Warren County Board of Education Regular Meeting October 20, 2025

Minutes of a regular meeting of the Warren County Board of Education held at Greenwood High School's Auditorium, 5065 Scottsville Road, Bowling Green, KY on Monday, October 20, 2025 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. Manco, Mr. Jackson, Mrs. Kash

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

H. PRESENTATIONS AND RECOGNITIONS

1. Instructional Spotlight, Presented by Dr. Sarah Johnson
2. October Golden Apple Winners, Presented by Mrs. Lauren Thurmond
    a. Lara Lim, Richardsville Elementary
    b. Jocelyn Cole, Richardsville Elementary
    c. Tiffany Vincent, North Warren Elementary
    d. Ernie Steff, Warren East High School
3. Level 5 Kentucky All Stars Preschool Program, Presented by Mrs. Debra LaSala and Mrs. Christina Sanders
    a. Alvaton Elementary
    b. Briarwood Elementary
    c. Bristow Elementary
    d. Cumberland Trace Elementary
    e. Early Learning Academy
    f. Jody Richards Elementary
    g. North Warren Elementary
    h. Richardsville Elementary

I. PUBLIC COMMENT

J. APPROVE MINUTES OF THE SEPTEMBER 29, 2025, REGULAR BOARD OF EDUCATION MEETING

Order # 41 – Primary Motion Passed: Motion to Approve Minutes of the September 29, 2025 Regular Board of Education Meeting passed with a motion by Mrs. Amy Duvall and a second by Mr. Thomas Manco.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

K. APPROVE PERSONNEL ITEMS

Order # 42– Primary Motion Passed: Motion to Approve Personnel Items passed with a motion by Mrs. Jennifer Kash and a second by Mr. Adam Jackson.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

Approve the following personnel requests of Mr. Rob Clayton:
District Office
Approve Athletic Coordinator job description
Drakes Creek Middle School
Approve a Part-Time (up to 60 days) ESS Certified Position (ESS Daytime Waiver)
Natcher Elementary School
Approve two STLP sponsor supplements for $500 each (SBDM Funded)
Plano Elementary School
Approve an additional Instructional Assistant Position (Section V)
Richardsville Elementary School
Approve an additional Kindergarten Instructional Assistant Position (Title I and Section V)

Rockfield Elementary School
Approve Archery Coach supplement in the amount of $400 (Section VI)
South Warren High School
Approve addition of Assistant Wrestling Coach position with $1,000 supplement (Booster Funded)
Warren East High School
Approve creation of Athletic Coordinator (Football) position with $500 supplement (SBDM Funded)
Warren Elementary School
Approve two Part-Time (19 hours per week) ESS Certified Positions (ESS Daytime Waiver)

The following leaves of absence have been requested:				
FIRST NAME	**LAST NAME**	**POSITION**	**LOCATION**	**EFFECTIVE DATE (As Requested)**
Christi	Beam	District Tech Coordinator	Technology	09/15/2025-09/19/2025
Christi	Beam	District Tech Coordinator	Technology	09/20/2025-12/15/2025 **Intermittent**
Camilliah	Butler	Teacher	Lost River	**Rev:** 09/23/2025-12/23/2025
Anna	Caldwell	Teacher	Warren East MS	**REV:** 09/29/2025-01/11/2026
Destiny	Cruz	Teacher	Plano	**REV:** 8/20/2025-11/11/2025
Jayme	Garrett	Teacher	Warren Central HS	10/28/2025-11/04/2025

Stefani	Grace	Teacher	Natcher	02/05/2026- 04/26/2026
Lydia	Hood	Teacher	Warren Central HS	09/15/2025- 09/22/2025
Lydia	Hood	Teacher	Warren Central HS	09/22/2025- 09/22/2026 **Intermittent**
Mary	Irizarry	Teacher	Greenwood HS	09/26/2025- 10/10/2025
Rebekah	Luckett	Teacher	Warren El	**REV:** 09/19/2025- 12/18/2025
Amber	Martinez	Teacher	Warren East High	10/03/2025- 10/31/2025
Sara	Mendez	Sch Sec II High/Acct Clerk	GEO Center	**REV:** 8/20/2025- 09/19/2025
Janice	Minnicks	Teacher	Rockfield	08/26/2025- 10/10/2025
Jessica	Price	Finance Associate	Central Office	11/21/2025- 02/12/2026
Anna	Renfro	Teacher	Cumberland Trace	11/24/2025- 03/02/2026
Madeline	Simms	Teacher	Rich Pond	10/26/2025- 02/03/2026
Lana	Spears	Bus Driver	Transportation	09/08/2025- 09/21/2025
Colby	Spillman	Teacher	Cumberland Trace	01/26/2026- 04/27/2026
Melissa	Waldron	Instructional Asst.	Cumberland Trace	09/19/2025- 10/12/2025
Anna	Wilkins	Speech Language Pathologist	Warren Central HS	10/06/2025- 11/17/2025
Madalyn	Wren	Teacher	Bristow	12/17/2025- 03/10/2026

