Campus  | Lexington, KY     | -0-       | Miller Transportation    | 8496         |
| Zoneton Middle       | 8th Grade        | 4/15-19/18   | Capitol, Library of Congress, Smithsonian Museums, Arlington National Cemetery, etc. | Washington, DC    | \$995     | Blue Grass Tours         | 8500         |

## Minutes

May 21, 2018 - Regular Monthly Meeting

### Construction Items

#### 1. CO #1, BCHS - Unused Funds - Pieratts

Deductive Change Order #1, in the amount of (\$663.00), is for the unused funds from Pieratts, vendor. This change order changes the Direct Purchase Order from \$16,074.00 to \$15,411.00.

#### 2. BG-4 BCHS - Harshaw Trane Temperature Control Replacement

The BG-4 Contract Closeout Form for BG 12-142 is for work completed by Harshaw Trane on the temperature control replacement at Bullitt Central during the addition/renovation work. The total cost for this portion of the project is \$225,285.00. There were no Direct Purchase Orders or change orders for this work.

#### 3. BG-4 MWES - Smith's Laminating

This BG-4 Contract Closeout Form is for Smith's Laminating for the extra storage cabinets in all classroom as requested by Principal Terri Lewis on the Mt. Washington Elementary School Addition/Renovation Project. The cabinetry at the school was not adequate nor consistent with recent projects. The total cost of this part of the project is \$49,800.00. There were no Direct Purchase Orders or Change Orders for this work.

#### 4. CO #1, BLMS Project - Atlas Companies

Deductive Change Order #1, in the amount of (\$8,946.12), is for furniture removed from the scope of work as requested by Principal Kevin Connors and the BLMS Library Media Specialist. This will change the amount for Purchase Order #1813103 from \$454,355.00 to \$445,408.88.

#### 5. CO #9, BLMS - Faucets

Change Order #9 is for the amount of \$1,475.97. On May 23, 2018, Superintendent Davis gave emergency approval for this change order in order to keep the BLMS project moving forward. BCPS plumbers brought attention to the need to upgrade the faucets from the BLMS project due to problems with the faucets recently installed at Maryville Elementary and Mt. Washington Elementary Schools. Of the 58 faucets installed, 48 already had service issues. This changes EH Construction's contract amount from \$9,478,597.91 to \$9,480,073.88.

## Human Resources

### Leaves of Absence Requests

**Sherry Anderson** - Cook/Baker - Maryville Elementary - Ms. Anderson requested that her previously approved leave without pay be changed from May 25, 2018 to June 8, 2018. She has a medical issue.

**Mary Banks** - Lunchroom Monitor - Shepherdsville Elementary - Ms. Banks requested leave without pay for May 17, 2018. She does not earn accrual leave time. She had a medical issue.

**Jackie Brock** - Cook/Baker - Pleasant Grove Elementary - Ms. Brock requested leave without pay for May 7 and 21, 2018. She has used all her available leave time. She had a medical issue.

**Angela Castelli** - Teacher - Overdale Elementary - Ms. Castelli requested leave without pay for a half day on May 23, 2018, and a full day on May 24, 2018. She does not qualify for FMLA. She had a medical issue.

**Joseph Cichan** - Lunchroom Monitor - Old Mill Elementary - Mr. Cichan requested leave without pay for the dates of May 1-3, 2018. He does not earn accrual leave time. He had a medical issue.

06/18/2018

**Gregory Homeister** - Bus Driver - Transportation - Mr. Homeister requested leave without pay for the dates of May 14-20, 2018. He has used all his accrual leave time. He had a medical issue.

**Karen Homeister** - Bus Monitor - Transportation - Ms. Homeister requested leave without pay for the dates of May 14- 15, 2018. She has used all her accrual leave time. She had a medical issue.

**Dana Hood** - Cook/Baker - Lebanon Junction Elementary - Ms. Hood requested leave without pay for the dates of April 30, May 1, 8, 23 and 25, 2018. She had a medical issue.

**Pamela Jenkins** - Cook/Baker - Zoneton Middle School - Ms. Jenkins requested leave without pay for the dates of April 30-May 3, 2018. She has used all her available leave time. She had a medical issue.

**Angela Krogulski** - Lunchroom Monitor - Zoneton Middle School - Ms. Krogulski requested leave without pay for May 14-15, 2018. She does not earn accrual leave time. She had a medical issue.

**Ellen Mast** - Lunchroom Monitor - Maryville Elementary - Ms. Mast requested leave without pay for May 25, 2018. She doesn't not earn accrual leave time. She had a medical issue.

