

# Ashland Board of Education

June 23, 2025 5:15 PM

## Regular Meeting

1820 Hickman Street

Ashland, KY 41101

The Ashland Board of Education met in regular session on June 23, 2025, at the Regular Meeting 1820 Hickman Street, Ashland, KY 41101. Chairperson Ashley Layman called the meeting to order.

### Attendance Taken at 5:15 PM:

#### Present Board Members:

Ms. Ashley Layman

Mr. William Bradley

Mr. David Williams

Mr. Joseph Coleman

#### Absent Board Members:

Mr. Don Ashby

### 1. Call to Order

#### 1.1. Pledge to the Flag

#### 1.2. Discussion and possible approval of the unofficial minutes of the regular meeting of May 19, 2025

**Order #2556 - Motion Passed:** Approval of the unofficial minutes of the regular meeting of May 19, 2025 passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

#### 4 Yeas - 0 Nays.

Ms. Ashley Layman

Yes

Mr. Don Ashby

Absent

Mr. William Bradley

Yes

Mr. David Williams

Yes

Mr. Joseph Coleman

Yes

### 2. Communications

#### 2.1. Public Comments

#### 2.2. Architect Report

#### 2.3. Construction Update

#### 2.3.1. Discussion and possible approval of the Pay Application 9 to Oheil Site Solutions, Inc. for the Putnam Stadium Renovation project in the amount of \$61,500.00

**Order #2557 - Motion Passed:** passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

#### 4 Yeas - 0 Nays.

Ms. Ashley Layman

Yes

Mr. Don Ashby

Absent

Mr. William Bradley

Yes

Mr. David Williams

Yes

Mr. Joseph Coleman

Yes



**2.3.2. Discussion and possible approval of the initial BG-1 for the Poage Elementary School Addition & Renovation project in the amount of \$4,163,350.00**

**Order #2558 - Motion Passed:** Approval of the initial BG-1 for the Poage Elementary School Addition & Renovation project in the amount of \$4,163,350.00 passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

**3 Yeas - 1 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	No
Mr. Joseph Coleman	Yes

**2.3.3. Discussion and possible approval of the initial BG-1 for the Paul G. Blazer High School Indoor Athletic Facility project in the amount of \$13,242,350.00**

**Order #2559 - Motion Passed:** Approval of the initial BG-1 for the Paul G. Blazer High School Indoor Athletic Facility project in the amount of \$13,242,350.00 passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

**3 Yeas - 1 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	No
Mr. Joseph Coleman	Yes

**2.3.4. Discussion and possible approval of the payment for Schematic Design for the Poage Additional project to ClotfelterSamokar PSC in the amount of \$38,102.49**

**Order #2560 - Motion Passed:** Approval of the payment for Schematic Design for the Poage Additional project to ClotfelterSamokar PSC in the amount of \$38,102.49 passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**2.3.5. Discussion and possible approval of payment for the Schematic Design for the Paul G. Blazer High School Indoor Athletic Facility project to ClotfelterSamokar PSC in the amount of \$89,100.00**

**Order #2561 - Motion Passed:** Approval of payment for the Schematic Design for the Paul G. Blazer High School Indoor Athletic Facility project to ClotfelterSamokar PSC in the amount of \$89,100.00 passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

**3 Yeas - 1 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	No
Mr. Joseph Coleman	Yes



## 2.4. Head Start PIR Report

## 3. Treasurer's Action

### 3.1. Discussion and possible approval of the FY2026 School Activity Fund Budgets

**Order #2562 - Motion Passed:** Approval of the FY2026 School Activity Fund Budgets passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

#### 4 Yeas - 0 Nays.

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

### 3.2. Discussion and possible approval of FY2026 Pay Dates

**Order #2563 - Motion Passed:** Approval of FY2026 Pay Dates passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

#### 4 Yeas - 0 Nays.

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

### 3.3. Discussion and possible approval of FY2026 Salary Schedules

**Order #2564 - Motion Passed:** Approval of FY2026 Salary Schedules passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

#### 4 Yeas - 0 Nays.

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

### 3.4. Discussion and possible approval of FY2026 Insurance Quote

**Order #2565 - Motion Passed:** Approval of FY2026 Insurance Quote passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

#### 4 Yeas - 0 Nays.

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

### 3.5. Discussion and possible approval of FY2026 Bond of Depository - City National

**Order #2566 - Motion Passed:** Approval of FY2026 Bond of Depository - City National passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.



