

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

Regular Meeting of the Bullitt County Board of Education

April 20, 2026

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, April 20, 2026, with the following members present:

Attendance Taken at 5:00 PM:

(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 #2026-201 - Motion Passed: Adopt the agenda as presented. passed with a motion by Dallas Harshfield and a second by Ms. Nita Neal. All members voted YES.

PRESENTATIONS

Board Member, Dr. Matt Mooney led the audience in the Pledge of Allegiance and reviewed the Board Team Commitments. Dr. Bacon gave the reminder to Address the Board.

c. Student Recognitions -College Board National Recognition

BCPS is proud to celebrate the achievements of its students who earned academic honors from the College Board National Recognition Program. The program, available on BigFuture®, helps students stand out on college and scholarship applications. Every year, talented students claim an award based on their achievement on College Board assessments. The program offered three awards to students of all backgrounds and across schools nationwide: First-Generation Recognition Award, Rural and Small-Town Recognition Award, and the School Recognition Award, to honor top-performing students in every high school.

This year, 51 students from BCPS were awarded. We will recognize groups this month and next month.

From BCHS:

- Danielle Barnhard: First Generation Recognition Award & School Recognition Award
- Braylon Bland: First Generation Recognition Award & School Recognition Award
- Jaylee Dills: First Generation Recognition Award
- Tyler Funk: School Recognition Award
- Isabella Gabehart: First Generation Recognition Award & School Recognition Award
- Madelynn Welch: First Generation Recognition Award & School Recognition Award
- Andrew Withers: School Recognition Award

From BEHS:

- Patrick Burks: First-Generation Recognition Award & Rural & Small-Town Recognition Award
- Isabella Frantz: First-Generation Recognition Award
- Landen Skaggs: First-Generation Recognition Award & Rural & Small-Town Recognition Award
- Brooke Daniel: First-Generation Recognition Award
- Annabelle Decker: First-Generation Recognition Award & Rural & Small-Town Recognition Award

- Richard Cuba-Paumier: Rural & Small-Town Recognition Award
- Nathan Jackson: Rural & Small-Town Recognition Award
- Elijah Kennington: Rural & Small-Town Recognition Award
- Jacob Mindak: Rural & Small-Town Recognition Award
- Preston Nunn: Rural & Small-Town Recognition Award
- Ryan Ousley: Rural & Small-Town Recognition Award
- Isla Patterson: Rural & Small-Town Recognition Award
- Ty Patterson: Rural & Small-Town Recognition Award
- Sophia Price: Rural & Small-Town Recognition Award
- Emma Spalding: Rural & Small-Town Recognition Award
- Braeden Wafford: Rural & Small-Town Recognition Award
- Rylin Wall: Rural & Small-Town Recognition Award

Congratulations to these students. Your commitment to academic excellence and Mastery Learning has set a remarkable example for your peers. We are proud of your accomplishments.

d. "I'm In!" Scholarship Drawings

It is time for our district's annual drawing of our "I'm In!!" Scholarship for a single senior from each BCPS high school in the amount of \$2,000. If selected, the graduate will receive \$1,000 initially, and \$1,000 for continuing their studies for a second year. The drawing will occur during our April 20th Board of Education meeting. Students' names were entered into the drawing by simply providing a copy of their college acceptance letter to their school principal or counselor. Names could only be entered into the drawing one time.

The winners were as follows:

BCHS: Randall Ferguson

BEHS: Shealynn Scalf

NBHS: Christian White

ROC: Raygan Miles

COMMUNICATIONS

Audience Comments

Mrs. Jo Coffman addressed the Board and stated how happy she was the decisions they are making and with how well they work together. She states that she was recently out of town and met others who knew of all the happening with our sports fields and schools and it felt really good to watch what is happening in out district.

Superintendent's Report

Dr. Bacon invited Melissa Hopkins to give an update on where things stand with BCEA/KEA in the State and in our District. She spoke about taking part in the KEA Advocacy Day on March 25 and being a part of the Delegate Assembly and hoping to make a difference for Bullitt County and teachers across the state.

Other Items from the Board

Ms. Linda Belcher spoke about the upcoming KIDSFEST on Saturday, June 13 at Paroquet Springs and all the things offered to children free in Bullitt County.