**Alura Maulden** - Bus Driver - Transportation - Ms. Maulden requested leave without pay for the dates of March 9-10, May 9, and 16-18, 2018. She has used all her accrual leave time. She had a medical issue and a non-medical issue.

**Jessica McNeese** - Lunchroom Monitor - Mt. Washington Elementary - Ms. McNeese requested leave without pay for May 15, 2018. She does not earn accrual leave time. She had a non-medical issue.

**Michael Neutz** - Teacher - Roby Elementary - Mr. Neutz requested leave without pay for the dates of May 10-June 11, 2018. He has used all his accrual leave time. He has a non-medical issue.

**Tammy Reed** - Teacher - Old Mill Elementary - Ms. Reed requested leave without pay for the dates of December 7, 2018, February 21-22, 2019, and March 21-22, 2019. She will have used all her available accrual leave time. She has a non-medical issue.

**Denica Sanders** - Food Service Manager - Bullitt Lick Middle School - Ms. Sanders requested leave without pay for April 27, 2018, for a medical issue and May 3, 2018, for a non-medical issue. She has used all her available accrual leave time.

**Stephanie Thomas** - Lunchroom Monitor - Roby Elementary - Ms. Thomas requested leave without pay for May 8-18, 2018. She does not earn accrual leave time. She had a non-medical issue.

**Joyce Wine** - Bus Driver - Transportation - Ms. Wine requested that her previously approved leave without pay be extended from May 25, 2018 to June 1, 2018. She has used 12 weeks of FMLA.

**Douglas Witten** - Teacher - Bullitt East High School - Mr. Witten requested leave without pay from May 15-June 15, 2018. He has used all his available accrual leave time. He has a medical issue.

**Brenda Worner** - Instructional Assistant - Mt. Washington Middle School - Ms. Worner requested leave without pay for the dates of May 17-18, 2018. She has used all her available accrual leave and doesn't qualify for FMLA. She had a medical issue.

**Brittany Ziminski** - Instructional Assistant - Old Mill Elementary - Ms. Ziminski requested leave without pay for the date of May 25, 2018. She has used all her available accrual leave. She does not qualify for FMLA. She had a medical issue.

**Christy Wallace** - Resource Teacher - Pleasant Grove Elementary - Ms. Wallace requested leave without pay for the 2018/2019 school year for child-rearing.

#### Entry of the Employment Records in the Minutes of Record

Employment records for both the certified and classified personnel for the period of May 2018 through June 2018 were submitted for the Board's information and inclusion in the minutes of this meeting.

#### Contracts

##### 1. Multi-Purpose Community Action Agency, Inc. MOU

The Memorandum of Understanding with the Multi-Purpose Community Action Agency allows the sharing of information on families and individuals that are seeking or receiving services from that agency. This information will facilitate the identification and assessment of needs and allow assistance and services to be provided to families and individuals in an

efficient, effective and timely manner. Information will only be released following completion of an Authorization to Release Information form. Eric Farris reviewed these items.

2. Bullitt County Health Department Business Associate Agreement

To facilitate the exchange of services and confidential information with the Bullitt County Health Department, approval to execute the confidentiality agreement was requested. This confirms both parties' adherence to the privacy requirements of the Federal Health Insurance Portability and Accountability Act of 1996 (HIPPA). This contract remains unchanged from the 2017 review by Eric Farris.

3. Bullitt County Health Department Contract for Hepatitis B Vaccination

This contract allows the vaccination series for Hepatitis B to be offered to district employees as in the past. As a continued cost savings measure, payment for the serum and injection will be collected at the time of service rather than being billed separately or upfront, as that was becoming costly and potentially wasteful. There is a savings for \$6 per injection with this contract. Funding for the provision is included in the health service budget for the upcoming school year.

4. Temporary Nursing Services for Out-of-State Field Trips

This is a blanket contract for health services if required by students that are out of state on school sponsored trips and the determination regarding states' delegation requires licensed medical services. Board approval allows the District Health Coordinator to contract with out-of-state nursing agencies when necessary. This contract was developed and recommended by Eric Farris.

5. Independent Nurse Contractors

These blanket contracts with Independent Nurse Contractors for the 2018-2019 school year are necessary in order to meet all requests for health services in a timely manner. These guidelines are set within KRS 156.502 (Health Services in School Setting). The contracts are developed within the scope of practice for an RN and LPN licensure. The cost of service will not exceed the budget allowance as designated in the health service budget for the upcoming school year.