L. APPROVE FINANCIAL REPORT FOR SEPTEMBER 2025

Order # 43 – Primary Motion Passed: Motion to Approve Financial Report for September 2025 passed with a motion by Mr. Thomas Manco and a second by Mrs. Amy Duvall.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

M. APPROVE PAYMENT OF BILLS AND REIMBURSEMENTS

Order # 44 – Primary Motion Passed: Motion to Approve Payment of Bills and Reimbursements passed with a motion by Mrs. Jennifer Kash and a second by Mr. Thomas Manco.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

N. APPROVE OPERATIONS ACTIONS

Order # 45 – Primary Motion Passed: Motion to Approve Operations Actions passed with a motion by Mrs. Amy Duvall and a second by Mr. Adam Jackson.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

1. Consider School Requests

a. Consider Field Trip and Fundraiser Requests

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

- School to participate in Donor's Choose for teacher wishlist

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

- School to collect fees from 2nd grade for field trip admission
- School to collect fees from 4th grade to purchase tickets for the play
- School to collect fees from the Academic Team to purchase t-shirts, lunches, snacks, and drinks

- School to collect fees from the Hoppin Huskies to purchase team t-shirts
- Field Trip for Choir to Danville, KY, November 7, 2025, through November 8, 2025

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

- School to sell Faculty and Families Cookbook to raise funds for the 5th-grade DC trip
- Field Trip for 5th-grade students to Nashville Zoo on November 20, 2025

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

- School to collect fees from Academic team to purchase t-shirts and snacks
- School to collect fees from Archery to purchase shirts, and pay dues for tournaments
- School to sell World Famous Chocolates to benefit students and staff
- School to hold Texas Roadhouse fundraiser to raise funds for students and staff

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

- School to collect fees from GT music to purchase club shirts
- School to collect fees from music class to purchase recorders
- Field Trip for Choir to Danville, KY, November 7, 2025, through November 8, 2025

Approve the following requests of Mr. Josh Porter, Principal, Warren Elementary School:

- School to collect fees from Beta club for club dues and convention fees

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

- School to sell concessions to raise funds for girls' basketball

Approve the following requests of Mr. Monte Cassady, Principal, Moss Middle School:

- School to collect fees from the SPED Department to pay for the field trip

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

- School to sell concessions to raise funds for volleyball
- School to hold Littles Clinic to raise funds for volleyball
- Field Trip for Choir to Danville, KY, November 7, 2025, through November 8, 2025
- Field Trip for Lacrosse to New Albany, IN, November 15, 2025

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

- School to collect fees from 7th grade for field trip
- School to sell butter braids to raise funds for band
- School to hold Designer Collection fundraiser to raise funds for PTSA activities
- School to hold book fair to raise funds for new library books
- School to hold Pancake breakfast and bazzar to raise funds for percussion ensemble
- School to hold Red Ribbon Week Color Contest to raise funds for PTSA and to sponsor Red Ribbon week activities
- Field Trip for Choir to Danville, KY November 7, 2025, through November 8, 2025

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

- School to collect fees from Choir to cover registration costs of field trip
- School to collect fees from art club to cover the costs of field trip
- School to sell sponsorships/field signs to raise funds for boys lacrosse
- School to sell spirit wear to raise funds for boys lacrosse
- Field Trip for Global Travel w/EF Tours to Italy June 26, 2027, through July 4, 2027

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

- School to hold Holiday Vendor Market to raise funds for academic team
- School to hold formal dance to raise funds for student council
- School to host WKU Men's lacrosse to raise funds for boys lacrosse
- Field Trip for Robotics to University of Kentucky February 6, 2026, through February 7, 2026
- Field Trip for SWXC to Wakefield Soccer Park, NC November 21, 2025, through November 24, 2025
- Field Trip for SWXC to Huntsville, AL December 5, 2025, through December 7, 2025
- Field Trip for FBLA to Nashville, TN November 11, 2025, or November 18, 2025

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

- School to sell discount cards to raise funds for boys' basketball
- Field Trip for Robotics team to University of Kentucky February 6, 2026, through February 7, 2026

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

- School to hold pancake breakfast and bazzar to raise funds for percussion ensemble
- School to sell Double Good Popcorn to raise funds for boys' basketball

- School to hold open practice, alumni game to raise funds for boys' basketball
- School to hold Meet the Lady Raiders to raise funds for girls' basketball
- Field Trip for JAG State Officers to Washington DC December 2, 2025, through December 6, 2025

Approve the following requests of Mr. Ben Kirtley, Director, Synergy Center:

- Center to hold Tommy's Express Car Wash fundraiser to raise funds for FRYSC/Synergy Center

b. Consider Contract between Exquisite Costumes and Greenwood High School

c. Consider Performance Agreement between Jennings Creek Elementary and Cody Clark Magic

d. Consider Contract between Bristow Elementary and Graham Yearbook

e. Consider Group Sales Agreement between Residence Inn Washington, DC National Mall and Bristow Elementary School

f. Consider Yearbook Agreement between Jostens and Warren East Middle School

2. Consider Attendance Requests

3. Consider November 2025 Auction Items

4. Consider Contract between Courtyard by Marriott, Hamilton, OH and Warren County Board of Education

5. Consider Dillard Road Easement

6. Consider Fencing Services RFP

O. APPROVE STUDENT LEARNING SERVICES

Order # 46 – Primary Motion Passed: Motion to Approve Student Learning Services passed with a motion by Mr. Adam Jackson and a second by Mr. Thomas Manco.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

1. Consider Modified School Day for Lighthouse Academy Students

2. Consider Shortened School Day for Students Requested by Ms. Monica Heavrin

P. APPROVE STUDENT SUPPORT SERVICES

Order # 47 – Primary Motion Passed: Motion to Approve Student Support Services passed with a motion by Mr. Thomas Manco and a second by Mrs. Amy Duvall.