CONSENT ITEMS

Order #2026-201 - 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 Friday, April 10, 2026, which is available online. passed with a motion by Ms. Nita Neal and a second by Dallas Harshfield. All members voted YES.

a. Financial Reports

1. Balance Sheets for All Funds
2. Monthly Summary Report for Period 9
3. AP Check Reconciliation Register
4. Paid Invoice Report

b. Bids

1. Permission to solicit a Request for Proposal (RFP) for a pizza program @ high schools
The Department of School Nutrition Services (SNS) requests permission to solicit a RFP for a pizza company that provides tools, resources, and ingredients to prepare 7” freshly-made personal pizzas that are on par with restaurant quality pizza for our 3 high schools. The pizza must provide a whole grain crust and meet NSLP nutritional guidelines/regulations for grades 9-12 meal pattern. The pizza must provide at least 2 meat/meat alternatives and 2 oz. grain equivalent toward the federal meal pattern. Proposal submissions must include all recipes and nutritional information. Official advertisement will open on Wednesday, April 22, 2026 and will run for a minimum of 10 consecutive days. The deadline for proposal submissions will be Wednesday, May 6, 2026 at 10:00 AM.

AWARDING OF THE CONTRACT WILL BE SHARED ON MAY 8, 2026. The Award will be recommended to the Board at the regular scheduled monthly meeting on May 18, 2026.

c. Travel

<google-sheets-html-origin></google-sheets-html-origin>

R505479	BASEBALL	Christian Academy	4/27/2026 4:00 PM	4/27/2026 9:00 PM	Ronnie Bryson
R505443	Bullitt Central FBLA	Galt House	4/28/2026 8:30 AM	4/29/2026 1:30 AM	Angela Huffman
R505466	Studio Host Interest	Louisville Public Media	4/30/2026 8:30 AM	4/30/2026 1:30 PM	Beverly Stangel
R505480	BASEBALL	North Laurel	5/1/2026 4:00 PM	5/1/2026 9:00 PM	Ronnie Bryson
R505493	BCHS Business & Marketing Pathway	Church of the Crossroads	5/4/2026 8:00 AM	5/4/2026 1:00 PM	Angela Huffman
R505499	BE Accounting/FBLA/Bank	Church of the Crossroads	5/4/2026 8:30 AM	5/4/2026 11:30 AM	Thomas Downs
R505497	8th Grade Entrepreneur Students	Church of the Crossroads	5/4/2026 10:30 AM	5/4/2026 1:50 PM	Courtney Lurie
R505483	BASEBALL	Saint X High School	5/6/2026 4:00 PM	5/6/2026 9:00 PM	Ronnie Bryson
R505456	Hebron Middle School Band	Kings Island	5/9/2026 9:00 AM	5/9/2026 1:30 PM	Jacob Mitchell
R505487	BASEBALL	MALE HIGH SCHOOL	5/12/2026 4:00 PM	5/12/2026 9:00 PM	Ronnie Bryson
R505488	BASEBALL	North OLDHAM	5/13/2026 4:00 PM	5/13/2026 9:00 PM	Ronnie Bryson
R505489	BASEBALL	Eastern High School	5/14/2026 4:00 PM	5/14/2026 9:00 PM	Ronnie Bryson

R505520	BASEBALL	North Bullitt HS	5/19/2026 4:00pm	5/23/2026 9:00pm	Michelle Frans
R505525	BCHS ROTC	Wendell Ford Training Ctf;00am	5/28/2026 8:00 am	6/1/2026 8:00am	Robert Thacker
R505531	8th Grade	Mammoth Cave	5/28/2026 8:30am	5/28/2026 4:30PM	Rebekah Bauer
R505461	Beta Club	Holiday World	6/2/2026 8:45 AM	6/2/2026 8:00 PM	Bri Jackson
R505449	FBLA Camp	FFA Leadership Training Center	6/2/2026 8:30 AM	6/4/2026 1:30 PM	Angela Huffman
R505463	BASKETBALL boys	Transylvania University	6/4/2026 9:00 AM	6/6/2026 5:00 PM	Hughes Kenneth
R504911	Bullitt East FFA	Hilton Downtown Lexington	6/9/2026 8:00 AM	6/11/2026 2:00 PM	Megan McConnell
R505465	BASKETBALL boys	Hanover College	6/10/2026 9:00 AM	6/10/2026 5:00 PM	Hughes Kenneth
R505448	BOWLING	Holiday World	6/17/2026 8:30 AM	6/17/2026 8:30 PM	Emily Knight
R504972	Team Kentucky: USA Games Youth Leadership Experience	University of Minnesota	6/18/2026 5:00 AM	6/27/2026 10:00 PM	Ondrea Smallwood
R505446	Educators Rising	Portland Convention Center	6/19/2026 8:00 AM	6/23/2026 12:00 PM	Danielle Parrish
R505464	BASKETBALL	University of indy	6/19/2026 9:00 AM	6/20/2026 6:00 PM	Hughes Kenneth
R504656	FBLA	Henry B Gonzalez Convention Center	6/24/2026 7:00 AM	7/3/2026 8:00 PM	Thomas Downs

d. Minutes

e. Construction Items

1. Revised MOU Lebanon Junction HVAC Renovations

The MOA was previous reviewed and approved at the last meeting (3/23/2026). However, it has come to our attention that the document included a reference to sales tax. The line has now been removed, and a revised version of the MOU has been prepared. No other changes have been made to the document. We request that you review and sign the updated MOU at your earliest convenience.

