

**Robertson County Board of Education  
Board Meeting Minutes  
September 18, 2017  
6:30 pm**

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

Others: Principal-Jamey Johnson, DPP/IS-Holly Linville, Lori Cochlin, Don Cochlin, Aaron Massey, Denise Keene (Auditor), Thomas Mitchell, Damion Earlywine, Misty Dawn Earlywine, Jamey Johnson, Grace Massey, Tammy Hendricks, Ashley Collins, Tracey Wright, Jess Giles, Alecia Sparrow

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

**APPROVAL OF AGENDA  
BOARD ITEM 91817-1**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve the agenda and agenda amendments. VOTE: 5-0

**RECOGNIZE STUDENTS OF THE MONTH**

The following students of the month were recognized and encouraged to keep up the good work: Mackenzie Rose, Brice Sparrow, Allison Hendricks, Corbin Whisman, Jessie Giles, and Alex Williams.

**MOTION TO RECESS  
BOARD ITEM 91817-2**

Motion was made by Mrs, Jones and seconded by Mr. Dotson to recess for three minutes. VOTE: 5-0

**REPORTS**

**PRINCIPAL’S REPORT-Jamey Johnson**

Mr. Johnson, Principal, presented his Principal’s report to the Board by thanking the Board for the school to have the needed new positions. He introduced the new teachers, instructional assistants, and counselor hired this year. Mr. Johnson has been in the classrooms giving support and they are all doing wonderful.

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

Mrs. Linville, D.P.P./IS, presented an attendance report to the Board stating month one attendance is at 97.63%. Mrs. Linville has been working on getting the growth factor report completed that is due October 1, 2017. The district received a usage report on the new Flocabulary program and the usage by teachers has been outstanding.

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

Miss Teegarden, Finance Officer, presented a Finance Officer's report and monthly financial report for August 2017 to the Board. An available cash balance of each fund was discussed, total funds cash ending 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 end of December 2017. 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 September 2017 was received presented.

## **PLC PRESENTATIONS**

The PLC presentations will be at the next regular board meeting.

VOTE: 5-0

## **SUPERINTENDENT REPORT-Sanford Holbrook**

Mr. Holbrook, Superintendent, presented to the Board how the school district has some great new teachers and staff this year. He commended the Board for trusting in us and allowing us to bring back all the programs to our students. The academic team has been brought back with their first meet this week. The Superintendent Student Council for the 17-18 year has been selected. There are 14 new members. Extended school services (ESS) began today. Elementary can stay on Mondays and Wednesdays, and high school will stay Tuesdays and Thursdays. They are working to get the gifted program improved and implemented at the school for the year.

## **APPROVAL OF BOARD MEETING MINUTES BOARD ITEM 91817-3**

Motion was made by Mr. Dotson and seconded by Mrs. Jones to approve July 17, 2017 and August 23, 2017 meeting minutes.

VOTE: 5-0

## **APPROVE BILLS AND CLAIMS BOARD ITEM 91817-4**

Motion was made by Mr. Dotson and seconded by Mrs. Jones to approve the September bills and claims previously mailed and/or presented.

VOTE: 5-0

**APPROVE/ACKNOWLEDGE FUNDRAISERS/TRAVEL REQUESTS/OUT OF STATE TRIPS/PERSONNEL ACTIONS  
BOARD ITEM 91817-5**

Motion was made by Mr. Dotson and seconded by Mrs. Jones to approve the following fundraisers/ travel requests/out of state trips and personnel actions. VOTE: 5-0

**Fundraisers:**

10/1/17-10/16/17- Shanda Gay for Class of 2022 for Little Caesars Pizza Kits

11/10/17-Aaron Massey for Class of 2018 Fish Fry and Quarter Auction

12/13/17-12/19/17-Penguin Patch Christmas Shops for the students Attendance Awards

**Travel and Trip Requests:**

8/28/17-8/29/17-Lauren Hughes to Progress monitoring/IEP Training in Morehead KY

09/05/17-Tamara Leadingham to DOSE Updates Training in Lexington KY

9/07/17-Tamara Leadingham to VI Training in Ashland KY

9/12/17-9/13/17-Tamara Leadingham to ELL Training in Frankfort KY

9/22/17-Tamara Leadingham to DOSE Training in Morehead KY

9/28/17-Tamara Leadingham to ELL Training in Frankfort KY

9/14/17-Holly Linville to KEDC for PD in Lexington KY

9/26/17- Holly Linville to KEDC for DAC Cadre-Central in Lexington KY

11/10/17-Holly Linville to KEDC for PD in Lexington KY

1/19/18-Holly Linville to KEDC for PD in Lexington KY

3/9/18-Holly Linville to KEDC for PD in Lexington KY

6/8/18-Holly Linville to KEDC for PD in Lexington KY

11/15/17-11/17/17-Tracy Teegarden to KASBO in Lexington KY

10/16/17-10/17/17-Valerie Creasman and 3 to 4 other Certified Staff Members to Sources of Strength Training in Maysville, KY

