Warren County Board of Education Regular Meeting July 15, 2024

Minutes of a regular meeting of the Warren County Board of Education held at Warren County Board of Education, Board Room, 303 Lovers Lane, Bowling Green, KY on Monday, July 15, 2024 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. KYLE CASSADY PRIOR TO THE PUBLIC COMMENT SECTION OF THE AGENDA

F. PROPOSED AMENDMENTS TO AGENDA: NONE

G. ARCHITECT REPORT

H. PUBLIC COMMENT

I. APPROVE MINUTES OF THE JUNE 20, 2024 REGULAR BOARD OF EDUCATION MEETING

Order # 1 – Primary Motion Passed: Motion to Approve Minutes of the June 20, 2024 Regular Board of Education Meeting 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

J. APPROVE PERSONNEL ITEMS

Order # 2– Primary Motion Passed: Motion to Approve Personnel Items passed with a motion by Mr. Williford and a second by Mr. Jackson.

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 a one (1) year agreement with BG Education Management Solutions
Approve to create twenty three (23) Secretary II - Student Data Specialist (Job Class 8771) positions - General fund - This position could replace a classified office position at each A1 school
Approve to revise the job description for School Secretary II to be School Secretary II - Bookkeeper - Job Class 7777 & 7779 - Salary Group 130
Approve to revise the job description for School Secretary II to be School Secretary II - Bookkeeper - Job Class 7778 - Salary Group 135B
Approve to revise the job description for the Assistant Director of Instruction
Approve to create supplements of $6,000/each for teaching additional courses - Board Funded
Approve to create ten (10) District Instructional Assistant positions 180 days/year, 7 hours/day - Board Funded
Approve an hourly rate of $30 per hour to oversee Facility Usage Rental - Board funded
Approve to recommend a stipend increase for teachers who ride buses during the first three (3) days of school from $30 per day to $50 per day for the 2024-2025
South Warren High
Approve to create an additional Guidance Counselor position (25 extended days) - Board Funded

- **24-25 Supplements (Elementary School)**
- **24-25 Supplements (Middle School)**
- **24-25 Supplements (High School)**

Approve the following requests for leaves of absence:				
FIRST NAME	**LAST**	**POSITION**	**LOCATION**	**EFFECTIVE DATE**

	NAME			
Hannah	Stephanski	Teacher	SWMS	8/5/2024-9/23/2024
Holly	Alexander	Teacher	Plano	11/11/2024-02/10/2025
Abe	Varghese	Technology Systems Coord	Technology	7/23/2024-8/13/2024

K. APPROVE FINANCIAL REPORT FOR JUNE 2024

Order # 3 – Primary Motion Passed: Motion to Approve Financial Report for June 2024 passed with a motion by Mr. Manco and a second by Mrs. Duvall.

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

L. APPROVE PAYMENT OF BILLS AND REIMBURSEMENTS

Order # 4 – Primary Motion Passed: Motion to Approve Payment of Bills and Reimbursements 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

M. APPROVE OPERATIONS ACTIONS

Order # 5 – Primary Motion Passed: Motion to Approve Operation Actions 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 School Requests

a. Consider Field Trip and Fundraiser Requests

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

School:

- School to hold spring book fair to raise funds for the library
- School to hold fall book fair to raise funds for the library

Approve the following requests of Ms. Leslie Shultz, Principal, Jody Richards Elementary School:

- School to hold car raffle to raise funds for various school purchases

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

- School to collect fees from music class for musical items
- School to collect fees from the school for field trips
- School to collect fees from clubs for club dues
- School to sell snacks to raise funds for PBIS funds
- School to accept donations for teachers requesting classroom supplies
- School to hold book fairs for the 24-25 school year to raise funds for the library
- School to sell yearbooks for the 24-25 school year

Approve the following requests of Dr. Lyndsey Thomason, Principal, Richardsville Elementary School:

- School to hold yard sales to raise funds for classroom needs

Approve the following requests of Mrs. Bonnie Spears, Principal, Drakes Creek Middle School:

- School to sell Krispy Kreme Donut coupons to raise funds for cheer
- School to hold Back to School Movie Night to raise funds for cheer

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

- School to hold email address/donation fundraiser to raise funds for football

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

- School to collect fees from 7th grade for lab fees

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

- School to hold candy sales to raise funds for NJROTC activities
- Field Trip for football to Portland, TN September 23, 2024
- Field Trip for football to Station Camp, TN October 3, 2024
- Field Trip for girls' soccer to Station Camp, TN September 23, 2024
- Field Trip for girls' soccer to Gallatin, TN September 16, 2024
- Field Trip for girls' soccer to Hendersonville, TN September 12, 2024
- Field Trip for volleyball to Station Camp, TN September 10, 2024
- Field Trip for volleyball to Franklin, TN September 13, 2024
- Field Trip for volleyball to Louisville, KY October 4, 2024, through October 5, 2024