**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**3.6. Discussion and possible approval of amending the Agenda to add possible approval of the continuation of the Treasurer/Finance Officer's Fidelity Bond**

**Order #2567 - Motion Passed:** Approval of FY2026 Bond of Depository - City National passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**3.7. Discussion and possible approval of the continuation of the Treasurer/Finance Officer's Fidelity Bond**

**Order #2568 - Motion Passed:** Approval of the continuation of the Treasurer/Finance Officer's Fidelity Bond passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**4. Treasurer's Consent**

**4.1. Approve Bills for June 2025 as presented by Board Treasurer**

**4.2. Approve Head Start bills for June 2025 as presented by Board Treasurer**

**4.3. Approve salaries for June 2025 in accordance with the 2024-2025 salary schedule**

**4.4. Approve Head Start salaries for June 2025 in accordance with the 2024-2025 salary schedule**

**Order #2569 - Motion Passed:** Approval of Treasurer's Consent passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**5. New Business Action Items**

**5.1. Discussion and possible approval of the revised Procedure 07.1 AP.11 Food Allergies and Special Dietary Needs**





**Order #2570 - Motion Passed:** Approval of the revised Procedure 07.1 AP.11 Food Allergies and Special Dietary Needs passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**5.2. First reading of the revision to Policy 09.2 Student Welfare and Wellness**

**Order #2571 - Motion Passed:** Approval of the revised Procedure 07.1 AP.11 Food Allergies and Special Dietary Needs passed with a motion by Mr. William Bradley and a second by Mr. David Williams.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**5.3. First reading of the Policy 08.2324 Traceable Communications**

**Order #2572 - Motion Passed:** First reading of the Policy 08.2324 Traceable Communications passed with a motion by Mr. William Bradley and a second by Mr. David Williams.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**5.4. First Reading of the KSBA 2025 Policy update**

**Order #2573 - Motion Passed:** First Reading of the KSBA 2025 Policy update passed with a motion by Mr. Joseph Coleman and a second by Mr. David Williams.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**5.5. Discussion and possible approval of the KSBA 2025 Procedure update**

**Order #2574 - Motion Passed:** Approval of the KSBA 2025 Procedure update passed with a motion by Mr. Joseph Coleman and a second by Mr. David Williams.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
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Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

#### 5.6. Discussion and possible approval of the revision to Policy 03.1232 Sick Leave

**Order #2575 - Motion Passed:** Approval of the KSBA 2025 Procedure update passed with a motion by Mr. David Williams and a second by Mr. William Bradley.

#### 4 Yeas - 0 Nays.

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

#### 5.7. Discussion and possible approval of the Memorandum of Understanding between the Ashland Board of Education and Ramey Estep Homes Inc./Regroup

**Order #2576 - Motion Passed:** Approval of the Memorandum of Understanding between the Ashland Board of Education and Ramey Estep Homes Inc./Regroup passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

#### 4 Yeas - 0 Nays.

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

### 6. New Business Consent

#### 6.1. Surplus

Surplus Items			
June 23, 2025			
Item	Serial #	Control #	Disposal/Location Date
Epson projector BirghtLink 695Wi	X28B750524L	N/A	Blazer/5-22-2025
Dell Precision M6800 Laptop	JKVDG12	N/A	Blazer/5-27-2025
Kindle 7 Fire	GOW0 N504 8245 F1V6	16789	Blazer/5-16-2025
Kindle 7 Fire	GOW0 N504 8245 F09H	16790	Blazer/5-16-2025
Kindle 7 Fire	GOW0 N504 8245 F2D3	16791	Blazer/5-16-2025
Kindle 7 Fire	GOW0 N504 8245 F2DJ	16792	Blazer/5-16-2025
Kindle 7 Fire	GOW0 N504 8245 F2QX	16793	Blazer/5-16-2025
Kindle 7 Fire	GOW0 N504 8245 F2HL	16794	Blazer/5-16-2025