6. Solution Tree MOA

The Memorandum of Agreement with Solution Tree allows continuation of the PLC work started in the 2017-2018 school year. The total cost of all Solution Tree services is \$74,450 which is budgeted for the 2018-2019 school year. The Student Learning budget will cover \$50,000 and Title II funds will cover the remaining \$24,450.

7. University of Louisville MOA

The Memorandum of Agreement with the University of Louisville provides post-secondary opportunities for students enrolled in the Teaching and Learning Pathway.

8. KHEAA / KYCC MOA

The Memorandum of Agreement between the Kentucky Higher Education Assistance Authority (KHEAA), Kentucky Campus Compact (KYCC), and BCPS for the 2018-2019 school year assures each agency will work together to improve access to higher education for students and parents.

9. Microsoft Software Amendment to Contract

This year Microsoft made several major changes to the licensing model for the state of Kentucky, which in turn changes the district's agreement. The new licensing model resulted in additional licensing cost; however, Microsoft agreed to allow the district to remain at the existing pricing structure for the next year. This falls within the amount budgeted for the coming year. The increased cost will be budgeted for the 2019-2020 school year. This new version called A3 includes additional security features, Minecraft Education, and automatic password reset. The contract will expire in 2020.

10. PSST Agreements

The district utilizes PSST, a software and development firm, to provide various software programs to support integration within various systems such as MUNIS: KEEIS Consortium Partnership (\$5,875), AESOP BDIA Subscription (\$11,176), and Affordable Care Act (ACA) Subscription (\$9,187.50). Permission to renew these agreements was requested.

11. Farm Lease for Twin Eagles Property

This Farm Lease is with Larry Butler to utilize the newly acquired piece of land known as the Twin Eagles tract for agricultural purposes.

12. BCATC Principal Reimbursement MOU & Contract

The Memorandum of Understanding and Contract with the Kentucky Department of Education reimburses a portion of the ATC Principal salary. The reimbursement amount for FY 19 is \$71,635. A component of the agreement is for Bullitt County Public Schools to provide a teaching position with the employee remaining under the authority of KDE.

13. Navy National Defense Cadet Corps Program Agreement - BEHS

This agreement establishes a Navy National Defense Cadet Corps Program at Bullitt East High School. The contract had been reviewed by Buckman, Farris & Mills.

14. Amendment to Service Agreement with Harshaw Trane for the Water Treatment Programs - District Wide

This amendment covers the water treatment services related to North Bullitt's College and Career Center that were inadvertently left off of the agreement approved in May 2018. After consulting with Harshaw Trane, this increases the cost of the programs by \$1,285.00, bringing the total cost of these services to \$11,644.00. Funding is in the FY19 budget in 0352 - Other Technical Services. Eric Farris reviewed the agreement as to form and legality.

15. Common Carrier Contracts - Miller Transportation & Jefferson Transportation

Contracts with Miller Transportation and Jefferson Transportation provides a resource to cover bus routes as needed for the 2018-2019 school year.

16. Educational Recovery Specialist MOA

This Memorandum of Agreement with the Kentucky Department of Education is for Ms. Stacy Crawford Bewley to serve in the Educational Recovery Specialist (ERS) program for fiscal year 18-19. Ms. Bewley currently serves as a special education teacher at Bullitt Central High School.

### Permission to Accept Donations/Grant Funding

#### 1. Annual List of Grant Funding Opportunities

Grant Writer Ashley Byrum requested permission to apply for and accept any future grant funding from the foundations and agencies included on the annual list of on-going and frequent funding agencies. The annual list of grant foundations and agencies has been reviewed and revised by Director of Finance Lisa Lewis, Federal Programs Coordinator Stephanie Bonnett, Assistant Superintendent for Support Services Becky Sexton, and District Grant Writer Ashley Byrum.

