Warren County Board of Education Special Meeting October 29, 2024

Minutes of a special meeting of the Warren County Board of Education held at Greenwood High School, Auditorium, 5065 Scottsville Road, Bowling Green, KY on Tuesday, October 29, 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. JEFF MOORE PRIOR TO THE PUBLIC COMMENT SECTION OF THE AGENDA

F. ARCHITECT REPORT

G. PRESENTATIONS AND RECOGNITIONS

1. Instructional Spotlight - Assessment Results, Presented by Dr. Sarah Johnson
2. October Golden Apple Winners, Presented by Mrs. Lauren Thurmond
    a. Julie Boyer, Briarwood Elementary
    b. Monica Hamilton, Alvaton Elementary
    c. Holly Whittinghill, Greenwood High
    d. Cassie McKinney, Drakes Creek Middle
3. FFA State Awards - South Warren High, Presented by Mrs. Lauren Thurmond
    a. KY State Fair Crop Exhibition, Wheat Entry, Grand Champion
    b. KY FFA Small Animal Public Speaking Competition, State Champion
    c. Small Engines Team, State Champion
    d. Agricultural Mechanics Team, State Runner-Up
    e. Jr. Livestock Judging Team, 3rd Place
4. Induction into the Kentucky Association for Academic Competition Hall of Fame, Presented by Mrs. Lauren Thurmond
    a. Dr. Amar Patel, South Warren High School
5. Migrant Fall Academy 2024 Regional/District/State Administrator of the Year, Presented by Mrs. Lauren Thurmond
    a. Staci Talley

H. PUBLIC COMMENT

I. APPROVE MINUTES OF THE SEPTEMBER 26, 2024, REGULAR BOARD OF EDUCATION MEETING

Order # 43 – Primary Motion Passed: Motion to Approve Minutes of the September 26, 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 MINUTES OF THE OCTOBER 1, 2024, SPECIAL BOARD OF EDUCATION MEETING

Order # 44 – Primary Motion Passed: Motion to Approve Minutes of the October 1, 2024 Special Board of Education Meeting 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

K. APPROVE PERSONNEL ITEMS

Order # 45– 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:
Beacon Academy
Approve to increase extended days for the Guidance Counselor position from 10 to 25 (Title I funded)

Approve supplement of $1,000 for Building Assessment Coordinator position (Title I funded)
Approve supplement of $500 for Co-Building Assessment Coordinator position (Title I funded)
Geo Center
Approve to increase contract days from 200 to 220 for the Secretary position (DESL)
Geo International High School
Approve to add 3 extended days to the Dean of Students contract (Title I funded)
Greenwood High
Approve to increase supplements for Assistant Baseball Coach positions from $1,500 to $2,000 - Board
Approve to increase supplements for Assistant Baseball Coach positions from $1,500 to $2,000 - Booster
Approve to increase supplements for Assistant Baseball Coach positions from $1,000 to $2,000 - Booster
Approve two (2) supplements of $3,000 each for early morning supervision during the construction period at GHS - SC6X
Jennings Creek Elementary School
Approve supplement of $3,000 for After School Extended Care Supervisor position (Title I Funded)
Nutrition & Dining Services
Approve to decrease one (1) Nutirition and Dining Asst. position at Greenwood High from 7.5 hours/day to 6.5 hours/day per employee request
Oakland Elementary
Approve to increase School Secretary's hours per day from 5.5 hours/day to 8 hours/day - SC5X
Plano Elementary
Approve to decrease employment contract of the Speech Language Pathologist Assistant from 5 days per week to 4 days per week
Approve ESS Daytime Waiver application to provide daytime instructor position for 2-3 days per week for 10 weeks

South Warren High
Approve an additional science teacher position (.5 FTE) for the spring semeseter - .34-Board Funded/.16-SC6X Funded
Warren Central High School
Approve a supplement of $6,000 for High School Math Teacher position to teaching additional course in lieu of planning period

Approve the following requests for leaves of absence:				
FIRST NAME	**LAST NAME**	**POSITION**	**LOCATION**	**EFFECTIVE DATE (As Requested)**
Makenzie	Allen	Teacher	Plano Elementary	01/24/2025 - 04/25/2024
Katherine	Beales	Teacher	Plano Elementary	02/11/2025 - 05/13/2025
Ashley	Botts	Instructional Assistant	Cumberland Trace Elementary	09/16/2024 - 11/28/2024
Victoria "Tori"	Brumley	Guidance Counselor	Warren Central High School	**REV:** 08/05/2024 - 10/28/2024
Amber	Faulkner	FRYSC Program Assistant	Jennings Creek Elementary	11/15/24 - 12/30/2024
Alicia	Frizzell	Teacher	Jennings Creek Elementary	**REV:** 09/04/24 - 12/20/24

