

**Robertson County Board of Education
Special Board Meeting Minutes
June 24, 2019
6:30 pm**

Present: Board Members –John Burns-Chair, Marsha Jones-Vice, Darlene Gifford, Kevin Dotson, Wendell Haag, Superintendent/Board Secretary – Sanford Holbrook, Treasurer – Tracy Teegarden, Assistant Superintendent/DPP – Holly Linville, Assistant Principal – Aaron Massey, School Board Attorney – Ray Bogucki

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

**APPROVAL OF AGENDA
BOARD ITEM 62419-1**

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

VOTE: 5-0

REPORTS

FINANCE OFFICER’S REPORT-Tracy Teegarden

Miss Teegarden, Finance Officer, presented information to the Board reviewing a finance officer report for May 2019, a monthly financial report showing amounts budgeted and percent used up through May 2019, and all bills and claims for June 2019. Ending cash balance as of 6/24/19 was discussed.

BOARD ATTORNEY’S REPORT-Ray Bogucki

Mr. Bogucki, Board Attorney, discussed some recommended KSBA policies with the Board.

SUPERINTENDENT’S REPORT-Sanford Holbrook

Mr. Holbrook, Superintendent, presented a year in review presentation to the Board.

**APPROVAL OF BOARD MEETING MINUTES
BOARD ITEM 62419-2**

Motion was made by Mr. Dotson and seconded by Mr. Haag to approve the May 20, 2019 board meeting minutes.

VOTE: 5-0

**APPROVE BILLS AND CLAIMS
BOARD ITEM 62419-3**

Motion was made by Mr. Dotson and seconded by Mr. Haag to approve the June 2019 bills.

VOTE: 5-0

APPROVE/ACKNOWLEDGE FUNDRAISERS/TRAVEL REQUESTS/OUT OF STATE TRIPS/BUILDING USE REQUESTS/PERSONNEL ACTIONS

BOARD ITEM 62419-4

Motion was made by Mr. Dotson and seconded by Mr. Haag to approve the following fundraisers/travel requests/out of state trips/building use requests and acknowledge personnel actions.

VOTE: 5-0

Travel Request

6/12/19-6/14/19-Tamara Leadingham to Behavior Institute & Early Childhood meeting in Louisville, KY

6/12/19-6/13/19-Sanford Holbrook to State FFA Convention in Lexington, KY

6/13/2019-Aaron Massey to Safe Schools Training in Morehead, KY

6/14/19-Thomas Mitchell to KDF 6-Hour Trainer Update meeting in Boone Co., KY

6/19/19-6/21/19-Tamara Leadingham to Behavior Institute meeting in Louisville, KY

7/30/19-Aaron Massey to Certified Observation Training in Lexington, KY

School Related Student Trip Requests

6/6/18-6/8/19-Sherry Myers to take students Career Craze Camp in Maysville, KY

6/11/19-6/13/19-Frank Gifford to take FFA students to State FFA Convention in Louisville, KY

7/29/19-8/2/19-Samantha Woerner to take 4-H students to 4-H Camp in Carlisle, KY

8/15/19-Cayeann Cowan to take 4-H students for country ham competition at the Ky State Fair in Louisville, KY

School Related Student Out of State Trip Requests

7/2/19-7/8/18-Sanford Holbrook to National Education Conference in Houston, TX

School Fundraisers

None.

Building Use Request

7/8/19-Samantha Woerner and 4-H campers to utilize the RCS Cafeteria for 4-H Camp orientation.

Personnel

New Hires:

Certified Music Teacher: Angela Craig (pending board requirements)

Certified Middle School Math Teacher: William McKay (pending all board requirements)

Tenco Grant Program Directors: Holly Linville, Tracy Teegarden, & Sanford Holbrook effective 5/1/19

Strength Coach 2018-2019: Brent Slusher

Assistant Softball Coach 2018-2019: Shannon Bretz

**Re-hire Sub List
2019-2020**

<u>Last</u>	<u>First</u>	<u>Date Hired</u>	
Allison	Kristy	6/24/2018	
Dischar	Sandy	6/24/2019	
Gulley	Gabrielle	6/24/2019	
Knarr	Angie	6/24/2019	
Penrod	Crystal	6/24/2019	
Roberts	Kimberly	6/24/2019	
Stewart	Marvin	6/24/2019	
Mitchell	Thomas	6/24/2019	
Covey	Vicki	6/24/2019	
Mitchell	Lacey	6/24/2019	
McKee	Mandy	6/24/2019	
Lytle	Jamie	6/24/2019	Pending all requirements
Ferguson	Renita	6/24/2019	
Monahon	Sherry	6/24/2019	
Marlow	Mark	6/24/2019	

**CLASSIFIED SUB LIST
2019-2020**

<u>Last</u>	<u>First</u>	
Dischar	Sandy	
Hitt	Evelyn	Sub Cook

Massey Stewart	Joyce Marvin	Sub Nurse
Bane	Joseph	Sub Custodian
Vickers McKee Ashcraft Marlow	Donna Sue Mandy Susan Mark	Sub Cook