| Agency   | Description  |
|--|--|
| Bullitt Alternative Center-Dept. of Juvenile Justice-Chapter I (N & D)-Educational Collaborative State Agency Children | Provides treatment services for pre-delinquent and delinquent middle & high school students  |
| Community Education  | Assistance with salary to conduct a Community Education Program  |
| OVEC-ECS   | Discretionary money/services for students with disabilities  |
| 21st Century Community Learning Centers  | Apply for continued funding for existing learning center and funding for new centers   |
| WHAS Crusade for Children  | Apply for funds for services and equipment for students with disabilities  |
| Champion Grant   | Provides drug, alcohol, tobacco, and violence prevention activities  |
| Community Technology Centers   | To apply for alone, or partner with a university, other school system, or state agency to bring expanded technology to our communities                 |
| Metro United Way   | Provides funding for special programs, including the TAPP program and other FRC/YSC Programs   |
| Kentucky Department of Education Read to Achieve   | Competitive grant to elementary schools to support teachers in implementing reading models that address primary students who are reading at low levels |
| Substance Abuse and Mental Health Services Administration Drug-Free Communities Program                                | Competitive federal grant to assist schools and communities in drug education and prevention strategies  |
| Summer Food Service Program  | Provides lunch for youth during summer   |
| Child Abuse Prevention   | After school programs for children that are on free or reduced lunches or have been mistreated   |
| Kentucky Arts Council  | Bringing professional artists into Kentucky Schools and providing transportation for students to various arts productions                              |
| Artists in Residence   | Provides for an artist to work with children and assist the schools in Arts & Humanities curriculum  |
| Laura Bush Grant   | Provides books for the library   |
| Readiness and Emergency Management Response Grant  | To strengthen emergency response and crisis management plans, incl. training   |
| National Gardening Association   | Youth Garden Grants, Room o Grow Grants, Kids Growing Dutch Bulbs  |
| UPS Foundation   | Grants for Educations  |
| Best Buy Community Foundation  | Teach Awards; grants for after school programs and technology  |
| Coordinated School Health Grants   | Enhance Public School Health Programs  |
| Enhancing Education Through Technology   | Professional development, upgrading school technology, student technology leadership program   |
| Mental Health/At Risk Student Grant  | Funding for programming (friend factor) for targeted at-risk students  |
| Fund for the Arts  | Various art related programs and transportation to performances  |
| Reading Recovery Teacher Leader Funds  | Pay a Reading Recovery Teacher Leader in the district  |
| Kentucky Book Fair, Inc.   | Library collection grants  |
| Lowe's Charitable and Educational Foundation   | Outdoor classrooms   |
| Kentucky Historical Society's Heritage Education Project   | Promote Kentucky History   |
| Commonwealth of Kentucky's Waste Tire Market Development Crumb Rubber  | Promotes the use of recycled waste tires for athletics fields and playgrounds  |
| National Endowment for the Humanities We the People Bookshelf  | Books and supplementary materials for public school libraries  |
| Target Stores community giving grants  | For educators who need money to further their program goals  |
| MAC grants through the McDonald's foundation   | Support teacher initiatives in the classroom   |

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|--|--|
| Supplemental Education Services  | Funds to assist with after school tutoring   |
| Kentucky Department of Education Mathematics Achievement Fund Grant        | Intervention programs in mathematics for primary program   |
| Alliance Skills  | Funds to pay for workplace supplemental education of local business employees  |
| Kentucky Center for Math Coaching Project                                  | Training for coaches in working with teachers of mathematics   |
| Adolescent Literacy Coaching Project                                       | Training for curriculum specialists and money for stipends and materials   |
| Scaling up Math Program  | Training and materials for implementation of pre-kindergarten math interventions   |
| Kentucky Department of Education Math & Science Partnership Programs       | Improve math and science teaching through professional development   |
| American Dental Association Samuel Harris Fund                             | Children's dental health grants  |
| Take Action: Healthy People, Places, & Practices in Communities Project    | Promote physical activity, nutrition, preventive screenings and/or making healthy choices  |
| Community Collaboration for Children and KIPDA Caregiver Program           | Rural Regional Fatherhood Initiative mini-grant and grants to Family Resource Center to plan activities for grandparents raising grandchildren   |
| Mattel Children's Foundation Domestic Grant making Program                 | The Mattel Children's Foundation will award grants under the Mattel Domestic Grant making Program, which benefits youth-serving organizations  |
| Office of Safe and Drug-Free Schools                                       | Elementary and Secondary School Counseling Program   |
| General Mills  | "My Hometown Helper" grants  |
| VSA Arts of Kentucky   | Provides mini-grants for implementation of arts and cultural programs in schools   |
| University of Louisville   | Universal design for Learning grants to address students who 'fall between the cracks'   |
| Governor's Office of Energy Policy and Kentucky NEED Project               | Mini grants for the Change a Light, Change the World Campaign for Earth Day and school energy conservation tips  |
| The Home Depot   | Outdoor classrooms   |
| Dept. for Homeland Security  | Funds to upgrade school bus radios to FCC standards  |
| American Honda Foundation  | Youth education with a specific focus on the STEM (science, technology, engineering, and mathematics) subjects in addition to the environment  |
| Target   | Early childhood reading; field trips; and arts   |
| Wal-Mart   | Scholarships and teacher honors, grants for community engagement   |
| Kentucky Educational Collaborative for State Agency Children               | Assist local education agencies to provide and assure high-quality educational support services through a collaborative delivery system involving the Kentucky Departments of Education; Juvenile Justice, Community Based Services, Mental Health, Developmental Disabilities and Addition Services, and private and public child and youth care programs |
| Seven Counties (KYASAP)  | Mini-grants high school students attendance at drug and alcohol prevention conferences   |
| Smaller Learning Communities/OVEC (high schools)                           | Funding to create schools within a school for fine arts, information technology academy, etc.  |
| McKinney-Vento Homeless Education grant                                    | Funds to compensate a part-time homeless student liaison at the central office   |
| Kentucky Youth Empowerment System (YES)                                    | To promote the prevention of alcohol, tobacco, and other drug abuse in Kentucky  |
| Dollar General Store   | Literacy grants  |
| Amgen Corporation  | Teacher quality and professional development in math and science   |
| Bullitt County Education Foundation for Excellence in Public Education     | A non-profit organization whose purpose is to provide enhanced learning opportunities through donations for the education of the students in all the public schools in Bullitt County  |
| DonorsChoose.org   | Online grant program where teachers can post requests for classroom project materials  |
| Blessings in a Backpack  | Backpacks filled with nutritional food for children  |
| Dare to Care   | Backpack Buddy program, School Pantry  |
| Bullitt County Drug Court  | Monthly donation of age appropriate books to elementary schools for distribution through Family Resource Centers   |
| Build-a-Bear workshop mini-grant program                                   | Mini-grant to support children in health and wellness  |
| Kentucky Department of Education Hybrid Diesel/Electric School Buses grant | Grant administered through the state that offsets the cost difference between a traditional diesel school bus and a hybrid schools bus   |