2. HEART House Parking Lot and Driveway Improvements

This memo is to inform the Board of planned parking lot and driveway improvements at the HEART House. To provide safe and functional access to the property, we will be completing a driveway from the main road to the garage, along with a small parking area to accommodate approximately five vehicles on the side of the building.

The work will be completed by Bid-Rite Paving, who has generously partnered with us on this project. The total cost for the project is \$2,500, which includes installation of two inches of millings

(recycled asphalt). Additionally, Bid-Rite Paving is providing a \$4,200 discount as an in-kind donation to support the HEART House Project. All expenses for this project will be paid through the McKinney-Vento donated account, using funds that were specifically contributed for the development and support of the HEART House. These improvements are an important step in ensuring the HEART House is accessible, safe, and fully functional for the students and families we serve.

3. BG 23-050 - Bullitt East Fine Arts - DPO Vendor Change - Duraflex -to - Sherwin Williams
This DPO change voids the previous DPO with Duraflex and adds a DPO with Sherwin Williams. This is a net zero change.

I recommend approval of this request.

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

- FACPAC - Void Duraflex - for Board Signature
- G701 - Void DPO 20 - Duraflex - for BOE - for Board Signature
- DPO Replacement - 20 - Sherwin Williams - for BOE - for Board Signature

4. BG 24-192 - Phase II North Bullitt Baseball/Softball Improvements and North Bullitt PSC - AIA G704 - Substantial Completion Certificate

Substantial Completion Certificates for both the Baseball / Softball Field Improvements and North Bullitt PSC are attached for Board Review and Signature. Work to be completed is noted on each certificate and a punch item list is attached where applicable.

I recommend approval of this request.

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

- BG 24-192 - G704-2017 - ?P 1 - Calhoun - BB SB - BOE - for Board Signature
- BG 24-192 - G704-2017 - BP 2 - Calhoun - NB PSC - BOE- for Board Signature

5. BG 24-192 - Phase II - North Bullitt PSC - Change Order #34 - Exterior Guardrail

The building inspector is requiring a 42-inch-high guardrail at the exterior landing next to the main entrance due to the height of the wall curb. This is a code compliance requirement by the authority having jurisdiction. I recommend approval of this request.

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

- G701-2017_Change Order 34 - NBHS PSC - for Board Signature
- BP2 - FACPAC - Change Order 34 - Exterior Guardrail - for Board Signature
- •COR-48 Revised- Exterior Handrail - For Board Reference, no action required.

6. BG 24-192 - Phase II - North Bullitt PSC - Change Order #35 - Unused Allowance Credits

This is a credit for unused Construction Allowances. I recommend approval of this request.

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

- G701-2017_Change Order 35 - NBHS PSC - for Board Signature
- BP2 - FACPAC - Change Order 35 - Unused Allowance Credits - for Board Signature
- •COR-53 Unused Owner Allowance Deductions - For Board Reference, no action required.

7. BG 24-192 - Phase II - North Bullitt PSC - Change Order #36 - Additional Interior Lighting
BCPS Facilities requested additional lights be added at the locker room stalls, mop sink, shower stalls, and PE locker room doorways. I recommend approval of this request.

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

- G701-2017_Change Order 36 - NBHS PSC - for Board Signature
- BP2 - FACPAC - Change Order 36 -Additional Interior Lighting - for Board Signature
- •COR-55 - RFP-21 BCPS Requested Changes - For Board Reference, no action required.

8. BG 24-192 - Phase II - North Bullitt PSC - Change Order #37 - Added Bulkheads and Infill
Areas where walls could not go up to the roof deck due to conflicts with roof joists were infilled with stud framing and drywall finishes. This was does to compartmentalize public spaces from restrooms and shower areas I recommend approval of this request.

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

- G701-2017_Change Order 37 - NBHS PSC - for Board Signature
- BP2 - FACPAC - Change Order 37 - Added Bulkhead and Infill- for Board Signature
- • COR-54 Added Drywall - For Board Reference, no action required.

9. BCHS PSC and BEHS PSC BG 25-145 - Phase III Athletics - Lee Building DPO - Elevate Glazed Brick Credit

Brick types were changed on the elevator shaft to match the design at North's PSC. I recommend approval of this request.

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

- G701-2017 - BC PSC - Change Order DPO- Lee for Elevator Brick Deduct - for Board Signature
- BP1 - BCHS PSC - FACPAC - Lee - Elevator Brick Credit - for Board Signature
- o - For Board Reference, no action required.

