

**BULLITT COUNTY PUBLIC SCHOOLS**

**1040 HIGHWAY 44 EAST**

**SHEPHERDSVILLE, KY 40165**

**Regular Meeting of the Bullitt County Board of Education**

**December 15, 2025**

**5:00 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 5:00 PM on Monday, December 15, 2025, with the following members present: (1) Ms. Linda Belcher (2) Mrs. Nita Neal (3) Dr. Matt Mooney (4) Ms. Marci Hodges (5) Mr. Dallas Harshfield

**CALL TO ORDER**

Board Chair, Dr. Matt Mooney, called the meeting to order at 5:00 pm.

**ADOPT THE AGENDA**

**Order #2025-199 - Motion Passed:** Adopt the agenda as presented. passed with a motion by Ms. Nita Neal and a second by Ms. Linda Belcher. All members voted YES.

**PRESENTATIONS**

Board Member, Linda Belcher led the audience in the Pledge of Allegiance and reviewed the Board Team Commitments. Stefanie Kleinholter gave the reminder to Address the Board.

Stefanie Kleinholder presented the School Teachers of the Year Awards with Dr. Bacon assisting.

Construction Update by Mrs. Cate Noble Ward of Studio Kremer Architects

**COMMUNICATIONS**

Audience Comments

(none)

Superintendent's Report

Dr. Bacon went over the determining factors for In Person, NTI and Snow Days in his report. [How do we decide on In-Person School, NTI or Traditional Snow Day?](#)

Can we safely get students to and from school?

- We DO NOT rely on other districts
- We ALWAYS try to make the decision and communicate as early as possible
- We look solely at the conditions within Bullitt County and make decisions we feel are in the best interest of our students and families.
  - Road Conditions
  - Building Parking Lots and Sidewalks
  - Air Temperature
    - Extreme Cold Warning: Actual Air Temperature OR Windchill is forecasted at or below -15°F
    - Cold Weather Advisory: Actual Air Temperature OR Windchill has a chance to reach -5 °F

Other Items from the Board

Ms. Belcher thanked everyone and Dr. Bacon for making hard decisions when it comes to the weather.

## CONSENT ITEMS

**Order #2025-200 - Motion Passed:** Approve Consent Items as presented, noting that all items have been studied with individual recommendations and rationale being provided prior to the meeting in the full Board packet on Tuesday, December 9, 2023, which is available online. passed with a motion by Ms. Nita Neal and a second by Ms. Linda Belcher. All members voted YES.,

### 1. Financial Reports

The November 2025 (FY26 Period 5) financial report reflects continued strength in the district's overall financial position. General Fund revenues total \$89.9 million year-to-date, driven largely by strong property tax collections, while expenditures total \$43.9 million, resulting in a positive margin of approximately \$46.0 million. SEEK funding has reached \$15.9 million, and all major expenditure categories, particularly instruction, are tracking appropriately for this point in the fiscal year. Special Revenue funds show \$5.8 million in revenue and \$5.0 million in expenditures, consistent with the timing of federal and state grant activity. District Activity Funds report \$279,494 in revenue and \$179,214 in expenditures, while Student Activity Funds show limited activity due to the timing of receipts and reimbursements. The Capital Outlay Fund has received \$585,000 of its annual state allocation, with no expenditures recorded to date as capital projects continue through planning phases. Overall, the district's financial outlook remains stable, and no concerns are noted at this time.

1. Balance Sheets for All Funds
2. Monthly Summary Report for Period 5
3. AP Check Reconciliation Register
4. Paid Invoice Report

### 2. Travel

\* All travel by commercial carrier is due to schedule/cost.

### 3. Minutes

### 4. Construction Items

#### 1. West Blue Lick Drainage and Sanitary Project Phase 2, Request for Support

The City of Shepherdsville is requesting a letter of support from Bullitt County Public Schools for the West Blue Lick Road Drainage & Sanitary Sewer Improvement Project - Phase Two. This project includes installation of a large-diameter stormwater trunk line along the full length of Bullitt Lick Middle School Road, multiple new catch basins, and full-depth roadway replacement. The improvements will provide several benefits to Bullitt Lick Middle School and Shepherdsville Elementary School, including: Better drainage and reduced standing water, which will limit mosquito habitat and improve mowing and maintenance.

- Increased usable outdoor space for student activities.
- Opportunities for future drainage improvements on school property.
- Support for potential future upgrades to West Blue Lick Road and KY 44, enhancing safety and traffic flow.

A letter of support from the district will assist the city with permitting efforts. Preliminary construction plans and a preliminary easement plat are included for review.

