

**Kentucky Board of Education Special Meeting
Request for Proposal (RFP) Evaluation Team
March 4, 2020 9:00 a.m. ET
Completely Kentucky
237 W. Broadway St., Upstairs Meeting Room
Frankfort, KY 40601**

Minutes

The Kentucky Board of Education (KBE) held its special meeting on Wednesday, March 4, 2020, at 9:00 a.m. ET, at the Completely Kentucky, 237 W. Broadway St., Upstairs Meeting Room, in Frankfort, Kentucky. The board conducted the following business:

I. Call to order

Sharon Porter Robinson called the meeting to order at 9:04 a.m. ET.

KDE Interim General Counsel Todd Allen announced that the meeting is open to the public and subject to the requirements of the Open Meetings Act.

II. Roll call

Chair Todd asked for a roll call of members. The following members were present: Cody Pauley Johnson, Sharon Porter Robinson and Lee Todd.

KDE Interim General Counsel Todd Allen stated a quorum was present.

III. Closed session pursuant to KRS 61.810(1)(n) to evaluate proposals received pursuant to KRS 45A for procurement of a search firm for the next commissioner of education

Chair Todd announced that the next item requires this body to go into closed session under the Open Meetings Act, KRS 61.810(1)(n), as allowed by and under the requirements of KRS 61.815. This team was established under KRS Chapter 45A to evaluate proposals received for the “Solicitation KY Dept. of Education Commissioner Search Firm.” This team will evaluate proposals received for the selection of a successful bidder and ultimate award of a state contract.

Chair Todd made a motion to move to closed session and Cody Pauley Johnson seconded the motion. The motion passed with unanimous voice vote.

IV. Adjournment of closed session pursuant to KRS 61.810(1)(n)

Sharon Porter Robinson announced that the body concluded its confidential closed session and discussion related to the evaluation of proposals received pursuant to KRS 45A for procurement of a search firm for the next commissioner of education.

Sharon Porter Robinson made a motion to move to open session and Chair Todd seconded the motion. The motion passed with unanimous voice vote.

V. Discussion and next steps in selecting a vendor

Members of the RFP Evaluation Team discussed the need to develop questions for vendors to consider, and address, as they designed their oral presentations. Accordingly, members discussed their preference of having the department draft the questions.

Chair Todd made a motion to direct the department to draft questions for vendors to address at the March 17 Special Meeting and Sharon Porter Robinson seconded the motion. The motion passed with unanimous voice vote.

VII. Adjournment

Chair Todd motioned to adjourn the meeting, Cody Pauley Johnson seconded the motion and it was approved by unanimous voice vote.

The meeting adjourned at 12:50 p.m.