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

- G701-2017-BE PSC-Change Order DPO- Lee for Elevator Brick Deduct - for Board Signature
- BP1 - BEHS PSC - FACPAC - Lee - Elevator Brick Credit - for Board Signature
- BEHS Lee Building Deduct Elevator Glazed Brick - For Board Reference, no action required.

10. BG 25-145 - Phase III - Bullitt East PSC - Change Order #13 - Berm Removal (T&M)

BCPS Leadership directed the constructed Berm at the Softball field to be removed by the Contractor. Contract Unit Prices were utilized to establish cost of work to haul off 2170 CY of soil fill to the location specified by BCPS. Also, additional concrete was added at the batting tunnel area per BCPS Leadership direction.

I recommend approval of this request.

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

- BP1 - BEHS PSC - G701-2017 - Change Order 13 - for Board Signature
- BP1 - BEHS PSC - FACPAC - Change Order 13 - Berm Removal and Batting Conc - for Board Signature
- • COR-14 BEHS Batting Cage Concrete - For Board Reference, no action required.
- • COR-15 RFP-7 BEHS Berm Removal- For Board Reference, no action required.

11. BG 25-145 - Phase III - Bullitt East PSC - Change Order #14 - Stadium Lighting Additions

Scope for this work includes the addition of lights on the field light poles at the football stadium to provide general lighting outside of a game setting to light pathways for student access during early morning arrivals.

Work also includes two additional pathway lighting poles. Work can be performed by the electrical contractor already on site to provide work at the field house facility.

I recommend approval of this request.

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

- BP1 - BEHS PSC - G701-2017 - Change Order 14 - for Board Signature
- BP1 - BEHS PSC - FACPAC - Change Order 14 - Stadium Lighting Additions - for Board Signature
- COR-13 RFP-4 BEHS Football Stadium Path Lighting - For Board Reference, no action required.

12. Final CMTA Contract with BCPS and BG-2 - LJES

- Bullitt County Schools Final Contract

This progressive Performance Based Renovation Contract between CMTA and Bullitt County Public Schools outlines the terms and conditions for the project at Lebanon Junction Elementary School.

- Lebanon Junction ES BG-2 Form

Lisa Lewis submitted the BG-1 for approval at the March board meeting. The next step in this process is the BG-2 which ensures the project upholds design and energy standards.

I recommend approval of this request.

Items attached:

- Bullitt County Public Schools Final Contract
- BG-2

13. BG 25-145 B Sign DPO - Outdoor Back-Lit Light Credit

This is a material credit for lettering that was submitted as back-lit, but lighting is not required per the drawings. This credit covers omission of the back-lit option for exterior lettering.

I recommend approval of this request.

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

- G701-2017 - BE PSC - Change Order DPO- B Sign for Back Lit Credit - for Board Signature
- BP1 - BEHS PSC - FACPAC - BSign- BackLit Sign Credit - for Board Signature
- • BEHS DPO Change Summary B Sign Group - For Board Reference, no action required.

f. 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.

Anastasia Lagowski-Teacher-Zoneton Middle-Ms. Lagowski is requesting leave without pay for the dates of January 7th and January 8th, 2026 for a total of 2 days without pay.

William Hardin-Bus Driver-Transportation-Mr. Hardin is requesting leave without pay for the dates of January 6th, 2026 through March 10th, 2026 for a total of 42 days without pay.

Tammy Coomes-Bus Monitor-Transportation-Ms. Coomes is requesting leave without pay for the date of 01/08/2025 for a total of 1.42 hours without pay.

Jessica Embry-Monitor-Cedar Grove Elementary-Ms. Embry is requesting leave without pay for the date of 01/06/2025 for a total of 1 hour without pay.

Kathy Howard-Lunchroom Monitor-Roby Elementary-Ms. Howard is requesting leave without pay for the date of 01/08/2026 for a total of 1.75 hours without pay.

Taylor Christmas-Teacher-North Bullitt High-Ms. Christmas is requesting leave without pay for the date of 01/14/2026 for a total of 7.5 hours without pay.

Jennifer Kern-Teacher-Compass Academy-Ms. Kern is requesting leave without pay for the dates of 01/21/2026-02/09/2026 for a total of 13.33 days without pay.

Jennifer Linder-Bus Driver-Transportation-Ms. Linder is requesting leave without pay for the dates of 11/20/2025-11/21/2025 and 12/01/2025-12/02/2025 for a total of 2.47 days without pay.

Anastasia Lagowski-Teacher-Zoneton Middle School-Ms. Lagowski is requesting leave without pay for the dates of 02/02/2026, 02/05/2026, 02/09/2026 and 02/10/2026 for a total of 4 days without pay.