#### 2. BEHS PSC - BG 25-145 - Change Order 4 - Permanent Netting Poles

BCPS Leadership is requesting the addition of a protective netting system in the endzone of the stadium field to deter balls from going over the fence into the construction zone. This change order includes the labor from Calhoun and their subcontractors to install the netting system that was purchased via a direct purchase order outside of this contract. The Motz Group has been notified of this work and will monitor construction activities and remove and replace turf around the poles. Their work is estimated to be \$2,000 and will work on a Time and Material Basis. Billing will be sent once actual time expended is known as a direct payment request to BCPS. The Motz Group does not have an active contract with the District to apply a change order which is why T&M is being recommended for their oversight of constructing at the existing synthetic turf stadium field. This Change Order includes a credit to offset Change Order 2 which was previously approved a temporary netting system. That credit is shown in the COR paperwork attached to this document. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- BP1 - BEHS PSC - G701-2017 - Change Order 04 - for Board Signature

**3. BEHS PSC - BG 25-145 - Change Order 06 - Groundwater Remediation at Restroom**

The area below the restrooms was holding groundwater. The Civil Engineer, Architect and Special Inspector observed the conditions on site and recommended the addition of an outlet pipe that would drain ground water out to the designed storm system.

I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- BP1 - BEHS PSC - G701-2017 - Change Order 06 - for Board Signature
- BP1 - BEHS PSC - FACPAC - Change Order 06 - Groundwater Remediation at Restroom - for Board signature
- COR-6 BEHS Groundwater Remediation - No action - for Board Reference

**4. Phase II - BG 24-192 - DPO Reconciliation - Sherwin Williams**

Request for approval is for DPO Reconciliation Credit for unbilled materials. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-C for Sherwin Williams - Phase II- for Board Signature
- FACPAC - DPO 1 - for Board Signature

**5. Phase II - BG 24-192 - DPO Reconciliation - The Garland Company**

Request for approval is for DPO Reconciliation Credit for unbilled materials. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-C for The Garland Company - Phase II- for Board Signature
- FACPAC - DPO 7 - for Board Signature

**6. Phase II - BG 24-192 - DPO Reconciliation - Siskin Steel**

Request for approval is for DPO Reconciliation Credit for unbilled materials. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-C for Siskin Steel - Phase II- for Board Signature
- FACPAC - DPO 17 - for Board Signature

**7. Phase II - BG 24-192 - DPO Reconciliation - Ferguson Waterworks**

Request for approval is for DPO Reconciliation Credit for unbilled materials. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-C for Ferguson Waterworks - Phase II- for Board Signature
- FACPAC - DPO 22 - for Board Signature

**8. NBHS - BG 24-192 - Change Order 26 - Added Seat Wall**

The foundation at the gateway wall relative to the sloped walkways is slightly elevated - to correct this, a concrete wall is being proposed around the wall to finish this area relative to the foundation height. I recommend approval of this request.

- BP2 - G701-2017 - Change Order 26 - NBHS PSC - for Board Signature
- BP2 - FACPAC - Change Order 26 - Added Seat Wall - for Board Signature
- COR-41 RFP-15 Monument Seat Wall - No action - for Board Reference

**9. NBHS - BG 24-192 - Change Order 27 - T&M Costs for Weight Room Flooring Delivery**

The General Contractor (Calhoun) provided additional labor and equipment for the flooring installer (Direct Fitness) hired as an outside contractor by BCPS for the weight room flooring. I recommend approval of this request.

- BP2 - G701-2017 - Change Order 27 - NBHS PSC - for Board Signature
- BP2 - FACPAC - Change Order 27 - TM Costs for WR Floor Delivery - for Board Signature
- COR-44 T&M Weight Room Flooring Delivery - No action - for Board Reference

**10. NBHS - BG 24-192 - Change Order 28 - Added Condensate Pump**

**11. NBHS - BG 24-192 - Change Order 29 - Added Concrete Paving and Storm Drainage at Bullitt Central High School**

**12. BMS - BG 23-051 - DPO Reconciliation - L&W Supply**

Request for approval is for DPO Reconciliation Credit for unbilled materials. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-C for L&W Supply - BMS - for Board Signature
- FACPAC - DPO 5 - for Board Signature

**13. BMS - BG 23-051 - DPO Reconciliation - Siskin Steel**

Request for approval is for DPO Reconciliation Credit for unbilled materials. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-C for Siskin Steel - BMS- for Board Signature
- FACPAC - DPO 22 - for Board Signature

**14. BEHS Fine Arts - BG 23-050 - Change Order 27 - Asphalt Overlay**

This Change Order credit is for reduced quantities of asphalt associated with RFP 30.