Dina	Ghaly	Instructional Assistant	Natcher Elementary	10/09/2024 - 11/22/2024
Ciara	Henry	Instructional Assistant	Jennings Creek Elementary	09/30/2024 - 11/15/2024
Mary	Johnson	Dispatcher/Data Assistant	Transportation Department	09/23/2024 - 10/23/24
Amelia	Kendall	Teacher	Cumberland Trace Elementary	**REV:** 08/16/2024 - 11/19/2024
Lauren	Martin	Teacher	Jody Richards Elementary	11/01/2024 - 02/07/2025
Angela	Minjarez	Teacher	Lost River Elementary	**REV:** 10/11/24 - 01/20/2025
Jennifer	Raymer	Custodian	Cumberland Trace Elementary	09/20/2024 - 09/20/2025 (intermittent)
William	Rutledge	Network Engineer	Technology Department	09/25/2024 - 11/25/2024
Stacy	Sanders	Special Education Instructional Assistant	North Warren Elementary	09/20/2024 - 9/30/2024
Mary	Shervin	Teacher	Geo International High School	10/14/2024 - 01/20/2025
Michael	Stewart	Bus Driver	Transportation	**REV:** 08/05/2024- 11/16/2024
Mary Kaylen	Stone	Teacher	Richardsville Elementary	10/04/24 - 12/29/2024
Kendrikc	Strange	Homebound Teacher	Central Office	09/16/2024 - 12/16/2024

Scottie	Todd	Maintenance Worker I	Maintenance Department	**REV:** 07/25/24 - 09/30/2024
Alexandra	White	Food Service Supervisor	Nutrition & Dining	**REV:** 09/16/24 - 11/08/2024

L. APPROVE FINANCIAL REPORT FOR SEPTEMBER 2024

Order # 46 – Primary Motion Passed: Motion to Approve Financial Report for September 2024 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 PAYMENT OF BILLS AND REIMBURSEMENTS

Order # 47 – Primary Motion Passed: Motion to Approve Payment of Bills and Reimbursements 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

N. APPROVE OPERATIONS ACTIONS

Order # 48 – 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:

- Field Trip for Choir to Lexington, KY November 1, 2024, through November 2, 2024
- School to collect fees from Archery to cover tournament expenses
- School to collect fees from Archery to pay for t-shirts and equipment

Approve the following requests of Mr. Mike Stevenson, Interim Principal, Bristow Elementary School:

- Field Trip for 4th grade students to Space and Rocket Center April 3, 2025
- Field Trip for 5th grade students to Washington DC March 28, 2025, through March 28, 2025
- School to collect fees from beta for convention fees

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

- School to hold button sales to raise funds for the musical

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

- School to collect fees from art club to purchase art supplies

Approve the following requests of Ms. Beth Croslin, Principal, Lost River Elementary School:

- School to hold glow dance to raise funds for beta

Approve the following requests of Mr. Shaun Stice, Principal, Oakland Elementary School:

- Field Trip for 5th grade to Nashville, TN December 12, 2024
- School to collect fees from kindergarten to cover admission to Crowne Pointe theater
- School to collect fees from 5th grade for field trip expenses
- School to hold Texas Roadhouse gift card sales to raise funds for student activities, field trips, and student incentives
- School to collect fees for lost kindergarten vests
- School to collect fees from 3rd grade for field trip expenses

Approve the following requests of Mr. Ben Frasier, Principal, Plano Elementary School:

- Field Trip for ACDA Honor Choir to Lexington, KY November 1, 2024, through November 2, 2024

Approve the following requests of Mr. Derick Marr, Principal, Rich Pond Elementary School:

- Field Trip for Choir to Singletary for the Arts in Lexington, KY November 1, 2024, through November 2, 2024
- School to collect fees from 4th grade for field trip expenses
- School to collect fees from 2nd grade for field trip expenses
- School to collect fees from 1st grade for field trip expenses
- School to collect fees from 3rd grade for field trip expenses

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

- School to sell concessions and crafts to raise funds for 5th & 6th grade Washington DC trip
- School to hold Santa Workshop fundraiser to raise funds for classroom needs
- School to sell Valentine Grams to raise funds for classroom needs
- School to hold Vendor Event for Christmas to raise funds for classroom needs
- School to hold gift card sales to raise funds for classroom needs

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

- Field Trip for 5th grade to Washington DC April 2025
- School to hold Dance and Parents Night Out fundraiser to raise funds for state beta convention
- School to hold spirit nights, sell Kona ice and t-shirts to raise funds for FRC

