

Robertson County Board of Education
Board Meeting Minutes
February 20, 2017
6:30 pm

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

Others-Jamey Johnson-principal, Holly Linville-DPP; students-Keeley Massey, Natalie Massey, Dougie Brierly, Donnie Brierly, Breanna Hubbard; parents-Aaron Massey, Grace Massey, Susan Brierly, Shawn Brierly, Penny Hubbard, Billy Hubbard

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

APPROVAL OF AGENDA
BOARD ITEM 22017-1

Motion was made by Mrs. Hughes and seconded by Mrs. Gifford to approve the agenda.

VOTE: 5-0

RECOGNIZE STUDENTS OF THE MONTH

The following students of the month were recognized and encouraged to keep up the good work: Dylan Rose, Gracie Isaac, Dougie Brierly, Elizabeth Cox, Erick Nava, and Breanna Hubbard. Natalie Massey and Keeley Massey were recognized at this board meeting since they were unable to attend last month's meeting.

MOTION TO RECESS
BOARD ITEM 22017-2

Motion was made by Mrs. Jones and seconded by Mrs. Hughes to take a three minute recess.

VOTE: 5-0

REPORTS

PRINCIPAL'S REPORT-Jamey Johnson

Mr. Johnson, Principal, presented his Principal's report to the Board stating a retired math teacher has been brought into the district to help with math intervention. The students and staff are currently getting ready for testing. Staff has been preparing for management audit and standards audit in April.

DPP REPORT\INSTRUCTIONAL SUPERVISOR-Holly Linville

Holly Linville, D.P.P./IS, presented her report to the Board stating current enrollment is at 376. The attendance percentage is at 96.33% and the school has a goal of 97%. They are getting ready to start KOSSA testing. Student voice surveys have been completed.

FINANCE OFFICER'S REPORT-Tracy Teegarden

Miss Teegarden, Finance Officer, presented a Finance Officer's report and monthly financial report for January 2017 to the Board. An available cash balance of each fund was discussed, total funds cash balance, total revenues and disbursements for the month, and a cash flow projection up through the end of the school year was reviewed by Board members. 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. Bills to be paid for the current month were discussed and included some bond payments due.

SUPERINTENDENT REPORT-Sanford Holbrook

Mr. Holbrook, Superintendent, presented his report to the Board stating that the KSBA conference starts Friday. He attended the state board meeting last week. Everything has been progressing for the management audit. Dr. Pruitt is scheduled to be in the district on March 2, 2017. Mr. Holbrook discussed some big purchases food service will be making with the Board including a new digital menu program and a stage curtain. Forty-five students have completed the Lexia reading program so far this year.

APPROVAL OF JANUARY 16, 2017 BOARD MEETING MINUTES AND JANUARY 25, 2017 SPECIAL MEETING MINUTES BOARD ITEM 22017-3

Motion was made by Mrs. Gifford and seconded by Mrs. Jones to approve the January 16, 2017 board meeting minutes and the January 25, 2017 special board meeting minutes. VOTE: 5-0

APPROVE BILLS AND CLAIMS BOARD ITEM 22017-4

Motion was made by Mrs. Gifford and seconded by Mrs. Jones to approve the February bills and claims previously mailed and/or presented. VOTE: 5-0

APPROVE/ACKNOWLEDGE TRAVEL/TRIP REQUESTS/OUT OF STATE TRIP/ PERSONNEL ACTIONS/FUNDRAISERS/BUILDING REQUEST BOARD ITEM 22017-5

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

Travel Requests:

January 27, 2017-Diana Wells-FRYSC Regional Coalition Legislative Mtg.-Flemingsburg, Ky.
Feb. 2, 2017-Patrick Kelsch-KEDC Training/Mtg-Ashland, Ky.
Feb. 8-9, 2017-Sanford Holbrook-Superintendent Training/State Bd Mtg-Frankfort, Ky.
Feb. 10, 17, 24, 2017-Tamara Leadingham-Special Ed Mtgs-Maysville, Paintsville, Ashland, Ky.
Feb. 21, 2017-Diana Wells-Regional Planning Bd Mtg.-Maysville, Ky.
March 8-9, 2017-Thomas Mitchell-KySTE Conference-Louisville, Ky.
March 8, 2017-Teresa Green-KEDC Serve Safe Class-Lexington, Ky.
March 9, 2017-Aaron Massey and Tiffany Turner-KySTE conference-Louisville, Ky.
March 24, 2017-Diana Wells-CCC Regional Network Mtg.-Maysville, Ky.