This offsets cost adds previously approved under Change Order 24. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-2017 - Change Order 27 - Signed by EH - for Board Signature
- CO 27 - FACPAC - Asphalt Overlay Credit - for Board Signature
- BEHS-Fine Arts-COR #44-RFP#30-CREDIT for Revised Quantities for Asphalt Overlay - No action - for Board Reference

**15. BEHS Fine Arts - BG 23-050 - Change Order 28 - Masonry Pipe Chases and GWB Framing at Structural Steel**

This Change Order includes masonry work to provide chases at exposed roof drain leaders and additional framing to obscure structural steel. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-2017 - Change Order 28 - Signed by EH - for Board Signature
- CO 28 - FACPAC - Masonry Pipe Chases and GWB Framing at Steel - for Board Signature
- BEHS-Fine Arts-COR #45 - Misc. Drywall Changes - No action - for Board Reference
- BEHS-Fine Arts-COR #46 - Misc. Masonry Changes - CNW Markup - No action - for Board Reference

**16. BEHS Fine Arts - BG 23-050 - Change Order 29 - Fire Wall Opening Revisions**

The coiling fire shutters that separate the cafeteria commons from the main halls of the Fine Arts addition could not be installed based on ceiling elevations that had to be maintained at the original building. As a result, the shutters needed to be replaced with oversized fire rated doors and hardware. This cost includes a credit for the fire shutters and increase for the custom rated door frames and hardware. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-2017 - Change Order 29 - Signed by EH - for Board Signature
- CO 29 - FACPAC - Fire Wall Opening Revisions - for Board Signature
- BEHS-Fine Arts-COR #47-RFP #20 - Revisions to Firewall B - No action - for Board Reference

**17. BEHS Fine Arts - BG 23-050 - Change Order 30 - Owner Preferred Toilet Accessories**

This Change Order includes revisions to the toilet accessory equipment models to standardize model types for ease of maintenance and repair. I recommend approval of this request.

Attached paperwork is listed below with action items noted for each:

- G701-2017 - Change Order 30 - Signed by EH - for Board Signature
- CO 30 - FACPAC - Owner Preferred TA - for Board Signature
- • BEHS-Fine Arts-COR #48 - Toilet Accessory Revisions - No action - for Board Reference

**18. BCHS & BEHS PSC - BG 25-145 - Change Orders 05 and 08 - Curtainwall Revisions**

At the main entrance curtainwall glass system additional framing is needed to be to obscure a code required steel plate and beam to account for lateral wind loads. This is the same solution that was used at the North Bullitt Physical Science Center. I recommend approval of this request.

Bullitt CENTRAL Physical Science Center - Attached paperwork is listed below with action items noted for each:

- BP1 - BCHS PSC - G701-2017 - Change Order 08 - for Board Signature
- BP1 - BCHS PSC - FACPAC - Change Order 08 - Curtainwall Revisions - for Board Signature
- COR-10 BCHS RFP-4 Curtainwall Revision - For Board Reference, no action required.

Bullitt EAST Physical Science Center - Attached paperwork is listed below with action items noted for each:

- BP1 - BEHS PSC - G701-2017 - Change Order 05 - for Board Signature
- BP1 - BEHS PSC - FACPAC - Change Order 05 - Curtainwall Revisions - for Board Signature
- COR-7 BEHS RFP-2 Curtainwall Revision - For Board Reference, no action required.

**19. BCHS & BEHS PSC - BG 25-145 - DPO Change - Schiller - Stall Doors**

Added material for taller restroom stall doors and frames to match what is currently installed at the North Bullitt Physical Science Center. I recommend approval of this request.

Bullitt CENTRAL Physical Science Center - Attached paperwork is listed below with action items noted for each:

- G701-2017\_Form\_Schiller DPO - Stall Doors - BCHS Executed - for Board Signature
- BP1 - BCHS PSC - FACPAC - DPO Change --Schiller Stall Doors - for Board Signature
- Schiller DPO Change Order BCHS - For Board Reference, no action required.

Bullitt EAST Physical Science Center - Attached paperwork is listed below with action items noted for each:

- BP1- BEHS PSC - G701-2017 - Schiller DPO - Stall Doors Executed - for Board Signature
- BP1 - BEHS PSC - FACPAC - DPO Change --Schiller Stall Doors - for Board Signature
- Schiller DPO Change Order BEHS - For Board Reference, no action required.

**20. BCHS and BEHS PSC - BG 25-145 - Change Orders 07 and 09 - Ductwork Revisions**

**5. Human Resources**

**1. Leave of Absence Requests**

Please recommend to the Board at the July 28th, 2025 meeting the approval for the following requests for unpaid leave of absences.

Katherine Terry-Instructional Assistant-Cedar Grove Elementary-Ms. Terry is requesting leave without pay for the date of 11/11/2025 for a total of 6.25 hours without pay.

Clara Antle-Plant Manager-Nichols Elementary-Ms. Antle is requesting leave without pay for the dates of 11/11/2025-01/06/2026 for a total of 36.29 days without pay.

Kellie Rausch-Kindergarten Assistant-Lebanon Junction Elementary-Ms. Rausch is requesting leave without pay for the dates of 11/11/2025, 11/12/2025, 11/21/2025, 11/22/2025 and 11/25/2025 for a total of 7 hours without pay.

Christine Payton-Volunteer Coordinator-Nichols Elementary School-Ms. Christine is requesting leave without pay for the dates of 11/07/2025 and 11/24/2025 for a total of 6 hours without pay.

William Hardin-Bus Driver-Transportation-Mr. Hardin is requesting leave without pay for the dates of 11/12/2025-11/14/2025 for a total of 3 days without pay.