9/22/17-Lauren Hughes to Morehead Convention Center for ART in Morehead KY

9/29/17-9/30/17-Shanda Gay to ECET2KY Training in Pikeville, KY

10/25/17-10/28/17-Frank Gifford to National FFA Convention in Indianapolis, Indiana\

### **School Related Student Trip Requests**

9/21/17-Valerie Creasman, Sanford Holbrook, and Holly Linville to Morehead State University from 8:15 to 2:30 for the college fair

9/29/17-Brandi Thayer and FCCLA to Fall Regional Meeting at Maysville Community College from 8:15 to 2:45

10/10/17-Erica Carpenter and Band to Morehead State University for the Symphony Band Concert from 5:00 to 9:30

10/20/17-First and Second Grade (Rebecca Schalch) to attend the Evan's Orchard in Georgetown, Ky from 8:30 to 2:30

10/24/17-Preschool and Kindergarten (Johnson and Hughes) to attend the Evan's Orchard in Georgetown, Ky from 8:45 to 2:30

### **Out of State Trips:**

10/25/17-10/18/17-RCS FFA National Convention Trip to Indianapolis, Indiana

### **Building Use Request:**

None

### **Acknowledge Personnel Actions:**

Wendy Mitchell-Certified Substitute

Leslie Cooke-Duzan-Certified Substitute

Layla Insko-Bus Monitor/Classified Substitute

### **DISCUSS/CONSIDER APPROVING 2016/17 FINANCIAL AUDIT REPORT BOARD ITEM 91817-6**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve the financial audit report presented by district financial auditor, Denise Keene. VOTE: 5-0

### **DISCUSS/CONSIDER APPROVING THE WORKING BUDGET FOR THE 2017-18 SCHOOL YEAR BOARD ITEM 91817-7**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the working budget for the 2017-18 school year as presented. VOTE: 5-0

**DISCUSS/CONSIDER APPROVING FIRST READING OF UPDATED POLICY AND PROCEDURES  
BOARD ITEM 91817-8**

Motion was made by Mr. Haag and seconded by Mrs. Gifford to approve the first reading of updated policy numbers:

8.1346, 8.1351, 8.1353, 8.1354, 8.137, 8.141, 8.22, 8.2321, 8.2322, 8.233, 8.234, 8.33, 8.41, 8.113, 9.41, 9.4

VOTE: 5-0

**CONSIDER AMENDING 17-18 SCHOOL CALENDAR  
BOARD ITEM 91817-9**

Motion was made by Mrs. Gifford and seconded by Mrs. Jones to amend the 17-18 school calendar to have November 3, 2017 as an early release day.

VOTE: 5-0

**COMMUNICATIONS  
BOARD ITEM 91817-10**

In communications, class of 2018 senior sponsor, Aaron Massey, discussed with the Board the plans for the senior trip that will be in March 2018.

VOTE: 5-0

**CONSIDER MOTION TO ENTER EXECUTIVE SESSION PURSUANT TO KRS 61.810 (1) (B) TO DISCUSS DATA SECURITY. EXECUTIVE SESSION IS NECESSARY DUE TO INVOLVMENT OF STUDENT AND SCHOOL DATA CONFIDENTIALITY.  
BOARD ITEM 91817-11**

Motion was made by Mrs. Gifford and seconded by Mr. Haag to enter executive session pursuant to KRS 61.810 (1) (b) to discuss data security. Executive session is necessary due to involvement of student of student and school data confidentiality.

Time Entered: 7:53 pm

VOTE: 5-0

**CONSIDER MOTION TO RE-ENTER OPEN SESSION  
BOARD ITEM 91817-12**

Motion was made by Mrs. Gifford and seconded by Mr. Haag to re-enter open session.

Time Re-entered: 8:54 pm

VOTE: 5-0

**CONSIDER MOTION (IF ANY) TO TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION  
BOARD ITEM 91817-13**

No action taken.

**ADJOURNMENT**  
**BOARD ITEM 91817-14**

Motion was made by Mrs. Gifford and seconded by Mr. Haag to adjourn the meeting.

Time: 8:54 pm

VOTE: 5-0

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

\_\_\_\_\_ Secretary

\_\_\_\_\_ Date