Trip Requests:

Feb. 16, 2017-Frank Gifford-FFA-National Farm Machinery Show-Louisville, Ky.
Feb. Late or Mar. Early-4-6 Grades-Ky. State Capital-Frankfort, Ky.
March 8, 2017-Diana Wells-Health Opportunities Workshop 10-12 grade-Morehead, Ky.
March 15, 2017-FBLA-Regional Conference-Morehead, Ky.
March 20-22-FCCLA-Star Events-Louisville, Ky.
March 25, 2017-Diana Wells-Cinderella`s Closet-Junior and Senior Girls-Lakeside Park, Ky.

Out of State Trip Requests:

April 20, 2017-8th Grade Science-Cincinnati Zoo-Cincinnati, Ohio

Acknowledge Personnel Actions:

Emma Conley-sub teacher-pending board paperwork
Jessica Cooper-sub teacher-pending board paperwork
Cindy Rowand-sub bus driver-pending board paperwork

Fundraiser Requests:

March 1-15, 2017-8th Grade Science-Pizza Kits
March 6-17, 2017-Elementary School-Can you spare a dollar??
March 6-20, 2017-Beta Club-Uncle Jerry`s Ts
March 13-27, 2017-Primary/Elementary-Yankee Candle Sales
March 24, 2017-Band-Dinner Concert
March 10, 2017-Class of 2020-Sadie Hawkins Dance

Building Use Requests:

March 2, April 6, May 4, 2017-FACS Room for Book Cook Preschool Program-Diana Wells/Christy Haywood
March 11, 2017-Sam Day for scholarships-Gym, Concessions, PA System-Tammy Bustos
May 27, 2017-Alumni Banquet-Sally Fooks

**DISCUSS/APPROVE SECTION 125 FLEXIBLE BENEFIT PLAN
BOARD ITEM 22017-6**

Board discussed a section 125 flexible benefit plan for employees and motion was made by Mrs. Hughes and seconded by Mr. Haag to approve the section 125 flexible benefit plan as presented.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING UPDATED JOB DESCRIPTION
BOARD ITEM 22017-7**

Motion was made by Mrs. Jones and seconded by Mrs. Hughes to approve the updated job descriptions for supervisor of instruction, building assessment coordinator, principal, and director of special education/preschool director/district gifted & talented coordinator. VOTE: 5-0

**DISCUSS/CONSIDER APPROVING NEW PAYROLL DEDUCTION VENDOR-
WOODMEN
BOARD ITEM 22017-8**

Motion was made by Mrs. Haag and seconded by Mrs. Jones to approve Woodmen as a new payroll deduction vendor to offer retirement options and life insurance to employees. VOTE: 5-0

**DISCUSS/CONSIDER APPROVING FIRST READING OF UPDATED POLICY AND
PROCEDURES
BOARD ITEM 22017-9**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the first reading of the following board policies: 09.123, 08.221, 08.1131, and 08.12. VOTE: 5-0

**DISCUSS/CONSIDER APPROVING SECOND READING OF UPDATED POLICY AND
PROCEDURES
BOARD ITEM 22017-10**

Motion was made by Mrs. Hughes and seconded by Mr. Haag to approve the second reading of updated policy and procedures: 08.113 and 08.1133. VOTE: 5-0

**DISCUSS/CONSIDER APPROVING 2017/18 SCHOOL CALENDAR
BOARD ITEM 22017-11**

Motion was made by Mr. Haag and seconded by Mrs. Hughes to approve the 2017/18 school calendar. VOTE: 5-0

**CONSIDER MOTION TO ENTER EXECUTIVE SESSION PURSUANT TO KRS
61.810(1)(b) TO DISCUSS FUTURE ACQUISITION OR SALE OF REAL PROPERTY.**

**EXECUTIVE SESSION IS NECESSARY DUE TO LIKELIHOOD THAT PUBLIC DISCUSSION COULD AFFECT THE VALUE OF THE PROPERTY
BOARD ITEM 22017-12**

Motion was made by Mrs. Hughes and seconded by Mrs. Gifford to enter executive session pursuant to KRS 61.810(1)(b) to discuss future acquisition or sale of real property. Executive session is necessary due to likelihood that public discussion could affect the value of the property. Time: 8:08 VOTE: 5-0

**CONSIDER MOTION TO RE-ENTER OPEN SESSION
BOARD ITEM 22017-13**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to re-enter open session. Time: 9:04 VOTE: 5-0

CONSIDER MOTION TO TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION

No motions were made.

COMMUNICATIONS

None

**ADJOURNMENT
BOARD ITEM 22017-14**

Motion was made by Mrs. Gifford and seconded by Mrs. Hughes to adjourn the meeting. Time: 9:10 pm VOTE: 5-0

_____ Board Chair

_____ Secretary

_____ Date