Jennifer Linder-Bus Driver-Transportation-Ms. Linder is requesting leave without pay for the dates of 11/20/2025 and 11/21/2025 for a total of 8 hours without pay.

Tammy Coomes-Bus Monitor-Transportation-Ms. Coomes is requesting leave without pay for the dates of 11/24/2025 and 11/25/2025 for a total of 1.50 days without pay.

Kelsey Richie-Lunchroom Monitor-Ms. Richie is requesting leave without pay for the dates of 11/12/2025, 11/20/2025 and 12/08/25-02/02/25 for a total of 30 days and 2 hours without pay.

Kimberly Adams-Bus Driver-Transportation-Ms. Adams is requesting leave without pay for the dates of 11/11/2025-02/12/2026 for a total of 54 days without pay.

Britney Casey-Monitor-Mount Washington Elementary-Ms. Casey is requesting leave without pay for the dates of 11/05/2025 and 11/18/2025 for a total of 4 hours without pay.

Dona Crigger-Lunchroom Monitor-Maryville Elementary-Ms. Crigger is requesting leave without pay for the dates of 11/06/2025, 11/07/2025, 11/18/2025 and 11/19/2025 for a total of 8 hours without pay.

Connie Cruise-Monitor-Mount Washington Elementary-Ms. Cruise is requesting leave without pay for the dates of 11/03/2025, 11/24/2025 and 11/25/2025 for a total of 4.50 hours without pay.

Stephanie Daniels-Lunchroom Monitor-Nichols Elementary-Ms. Daniels is requesting leave without pay for the dates of 11/13/2025, 11/17/2025, 11/24/2025 and 11/25/25 for a total of 4 hours without pay.

Amanda Frantz-Lunchroom Monitor-Mount Washington Middle-Ms. Frantz is requesting leave without pay for the date of 11/07/2025 for a total of 2 hours without pay.

Kathy Howard-Lunchroom Monitor-Roby Elementary-Ms. Howard is requesting leave without pay for the dates of 11/03/2025 and 11/21/2025 for a total of 3.50 hours without pay.

Mandy Jantz-Monitor-Freedom Elementary-Ms. Jantz is requesting leave without pay for the dates of 11/04/2025 and 11/17/2025 for a total of 3.00 hours without pay.

Ellen Mast-Lunchroom Monitor-Brooks Elementary-Ms. Mast is requesting leave without pay for the date of 11/11/2025 for a total of 1.50 hours without pay.

Shannon McMurray-Lunchroom Monitor-Maryville Elementary-Ms. McMurray is requesting leave without pay for the dates of 11/10/2025, 11/12/2025, 11/21/2025 and 11/24/2025 for a total of 1.50 hours without pay.

Leslie Cook-Monitor-Crossroads Elementary-Ms. Cook is requesting leave without pay for the dates of 12/15/2025-12/19/2025 for a total of 10 hours without pay.

Denyse Elam-Assistant Kindergarten-Shepherdsville Elementary-Ms. Elam is requesting leave without pay for the dates of 10/30/2025 and 10/31/2025 for a total of 4 hours without pay.

Laura Buley- Lunchroom Monitor-Pleasant Grove Elementary-Ms. Buley is requesting leave without pay for the date of 11/20/2025 for a total of 1.5 hours without pay.

Sharon Nichols-Lunchroom Monitor-Overdale Elementary-Ms. Nichols is requesting leave without pay for the date of 11/25/2025 for a total of 1.50 hours without pay.

**2. Entry of the Employment Records in the Minutes of Record**

Employment records for both the certified and classified personnel for the period of **October 2025** through **December 2025** are submitted for the Board's information and inclusion in the minutes of this meeting.

## 6. Contracts

### 1. Transfinder Annual Agreement

I am requesting approval of the agreement with Transfinder for our Annual Technical Support. This is our bus routing software, mapping, GPS Connect, Routefinder Plus, Stopfinder, Viewfinder, and Wayfinder. In the amount of \$26,330.00

### 2. Professional Coaching Services for Governor's Scholars Program (GSP)

The attached renewal agreement outlines continued support for our high school counselors, GSP student applicants, and their families. This service includes informational sessions, small group assistance, and one-on-one application support. Before last year, we observed a decline in both the number and quality of applications. However, with the aid of this service, we achieved a notable success rate last year with double applicants being submitted for program submission. The total cost for the renewal agreement is \$12,000, which will be funded through the Student Learning and the Gifted and Talented Budget. This agreement has been reviewed by Dinsmore & Shohl, LLP. Approval is requested for the attached MOA services and Bullitt County Public Schools.