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

- Field Trip for choir students to Lexington, KY November 1, 2024, through November 2, 2024
- School to hold Gator Christmas marketplace to raise funds for cheerleading
- School to sell concessions to raise funds for girls' basketball
- School to hold parking spot online auction fundraiser to raise funds for PTO

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

- School to hold Fill in the Ball/20 for 20 fundraisers to raise funds for basketball supplies and apparel
- School to sell concessions to raise funds for boys' basketball
- School to sell sponsorships to raise funds for boys' basketball
- School to collect fees from Jr. beta club to pay for national club dues

- School to collect fees from Jr. beta club to pay for convention registration and fees related to the trip
- School to hold basketball calendar fundraiser to raise funds for girls' basketball
- School to hold pancake breakfast to raise funds for girls' basketball
- School to sell player gear to raise funds for girls' basketball
- School to sell concessions to raise funds for girls' basketball
- School to collect fees from Spartan Strings for field trip expenses
- School to host basketball tournament to raise funds for boys' basketball
- School to hold player pack fundraiser to raise funds for boys' basketball
- School to hold breakfast run/race to raise funds for boys basketball

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

- School to collect fees from agriculture club to pay for club activities and field trips
- School to collect fees from 8th grade to pay for field trip expenses
- School to collect fees from 7th grade to pay for field trip expenses
- School to collect fees from girls' basketball to pay for t-shirts

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

- Field Trip for Robotics team to University of Kentucky January 31, 2025, through February 1, 2025
- Field Trip for boys basketball to Indianapolis, IN November 23, 2024, through November 24, 2024
- School to sell sponsorships to raise funds for archery
- School to collect fees from ESL dept for field trip fees

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

- Field Trip for FBLA to Nashville, TN January 17, 2025, through January 20, 2025
- Field Trip for culinary students to Opryland Hotel December 2024
- Field Trip for the dance team to Lexington, KY December 14, 2024, through December 15, 2024
- School to hold player spirit pack fundraiser to raise funds for baseball program
- School to hold a golf tournament to raise funds for the baseball program
- School to hold Friends and Family fundraiser to raise funds for the baseball program

- School to sell concessions to raise funds for the baseball program
- School to hold pancake breakfast to raise funds for the baseball program
- School to hold baseball tournament to raise funds for the baseball program
- School to sell sponsorships to raise funds for the baseball program
- School to hold Youth Baseball Camp to raise funds for the baseball program
- School to hold restaurant fundraiser to raise funds for the baseball program
- School to participate in BG26.2 Volunteer fundraiser to raise funds for cross-country
- School to hold BG Marathon support fundraiser to raise funds for the baseball program
- School to collect hosting fees for exchange students to cover travel expenses
- School to sell tickets to Frozen Jr. to raise funds for the musical program
- School to collect fees from choir to cover field trip expenses
- School to collect fees from choir to cover registration and event fees
- School to hold online apparel order to raise funds for the band
- School to collect fees from History club to cover field trip expenses
- School to hold car wash to raise funds for boys' basketball
- School to collect fees from prom committee to purchase food and t-shirts on prom decorating day

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

- Field Trip for band to Miamisburg, OH November 9, 2024, through November 10, 2024
- School to collect fees from band to cover travel expenses
- School to collect fees from archery for tournament registration and uniforms
- School to collect fees from FBLA to cover travel expenses

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

- School to collect fees from the leadership club to raise money for supplies
- School to collect fees from drama club to raise money for student activities
- School to hold Raider Madness fundraiser to raise funds for girls' basketball
- School to hold email/phonathon fundraiser to raise funds for boys' basketball
- School to hold Raider Madness to raise funds for boys' basketball
- School to sell apparel to raise funds for girls' basketball
- School to sell concessions to raise funds for girls' basketball
- School to hold 20/20 fundraiser to raise funds for girls' basketball

b. Consider Contract between Alvaton Elementary and Wise Coaches

c. Consider Greenwood High School to Submit Arts Inclusion Application for possible funding by Arts for All Kentucky

d. Consider Contract between Cumberland Trace Elementary and Van Meter Hall/Auditorium for Musical

e. Consider Letter of Liability from Greenwood High School to Illinois Holocaust Museum & Education Center to utilize a Teaching Trunk

f. Consider Jennings Creek Elementary to work with Mark Comley, Creative School Shows

g. Consider Group Sales Agreement between Alvaton Elementary and Crystal City Marriott at Reagan National Airport

h. Consider Contract between WKU Conference Services and Warren Central High School for the Warren County Military Ball

