Warren County Board of Education Regular Meeting November 9, 2023

Minutes of a regular meeting of the Warren County Board of Education held at Warren East High School's Auditorium, 6867 Louisville Road, Bowling Green, KY on Thursday, November 9, 2023 at 5:30 p.m.

A. CALL TO ORDER: The Chairman called the meeting to order at 5:30 p.m.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Mr. Chaffin, Mrs. Duvall, Mr. Williford, Mr. Manco, Mr. Jackson

D. MISSION AND VISION STATEMENT

E. ANYONE WISHING TO ADDRESS THE BOARD, PLEASE SIGN IN WITH MR. JEFF MOORE PRIOR TO THE PUBLIC COMMENT SECTION OF THE AGENDA

F. PROPOSED AMENDMENTS TO THE AGENDA: N/A

G. ARCHITECT REPORT/UPDATE

H. PRESENTATIONS AND RECOGNITIONS

I. PUBLIC COMMENT

J. APPROVE MINUTES OF THE OCTOBER 19, 2023 REGULAR BOARD OF EDUCATION MEETING

Order # 55 – Primary Motion Passed: Motion to Approve Minutes of the October 19, 2023 Regular Board of Education Meeting passed with a motion by Mr. Williford and a second by Mr. Manco.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

K. APPROVE PERSONNEL ITEMS

Order # 56 – Primary Motion Passed: Motion to Approve Personnel Items passed with a motion by Mr. Jackson and a second by Mrs. Duvall.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

Approve the following personnel requests of Mr. Rob Clayton:
Approve one (1) FRYSC/Community Schools District Director position, 240 days per year, 7.5 hours per day, Salary Group - Grant Funded
Approve a job description for FRYSC/Community Schools District Director
Approve one (1) Education Foundation Director position, 200 days per year, 7.5 hours per day, Salary Group - Grant Funded
Approve a job description for Education Foundation Director
Approve one (1) Human Resources Assistant position, 260 days per year, 7.5 hours per day, Salary Group 140 - Board Funded
Approve a job description for Human Resources Assistant
CUMBERLAND TRACE ELEMENTARY SCHOOL
Approve one (1) part-time Instructional Assistant position for FY24 only, not to exceed 19 hours per week - ESS (120K) funded
GREENWOOD HIGH SCHOOL
Approve a stipend of $3,200.00 for Community Outreach Coordinator - SBDM funded
Approve one (1) part-time certified Teacher position for FY24 only, not to exceed 19 hours per week - ESS (120K) funded
JENNINGS CREEK ELEMENTARY SCHOOL
Approve one (1) Special Education Instructional Assistant (FMD) position - 180 days per year/ 7.5 hours per day - IDEA funded
Approve ten (10) extended days for Academic Interventionist - Title I (310K) funded

Approve stipend of $1,000.00 for Lighthouse Coordinator - Title I (310K) funded
ROCKFIELD ELEMENTARY SCHOOL
Approve ten (10) extended days for Academic Interventionist - Title I (310K) funded
Approve ten (10) extended days for Instructional Coach - Title I (310K) funded
Approve ten (10) extended days for Instructional Coach - Title I (310K) funded
SOUTH WARREN MIDDLE SCHOOL
Approve one (1) part-time certified Teacher position for FY24 only, not to exceed 19 hours per week - ESS (120K) funded
TECHNOLOGY
Approve to create two (2) Computer Technician II positions 260 days per year/7.5 hours per day - Board Funded
Approve a job description for Computer Technician II position
WARREN CENTRAL HIGH SCHOOL
Approve a $5,000 supplement for Scheduling Coordinator - SC6X

Approve the following requests for leaves of absence:				
FIRST NAME	**LAST NAME**	**POSITION**	**LOCATION**	**EFFECTIVE DATE**
Lauren	Henderson	Teacher	WCHS	**REVISED** 08/17/2023-11/17/2023
Debbie	Harp	Custodian	Bristow	10/09/2023-

				10/16/2023
Laurel	Hall	Teacher	Bristow	09/26/2023-06/30/2024
Christy	Trevillian	Teacher	Rockfield	10/23/2023-02/02/2024
Richard	Harris	Custodian	Briarwood	**REVISED** 08/09/2023-10/30/2023
Emily	Goodman	Teacher	Rich Pond	01/17/2024-06/30/2024
Jamie	Woosley	Beacon Academy Coordinator	Beacon	10/09/2023-10/18/2023
Janie	Riehm	Inst. Asst.	Briarwood	10/20/2023-11/08/2023
Andrea	Brown	Teacher	WEHS	**REVISED** 09/27/2023-10/27/2023
Danny	Reed	Asst. NDS Mgr.	WCHS	10/09/2023-01/05/2024
Sarah	Avis	Teacher	Moss	11/10/2023-02/02/2024
Roxanne	Walls	Teacher	JRES	**REVISED** 10/24/2023-12/15/2023
Angeline	Taylor	Teacher	GHS	10/19/2023-12/15/2023