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| I Am A Leader Foundation   | Provides funding to implement The Leader in Me program--a whole school transformation process that teaches 21st century leadership and life skills to K-12 students and creates a culture of student empowerment based on the idea that every child can be a leader. |
| Kentucky Department of Education<br>Office of Career and Technical Education | Reimbursement for a portion of the Area Technology Center Principal salary   |
| Retriever Consulting   | Donor source for all FRC/YSC Centers   |
| Jim Beam Corp/Beam Suntory   | Jim Beam employer match to BCPS/LJ FRC   |
| Jim Beam (Beam Suntory) Employee Giving                                      | Employee contributions to BCPS/LJ FRC  |
| PPG Innovative Classroom Grant/Good Done Great                               | Grants to schools for classroom activities usually tied to STEM.   |
| CJ International   | Food and gift cards for holiday food baskets   |
| Alliance Entertainment   | Food for School Pantry, DVD's  |
| David Vittitoe Memorial Fund   | Bikes to be distributed to students as incentives.   |

## 2. June 2018 Donations & Grants

Grant Writer Ashley Byrum requested permission for the district to accept the following donations and grants:

| School/Program Receiving Contribution                    | Donor                        | Description of Gift  | Purpose  | Value  |
|--|------------------------------|--|--|--|
| Shepherdsville/Nichols Family Resource Center            | Usborne Books                | In-Kind  | Books for distribution to students through a drawing.  | \$3,000  |
| Eastside Middle School                                   | Jennings Orthodontics        | Donation   | To purchase 700 student agendas.   | \$1,000  |
| Nichols Elementary School                                | Nichols PTA                  | Donation   | To purchase School Families/Conscious Discipline materials.  | \$7,000  |
| Nichols Elementary School                                | Nichols PTA                  | Donation   | To purchase 20 Chromebooks for school use.   | \$4,675  |
| Brooks Elementary School Family Resource Center          | Anderson Dental              | In-Kind  | Various clothing items for children (March 2018 donation)  | \$1,194  |
| Brooks Elementary School Family Resource Center          | Anderson Dental              | In-Kind  | Various clothing items for children (May 2018 donation)  | \$463  |
| Blessings in a Backpack Program (BCPS)                   | Metro United Way             | Grant  | To purchase backpacks of nonperishable food from Blessings in a Backpack for students.   | \$7,000  |
| Homeless Education Program (BCPS)                        | Metro United Way             | Grant  | To pay for the partial salary of the Homeless Education Tutor/Mentor   | \$15,000   |
| Kids Café at Shepherdsville Elementary School            | Metro United Way             | Grant  | After school café program for students at Shepherdsville Elementary School   | \$13,000   |
| Old Mill Elementary School Reading and Math Intervention | Metro United Way             | Grant  | Reading and Math Interventionists.   | \$10,000   |
| Old Mill Kindergarten Summer Prep                        | Metro United Way             | Grant  | Summer reading and preparation program for incoming kindergarten students at OMES.   | \$5,000  |
| Teenage Parent Program (BCPS)                            | Metro United Way             | Grant  | Partially pay salary for nurse to serve TAPP students.   | \$5,000  |
| The Little Academy at Cedar Grove Elementary School      | Metro United Way             | Grant  | Kindergarten prep program for students from Roby, CGES, and LJES as well as a Babies, Infants, and Toddlers program  | \$13,500   |
| Bullitt Lick Middle School                               | Verizon/Project Lead the Way | Grant - The Agreement outlines the Terms and Conditions of the award. Eric Farris has reviewed and deemed it appropriate to form and legality. | Implement Project Lead the Way Gateway Computer Science for Innovators and Makers, and App Creators. BLMS will receive \$10,000 for the 2018-2019 school year and \$5,000 for the 2019-2020 school year. | \$10,000 (2018-2019)<br>\$5,000 (2019-2020)<br>Total value: \$15,000 |