### 3. Clarity Co. Agreement

The attached agreement is between Clarity Co. and Bullitt County Public Schools. This agreement will work to ensure our Monday.com system continues to function effectively and evolve with our needs. This agreement will provide ongoing consultative support to encompass the areas of monitoring usage statistics and providing quarterly feedback on system adoption. Clarity will also serve as a technical advisor to our internal technology team for troubleshooting existing systems. Clarity will offer guidance and direction during implementation of new systems or workflows, providing review and feedback on all boards and automations built by the Client. This platform provides all district and school administrators with a dashboard of workflows, systems, etc. to increase productivity and efficiency across the district and promote organizational effectiveness. The total cost of the agreement is \$7,000 for a total 40 hours to end on June 30, 2026 and will be funded through the Communications department. The contract has been reviewed by Dinsmore & Shohl, LLP. Approval is requested for the agreement between BCPS and Clarity, Co.

### 4. Supplemental THRIVE Academy Coach Agreement

THRIVE is an integral part of our new teacher support program that has expanded to support teachers in Years 1-3 of their career. Due to the differentiated needs of our new teachers based on their entry point into the education profession, support from an additional THRIVE coach to add supplemental support to our existing team is necessary. In addition, one of our current THRIVE coaches is experiencing some health-related procedures impacting support for our new teachers as well. To effectively implement the THRIVE Academy program, I am requesting approval for the attached, signed substitute contracts for Mrs. Katie Stephens. She will serve as a supplemental THRIVE Academy coach, providing crucial mentoring, direct support, coaching, and professional learning opportunities for teachers with zero years of experience. Your approval of this agreement is requested to allow us to move forward with the implementation of our enhanced THRIVE Academy program for the second semester to ensure our new teachers and inexperienced teachers receive the best possible start in BCPS for retention in our district and the profession. The total estimated cost for this additional support to cover salary, travel, and programming supplies, (January 1-June 30, 2026 will not exceed \$17,000.00 and will be paid through the Curriculum, Instruction, and Assessment budgets.

### 5. MES Math Coaching Support (Two Chicks and Arithmetic)

Attached is the request from Maryville Elementary to approve a professional development coaching contract with Two Chicks and Arithmetic. As evidenced in Maryville's request, Maryville Elementary teachers will be collaborating with Two Chicks and Arithmetic in Numeracy Counts: Supporting the Teaching of Elementary Fractions (Grades 3-5). All teachers will receive a resource folder full of ready-to-use materials, planning tools, and fraction activities in addition to the hands-on coaching and support. This support will include five on-site coaching days, in addition to other supports. The total cost for this

professional development and coaching support is \$5,000. MES Title I funds will be utilized for this contract. The terms have been reviewed by Dinsmore and Associates.

**6. Bullitt East High School Catering and DJ Contract for Prom 2026**

Please see the attached contracts between Bullitt East High School and MozzaPi for catering and Spin-A-Round Sound for DJ for their Junior/Senior Prom on Saturday, March 21, 2026. This contract has been reviewed by Dinsmore & Shohl LLP. Please approve this contract at the December Board Meeting.

**7. Quadient Postage Agreement Central Office**

Bullitt County Schools central office would like to enter into a lease agreement with Quadient for their postage needs. This organization is covered by a Master Agreement through the Commonwealth of Kentucky. The funding for this lease will be funded through the general fund. I ask the lease with Quadient be approved.

**7. Permission to Accept Donations/Grant Funding**

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School/Program Receiving Contribution	Donor	Description	Purpose	Value
BCPS HEART House on Ellis Cook Road	Various Mt. Washington are businesses partnering with On Top Of It Roofing	Donation	Remodel district property to create workspace for support services	\$95,736.00
BCPS' McKinney-Vento Homeless Education Program	Various donors to community campaign	Donation	To be used as needed for students & families	\$2,823.00
Eastside Middle School	Mark Schonwetter Holocaust Education Foundation (MSHEF)	Grant	Project Purpose: books with discussion prompts for lessons	\$998.94
Freedom Elementary School	Community Share & National Education Association	Grant	Check # 9060466767 to be used for Community Engaged Learning project	\$719.49
Riverview Opportunity Center's CRC Program	Veterans of Foreign Wars Auxiliary	Donation	Check # 7967 to be used for Career Readiness Center initiatives	\$200.00
North Bullitt High School	Bullitt County Public Library	Donation	Check #51802 for transportation fees to BCPL's Americans & the Holocaust Traveling Exhibit	\$435.42
Eastside Middle School	Eastside Middle's PTO	Donation	Replace flooring in office area	\$9,022.43
Bullitt Central High School's Cafeteria	Heritage Homemakers	Donation	Check # 1017 for Food for Thought Campaign	\$500.00
Overdale Elementary School	Overdale Elementary PTO	Donation	Check # 1527 for staff needs	\$279.09
Mt. Washington Elementary & Pleasant Grove Elementary Family Resource Center	Nel S. Morrison Charitable Trust	Donation	Check # to be used as needed for programming	\$1,000.00
Bullitt Central High School's Youth Services Center	YSC Annual Craft Fair	Donation	Provide student needs	\$3,839.00
Shepherdsville Elementary School's Family Resource Center	RHP Properties	Donation	Sponsoring teachers with classroom supplies through <a href="https://www.adoptaclassroom.org">AdoptAClassroom.org</a>	\$8,000.00