L. APPROVE FINANCIAL REPORT FOR OCTOBER 2023

Order # 57 – Primary Motion Passed: Motion to Approve Financial Report for October 2023 passed with a motion by Mr. Manco and a second by Mr. Williford.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

M. APPROVE PAYMENT OF BILLS AND REIMBURSEMENTS

Order # 58 – Primary Motion Passed: Motion to Approve Payment of Bills and Reimbursements passed with a motion by Mrs. Duvall and a second by Mr. Jackson.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

N. APPROVE 2024-2025 SCHOOL CALENDAR

Order # 59 – Primary Motion Passed: Motion to Approve 2024-2025 School Calendar passed with a motion by Mrs. Duvall and a second by Mr. Manco.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

O. APPROVE OPERATIONS ACTIONS

Order # 60 – Primary Motion Passed: Motion to Approve Operation Actions passed with a motion by Mr. Williford and a second by Mrs. Duvall.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

1. Consider School Requests

Approve the following requests of Mrs. Pauletha Butts, Principal, Alvaton Elementary School:

- Field Trip for Elementary Beta Club Lexington, KY January 15, 2024 through January 17, 2024
- Field Trip for Junior Beta Club to Lexington, KY January 14, 2024, through January 16, 2024

Approve the following requests of Mr. Scott Jones, Principal, Briarwood Elementary School:

- School to collect fees from Robotics for the cost of travel
- School to collect fees from 2nd grade to attend a live performance of the Magic Tree House at SKYPAC

- School to collect fees from the Jump rope team to buy shirts, equipment, and other materials
- Field Trip for 6th Grade Students to Nashville, TN March 28, 2024
- School to collect fees from 4th grade for IHop meal and Skypac ticket
- School to collect fees from 6th grade for end-of-the-year field trip
- School to sell Krispy Kreme donut certificates to raise funds for beta convention
- School to collect fees from Beta for state convention fees

Approve the following requests of Mr. Chris Stunson, Principal, Bristow Elementary School:

- School to enter into contract with United Coach and Tour for trip to St. Louis, MO May 13, 2024, through May 14, 2024
- School to enter into contract with United Coach and Tour for trip to Nashville, TN March 29, 2024

Approve the following requests of Mrs. Lori Darnell, Principal, Cumberland Trace Elementary School:

- School to sell candy, calendars, and blue ice to raise funds for Beta
- School to hold pancake breakfast, parents night out, sell go-cart tickets, cotton candy and hold family movie night to raise funds for 5th grade Washington DC trip
- School to sell candy, concessions at hot rods game, and calendar fundraiser to raise funds for DC trip
- School to sell yearbooks to raise funds for families
- School to sell at hot rods games, blue ice, candy grams, calendar fundraiser to raise funds for beta club
- School to hold DC Trip fundraiser to raise funds for students going on Washington DC trip
- School to sell tickets for musical performances to fund future musicals
- School to hold t-shirt sales to raise funds for performing arts
- School to sell ads for program to fund future musicals
- School to hold dance to raise funds for performing arts
- School to sell yard signs to raise funds for performing arts

Approve the following requests of Mr. Cody Rich, Principal, Jennings Creek Elementary School:

- Field Trip for Beta to Lexington, KY January 14, 2024, through January 16, 2024
- Field Trip for 5th Grade to Nashville, TN November 20, 2024

Approve the following requests of Mrs. Nadina Alexander, Principal, North Warren Elementary School:

- School to hold BBQ & Baskets fundraiser to raise funds for students, staff and school
- School to hold March Madness to raise funds for school, teachers, and students
- School to hold Family/Winter dance to raise funds for the school, students, and teachers
- School to hold PTO Holiday Shop to raise funds for the school, students, and teachers

Approve the following requests of Mrs. Brooke Knight, Principal, Rockfield Elementary School:

- School to hold Parents Night Out to raise funds for beta convention
- Field Trip for 6th grade Beta Club to Lexington, KY January 14, 2024, through January 16, 2024
- Field Trip for 4th/5th grade Beta Club to Lexington, KY January 15, 2024, through January 17, 2024