Tammy Coomes-Bus Monitor-Transportation-Ms. Coomes is requesting leave without pay for the date of 02/03/2026 for a total of 30 minutes without pay.

Kelsey Richie-Lunchroom Monitor-Roby Elementary-Ms. Richie is requesting leave without pay for the dates of 12/03/2025-02/06/2026 for a total of 36 days without pay.

MacKenzie Green-Teacher-Shepherdsville Elementary-Ms. Green is requesting leave without pay for the dates of 02/11/2026-03/02/2026 for a total of 13.50 days without pay.

Dona Crigger-Lunchroom Monitor-Maryville Elementary-Ms. Crigger is requesting leave without pay for the dates of 02/03/2026 and 02/05/2026 for a total of 2 hours without pay.

Stephanie Daniels-Lunchroom Monitor-Nichols Elementary-Ms. Daniels is requesting leave without pay for the date of 01/29/2026 for a total of 1 hour without pay.

Jessica Embry-Monitor-Cedar Grove Elementary-Ms. Embry is requesting leave without pay for the date of 02/06/2026 for a total of 1 hour without pay.

Kathy Howard-Lunchroom Monitor-Roby Elementary-Ms. Howard is requesting leave without pay for the date of 02/03/2026 for a total of 1.75 hours without pay.

Kellie Rausch-Monitor-Lebanon Junction Elementary-Ms. Rausch is requesting leave without pay for the date of 01/29/2026 for a total of .50 hours without pay.

Kayla Hass-Instructional Assistant-Maryville Elementary-Ms. Hass is requesting leave without pay for the dates of 03/27/2026-05/29/2026 for a total of 38.53 days without pay.

Heather McDaniel-Instructional Assistant-North Bullitt High-Ms. McDaniel is requesting leave without pay for the date of 02/10/2026 for a total of 22 minutes without pay.

Kendra Spencer-Teacher-Freedom Elementary-Ms. Spencer is requesting leave without pay for the dates of 01/22/26 and 02/09/26 for a total of 15 hours without pay.

Elizabeth Norris-Secretary-Central Office-Ms. Norris is requesting leave without pay for the dates of 02/05/26 and 02/06/26 for a total of 7 hours and 36 minutes without pay.

Jake Yoak-Bus Driver-Transportation-Mr. Yoak is requesting leave without pay for the date of 02/04/26 for a total of 1 hour and 2 minutes without pay.

Nichole Cavote-Secretary-Transportation-Ms. Cavote is requesting leave without pay for the date of 01/29/26 for a total of 4 hours and 7 minutes without pay.

Terry Rowe-Teacher-Zoneton Middle School-Mr. Rowe is requesting leave without pay for the dates of 02/02/26-03/06/26 for a total of 24.50 days 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 **February 2026** through **March 2026** are submitted for the Board's information and inclusion in the minutes of this meeting.

g. Contracts

1. Electronic Billboard for BCYC/ Drug-Free Communities Grant & Public School District's Opioid Recovery Trust

This is a request to approve the contract for an electronic billboard with Street Media. This billboard marketing opportunity will be used for promotion and awareness for the Bullitt County Youth Coalition. The location of this billboard is in Central Bullitt County along Hwy 44 and is exposed to tens of thousands of residents in Bullitt County. The funds will be used from the Drug-Free Communities Grant and the Public School District's Opioid Recovery Trust.

2. BCPS/Spring Meadows and State Children Interagency Agreement

Please see the attached Agreement between Bullitt County Public Schools/Spring Meadows and State Children Interagency for the 2026-2027 school year. This agreement was approved by Dinsmore & Shohl LLP. Please approve this Agreement at the April Board Meeting.

3. Photo Booth Rental Request for Board Approval

The Safe Schools and Mental Health Services Department requests Board approval for a contract with Showtime Photobooth LLC to provide Encore drop-off photo booth services for three community events in the upcoming month.

Contract Summary Vendor Service Cost per Event Total Cost Funding Source Showtime Photobooth LLC Encore Drop Off Photo Booth Service \$340 \$1020 (3 events x \$340) Opioid Recovery Grant The dates for the three events have been reserved, pending receipt of the signed agreement by April 5, 2026. However, we are requesting that this agreement be approved for the remainder of this school year and for the 26-27 school year as well.

MEMORANDUM: DATES OF PHOTO BOOTH USE The Safe and Drug Free Schools Department will utilize the photo booth at the following community events, as supported by the above-referenced contract:

- Balance and Beyond: Saturday, April 25, from 10:00 AM to 2:00 PM at the Bullitt County Central Library in Shepherdsville.
- Youth Event: Tuesday, April 28, from 9:30 AM to 12:30 PM at the Hillview Recreation Department in Hillview.
- KidsFest: Saturday, June 13, from 9:00 AM to 12:00 PM at Paroquet Conference Centre in Shepherdsville.

