

**Robertson County Board of Education**  
**Board Meeting Minutes**  
**May 15, 2017**  
**6:30 pm**

Present: Board Members –John Burns-Chair, Marsha Jones-vice, Wendell Haag, Darlene Gifford, Superintendent/Board Secretary – Sanford Holbrook, Treasurer – Tracy Teegarden

Others-Jamey Johnson-principal, Holly Linville-DPP, Rodney Massey-AD; Joe Nance-Ross/Sinclair; students-Isabella Cracraft; parents-Tonya King, Dawn Cooper, Vivian Norris, Tina Cracraft,

Meeting was called to order by Chairman- Dr. John Burns at 6:30 pm. All members present except District 4 due to vacancy.

**APPROVAL OF AGENDA**  
**BOARD ITEM 51517-1**

Motion was made by Mrs. Gifford and seconded by Mrs. Jones to approve the agenda.  
VOTE: 4-0

**RECOGNIZE STUDENTS OF THE MONTH**

The following students of the month were recognized and encouraged to keep up the good work: Evan Ellis, Isabelle Cracraft, Ian Marsh, Emma Courtney, Jimmie King, Cheyenne Brumagen.

**MOTION TO RECESS**  
**BOARD ITEM 51517-2**

Motion was made by Mrs. Jones and seconded by Mr. Haag to take a three minute recess.  
VOTE: 4-0

**REPORTS**

**JOE NANCE-ROSS/SINCLAIRE**

Mr. Nance, RCS Bonding Fiscal Agent, presented a report to the Board on current bond payments and current bonding potential for the district. The Board authorized Superintendent to seek bids for Architect for upcoming construction project

**PRINCIPAL`S REPORT-Jamey Johnson**

Mr. Johnson, Principal, presented his Principal`s report to the Board stating they have received preliminary data back on EOC scores. They are already working on getting ready for next school year. Interviews for open positions will start next week.

## **DPP REPORT\INSTRUCTIONAL SUPERVISOR-Holly Linville**

Mrs. Linville, D.P.P./IS reported to the Board that month 9 attendance was at 96.02. Current enrollment is at 375 compared to 342 last year at this time. There will be a new summer learning program starting this summer due to a new grant the district will be receiving.

## **FINANCE OFFICER'S REPORT-Tracy Teegarden**

Miss Teegarden, Finance Officer, presented a Finance Officer's report and monthly financial report for April 2017 to the Board. An available cash balance of each fund was discussed, total funds cash balance, total revenues and disbursements for the month, the bank reconciliation, and Board members reviewed a cash flow projection up through the end of the school year. The Board reviewed the general fund monthly financial report showing percentages of revenues received for the year and expenditures paid to date compared to amounts budgeted. A list of all bills for May 2017 was received by Board for approval. The district has upgraded to a new version of MUNIS (software program), so staff has been working diligently to learn the new system.

## **STATE ASSISTANT REPORT**

No state assistance report was given at this meeting.

## **SUPERINTENDENT REPORT-Sanford Holbrook**

Mr. Holbrook, Superintendent, presented his Superintendent's report to the Board stating everyone has worked hard this year to prepare and during testing. There is a good possibility our district will be coming off state assistance soon.

## **APPROVAL OF APRIL 10, 2017 SPECIAL MEETING MINUTES, APRIL 17, 2017 BOARD MEETING MINUTES, APRIL 27, 2017 SPECIAL BOARD MEETING MINUTES, AND MAY 2, 2017 SPECIAL MEETING MINUTES BOARD ITEM 51517-3**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the April 10, 2017 special board meeting minutes, April 17, 2017 board meeting minutes, April 27, 2017 special board meeting minutes, and the May 2, 2017 special meeting minutes. VOTE: 4-0

## **APPROVE BILLS AND CLAIMS BOARD ITEM 51517-4**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the May bills and claims previously mailed and/or presented. VOTE: 4-0

## **APPROVE/ACKNOWLEDGE TRAVEL REQUESTS/PERSONNEL ACTIONS BOARD ITEM 51517-5**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the following travel requests/personnel actions: VOTE: 4-0

**Travel Requests:**

Veronica McConnell and Teresa Green to Covington, KY for State Conference June 18-22, 2017.  
Tammy Leadingham to Frankfort, KY for Medicaid training 5/10/17.