**SUB BUS DRIVERS
2019-2020**

<u>Last</u>	<u>First</u>
Germann	David
Gifford	Frank
Holbrook	Sanford
Dee	Steven
Morgan	Christy

Extra Service Pay Hire

2019-2020

Superintendent- Sanford Holbrook

Director of Pupil Personnel- Holly Linville

Instructional Supervisor- Holly Linville

Assistant Superintendent- Holly Linville

Director of Special Education- Tamara Leadingham

Director of Transportation- Steve Tuel

Board Treasurer- Tracy Teegarden

Director of Food Service- Veronica McConnell

Bus Driver Trainer- Thomas Mitchell

Cafeteria Manager- Teresa Green

District Athletic Director- Rodney Massey

Counselor- Valerie Creasman

DTC- Billie Jo Gifford

Band Director- Angela Craig

Yearbook Sponsor- Cayanne Cowan

Academic Team Sponsor- Cayanne Cowan

Boys Basketball Coach- Patrick Kelsch

Girls Basketball Coach- John Pilosky

Volleyball Coach- Ann Grause

Assistant Volleyball Coach- Ashlee Shugars

Assistant Boys Basketball Coach- Aaron Massey

Cheer Coach- Trisha Dice

Archery Head Coach- Sherry Myers

Boys Cross Country- Holly Linville

Girls Cross Country- Shanda Gay

Middle School Boys Basketball Coach- Levi Gallagher

Middle School Volleyball Coach- Ann Grause

Middle School Cross Country- Shanda Gay

Resignations:

Certified Teacher: Kristina Wooldridge

Certified Teacher: Catherine Stewart

Community Education Director: Thomas Mitchell

DISCUSS/CONSIDER APPROVING CONTRACT WITH BRACKEN COUNTY SCHOOLS FOR OCCUPATIONAL THERAPY SERVICES

BOARD ITEM 62419-5

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve occupational therapy services with Bracken County Board of Education for 2019-2020 school year.

VOTE: 5-0

DISCUSS/CONSIDER MOVING SOME AD HOC FUNDS INTO A 12 MONTH CD'S WITH A SCHOOL DEPOSITORY

BOARD ITEM 62419-6

Motion was made by Mr. Haag and seconded by Mr. Dotson to approve to move some Ad Hoc funds into a 12 month CD's with a school depository.

VOTE: 5-0

DISCUSS/CONSIDER BOND OF DEPOSITORY ON CD FOR 19-20

BOARD ITEM 62419-7

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve the bond of depository on CD for one year.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING STUDENT LIABILITY INSURANCE FOR 2019-20 SCHOOL YEAR

BOARD ITEM 62419-8

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve student accident insurance for 2019-2020 school year.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING PROPERTY, FLEET, WORKERS COMP AND LIABILITY INSURANCE FOR 2019-20 SCHOOL YEAR

BOARD ITEM 62419-9

Motion was made by Mr. Haag and seconded by Mr. Dotson to approve renewal quote of property, fleet, workers compensation, and liability insurance for 2019-20 school year.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING O&M CONTRACT FOR 2019-2020 SCHOOL YEAR

BOARD ITEM 62419-10

Motion was made by Mr. Dotson and seconded by Mrs. Jones to approve O&M contract for 2019-2020 school year.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING CERTIFIED DISTRICT STAFF POSITION AND JOB DESCRIPTION FOR 2019-20 SCHOOL YEAR

BOARD ITEM 62419-11

Motion was made by Mrs. Jones and seconded by Mr. Dotson to approve of certified district staff position and job description for 2019-2020 school year.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING PRINCIPAL BUDGET FOR THE 2019-20 SCHOOL YEAR

BOARD ITEM 62419-12

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve principal budget for the 2019-2020 school year.

VOTE 5-0

DISCUSS/CONSIDER APPROVING SPANISH TEACHER CONTRACT WITH AUGUSTA INDEPENDENT FOR 2019-2020 SCHOOL YEAR

BOARD ITEM 62419-13

Motion was made by Mr. Dotson and seconded by Mrs. Gifford to approve the Spanish teacher contract with Augusta Independent for the 2019-2020 school year.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING KSBA MEDICAID BILLING SERVICE CONTRACT

BOARD ITEM 62419-14

Motion was made by Mr. Haag and seconded by Mrs. Jones to approve KSBA Medicaid billing service contract.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING MOA WITH MAYSVILLE COMMUNITY COLLEGES DUAL CREDIT AGREEMENT FOR 2019-20 SCHOOL YEAR

BOARD ITEM 62419-15

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve MOA with Maysville Colleges dual credit agreement for 2019-2020 school year as presented.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING 1ST READING OF POLICY & PROCEDURES AS ANNUALLY UPDATED BY KSBA