4. Request Signatures for Amended Procurement Plan - Department of School Nutrition Services

This procurement plan provides a written description of the procurement procedures that are used when procuring goods and services for the federal Child Nutrition Program. SFAs are required to have and use written procurement procedures that comply with the federal regulations, laws, and policies. However, SFAs must also follow any applicable State and local procurement requirements when they are stricter than but not in contradiction to what is federally required.

While not required by SCN for this procurement plan to have an official approval by the schools governing body or administration, it is important that they are knowledgeable of the procedures that are reflected in this document and understand that they must be used when procuring for the Child Nutrition Program. These procedures should be reviewed at least once annually and updated at the frequency needed to remain current with what is required for the SFA to follow. This procurement plan will be followed as written and will be amended as needed. This procurement plan was last amended on April 20, 2026 and is being implemented as of this date.

5. NBHS -Quinton Higgins MOU

Please submit under Consent Items for permission to accept the following:

North Bullitt High School's Youth Services Center is requesting the approval of Voices of Change to be a session of North Bullitt High School's Day of Shattered Dreams on April 24, 2026. The Day of Shattered Dreams is a community collaborative program for all 12th graders, just before NBHS' Prom. Voices of Change program facilitator and guest speaker- Quinton Higgins is a survivor of the 1988 Carrolton Bus Crash and brings his bus on school campus for students to board, be seated and participate in a 30 minute

program promoting positive choices and narrating the impact of impaired driving. Mr. Higgins' MOU is attached with this request and has been reviewed by BCPS legal counsel Dinsmore and Shohl. On behalf of YSC Coordinator- Julia Zuhars and the YSC Advisory Council, thank you for this consideration.

h. 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.

i. Donations & Grants for Approval

<google-sheets-html-origin></google-sheets-html-origin>

School/Program Receiving Contribution	Donor	Description	Purpose	Value
Bullitt Central High School's FBLA Club	WesBanco, Inc.	Donation	Check # 1516780 for regional and state registration fees	\$ 400.00
Bullitt Central High School's Choir	KY School Boards Association	Donation	Check # 67493 for student needs	\$ 500.00
Overdale Elementary School	Overdale Elementary PTO	Donation	Check # 1534 for staff needs	\$ 295.24
BCPS' McKinney-Vento Program	GDP Employee's Foundation	Donation	Check # 11888 for the HEART House	\$ 2,300.00
BCPS' McKinney-Vento Program	Cedar Grove Community Church	Donation	Check \$ 3002 for the HEART House	\$ 1,000.00
Brooks Elementary School	Bornstein General Contracting	Donation	Check # 3358 for 3rd grade field trip	\$ 400.00
Cedar Grove Elementary School	Donors Choose	Donation	Equipment donated for Rebecca Dennis' Music Class	\$ 407.02
Cedar Grove Elementary School	Donors Choose	Donation	Equipment donated for James Westwood's PE Class	\$ 1,215.00

Pleasant Grove Elementary School	Community Share	Grant	Supplies donated for Natalie Mullins 4th grade Community Engaged Learning projects	\$ 629.90
Total for BOE Review & Approval				\$ 7,147.16

j. Shortened Day Request

1. Shortened School Day Requests, April Board Mtg

The following information summarizes student cases for which the parents and medical professionals have requested a modified attendance schedule for these students with disabilities. The students are identified by number in order to maintain confidentiality. There is documentation of medical necessity for the modified schedules, and the modified schedules have been recommended for approval by the Admissions and Release Committees (ARCs). Full documentation is on file in the office of Director of Special Education.

2526-09 This student has a diagnosis of Autism. A medical statement was submitted recommending the implementation of a shortened day/week due to conditions associated with his diagnosis, including sensory overload, physical aggression, and dysregulation of his emotions and his anxiety. An ARC meeting was held on 3/6/26, during which the implementation of a shortened school day and week schedule was approved. This student will attend school on Mondays and Tuesdays from 12:30 PM to 3:45 PM and Thursdays and Fridays from 9:10 AM to 12:30 PM. The modified schedule will be approved for the remainder of the 2025-2026 school year, and will remain in effect until reviewed/revise on or before the IEP annual review date.

2526-10 This student has diagnoses of Autism, Intermittent Explosive Disorder, Insomnia, ADHD, and Social Anxiety Disorder. A physician's statement was submitted recommending the implementation of a shortened school day/week due to conditions associated with these diagnoses, including emotional dysregulation, sensory processing, anxiety, and chronic sleep disturbances negatively impacting daily functioning, alertness, and the ability to tolerate a full school schedule. This student will attend school on Mondays, Wednesdays, and Fridays for the full school day. The modified schedule will be approved for the remainder of the 2025-2026 school year and will remain in effect until reviewed/revise on or before the IEP annual review date.