### 3. Metro United Way Investment (Grant) Agreement

The Metro United Way Investment Agreement form outlines the terms and conditions of the award. This agreement was deemed appropriate as to form and legality by Eric Farris.

### Textbook Plans for OMES/OES/BMS/BLMS/HMS

Presented were textbook plans from Old Mill Elementary, Overdale Elementary, Bernheim Middle, Bullitt Lick Middle, and Hebron Middle schools. Either the Director of Elementary or Secondary Education, along with the Assistant Superintendent for Student Learning, had reviewed the plans.

### Revised Technology Responsible Use Expectations (TRUE)

This revised version of the TRUE document for the Access 24 Project includes minor or cosmetic changes; however, new language was added on how accidental damage will be handled for the upcoming year.

### Items to be Declared Surplus

#### 1. Electronic Items

The Department of Facilities submitted lists of electronic items to be declared surplus. With approval, these items will be sold at auction or recycled per district policy.

#### 2. Food Service Equipment

School Food Service requested the Board declare the following as surplus and approve the sale of the items at the district auction:

| <b>TAG#</b> | <b>DESCRIPTION</b>                      | <b>SN</b>     | <b>MFG</b> | <b>MODEL</b> |
|-------------|---|---------------|------------|--------------|
| 13218       | DISHWASHER - COMMERCIAL W/15' DISHTABLE | 12-054-718    | HOBRT      | CRS-76       |
| 13229       | TABLE - HOT FOOD - 5-BIN                | N/A           | N/A        | N/A          |
| 13235       | TABLE - HOT FOOD - 5-BIN                | M02166C       | N/A        | N/A          |
| 25066       | VULCAN RANGE - 4 BURNER W/OVEN          | N/A           | VULCN      | E24L         |
| 33271       | TILTING SKILLET, 40 GAL                 | 87033-7H-2781 |            | 40P-STEL     |
| N/A         | MICROWAVE OVEN                          | N/A           | N/A        | N/A          |
| N/A         | TWO COMPARTMENT SINK                    | N/A           | N/A        | N/A          |
| N/A         | THREE COMPARTMENT SINK                  | N/A           | N/A        | N/A          |

#### 3. School Buses

The Transportation Department requested nine buses be declared surplus.

### Summer Camps

The 2018 Summer Camps submitted for approval this month were:

EMS Introduction to Archery      BMS 6th Grade Band Intro Course  
BEHS Basketball Skills Camp

### Community Eligibility Provision of the National School Lunch Program to Include Overdale Elementary

The Community Eligibility Provision (CEP) provides qualifying schools the opportunity to feed breakfast and lunch to every student in the school free of charge, regardless of household income, for up to four years. In SY 13-14, BCPS piloted the Community Eligibility Provision at Shepherdsville Elementary. In SY 17-18, the CEP operated at six

schools: Maryville, Brooks, Lebanon Junction, Nichols, Shepherdsville, and Bullitt Lick. All schools continue to have success implementing this option including increased participation and reimbursement revenue, innovative breakfast delivery procedures and reduced paperwork. Direct Certification data indicates that Overdale Elementary has increased in free students to make the program viable for success. Permission was requested for the program to include Overdale Elementary with the understanding that the district can opt out of the program at the beginning of the school year should the district feel it necessary.

#### 457(b) Administration - American Fidelity

Finance Director Lisa Lewis recommended the Board adopt the administration of 457(b) plans by American Fidelity.