Kindle 7 Fire	G0W0 N504 8245 F2TC	16795	Blazer/5-16-2025
Kindle 7 Fire	G0W0 N504 8245 F2FJ	16796	Blazer/5-16-2025
Kindle 7 Fire	G0W0 N504 8245 F1EG	16797	Blazer/5-16-2025
Dell Optiplex 7010	7H9LX12		
Samsung DP710A4M-L01US	0QJD91OK500125J		
Samsung DP710A4M-L01US	0QJD91OK500187W		
Samsung DP710A4M-L01US	0QJD91OK500116Y		
Samsung DP710A4M-L01US	0QJD91OK500193A		
Samsung DP700C6A	0MTR91LH900107Z 09.2016		
Dell Latitude E5550	8RPHV32	16005	
Dell Latitude 3450	9RSHG22		
Dell Latitude 3450	1WSHG22		
Dell Latitude 3440	GN86J52		
Dell Latitude E5550	C0KW162		
Samsung NP940Z5L	0J1R91AHB00567D 11.2016		
Dell Optiplex 3040	3YL2KB2	16031	
Samsung NP940Z5L	0J1R91AHB00385L 11.2016		
Dell Latitude 3440	DTSHG22		
Latitude 5580	GD0GFH2	HS_LPTP_11	Head Start 6/5/25
Latitude 5580	HYXGBH2	HS_LPTP_14	Head Start 6/5/25
Latitude 5580	3JOGFH2	HS_LPTP_12	Head Start 6/5/25

## 6.2. Donations

<div>Donations</div> <div>June 23, 2025</div>			
School	Amount	Donor Name	Description
Ashland Blazer YSC	\$500.00	First Christian Church DOC	Backpack Blessings

**Order #2577 - Motion Passed:** New Business Consent passed with a motion by Mr. Joseph Coleman and a second by Mr. David Williams.

### 4 Yeas - 0 Nays.

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

## 7. Personnel for Board Information Only in Accordance with KRS 160.390



# Personnel Information

June 23, 2025

## EMPLOYED

First	Last	Site/School	Position	Date
Shawn	Thornbury	Alternative School	Principal / Food Service Director	7/1/2025
Carol	Sexton	District-Wide	Substitute Instructional Assistant	7/1/2025
Bo	Bailey	District-Wide	Substitute Teacher	7/1/2025
Victoria	Brown	District-Wide	Substitute Teacher / 21st Century Tutor / CRS	7/1 & 5/30/25

## Resignation / Termination / Retirement / Transfer / Increase / Decrease

First	Last	Site/School	Title	Date
Jodi	Wade	Head Start	Transfer from IA II to School Secretary	7/1/2025
Halley	Collier	Hager/Crabbe	Music Teacher / Resignation	6/30/2025
Robin	Osborne	Maintenance	Secretary / Retirement	6/30/2025
Shonda	Sheppard	Head Start	IA II / Rescinded for 2025-2026	6/5/2025
Carol	Sexton	Charles Russell	IA / Resignation	6/30/2025
Bo	Bailey	Ashland Middle	IA II / Resignation	6/30/2025
Elizabeth	McGinnis	Blazer	Testing Stipend	5/15/2025
Jessica	Fleming	Transfer Crabbe to Poage	Special Education Teacher	7/1/2025
Christy	Thomas	Transfer Poage to Oakview	Special Education Teacher	7/1/2025
Amanda	Frey	Transfer Oakview to CRS	Special Education Teacher	7/1/2025
Laura	Swets	Transfer CRS to AMS	Special Education Teacher	7/1/2025
Courtney	King	Crabbe	Teacher / Rescinded for 2025-2026	6/3/2025
Jon	Downs	Oakview	IA II / Rescinded for 2025-2026	6/3/2025
Melissa	Foutch	Crabbe	Transfer from IA to School Secretary	7/1/2025
Leah	Watts	AMS	School Bookkeeper / Resignation	6/30/2025
Terri	Mahoney	Transportation	Bus Monitor / Resignation	6/30/2025
Donnie	Hanners	District-Wide	Part-Time Delivery Driver / Rescinded for 2025-26	6/3/2025
Troy Lee	Thomas	Blazer	Transfer Credit Recovery Teacher	7/1/2025