Shepherdsville Elementary School's Family Resource Center	Various churches & local businesses	In-Kind Donation	40 Thanksgiving Food boxes, \$60 each	\$2,400.00
Bullitt Central High School's Youth Services Center	Various churches	In-Kind Donation	89 Thanksgiving Food boxes, \$60 each	\$5,340.00
Roby & Nichols Elementary School's Family Resource Center	Field of Grace Church & Journey Church	In-Kind Donation	52 Thanksgiving Food boxes, \$60 each	\$3,120.00
Cedar Grove & Lebanon Junction Elementary Family Resource Center	Various churches	In-Kind Donation	23 Thanksgiving Food boxes, \$60 each	\$1,380.00
Maryville & Overdale Elementary Family Resource Center	Little Flock Baptist Church	In-Kind Donation	29 Thanksgiving Food boxes, \$60 each	\$1,740.00
Brooks & Freedom Elementary Resource Center	Little Flock Baptist Church & Brooks Baptist Church	In-Kind Donation	41 Thanksgiving Food boxes, \$60 each	\$2,460.00
Hebron & Zoneton Middle Youth Services Center	Little Flock Baptist Church	In-Kind Donation	32 Thanksgiving Food boxes, \$60 each	\$1,920.00
Bullitt Lick & Bernheim Middle Youth Services Center	Field Of Grace Church, Impact Shepherdsville Church & BLMS' Hometown Harvest	In-Kind Donation	50 Thanksgiving Food boxes, \$60 each	\$3,000.00
Bullitt Central High School Youth Services Center	Various churches	In-Kind Donation	89 Thanksgiving Food boxes, \$60 each	\$5,340.00
Bullitt East High School's Youth Services Center	Various clubs at Bullitt East High School	In-Kind Donation	20 Thanksgiving Food Boxes, \$60 each	\$1,200.00
East Area Elementary & Middle Schools	Peoples Bank of Mt. Washington & Mt. Washington Lions Club	In-Kind Donation	320 students served through Peoples Bank of Mt Washington's STAR Program, \$150 each	\$48,000.00
Bullitt Central High School's Youth Services Center	Various churches	In-Kind Donation	69 Winter Clothing & Hygiene Boxes, \$150 each	\$10,350.00
Bullitt East High School, Bullitt Central High School & Bullitt Alternative Center	Church of the Crossroads	In-Kind Donation	149 Winter Clothing & Hygiene Boxes, \$150 each	\$22,350.00
Family Resource & Youth Services Centers	Southeast Christian Church of Bullitt County	In-Kind Donation	350 Winter Break Food Boxes, \$60 each	\$21,000.00
Cedar Grove & Lebanon Junction Elementary Family Resource Center	Journey Church & Turnaround Center	In-Kind Donation	23 Winter Break Food boxes, \$60 each	\$1,380.00
Total for BOE Review & Approval				\$254,533.37

#### 8. Curriculum/Instructional Resources etc. Approval

As of July 25, 2022, the Superintendent will oversee all curriculum, textbooks, instructional materials, and student support services per changes in Kentucky Revised Statutes (KRS 160.345). The curriculum in each school shall be designed to achieve student capacities established by KRS 158.645 and the school goals established by KRS 158.6451. The curriculum shall comply with all applicable state and federal statutes and regulations. In any school administered under the provisions of KRS 160.345, the Superintendent shall determine which curriculum, textbooks, instructional materials, and student support services shall be provided in the school after consulting with the Board, the Principal, and the school council and after a reasonable public review and response period for all stakeholders. The attached documentation provides details on the following.

- School/Location
- Name of program or department requesting curriculum
- Applicable research and/or evidence-based findings for this curriculum (What Works ClearingHouse, EdReports, etc.)
- Explanation of curriculum materials including purpose, when will be utilized, content area, etc.
- Date of minimum two-week public stakeholder review by staff, parents, and the school community
- Review/approval date by Assistant Superintendent and/or Chief Academic Officer

Approval is requested of curriculum and/or instructional resources for district wide use along with several schools.

#### **9. Additional School Fundraisers**

Attached you will find the additional school fundraiser requests submitted by the following schools:

- Cedar Grove Elementary
- North Bullitt High School
- Freedom Elementary

I ask the additional school fundraiser requests be approved for the current school year.

#### **10. Underclassmen and High School Pictures**

At this time, I am requesting the Board's approval to extend the district's contract with Lifetouch for Underclassmen and High School photography services. This extension would continue our existing arrangement for all student photos, including senior portraits and other related services. Lifetouch has consistently provided reliable support to our schools, and extending this contract will ensure continuity and convenience for students, families, and staff. I ask the Board to approve this contract extension for the upcoming year.