#### Kentucky Chamber Membership

The district has been a member of the Kentucky Chamber since May 2014. As a member, the district receives member discounts especially with Kentucky Employer's Mutual Insurance (KEMI). KEMI is the direct provider for Worker's Compensation Insurance. The credit amount as a Chamber member is \$10%. This is a significant savings on the premium amount. The membership amount is \$2,000 and is offset by the savings discount.

#### 2018-2019 Transportation Manual Review

The Transportation Manual was submitted for review by the Task Force with just a few suggested changes.

#### Request to Renovate OMES Playground

Old Mill Elementary School would like to allow the PTO to renovate the playground equipment. Recommendations by Bluegrass Recreation and Dirt Work of Kentucky total \$7,206.68, which the PTO will fully fund.

#### Posthumous Diploma for Noah Richardson, BCHS

Noah Richardson was a senior at Bullitt Central High School. Unfortunately, on Friday, June 8, 2018, Noah was killed in an accident. The family requested Noah be granted a high school diploma as allowed by Board Policy 08.113 – Graduation Requirements.

### **UNFINISHED BUSINESS**

#### Revised 2018-19 Salary Schedule - Band Supplements

This revised 2018-2019 Salary Schedule increased Band Supplements as discussed at the May 21, 2018, Board meeting. Changes include:

- Increase the Competitive Marching Band Assistant supplement from \$4,245 to \$4,552. (This is equivalent to the Assistant Basketball/Football Coach Supplement.)
- Increase the Band Director Supplement by the same incremental increase of \$307 as the Competitive Marching Band Assistant.
- Add an additional Competitive Marching Band Assistant, which goes from 1 to 2 for each high school.
- Omit the Competitive Winter Guard.

2018-192- Motion made by Lorraine McLaughlin, seconded by Diane Thompson, to approve the revised 2018-2019 Salary Schedule as presented. Four members voted YES.

## **NEW BUSINESS**

### Math & Literacy Interventionist / Tutor or MWES

Mt. Washington Elementary School Principal Terri Lewis requested permission to hire a classified Math and Literacy Interventionist/Tutor for three hours a day for 170 days. The Interventionist/Tutor will provide small group interventions during classroom guided reading and math blocks. The position will be funded from the MWES SBDM funds.

- 2018-193- Motion made by Darrell Coleman, seconded by Lorraine McLaughlin, to approve a Math & Literacy Interventionist/Tutor at MWES. Four members voted YES.

### Special Education Request for Additional Staff - NES

Nichols Elementary School Principal Anne Marie Landry requested an additional half-time Learning and Behavior Disorders teacher to accommodate student needs. Funding is available in IDEA-B.

- 2018-194- Motion made by Darrell Coleman, seconded by Diane Thompson, to approve the additional half-time Learning and Behavior Disorders teacher as requested. Four members voted YES.

### Additional Time for Preschool Assistants

Ms. Landry requested an additional 30 minutes per day for two floating preschool assistants to begin with the 2018-2019 school year. Funding is available through state preschool. This contract amendment will increase the 6-hour work day to a 6.5-hour work day effective July 1, 2018.

- 2018-195- Motion made by Diane Thompson, seconded by Lorraine McLaughlin, to approve the 30-minute increase per day for the two floating preschool assistants as requested. Four members voted YES.

### 2018-2019 District Professional Development Plan

The 2018-2019 District Professional Development Plan provides professional learning opportunities offered by individual schools and the district. All professional learning opportunities are aligned with the Comprehensive School and District Improvement Plans based on needs assessment. The planning process for this plan occurred over the course of the 2017-2018 school year with input from school and district leaders.

- 2018-196- Motion made by Darrell Coleman, seconded by Diane Thompson, to approve the 2018-2019 District Professional Development Plan as presented. Four members voted YES.

### 2018-2019 Code of Student Behavior and Discipline

The 2018-2019 Code of Student Behavior and Discipline handbook contains information regarding the behavior expected from each student; the importance of appropriate behavior to maintain a safe learning environment; consequences for failing to meet the appropriate standards of behavior; student, parent and educator rights and responsibilities; school and bus rules; the importance of school attendance; school safety; and required notices and forms needed for the beginning of the school year. Everyone will be able to access the complete Code of Student Behavior and Discipline online and via hard copy. Students and their parents will receive a hard copy of the Code. This document was sent to Eric Farris for review.

- 2018-197- Motion made by Lorraine McLaughlin, seconded by Darrell Coleman, to approve the 2018-2019 Code of Student Behavior and Discipline handbook as presented. Four members voted YES.