BOARD ITEM 62419-16

Motion was made by Mr. Dotson and seconded by Mrs. Gifford to approve 1st reading of policy & procedures as annually updated by KSBA.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING 1ST READING OF POLICY & PROCEDURES
UPDATED BY FINANCE DIRECTOR**

BOARD ITEM 62419-17

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve 1st reading of policy 04.3111 & review of procedure 04.31 AP. 1.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING TO OPEN A FUND 25 FOR RECORDING OF
SCHOOL ACTIVITY ACCOUNTS FOR GASB 84 AND REDBOOK REQUIREMENTS**

BOARD ITEM 62419-18

Motion was made by Mrs. Gifford and seconded by Mr. Haag to approve to open MUNIS Fund 25 for recording of school activity accounts for GASB 84 and updated Redbook requirements.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING TRANSFER OF CURRENT SCHOOL ACTIVITY
ACCOUNTS TO DISTRICT LEVEL ACCOUNT RECORDING IN FUND 25 PER GASB
84 REGULATIONS AT THE END OF JUNE 2019**

BOARD ITEM 62419-19

Motion was made by Mr. Haag and seconded by Mr. Dotson to approve transfer current school activity accounts to district level account recording in Fund 25 per GASB 84 regulations.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING SCHOOL PRINCIPAL AND SCHOOL
SECRETARY AS CHECK SIGNER FOR FUND 25 MUNIS ACCOUNT**

BOARD ITEM 62419-20

Motion was made by Mrs. Jones and seconded by Mr. Dotson to approve adding school principal and school secretary to Board account as check signers for Fund 25 school activity account.

VOTE: 5-0

DISCUSS/CONSIDER APPROVING EARLY CHILDHOOD GRANT CONTRACT

BOARD ITEM 62419-21

Motion was made by Mr. Haag and seconded by Mrs. Gifford to approve Early Childhood grant contract for 2019-2020.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING EMPLOYMENT SPECIALIST POSITION FOR WORK TRANSITION PROGRAM FOR 2019-20 SCHOOL YEAR
BOARD ITEM 62419-22**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve Employment Specialist position for work transition program for 2019-2020 school year.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING AMENDED SALARY SCHEDULES FOR 2019-20 SCHOOL YEAR
BOARD ITEM 62419-23**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve amended salary schedules for 2019-2020 school year.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING CHANGING COMMUNITY ED DIRECTOR FROM CERTIFIED POSITION TO CLASSIFIED POSITION AND REVIEWING JOB DESCRIPTION
BOARD ITEM 62419-25**

Motion was made by Mr. Dotson and seconded by Mrs. Jones to approve changing the Community Ed Director from a certified position to a classified position.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING PART TIME HIGH SCHOOL SCIENCE TEACHER POSITION FOR 2019-20 SCHOOL YEAR
BOARD ITEM 62419-26**

Motion was made by Mr. Haag and seconded by Mr. Dotson to approve a part-time high school science teacher position for 2019-2020 school year.

VOTE: 5-0

**DISCUSS/CONSIDER APPROVING CHANGE ORDER NUMBER 11
BOARD ITEM 62419-27**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve change order #11 for bus garage/ball fields construction project.

VOTE: 5-0

SUPERINTENDENT PRESENTATION OF THE SCHOOL YEAR IN REVIEW

**CONSIDER MOTION TO ENTER EXECUTIVE SESSION PURSUANT TO KRS 61.810(1)(b) TO DISCUSS SUPERINTENDENT EVALUATION AND CONTRACT. EXECUTIVE SESSION IS NECESSARY DUE TO DISCUSSION OF PERSONNEL
BOARD ITEM 62419-28**

Time Entered: 8:24pm

Motion was made by Mr. Haag and seconded by Mr. Dotson to enter executive session pursuant to KRS 61.810(1)(b) to discuss Superintendent evaluation and contract. Executive session is necessary due to discussion of personnel. They set Mr. Holbrook's salary at \$115,000.

VOTE: 5-0

CONSIDER MOTION TO RE-ENTER OPEN SESSION

BOARD ITEM 62419-29

Time Re-Entered: 9:11pm

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

VOTE: 5-0

CONSIDER MOTION (IF ANY) TO TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

BOARD ITEM 62419-30

Motion was made by Mr. Haag and seconded by Mr. Dotson to consider motion (if any) to take action on matters discussed in executive session.

VOTE: 5-0

COMMUNICATIONS

BOARD ITEM 62419-31

None.


ADJOURNMENT

BOARD ITEM 62419-32

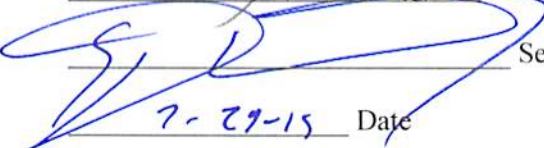
Motion was made by Mrs. Gifford and seconded by Mr. Dotson to adjourn the meeting.

Time: 9:32 pm

VOTE: 5-0



Board Chair



Secretary

7-29-15 Date