#### **11. Requests to Alter District Property**

##### **1. North Bullitt JROTC obstacle course Fencing Enclosure request**

The North Bullitt JROTC Program is requesting the modification of the North Bullitt campus in order to accommodate fencing around the newly constructed JROTC obstacle course. By enclosing the JROTC obstacle course, this will decrease the potential for unauthorized usage and vandalism. The North Bullitt JROTC program is requesting to have the fencing installed parallel to the cemetery fence line, fully securing the entire obstacle course. The cost of the fencing project will be: \$9270 This project will be funded by CTE funding The North Bullitt JROTC program will utilize Top Rail Fence Louisville to construct the fencing project. Top Rail Fence Louisville will ensure all gas and electric lines are properly marked prior to commencement of the fencing project. I recommend approval of this request.

Attachment: North Bullitt fencing enclosure request - Board Reference

#### **12. Use of District Property Requests**

##### **1. BES Use of facilities- Little Flock Baptist Church**

Little Flock Baptist Church has submitted a facility use form seeking permission to use Brooks ES on the following days: 01/06/2026 - 03/14/2026 All required documentation has been verified. I recommend approval of this request.

##### **2. PGES Use of Facilities for PGD Cheer**

Pleasant Grove Dolphins has submitted a facility use form seeking permission to use Bullitt Central HS on the following days: 12/13/2025 All required documentation has been verified. I recommend approval of this request.

##### **3. NBHS Use of Facilities for NB & Mid America**

North Bullitt Girls Basketball - Mid America Basketball Tournament has submitted a facility use form seeking permission to use North Bullitt HS on the following days: 02/21/2026 - 02/22/2026 All required documentation has been verified. I recommend approval of this request.

**4. ZMS Use of Facilities- NB and Mid America**

North Bullitt Girls Basketball - Mid America Tournament has submitted a facility use form seeking permission to use Zoneton MS on the following days: 02/21/2026 - 02/22/2026 All required documentation has been verified. I recommend approval of this request.

**5. HMS Use of Facilities - NB and Mid America**

North Bullitt Girls Basketball - Mid America Tournament has submitted a facility use form seeking permission to use Hebron MS on the following days: 02/21/2026 - 02/22/2026 All required documentation has been verified. I recommend approval of this request.

**6. UNFINISHED BUSINESS**

**1. 2nd Reading 05.3 Community Use of School Facilities**

**Order #2025-201 - Motion Passed:** Approve 2nd reading of 05.3 Use of School Facilities passed with a motion by Dallas Harshfield and a second by Marci Hodges. All members voted YES.

I am requesting the 2nd reading and approval of Policy 05.3, Community Use of School Facilities, to further clarify the process for utilization of Bullitt County Public School facilities. Matt Cooper with KDE and Board Attorney Eric Farris have seen and approved the changes. Let me know should you have additional questions or require additional information. TDW:at Attachments: Policy 05.3, Community Use of School Facilities

**2. 2nd Reading of Policy 09.214**

**Order #2025-202 - Motion Passed:** Approve 2nd Reading of Policy 09.214 passed with a motion by Ms. Nita Neal and a second by Dallas Harshfield. All members voted YES.

The proposed Policy 09.214 establishes guidelines for using Registered Therapy Animals to support student mental health, emotional regulation, and academic engagement in Bullitt County Public Schools (BCPS). Due to an increase in the number of requests for therapy dogs/animals, a policy is necessary to ensure safety for students and staff. The policy mandates prior written approval, annual renewal, proof of certification/vaccinations, and liability insurance. Handlers are responsible for control, care, and clean-up, with provisions made for allergies and trauma concerns. This policy has been reviewed and approved by KSBA and Dinsmore & Shohl, LLP. as well as KSBA. Approval is requested for a second reading of the new policy 09.214

**3. 2nd Reading of Board Policy 10.4 (revision)**

**Order #2025-203 - Motion Passed:** Approve 2nd reading of Board Policy 10.4 (revision) passed with a motion by Ms. Nita Neal and a second by Dallas Harshfield. All members voted YES.

Board Policy 10.4, Advertising in the Schools, outlines the standards and procedures for commercial and community advertising within district schools. The policy establishes clear definitions, approval processes, and limitations to ensure that all advertising aligns with the educational mission of the district and remains appropriate for students. The current policy has been reviewed and revised to reflect updated communication practices, and clarify the roles of district administration, principals, and school-affiliated support groups such as PTAs, PTOs, and Booster Clubs in approving and managing advertising activities.

The revisions to Policy 10.4 provide clearer definitions and a more cohesive structure for advertising procedures within the district. These revisions are designed to protect instructional time and preserve the integrity of the educational environment while supporting positive relationships between schools and community organizations. The changes also promote transparency and consistency in the approval process for advertising and solicitation, ensuring that all practices comply with legal requirements and district standards.

This revision has been reviewed by Dinsmore & Shohl, Inc. and by KSBA. This request is for approval of the second reading of revised Policy 10.4.