i. Consider Contract between Aramark Catering and Warren Central High School for the Warren County Military Ball

j. Consider Agreement between Rich Pond Elementary and Pitney Bowes

k. Consider Contract between Alvaton Elementary and Van Meter Hall for Musical

2. Consider Attendance Requests

3. Consider Hold Harmless and Information Sharing Agreement with Metropolitan Tower Life Insurance Company

4. Consider Hold Harmless and Information Data-Sharing Agreement with Penserv as Data-Sharing Coordinator

5. Consider Second Reading of Revision to Policy 03.4 (Substitute Teaching)

6. Consider Memorandum of Agreement between LifeSkills and Moss Middle School Family Resource Center

7. Consider Joint Use Agreement/Contract with the Warren County Parks and Recreation Department and Warren County Fiscal Court

8. Consider RFP 1020-24 Combi Ovens for Jennings Creek Elementary

9. Consider RFP 1014-24 Taylor Farms Individual Pre-Package

10. Consider RFP 1015-24 Office Furniture Copy Room & Reception Area

11. Consider KETS FY25 1st Offer of Assistance for $190,474

12. Consider October 2024 Escrap

13. Consider October 2024 Disposals

14. Consider Amendment to Trust Agreement with Homer and Flora Cherry

15. Consider Memorandum of Understanding with Kentucky Office for Refugees Catholic Charities of Louisville

16. Consider Monetary Donation to WKU Young Male Leadership Academy (YMLA)

17. Consider Warren County GESC Investment Tax Credit

18. Consider Contracts with Grow Your Own

O. APPROVE STUDENT LEARNING SERVICES

Order # 49 – Primary Motion Passed: Motion to Approve Student Learning Services passed with a motion by Mr. Jackson and a second by Mr. Manco.

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

1. Consider School Psychologist Contract Agreement with Laura Dinning
2. Consider School Psychologist Contract Agreement with Christy Fulton
3. Consider Shortened School Day for Jennings Creek Elementary Student
4. Consider Shortened School Day for Rich Pond Elementary Student
5. Consider Shortened School Day for Plano Elementary Student
6. Consider Shortened School Day for Greenwood High Students
7. Consider Shortened School Day for Drakes Creek Middle Students
8. Consider Shortened School Day for North Warren Elementary Students
9. Consider Shortened School Day for Briarwood Elementary Student
10. Consider Shortened School Day for Warren East Middle Student
11. Consider Early Graduation for GEO International High School Students

P. APPROVE STUDENT SUPPORT SERVICES

Order # 50 – 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 Building Usage for South Warren High School for Arthritis Foundation
2. Consider bid award recommendation for Dillard Road electrical and sitework packages
3. Consider Initial BG1 for Warren Central High School Field Turf Upgrade
4. Consider Initial BG1 for Warren East High School Field Turf Upgrade
5. Consider Construction Documents on Henry Moss Middle School Storm Shelter

6. Consider Henry Moss Middle School Storm Shelter BG-2

7. Consider Henry Moss Middle School Storm Shelter BG-3

8. Consider Crime Prevention Through Environmental Design Form for Henry Moss Middle School Storm Shelter

9. Consider Construction Documents for Dillard Elementary

10. Consider Impact Center for Leadership & Innovation Summary of Payments 10

11. Consider Greenwood High Addition/Renovation Summary of Payments 22

12. Consider Greenwood High Addition/Renovation Change Order 075 increase to Stewart Richey in the amount of $3,409.00

13. Consider Greenwood High Addition/Renovation Change Order 076 increase to Alliance Corporation in the amount of $568.48

14. Consider Greenwood High Addition/Renovation Change Order 077 increase to Alfred L Schiller Hardware in the amount of $4,670.00

15. Consider Greenwood High Addition/Renovation Change Order 078 increase to A&A Contracting in the amount of $641.70

16. Consider New Warren Elementary Summary of Payments 15

17. Consider New Warren Elementary Change Order 036 increase to Scott & Ritter in the amount of $5,370.50

18. Consider New Warren Elementary Change Order 037 increase to Carlon Roofing in the amount of $22,677.00

19. Consider Sherman, Carter, Barnhart Invoices

Q. 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 2024-2025 school year

2. SBDM Minutes

R. BOARD MEMBER COMMENTS

S. SUPERINTENDENT REPORT

T. ENTER EXECUTIVE SESSION

Order # 51 – Primary Motion Passed: Motion to Enter Executive Session 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

U. RETURN TO OPEN SESSION:

Order # 52 – 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

V. ADJOURN

Order # 53 – Primary Motion Passed: Motion to Adjourn 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

Chairperson

Superintendent