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

- Field Trip for girls' soccer to Gatlinburg, TN September 13, 2024, through September 15, 2024
- Field Trip for girls' soccer to Gallatin, TN September 5, 2024
- Field Trip for girls' soccer to White House, TN August 20, 2024
- Field Trip for boys' golf to Pineville and Paris, KY August 16, 2024, through August 18, 2024
- Field Trip for boys' golf to Alexandria and California, KY on July 30, 2024, through August 1, 2024
- Field Trip for football to Fort Branch, IN September 13, 2024
- School to sell spartan discount cards to raise funds for band
- School to sell concessions at football and basketball games to raise funds for band
- School to sell t-shirts to raise funds for band
- School to sell vehicle decals to raise funds for band
- School to accept Kroger donations to raise funds for band
- School to hold ad sales to raise funds for girls' basketball
- School to hold holiday bash to raise funds for girls' basketball
- School to hold basketball camp to raise funds for girls' basketball
- School to hold snap raise fundraiser to raise funds for girls' basketball
- School to sell video board ad sales to raise funds for girls' basketball
- School to participate in Kroger Community Rewards to raise funds for girls' basketball
- School to sell apparel to raise funds for girls' basketball
- School to hold Shoot-a-thon to raise funds for girls' basketball
- School to accept donations to collect items/money to support the bowling team
- School to hold tournaments to raise funds for the bowling team
- School to hold pancake breakfast to raise funds for bowling team
- School to hold telethon to raise funds for the bowling team
- School to hold car wash to raise funds for the bowling team
- School to hold Blaze Spirit Night to raise funds for the bowling team
- School to hold spirit nights to raise funds for bowling team
- School to hold chocolate sales to raise funds for bowling team
- School to hold Lady Spartan Invitational to raise funds for girls' golf
- School to hold spirit nights to raise funds for boys' lacrosse
- School to participate in Kroger rewards to raise funds for softball
- School to hold tournament to raise funds for softball
- School to hold Best of West Tournament to raise funds for softball
- School to hold pancake breakfast to raise funds for softball
- School to hold WKU concession stand fundraiser to raise funds for softball
- School to hold Little Spartan Camp to raise funds for softball
- School to accept player donations to raise funds for softball
- School to sell field sign sponsorship to raise funds for softball
- School to sell apparel to raise funds for softball
- School to sell game day concessions to raise funds for softball
- School to hold gift card raffle to raise funds for softball

Approve the following requests of Mr. Colton Isaacs, Principal, Warren Central High School:

- Field Trip to Burlington, KY for FCCLA February 3, 2025, through February 4, 2025
- School to collect fees from FBLA for membership
- School to hold candy/snack fundraiser to raise funds for FBLA club

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

- School to hold Raider Twilight race to raise funds for XC booster
- School to collect parking fees at Twilight race to raise funds for XC booster
- School to hold t-shirt sales to raise funds for XC booster
- School to hold spirit nights to raise funds for XC booster
- School to sell sponsorship to raise funds for XC booster
- School to sell concessions to raise funds for XC booster
- School to hold H&W team store to raise funds for XC booster

b. Consider Contract between Lifetouch and Natcher Elementary for 24-25 Yearbook Sales

c. Consider Contract between Red Elephant Studio and Cumberland Trace Elementary for 2024-2025 School Year

d. Consider Contract between Red Elephant Studio and Bristow Elementary for 2024-2025 School Year

e. Consider Contract between Life Ready Schools and Henry F. Moss Middle School for Employability Operating System

f. Consider Contract between Concord Theatricals and Greenwood High School for Fall Musical

g. Consider License Agreement between Theatrical Rights Worldwide and Greenwood High School for Spring Musical

2. Consider Attendance Requests

3. Consider FRYSC Activities for 2024-2025 School Year

4. Consider Business Associate Agreement with Rivendell BHS

5. Consider Service Agreement between Warren County Board of Education and Rivendell BHS

6. Consider Commonwealth of Kentucky Contract for Supplemental CTE Funds

7. Consider WCDT DJJ Renewal Application 2024-2026

8. Consider School Nutrition Association Certification Stipend

9. Consider RFP 1012-24: Miscellaneous Items

10. Consider Second Reading of 2024 KSBA Policy Update

11. Consider Contract between Warren County Public Schools and the Barren River Area Development District for the Implementation of a FEMA Hazard Mitigation Grant Project (South Warren Safe Room Phase I)