**7. NEW BUSINESS**

**1. Plant Manager for the Physical Science Center & Extracurricular facilities**

**Order #2025-204 - Motion Passed:** Approve Plant Manager for the Physical Science Building & Sports Complex as requested passed with a motion by Ms. Linda Belcher and a second by Ms. Nita Neal. All members voted YES,

Thomas Stokes, Director of Facilities, requests approval of the position and job description for: Plant Manager of the Physical Science Center & Extracurricular Facilities. The person in the position will perform routine custodial activities at the assigned district school site. The position will begin at North Bullitt High School and will eventually be needed at the other two high schools. Funding will come from the General Fund. Attachment: Job Description

## **2. ZMS- School-Paid Assistant Volleyball Coach Request**

**Order #2025-205 - Motion Passed:** Approve ZMS Assistant Volleyball Coach as requested. passed with a motion by Ms. Linda Belcher and a second by Marci Hodges. All members voted YES.

Leslie Chadwell, principal of Zoneton Middle School, requests to add an Assistant Volleyball Coach to the school's staffing. The team has increased in size, and the demands of supervision, skill development, and safety exceed what a single coach can manage effectively. Funding will come from the Fund 22.

Attachment: Memo from Principal Chadwell

## **3. Early Graduation Requests**

**Order #2025-206 - Motion Passed:** Approve Early Graduates as requested. passed with a motion by Ms. Nita Neal and a second by Marci Hodges. All members voted YES.

Attached you will find an Early Graduation request for the following students:

- SSID #2120175893 - senior at Bullitt Central High School
- SSID #2120192457 - senior at Bullitt Central High School
- SSID #2120092141 - senior at Bullitt Central High School
- SSID #2120172633 - senior at Bullitt Central High School
- SSID #2120429621 - senior at Bullitt Central High School

These students meet the graduation requirements stated in our Graduation Policy 08.113.

Please approve the Early Graduation request for these students at the December Board meeting.

## **4. 2026-2027 School Calendar for BCPS**

The BCPS Calendar Committee convened on November 17, 2025, to develop a preliminary survey to solicit community feedback regarding the current calendar format. The results of this initial survey are attached for your review.

Following an analysis of the results, the Committee developed 4 distinct calendar options. These options were presented to the Calendar Committee on December 2nd. The Calendar Committee then removed the 4th option and would like to present 3 options for approval to be included in a subsequent community-wide survey. This voting survey will be distributed on December 3rd and will close on Friday, December 5th. Upon the conclusion of the voting period, we will review the findings and submit the community's preferred calendar to the Board of Education for official approval.

Pursuant to the process for school calendar adoption, the Board of Education is required to hold two (2) separate meetings: 1) a session for discussion of the Calendar Committee's results and presentation of the calendar recommendation, and 2) a subsequent session for the official adoption of the calendar. These meetings may be conducted during a regular or special session.

We intend to present the survey results to the Board during the regular meeting on Monday, December 15th. At that time, we will recommend that the Board officially adopt the 25-26 school calendar during their regular meeting scheduled for January 12th.

## **5. 2026-2027 School Start and End Times**

**Order #2025-207 - Motion Passed:** Accept 2026-2027 Start and End times as requested passed with a motion by Ms. Nita Neal and a second by Ms. Linda Belcher. All members voted YES.

This proposal outlines necessary adjustments to the daily school schedule for the 2026-2027 academic year. The primary objective is to ensure equitable instructional time across all school levels by balancing the number of daily instructional minutes to a uniform 390 minutes. Currently, instructional minutes vary across school levels, ranging from 375 to 395 minutes, which necessitates this standardization.

Furthermore, the recommended changes to the start and end times are strategically designed to create a full 60-minute interval between the start of one school level and the next. This critical staggering is an optimal practice intended to significantly alleviate current transportation and routing challenges, leading to improved on-time performance and operational efficiency across the district.

Current Start and End Times	Instructional Minutes	Proposed Start and End Times	Instructional Minutes
High Schools: 7:20 AM - 2:10 PM	385 minutes	High Schools: 7:10 AM - 2:05 PM	390 minutes
Middle Schools: 8:00 AM - 3:00 PM	395 minutes	Middle Schools: 8:10 AM - 3:05 PM	390 minutes
Elementary Schools: 9:00 AM - 3:40 PM or 9:10 AM - 3:50 PM	375 minutes	Elementary Schools: 9:10 AM - 4:05 PM	390 minutes

#### EXECUTIVE SESSION

**Order #2025-208 - Motion Passed:** Recess regular session and enter Executive Session as authorized by KRS 61.810(1)(f) for discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested. passed with a motion by Dallas Harshfield and a second by Marci Hodges. All members voted YES.

1. As authorized by KRS 61.810(1)(f) for discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested.

#### RECONVENE REGULAR SESSION

**Order #2025-209 - Motion Passed:** Exit executive session and resume regular session. passed with a motion by Ms. Nita Neal and a second by Dallas Harshfield. All members voted YES.

#### ADJOURNMENT

**Order #2025-210 - Motion Passed:** Adjourn at 6:14 p.m. passed with a motion by Ms. Nita Neal and a second by Ms. Linda Belcher. All members voted YES.

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CHAIRPERSON

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SECRETARY