2526-02 (Updated from February) This student has Autism, as well as complex medical and developmental needs, including an invasive and lengthy nutrition schedule utilizing a feeding tube for slow feed infusions. A doctor's statement was submitted recommending a shortened school week due to the student's needs in relation to neurology, gastroenterology, communication, behavior, and other complex conditions. An ARC meeting was held on 1/16/26 3/20/26, during which the implementation of a shortened school week schedule was approved, to begin on 2/16/26 3/23/26: Fridays Thursdays, 12:00PM to 2:30PM. This modified schedule will be approved for the 2025-2026 school year and will be reviewed on or before the next IEP annual review date of 10/13/26.

2526-03 (Updated from February) This student has Autism, as well as complex medical and developmental needs, including an invasive and lengthy nutrition schedule utilizing a feeding tube for slow feed infusions. A doctor's statement was submitted recommending a shortened school week due to the student's needs in relation to neurology, gastroenterology, communication, behavior, and other complex conditions. An ARC meeting was held on 1/16/26 3/20/26, during which the implementation of a shortened school week schedule was approved, to begin on 2/16/26 3/23/26: Fridays Thursdays, 12:00PM to 2:30PM. This modified schedule will be approved for the 2025-2026 school year and will be reviewed on or before the next IEP annual review date of 10/13/26.

k. Staffing Changes for 2026-2027

Accounting for fifth-month enrollment projections, the school closure, and program-related transfers, we have updated the 2026-2027 staffing plan as follows:

- Freedom ES will lose four (4) teachers.
- Hebron MS and Bullitt Central HS will each lose three (3) teachers.
- Mount Washington ES, Pleasant Grove ES, and Eastside MS will each lose two (1) teacher.
- Brooks ES, Crossroads ES, Old Mill ES, Mt. Washington MS, and North Bullitt High School will each gain one (1) additional teacher.
- Overdale ES, Roby ES, and Bernheim MS will each gain two (2) teachers.
- Zoneton MS will gain five (5) teachers.

l. 2026 Transportation Manual Approval Request

This request is to approve the updated Transportation Manual for the 2026-2027 school year.

m. West Avenue Escrow Agreement and Purchase and Sale Agreement

Attached for Board review and approval are the Escrow Agreement and Purchase and Sale Agreement for the West Avenue Property in Mt. Washington. This property will be used for the expansion of the new Mt. Washington Middle School. The contracts have been created by Emily Vessels and Eric Farris of Dinsmore. The "Effective Date" will be entered at closing. I am requesting the Board's approval of these agreements.

Attachments:

- Escrow Agreement
- Purchase and Sale Agreement

n. Use of District Property Requests

1. BEHS Community Use - East Basketball Academy

East Basketball Academy has submitted a facility use form seeking permission to use Bullitt East HS on the following days: 03/18/2026 - 07/31/2026 All required documentation has been verified. I recommend approval of this request.

2. EMS Community Use: Dance Unlimited/BEHS Dance Team/MWMS Beta Club

Dance Unlimited & Bullitt East Dance Team & MWMS Beta Club (for service hours) has submitted a facility use form seeking permission to use Eastside MS on the following days: 05/31/2026 All required documentation has been verified. I recommend approval of this request.

6. UNFINISHED BUSINESS

a. Acceptable Use Policy Update (Second Reading)

Order #2026-201 - Motion Passed: Approve 2nd Reading as presented. passed with a motion by Ms. Linda Belcher and a second by Ms. Nita Neal. All members voted YES.

This memo is for the second reading of the AUP updates. The original information has not changed and is below. Thank you for your consideration. Due to the recent integration of emerging technologies, such as artificial intelligence, into the educational environment, a revision to the BCPS Acceptable Use Policy (AUP) is required to safeguard both students and staff.

We have also incorporated details regarding KRS 160.145 (also known as SB 181), which restricts staff from using messaging services not officially approved by the district for communication with students. This revised policy has been reviewed and approved by our district's legal counsel. This constitutes the first reading, and we will request final approval at the next regular board meeting.

7. NEW BUSINESS

a. 2026-2027 Curriculum Guide Handbook

Order #2026-201 - Motion Passed: Approve the 2026-2027 Curriculum Guide as requested. passed with a motion by Ms. Nita Neal and a second by Ms. Linda Belcher. All members voted YES.

Please find this memo to include the Curriculum Guide (Fully Produced Online Version). BCPS policy 0.8113 states that all curriculum guides will be board approved each year. This is a working document for student scheduling and informational purposes.