**Acknowledge Personnel Actions:**

Hire Classified Subs (pending completion of paperwork): Cassie Moore and Staci Johnson  
Hire Certified Sub (pending completion of paperwork): Rebecca Boone  
Resignation: High School Science Certified Teacher- Lex Turner

**DISCUSS/CONSIDER APPROVING CAPITOL FUNDS REQUEST AMENDMENT FOR 16-17  
BOARD ITEM 51517-6**

Motion was made by Mr. Gifford and seconded by Mrs. Jones to approve a capital funds request amendment for 16-17 to request an additional \$16,000 which would total \$156,000 requested for fiscal year 2016-2017. VOTE: 4-0

**DISCUSS/CONSIDER TENTATIVE BUDGET FOR 2017/18 SCHOOL YEAR  
BOARD ITEM 51517-7**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the 2017-18 school year tentative budget as presented with a total budget contingency of 11.71%. All salary information was updated since draft budget was reviewed in January 2017 to reflect current AADA, salary information including a 1% raise for all staff, expected beginning balance for the year, and all other revenue and expenditures were evaluated by prior year and year to date actual amounts and adjusted if necessary. VOTE: 4-0

**DISCUSS/CONSIDER APPROVING FIRST READING OF UPDATED POLICY AND PROCEDURES  
BOARD ITEM 51517-8**

Motion was made by Mr. Haag and seconded by Mrs. Jones to approve the 1<sup>st</sup> reading of the following updated policies: # 03.122 with recommended amendments. VOTE: 4-0

**DISCUSS/CONSIDER APPROVING SECOND READING OF UPDATED POLICY AND PROCEDURES  
BOARD ITEM 51517-9**

Motion was made by Mr. Haag and seconded by Mrs. Jones to approve the second reading of the following updated board policies: #'s 08.1345, 08.14, 09.122, and 08.1352 as presented.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING POSITION TO CREATE A SCHOOL ART TEACHER**

**BOARD ITEM 51517-10**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve a school art teacher position.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING PROPERTY, FLEET, LIABILITY, AND WORKER COMP. INSURANCE FOR 2017-18**

**BOARD ITEM 51517-11**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve the 2017-2018 property, liability, fleet, and workers compensation renewal quote.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING TO SURPLUS BUS 26 OF ROBERTSON COUNTY SCHOOL**

**BOARD ITEM 51517-12**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve surplus of bus 26 of Robertson County School.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING CONTRACT WITH OCCUPATIONAL THERAPY SERVICES**

**BOARD ITEM 51517-13**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the 2017-2018 occupational therapy services with the Bracken County Board of Education.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING CONTRACT WITH PHYSICAL THERAPY SERVICES**

**BOARD ITEM 51517-14**

Motion was made by Mr. Haag and seconded by Mrs. Jones to approve the 2017-2018 physical therapy services contract with A Step Ahead.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING 2017/18 COOPERATIVE MEMBERSHIP AGREEMENT WITH KEDC**

**BOARD ITEM 51517-15**

Motion was made by Mrs. Gifford and seconded by Mrs. Jones to approve the 2017-2018 Cooperative Membership Agreement with KEDC.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING CONTRACT WITH CENTRAL KENTUCKY  
PSYCHOLOGICAL SERVICES  
BOARD ITEM 51517-16**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve the 2017-2018 psychological testing services contract with Central Kentucky Psychology Services VOTE: 4-0

**COMMUNICATIONS**

None

**ADJOURNMENT  
BOARD ITEM 51517-17**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to adjourn the meeting.  
Time: 8:21 pm

VOTE: 4-0

\_\_\_\_\_ Board Chair

\_\_\_\_\_ Secretary

\_\_\_\_\_ Date