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

Jennifer Kash Yes

1. Consider KETS FY2026 First Offer of Assistance in the amount of $194,426
2. Consider Initial BG1 for Oakland Elementary
3. Consider Initial BG1 for Plano Elementary Domestic Hot Water Upgrades
4. Consider Local Planning Committee approved District Facility Plan - Amendment 1
5. Consider Early Learning Academy Summary of Payments 6
6. Consider Early Learning Academy Change Order 008 decrease to Ferguson Enterprises in the amount of ($50.63)
7. Consider Impact Center for Leadership & Innovation Summary of Payments 22
8. Consider Impact Center for Leadership & Innovation Change Order 089 to Stewart Richey for PR#43
9. Consider Impact Center for Leadership & Innovation Change Order 090 increase to A&A Contracting in the amount of $13,067.00
10. Consider Impact Center for Leadership & Innovation Change Order 091 increase to Stewart Richey in the amount of $1,174.00
11. Consider Impact Center for Leadership & Innovation Change Order 092 increase to Data Link in the amount of $843.06
12. Consider Impact Center for Leadership & Innovation Change Order 093 increase to Industrial Electrical Contractors in the amount of $462,753.63
13. Consider Impact Center for Leadership & Innovation Change Order 094 increase to Strategic Communications in the amount of $1,727,234.86
14. Consider Greenwood High School Addition/Renovation Summary of Payments 34
15. Consider Greenwood High School Addition/Renovation Change Order 144 increase to Industrial Electrical Contractors in the amount of $2,500.00
16. Consider Greenwood High School Addition/Renovation Change Order 145 increase to Industrial Electrical Contractors in the amount of $22,391.40
17. Consider Summit View Elementary (Dillard Rd) Summary of Payments 12
18. Consider Summit View Elementary (Dillard Rd) Change Order 024 increase to Atlas Companies in the amount of $1,071.00
19. Consider Summit View Elementary (Dillard Rd) Change Order 025 decrease to Stewart Richey in the amount of ($1,071.00)
20. Consider New Warren Elementary Summary of Payments 27
21. Consider New Warren Elementary Change Order 104 decrease to Tremco CPG (Nudura) in the amount of ($88.40)
22. Consider New Warren Elementary Change Order 105 decrease to Lee Building Products in the amount of ($13.58)
23. Consider New Warren Elementary Change Order 106 decrease to Alley-Cassetty Brick in the amount of ($4.77)
24. Consider New Warren Elementary Change Order 107 decrease to Martin Marietta in the amount of ($31,995.67)
25. Consider New Warren Elementary BG4 to Stewart Richey
26. Consider New Warren Elementary BG4 to Executive Elevator
27. Consider New Warren Elementary BG4 to Scotty's Contracting & Stone
28. Consider New Warren Elementary BG4 to Scott & Ritter

29. Consider New Warren Elementary BG4 to Scott & Ritter
30. Consider New Warren Elementary BG4 to Scott & Ritter
31. Consider New Warren Elementary BG4 to Stewart Richey
32. Consider New Warren Elementary BG4 to Diversified Electrical
33. Consider Sherman, Carter, Barnhart Invoices

Q. INFORMATION ITEMS

1. Personnel Information Items

Resignations for the 2025-2026 school year
Retirements for the 2025-2026 school year
Suspensions for the 2025-2026 school year
Terminations for the 2025-2026 school year
Employment for the 2025-2026 school year
Transfers for the 2025-2026 school year
Assignments for the 2025-2026 school year

2. SBDM Minutes

R. BOARD MEMBER COMMENTS

S. SUPERINTENDENT REPORT

T. ENTER EXECUTIVE SESSION:

Order # 48 – Primary Motion Passed: Motion to Enter Executive Session passed with a motion by Mr. Thomas Manco and a second by Mrs. Amy Duvall.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

U. RETURN TO OPEN SESSION

Order # 49 – Primary Motion Passed: Motion to Return to Open Session passed with a motion by Mr. Adam Jackson and a second by Mrs. Amy Duvall.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

V. ADJOURN

Order # 50 – Primary Motion Passed: Motion to Adjourn passed with a motion by Mr. Thomas Manco and a second by Mr. Adam Jackson.

Garry Chaffin	Yes
Amy Duvall	Yes
Thomas Manco	Yes
Adam Jackson	Yes
Jennifer Kash	Yes

Chairperson

Superintendent