Approve the following requests of Mr. Marlow Hazard, Principal, Warren Elementary School:

- School to hold spirit shop to raise funds for upcoming outings

Approve the following requests of Mr. Mark Davis, Interim Principal, Drakes Creek Middle School:

- School to participate in Donors Choose to accept donations for science supplies

Approve the following requests of Mrs. Rita Daniels, Principal, Henry F. Moss Middle School:

- School to hold Alumni Basketball game to raise funds for basketball gear and food
- School to hold car wash to raise funds for boys' basketball

Approve the following requests of Mr. David Cloyd, Principal, South Warren Middle School:

- School to hold concessions to raise funds for cheer

Approve the following requests of Mr. Jonathan Vaughn, Principal, Warren East Middle School:

- School to sell sponsorships to raise funds for girls' basketball
- School to sell concessions for school events to raise funds for the students and staff
- School to sell yearbooks to raise funds for yearbook supplies
- School to hold spirit nights to raise funds for girls' basketball

Approve the following requests of Mr. Adam Hatcher, Principal, Greenwood High School:

- Field Trip for Choir Students to Richmond, KY November 10, 2023, through November 11, 2023
- Field Trip for Varsity Football to Murray and Mayfield, KY November 2, 2023, through November 3, 2023
- Field Trip for Choir to Orlando, FL March 26, 2024, through March 30, 2024
- Field Trip for Dance Team to Orlando, FL December 29, 2023, through January 2, 2024
- Field Trick for Mock Trial Team to University of Kentucky January 13, 2024

Approve the following requests of Mr. Matt Deaton, Principal, South Warren High School:

- School to sell video board advertisements to raise funds for boys' basketball
- School to hold raffle to raise funds for boys' basketball
- School to hold player support email campaign to raise funds for boys' basketball
- School to hold BCBS Holiday Classic to raise funds for boys' basketball
- School to hold gift basket auction to raise funds for boys' basketball
- School to hold apparel sales to raise funds for boys' basketball
- School to hold spirit nights to raise funds for bowling boosters
- School to volunteer as workers at HotRods to raise funds for bowling team expenses
- School to hold Telethon fundraiser to raise funds for bowling team expenses
- School to hold South Warren Bowling Tournament to raise funds for bowling team expenses
- School to collect fees from FCCLA to pay for scholarship funds
- School to collect fees from FBLA to pay for museum tour and lunch
- School to hold chocolate sales to raise funds for cheer equipment and competition season
- School to sell spirit gear to raise funds for cheer team
- School to sell spirit accessories to raise funds for cheer team

- School to accept donations to collect items/money to support the bowling team
- Field Trip for Dance Team to Lexington, KY Date TBD

Approve the following requests of Mr. Mike Stevenson, Interim Principal, Warren Central High School:

- School to collect fees from Beta Club for National Beta dues

Approve the following requests of Mr. Jonathan Vincent, Principal, Warren East High School:

- Field Trip for FCCLA to Nashville, TN November 30, 2023
- Field Trip for STLP to Lexington, KY March 27, 2024
- School to hold dinner fundraiser to raise funds for entry fees and equipment for track and field
- School to hold Fazolis spirit night to raise funds for the state meet entry fees and hotel fees
- School to hold Takis fundraiser to raise funds for orchestra
- Field Trip for Theatrical Society to Pikeville, KY November 16, 2023, through November 18, 2023
- Field Trip for Varsity Basketball to Gatlinburg, TN December 26, 2023, through December 29, 2023

Approve the following requests of Mr. Jamie Woosley, Assistant Director of Alternative Education:

- Field Trip for German Exchange Students to Lexington & Frankfort November 20, 2023, through November 21, 2023

Approve the following requests of Mr. Eric Wilson, Athletic Director:

- Field Trip for WCPS Girls Wrestling Team to Rossview High School, TN December 16, 2023
- Field Trip for WCPS Girls Wrestling Team to Marion High School, IL December 9, 2023
- Field Trip for WCPS Wrestling Team to Whitehouse Heritage High School November 30, 2023
- Field Trip for WCPS Wrestling Team to Hendersonville High School, TN January 13, 2024
- Field Trip for WCPS Wrestling Team to East Robertson High School, TN January 18, 2024
- Field Trip for WCPS Wrestling Team to East Robertson High School, TN December 4, 2023