12. Consider Contract between Warren County Public Schools and the Barren River Area Development District for the Implementation of a FEMA Hazard Mitigation Grant Project (Warren East Safe Room Phase I)

13. Consider Contract between Warren County Public Schools and the Barren River Area Development District for the Implementation of a FEMA Hazard Mitigation Grant Project (Moss Middle Safe Room Phase I)

14. Consider Contract between Warren County Public Schools and the Barren River Area

Development District for the Implementation of a FEMA Hazard Mitigation Grant Project (Drakes Creek Safe Room Phase I)

15. Consider Amendment to Salary Table Groups for Related Positions

16. Consider Sewer Easement Agreement between Warren County Board of Education and Warren County Water District, Sewer Division of Warren County, Kentucky

17. Consider Agreement between Warren County Public Schools and TalkingPoints

18. Consider 2024-2025 Student Handbook

19. Consider 2024-2025 Coaches Handbook

20. Consider Revised Agreement between Finalsite and Warren County Public Schools

21. Consider Waiver Request of 16 KAR 5:040 Section 5 (7)

22. Consider Local Head Start Memorandum of Agreement with Community Action of Southern Kentucky

23. Consider Local Head Start Memorandum of Agreement with WKU CCC

24. Consider Agreement with PCS Solutions for E-Rate 2024

25. Consider Leader in Me Agreement

26. Consider Lease Agreement between Warren County Board of Education and David and Lori Marr

N. APPROVE STUDENT LEARNING SERVICES

Order # 6 – 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 Richardsville Elementary to apply for a Field Trip Grant through the Friends of Land Between the Lakes Foundation

2. Consider Warren County Board of Education to enter into Agreements with ACT to participate in District ACT, Pre-ACT, Mastery Prep Boot Camps for ACT, and TruScore

3. Consider Updated WCPS Gifted and Talented Handbook

4. Consider Student Internship for South Warren High School Students

5. Consider Speech Language Therapy Contracting Agreement with Baylee Kirtley

6. Consider Occupational Therapy Contracting Agreement with Haley Allen

O. APPROVE STUDENT SUPPORT SERVICES

Order # 7 – Primary Motion Passed: Motion to Approve Student Support Services passed with a motion by Mr. Jackson and a second by Mr. Williford.

Garry Chaffin	Yes
Amy Duvall	Yes
Lloyd Williford	Yes

Thomas Manco	Yes
Adam Jackson	Yes

1. Consider July Facility Usage Requests
2. Consider Greenwood High Addition/Renovation Summary of Payments 19
3. Consider Greenwood High Addition/Renovation Change Order 050 decrease to Alley-Cassetty Brick in the amount of $20,000.00
4. Consider Greenwood High Addition/Renovation Change Order 051 increase to Carmicle Masonry in the amount of $20,000.00
5. Consider Impact Center for Innovation Summary of Payments 7
6. Consider Impact Center for Innovation Change Order 003 increase to Scott & Ritter in the amount of $47,429.56
7. Consider Impact Center for Innovation Change Order 004 increase to New Millennium in the amount of $922.00
8. Consider New Warren Elementary Summary of Payments 12
9. Consider New Warren Elementary Change Order 018 increase to Carmicle Masonry in the amount of $18,490.00
10. Consider New Warren Elementary Change Order 019 increase to Diversified Electrical in the amount of $19,650.00
11. Consider New Warren Elementary Change Order 020 increase to Stewart Richey in the amount of $2,475.00
12. Consider New Warren Elementary Change Order 021 increase to Stafford Smith Inc in the amount of $530.00
13. Consider Sherman, Carter, Barnhart Invoices

P. INFORMATION ITEMS

1. Personnel Information Items

Resignations for the 2024-2025 school year
Retirements for the 2024-2025 school year
Suspensions for the 2024-2025 school year
Terminations for the 2024-2025 school year
Employment for the 2024-2025 school year
Transfers for the 2024-2025 school year
Assignments for the 2023-2024 school year
Assignments for the 2024-2025 school year

2. SBDM Minutes

Q. BOARD MEMBER COMMENTS

R. SUPERINTENDENT REPORT

S. ENTER EXECUTIVE SESSION

Order # 8 – Primary Motion Passed: Motion to Enter Executive Session 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

T. RETURN TO OPEN SESSION:

Order # 9 – Primary Motion Passed: Motion to Return to Open Session 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

U. ADJOURN

Order # 10 – Primary Motion Passed: Motion to Adjourn passed with a motion by Mr. Jackson and a second by Mr. Williford.

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

Chairperson

Superintendent