## FMLA

First	Last	Site/School	Title	Date
Jaye	Artrip	Transportation	Bus Driver	May 19, 2025 / 12 wks
Hannah	Bester	Poage	Teacher	4/4/25 - 6/13/25
Shawn	Braden	Head Start	Custodian	3/31/25 - 6/10/25

## 8. Personnel Action

### 8.1. Discussion and possible approval of applying for an Emergency License for Jeffery Midkiff, Teacher, Ashland Middle School

**Order #2578 - Motion Passed:** Approval of applying for an Emergency License for Jeffery Midkiff, Teacher, Ashland Middle School passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.





**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**8.2. Discussion and possible approval of amending the Agenda to table 8.3 Amending job descriptions and adding corrected Agenda item**

**Order #2579 - Motion Passed:** Approval of amending the Agenda to table 8.3 Amending job descriptions and adding corrected Agenda item passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**8.3. Discussion and possible approval of the revision to job descriptions to add Class Codes for Munis purposes: Secretary, Staff and Student Services; Head Start Secretary; Health & Wellness Assistant; Health & Wellness Coordinator; Secretary, Curriculum & Technology; Child Care Director; Custodian / Athletic Venues; RTC Secretary**

**Motion Withdrawn:** approval of the revision to job descriptions to add Class Codes for Munis purposes: Secretary, Staff and Student Services; Head Start Secretary; Health & Wellness Assistant; Health & Wellness Coordinator; Secretary, Curriculum & Technology; Child Care Director; Custodian / Athletic Venues; RTC Secretary was withdrawn by Mr. Joseph Coleman.

**8.4. Discussion and possible approval of the revision to job descriptions for the purpose of adding class codes for Program Assistant II, Secretary I, and combining current position with corresponding stipend for the following: Secretary Staff and Student Services/Medicaid Billing Stipend; Health & Wellness Coordinator/District Health Coordinator Stipend; Custodian/Athletic Venue Custodian Stipend; Child Development Center Assistant Supervisor/Community Liaison Stipend**

**Order #2580 - Motion Passed:** Approval of the revision to job descriptions for the purpose of adding class codes for Program Assistant II, Secretary I, and combining current position with corresponding stipend for the following: Secretary Staff and Student Services/Medicaid Billing Stipend; Health & Wellness Coordinator/District Health Coordinator Stipend; Custodian/Athletic Venue Custodian Stipend; Child Development Center Assistant Supervisor/Community Liaison Stipend passed with a motion by Mr. William Bradley and a second by Mr. Joseph Coleman.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**8.5. Discussion and possible approval of the creation of job descriptions for Substitute Custodian and Substitute Food Service Worker**



**Order #2581 - Motion Passed:** Approval of the creation of job descriptions for Substitute Custodian and Substitute Food Service Worker passed with a motion by Mr. William Bradley and a second by Mr. David Williams.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**8.6. Discussion and possible approval of amending the Agenda to revise the job descriptions for Instructional Assistant and Staff Support Secretary / Maintenance**

**Order #2582 - Motion Passed:** Approval of amending the Agenda to revise the job descriptions for Instructional Assistant and Staff Support Secretary / Maintenance passed with a motion by Mr. William Bradley and a second by Mr. David Williams.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**8.7. Discussion and possible approval of the revision to the job descriptions for Instructional Assistant and Staff Support Secretary / Maintenance**

**Order #2583 - Motion Passed:** Approval of the revision to the job descriptions for Instructional Assistant and Staff Support Secretary / Maintenance passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

**9. Board Discussion**

**10. Adjourn**

**Order #2584 - Motion Passed:** Adjournment passed with a motion by Mr. Joseph Coleman and a second by Mr. William Bradley.

**4 Yeas - 0 Nays.**

Ms. Ashley Layman	Yes
Mr. Don Ashby	Absent
Mr. William Bradley	Yes
Mr. David Williams	Yes
Mr. Joseph Coleman	Yes

  
Ashley Layman      Chairperson

  
D. Sean Howard      Superintendent