2. Consider Attendance Requests

3. Consider RFP 1019-23 for Serving Line

4. Consider Contract Modification with Commonwealth of Kentucky for FEMA DR 4630 Public Assistance Grant

5. Consider Defibrillators Trade-In to Stryker

6. Consider Contract with e-Local Link

7. Consider Memorandum of Agreement with Prichard Committee for Academic Excellence, Inc.

8. Consider Donation of Avaya Switches to Allen County

9. Consider October 2023 Escrap

10. Consider 995 Disposals

11. Consider Master Services Agreement with ESM Solutions Corporation

12. Consider Care Solace Annual Agreement for 2023-2024 School Year

13. Consider 2024 Board Meeting Dates
14. Consider Title II Funds be used to pay Stipends to Teacher Intern Mentors and Building Level Teacher Mentors
15. Consider District to use Instructional Department, Instructional Coaches, School Principals, and Members of the Equity Council to Provide Support in the Development of the Comprehensive District Improvement Plan as Stated in Board Policy 01.111
16. Consider Strategic Plan/Scorecard

P. APPROVE STUDENT LEARNING SERVICES

Order # 61 – Primary Motion Passed: Motion to Approve Student Learning Services passed with a motion by Mr. Manco and a second by Mr. Jackson.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

1. Consider Early Graduation for South Warren High School Students
2. Consider Early Graduation for Warren East High School Students
3. Consider WCPS to apply for a $6,000 Flexible Funds Grant through United Way of Southern Kentucky
4. Consider WCPS to apply for a $100,000 Early Learning Bus Grant through the Kentucky Department of Education
5. Consider Memorandum of Understanding with Western Kentucky University for Assistant to Teaching Cohort
6. Consider Memorandum of Understanding with Western Kentucky University for Principal Cohort
7. Consider Memorandum of Understanding with Western Kentucky University for Gamechangers Program
8. Consider Outline for WCPS Grow Your Own Program

Q. APPROVE STUDENT SUPPORT SERVICES

Order # 62 – Primary Motion Passed: Motion to Approve Student Support Services passed with a motion by Mrs. Duvall and a second by Mr. Williford.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

1. Consider Amendment to Agreement of Purchase and Sale of Property Located at 212 Porter Pike, Bowling Green, Warren County, Kentucky

2. Consider Warren Co Impact Center for Leadership and Innovation Summary of Payments 1
3. Consider Greenwood Renovation/Addition Summary of Payments 11
4. Consider Greenwood Renovation/Addition Change Order 020 increase to Scott & Ritter in the amount of $15,249.00
5. Consider Greenwood Renovation/Addition Change Order 021 increase to Scott & Ritter in the amount of $52,359.50
6. Consider Greenwood Renovation/Addition Change Order 022 increase to Scotty's Contracting & Stone in the amount of $184,820.00
7. Consider Greenwood Renovation/Addition Change Order 023 increase to Alliance Corporation in the amount of $19,949.45
8. Consider Greenwood Renovation/Addition Change Order 024 increase to Alliance Corporation in the amount of $8,400.00
9. Consider New Warren Elementary Summary of Payments 4
10. Consider Greenwood Field Replacement Pay Application 003 for FieldTurf USA, Inc
11. Consider WCPS GESC Phase 2 Pay Application 009 to CMTA, Inc.
12. Consider Revised BG1 for Greenwood High School Renovation/Addition
13. Consider architect's recommendation of award of contracts for the Greenwood High School Addition/Renovation project

R. INFORMATION ITEMS

1. Personnel Information Items

Resignations for the 2023-2024 school year
Retirements for the 2023-2024 school year
Suspensions for the 2023-2024 school year
Terminations for the 2023-2024 school year
Employment for the 2023-2024 school year
Transfers for the 2023-2024 school year
Assignments for the 2023-2024 school year

2. SBDM Minutes

S. BOARD MEMBER COMMENTS

T. SUPERINTENDENT REPORT

U. ENTER EXECUTIVE SESSION:

Order # 63 – Primary Motion Passed: Motion to Enter Executive Session passed with a motion by Mrs. Duvall and a second by Mr. Jackson.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

V. RETURN TO OPEN SESSION:

Order # 64 – Primary Motion Passed: Motion to Return to Open Session passed with a motion by Mrs. Duvall and a second by Mr. Manco.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

W. ADJOURN

Order # 65 – Primary Motion Passed: Motion to Adjourn passed with a motion by Mr. Manco and a second by Mr. Jackson.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes
Thomas Manco	Yes
Adam Jackson	Yes

Chairperson

Superintendent