Request to Waive Policy 03.221 - Bus Drivers (10 Years of Experience)

Transportation Director Joe Shepherd requested the Board waive for an additional year Policy 03.221 to allow experienced school bus drivers to bring in ten (10) years of experience credit rather than three (3) years through June 30, 2019. This will assist the district in recruiting experienced drivers. Currently, drivers from nearby districts and from out of state are applying for positions to begin the 2018-2019 school year. There are currently nine (9) vacant routes due to retirement and resignations at the end of the 2017-2018 school year. Due to the continued driver shortage issues for the district and across the state, allowing experienced drivers to bring up to ten (10) years of experience will benefit hiring efforts.

- 2018-198- Motion made by Darrell Coleman, seconded by Lorraine McLaughlin to waive Policy 03.221 regarding the number of years of experience bus drivers can bring in to ten (10). Four members voted YES.

Return to Work Plan

In an effort to reduce the amount of time an employee with a Worker's Compensation injury is off work, which should help reduce the MOD rate, thus, Worker's Compensation premiums, presented was a Return to Work option. The Return to Work plan was developed with the assistance of Eric Farris, Joe Mills, BB&T Insurance, and the HR Department. While the program will bring about some cost for the district initially, it will save money in premiums.

- 2018-199- Motion made by Diane Thompson, seconded by Darrell Coleman, to approve the Return to Work Policy as presented. Four members voted YES.

2018-2019 Certified Employee Evaluation Plan

The 2018-2019 Certified Employee Evaluation Plan received a number of revisions to meet requirements of the new regulation. Mainly, all certified employees must now be evaluated based upon four performance measures: planning, environment, instruction, and professionalism. One significant change the committee suggested may be found on page three. A tenured educator will receive his/her summative evaluation according to the first letter of his/her legal first name instead of the first letter of his/her last name. Principals, teachers, and district administrators provided constructive feedback to the current plan and the Certified Evaluation Plan Committee approved the revisions.

- 2018-200- Motion made by Diane Thompson, seconded by Lorraine McLaughlin, to approve the 2018-2019 Certified Evaluation Plan as presented. Four members voted YES.

1st Reading - Board Policy Update #41

Submitted were the 2018 KSBA Annual Policy Updates that had been reviewed by Central Office Leadership Staff. The requested additions and/or modifications have been revised to suit the needs of the district.

- 2018-201- Motion made by Diane Thompson, seconded by Lorraine McLaughlin, to approve the 1st Reading of Board Policy Update #41 as presented. Four members voted YES.

Review Administrative Procedures Update #22

- 2018-202- Submitted for review were the 2018 KSBA Annual Procedure Updates that had been reviewed by Central Office Leadership Staff. The requested additions and/or modifications have been revised to suit the needs of the district. No action was required by the Board.

**EXECUTIVE SESSION**

- 2018-203- Motion made by Darrell Coleman, seconded by Diane Thompson, to enter Executive Session as authorized by KRS 156.557(6)(c) for preliminary discussions related to the evaluation of the Superintendent by the Board or between the Board and Superintendent prior to the summative evaluation. Four members voted YES.

**RECONVENE REGULAR SESSION**

- 2018-204- Motion made by Darrell Coleman, seconded by Diane Thompson, to exit Executive Session and resume regular session. Four members voted YES. No action was taken in Executive Session.

Superintendent's Evaluation 2017-2018

Chairperson Debby Atherton had collected feedback from each Board member to include in a rubric. She shared the average scoring and corresponding classification of the six areas that Superintendent Keith Davis was evaluated during the 2017-2018 school year.

| <b>Standard</b>              | <b>Score<br/>Average</b> | <b>Grade</b> |
|------------------------------|--------------------------|--------------|
| 1. Strategic Leadership      | 3.6                      | Exemplary    |
| 2. Instructional Leadership  | 3.8                      | Exemplary    |
| 3. Cultural Leadership       | 2.2                      | Developing   |
| 4. Human Resource Leadership | 3.2                      | Accomplished |
| 5. Managerial Relationship   | 3.6                      | Exemplary    |
| 6. Influential Leadership    | 3.4                      | Accomplished |

- 2018-205- Motion made by Diane Thompson, second by Darrell Coleman, to approve the evaluation for Superintendent Keith Davis as presented. Four members voted YES.

**ADJOURNMENT**

- 2018-206- Motion made by Lorraine McLaughlin, seconded by Darrell Coleman, to adjourn at 6:45 p.m. Four members voted YES.

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 CHAIRPERSON

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 SECRETARY