

**Robertson County Board of Education**  
**Board Meeting Minutes**  
**January 16, 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; Laurie Docter-KDE; students-Joshua Pilosky, Mackenzie Massey, Caleb Sutton, Dalton Sims; parents-Lisa Pilosky, John Pilosky, Chris Massey, Jamie Massey, Chassica Sutton, Jo Sims, Sue Green

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

**APPROVAL OF AGENDA**  
**BOARD ITEM 11617-1**

Motion was made by Mrs. Hughes and seconded by Mrs. Jones 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: Caleb Sutton, Mackenzie Massey, Natalie Massey, Joshua Pilosky, Keeley Massey, Dalton Sims.

**MOTION TO RECESS**  
**BOARD ITEM 11617-2**

Motion was made by Mrs. Jones and seconded by Mr. Haag 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 that everyone has been busy preparing for upcoming KPREP and motivating students.

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

Mrs. Linville, D.P.P./ IS stated that year to date attendance is at 96.65% compared to last year at this time 96.06%. Current enrollment is at 370 students. She will be working on a mid-year growth factor report to send in to KDE at the end of month six to report increased enrollment for the district.

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

Miss Teegarden, Finance Officer, presented a Finance Officer's report and monthly financial report for December 2016 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.

### **STATE ASSISTANCE REPORT-Laurie Docter**

Mrs. Docter, KDE, presented a state assistance report to the Board stating how the school is preparing for the upcoming management audit and standards three audit in April 2017. Will be a trainer coming down from KDE to work with Mrs. Linville and scheduling in infinite campus. Mrs. Burns, KDE, has been working with teachers and students to improve on demand writing.

### **SUPERINTENDENT REPORT-Sanford Holbrook**

Mr. Holbrook, Superintendent, stated that the Masonic Lodge has donated six bicycles for the student awards celebration. There have been two snow days so far this year. School is 94 days in right now. There will be two daytime ESS workers at the district to help focus on math and reading intervention. Middle school and high school math will begin in February and reading will begin this week.

### **APPROVAL OF DECEMBER 19, 2016 BOARD MEETING MINUTES AND JANUARY 4, 2017 ORGANIZATIONAL MEETING MINUTES AND JANUARY 4, 2017 SPECIAL MEETING MINUTES BOARD ITEM 11617-3**

Motion was made by Mrs. Hughes and seconded by Mrs. Gifford to approve the December 19, 2016 board meeting minutes and the January 4, 2017 Organizational Meeting Minutes and the January 4, 2017 special board meeting minutes. VOTE: 5-0

### **APPROVE BILLS AND CLAIMS BOARD ITEM 11617-4**

Motion was made by Mrs. Hughes and seconded by Mrs. Gifford to approve the January bills and claims. VOTE: 5-0

### **APPROVE/ACKNOWLEDGE TRAVEL/TRIP REQUESTS/PERSONNEL ACTIONS/FUNDRAISERS/BUILDING REQUEST BOARD ITEM 11617-5**

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

**Travel Requests:**

January 10, 2017-Diana Wells-FRYSC Legislator Meet and Greet/Born Learning Academy-Morehead/Maysville, KY  
January 12,18,24,27, 2017-Tamara Leadingham-DOSE Meetings-Fort Mitchell, Maysville, Ashland, KY  
January 12, 2017-Veronica McConnell-General Mills Conference-Lexington, KY  
January 19, 2017-Veronica McConnell-Summer Feeding Program-Frankfort, KY  
January 26, 2017-Linda Ishmael/Grace Massey-Field Trip-Lexington, KY  
February 15, 2017-Thomas Mitchell, Jr.-Erate and 471 Training-Morehead, KY  
March 8, 2017-Thomas Mitchell, Jr. -KCEA Legislative Breakfast-Frankfort, KY

**Trip Requests:**

January 26, 2017-Linda Ishmael/Grace Massey-Lexington Children`s Theatre-Lexington, KY  
February-Kim Roberts-Newport Aquarium-Newport, KY  
February 5-6, 2017-Brandi Thayer-FCCLA State Executive Council Mtg.-Frankfort, KY  
February 10, 24, 2017-Brandi Thayer-FCCLA Star Events-Maysville, KY  
February 17, 2017-Brandi Thayer-Sullivan University-Lexington, KY

**Out of State Trip Requests:**

None

**Acknowledge Personnel Actions:**

Evelyn Hitt-classified sub-pending board paperwork  
Glenna Jo Sims-classified sub-pending board paperwork  
Jonnye Whisman-classified sub-pending board paperwork  
Angie Knarr-certified sub-pending board paperwork

**Fundraiser Requests:**

January 21, 2017-Athletic Boosters-Junior Homecoming Dance  
January 20, 2017 starting then alternating Fridays thru 4/21/17, - Robertson County Foundation-snacks  
February 1-14, 2017-Middle School Cheerleaders-Valentine candy and notes  
February 12, 2017-Robertson County Foundation-Valentine`s Day Meal

**Building Use Requests:**

January 21, 2017-Athletic Boosters-RCS cafeteria for Junior Homecoming Dance Grades 3-6.

**DISCUSS/ACKNOWLEDGE 2017/18 DRAFT BUDGET**

Board discussed and reviewed the 2017/18 draft budget as presented to the Board which includes doing a capital funds request in the amount of \$70,000, picking up salaries in general fund from MOA with KDE, expected positions for next year, and a total budget contingency of 8.51%.

**DISCUSS/CONSIDER APPROVING KSBA RESOLUTION FOR KU RATE INCREASE  
BOARD ITEM 11617-6**

Motion was made by Mrs. Jones and seconded by Mrs. Hughes to approve the KSBA resolution for KU rate increase. VOTE: 5-0

**DISCUSS/CONSIDER APPROVING TO HIRE DENISE KEENE CPA FOR 2016-17  
DISTRICT AUDIT  
BOARD ITEM 11617-7**

Motion was made by Mrs. Hughes and seconded by Mr. Haag to approve hiring Denise Keene, CPA for the 2016-17 district audit. VOTE: 5-0

**DISCUSS/CONSIDER APPROVING FIRST READING OF UPDATED POLICY AND  
PROCEDURES  
BOARD ITEM 11617-8**

Motion was made by Mr. Haag and seconded by Mrs. Jones to approve the first reading of updated policy and procedures with corrections made. VOTE: 5-0

**COMMUNICATIONS**

None

**ADJOURNMENT  
BOARD ITEM 11617-9**

Motion was made by Mrs. Gifford and seconded by Mrs. Jones to adjourn the meeting. VOTE: 5-0  
Time: 8:20 pm

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

\_\_\_\_\_ Secretary

\_\_\_\_\_ Date