This document continues to be electronic and is accessible for our high school students via Access 24 Chromebooks. Hard copies will be available per request.

Permission is requested to approve the 2026-2027 Curriculum Guide Handbook at the March Board meeting.

b. NBHS- Add Assistant AD and an Assistant Softball Coach (2025-2026)

Order #2026-201 - Motion Passed: Approve Assistant AD and Assistant Softball Coach as requested. passed with a motion by Dallas Harshfield and a second by Ms. Linda Belcher. All members voted YES.

Principal Kristi Lynch of North Bullitt High School requests adding an Assistant Athletic Director and an Assistant Softball Coach to the school's staffing for this year (2025-2026). Funding will come from the Booster Fund (Fund 22)

c. MWES Request for 3 Hour Per Day Instructional Tutor (2026-2027)

Order #2026-201 - Motion Passed: Approve Request for 3 Hour Per Day Instructional Tutor passed with a motion by Ms. Nita Neal and a second by Ms. Linda Belcher. All members voted YES.

Principal Leslie Weihe of Mt. Washington Elementary School requests adding a 3-Hour-per-day Instructional Tutor (for 183 days) to the school's staffing for the 2026-2027 school year. This Instructional Tutor will work to support Tier 2 instruction in reading and math. The position will be funded from Section 6/SBDM funds. Attachments: Memo from Principal Leslie Weihe, MWES

d. MWES Request for 1 hour and 30 minutes of Clerical time (2026-2027)

Order #2026-201 - Motion Passed: Approve 1 hour and 30 minutes of Clerical time for MWES for 26-27 passed with a motion by Ms. Linda Belcher and a second by Ms. Nita Neal. All members voted YES.

Principal Leslie Weihe of Mt. Washington Elementary School requests adding one (1) hour and thirty (30) clerical minutes to the school's staffing for the 2026-2027 school year. This addition will help to ensure full front desk coverage throughout the entire school day. Funding will come from SBDM/Section 6 funds.

e. Summer Hire Request for April Mtg

Order #2026-201 - Motion Passed: Approve Summer Workers as requested. passed with a motion by Marci Hodges and a second by Dallas Harshfield. All members voted YES.

The following schools are requesting to post and hire summer workers, all to be paid minimum wage from the schools' Section 6/SBDM Funds:

- Brooks ES - Student Clerical Worker
- Cedar Grove ES - Student Clerical Worker & Student Custodial Worker
- Freedom ES - Student Clerical Worker
- Lebanon Junction ES - Student Clerical Worker
- Maryville ES - Student Clerical Worker
- Old Mill ES - Student Clerical Worker
- Overdale ES - Student Clerical Worker
- Pleasant Grove ES - Student Clerical Worker
- Mount Washington ES - Student Clerical Worker & Student Custodial Worker

f. SES request for Summer Workers

Order #2026-201 - Motion Passed: Approve request for Summer workers at SES. passed with a motion by Ms. Nita Neal and a second by Marci Hodges. All members voted YES.

The following school is requesting to post and hire summer workers, all to be paid minimum wage from Fund 22.

*Shepherdsville ES - Student Clerical & Student Custodial Worker

g. MWMS- Summer Worker- Classified

Order #2026-201 - Motion Passed: Approve MWMS Summer Classified worker as requested. passed with a motion by Ms. Nita Neal and a second by Marci Hodges. All members voted YES.

The following school is requesting to post and hire a summer worker, all to be paid minimum wage from Fund 22.

* Mount Washington MS - Summer Clerical Worker

Attachments:

Memo from Principal Tim Ridley

h. Request for Driver Training Coordinator Extended Days

Order #2026-201 - Motion Passed: Approve Request for Driver Trainer Coordinator Extended Days passed with a motion by Ms. Nita Neal and a second by Dallas Harshfield. All members voted YES.

I am requesting up to 8 Driver Trainer Coordinator extended days each for two individuals. This request is to facilitate increased training in June for new driver candidates interested in being certified to drive a school bus for the upcoming school year. The funds will come from the General Fund.

i. 2026 Summer Paint Crew Positions Request

Order #2026-201 - Motion Passed: Approve 2026 Summer Paint Crew Positions as requested. passed with a motion by Ms. Nita Neal and a second by Marci Hodges. All members voted YES.

Permission is requested to post ten (10) painter positions for the district's summer painting using funds allocated in the 2025-2026 maintenance budget. A list of painting needs is being compiled and studied by the maintenance department leadership and will be used to set the painting schedule for the summer work.

8. ADJOURNMENT

Order #2026-201 - Motion Passed: Adjourn at 5:54 p.m. passed with a motion by Dallas Harshfield and a second by Ms. Nita Neal. All members voted YES.

CHAIRPERSON

SECRETARY