

**Robertson County Board of Education  
Special Board Meeting Minutes  
October 15, 2018  
7:30 pm**

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

Others: Denise Keene—Financial Auditor, Lauren Hughes, Jason Hughes, Cody Hughes, Devan  
Hansler

Meeting was called to order by Chairman- Dr. John Burns at 7:31 pm.

**APPROVAL OF AGENDA  
BOARD ITEM 101518-1**

Motion was made by Mrs. Gifford and Mr. Haag to approve the agenda.

VOTE: 4-0

**RECOGNIZE STUDENTS**

The following students of the month were recognized by the Board and encouraged to continue  
their good work: Cody Hughes, Emily Kelly, Donnie Brierly, Kira Kendall, Jamie Linville, Tanner  
Flack, Krystina Noble, and Travis Bunch.

**MOTION TO RECESS  
BOARD ITEM 101518-2**

Motion was made by Mrs. Jones and seconded by Mr. Haag to recess for three minutes.

VOTE: 4-0

**REPORTS**

**ASSISTANT SUPERINTENDENT/DPP REPORT-Holly Linville**

Mrs. Linville, Assistant Superintendent/DPP, reported to the Board enrollment at month two is at  
402 and the average attendance percentage is 97%. They have been preparing for parent/teacher  
conferences and I-ready night with parents on October 18, 2018.

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

Miss Teegarden, Finance Officer, presented information to the Board reviewing a finance officer  
report for September 2018, a monthly financial report showing amounts budgeted and percent used  
up through September 2018, and all bills and claims for October 2018.

**BOARD ATTORNEY'S-Ray Bogucki**

Ray Bogucki, Attorney, is working on scheduling a meeting for easement at Deming property and a meeting regarding air conditioning system.

**SUPERINTENDENT'S REPORT-Sanford Holbrook**

Mr. Holbrook, Superintendent, presented to the Board that he has met with the new commissioner of education recently. There is going to be a change in graduation requirements. Enrollment is up over 400 students. ACT preparation is taking place three nights this week.

**APPROVAL OF BOARD MEETING MINUTES**

**BOARD ITEM 101518-3**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the September 17, 2018 board meeting minutes.

VOTE: 4-0

**APPROVE BILLS AND CLAIMS**

**BOARD ITEM 101518-4**

Motion was made by Mrs. Jones and seconded by Mr. Haag to approve the October 2018 bills.

VOTE: 4-0

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

**BOARD ITEM 101518-5**

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

VOTE: 4-0

**Travel Request**

10/22/18—Holly Linville to DAC Conference in Louisville, KY

11/14/18-11/16/18—Tracy Teegarden to KASBO Finance Training in Lexington, KY

11/18/18-11/20/18—Tamara Leadingham to Updates in Special Education Department Training in Louisville, KY

11/18/18-11/20/18—Shannon Bretz to Updates in Special Education Department Training in Louisville, KY

11/18/18-11/20/18—John Brown to Updates in Special Education Department Training in Louisville, KY

11/18/18-11/20/18—Patrick Kelsch to Updates in Special Education Department Training in Louisville, KY

**School Related Student Trip Requests**

9/25/18—Special Education Department to Carl Perkins Center in Thelma, KY

9/28/18—Sources of Strength Group to training at Robertson County Library in Mt. Olivet, KY

10/9/18—Special Education Department to KEDC Transition training in Morehead, KY

10/15/18, 10/16/18, 10/17/18—High School to take ACT Prep Class at MCTC in Maysville, KY

10/16/18—Special Education Department to KEDC Transition training in Lexington, KY

**School Related Student Out of State Trip Requests**

10/23/18-10/26/18—FFA to the National FFA Convention in Indianapolis, IN

**School Fundraisers**

None.

**Building Use Request**

12/13/18, 12/14/18, 12/15/18, 12/17/18, 12/18/18—Drama Club to use the RCS dining room.

**Personnel**

*New Hire:*

Certified Substitutes: Sherry Monahon (pending meeting all board requirements)

Classified Substitutes: Christy Hesler (pending meeting all board requirements)

*Resignations:*

Dawn Landreau, Certified Sub, effective 9/18/18

Michelle Workman, Instructional Assistant, effective 10/11/18

Rebecca Perkins, Instructional Assistant, effective 10/19/18

**DISCUSS AND ACKNOWLEDGE 2017/18 FINANCIAL AUDIT REPORT  
BOARD ITEM 101518-6**

Denise M. Keene, District Auditor, presented a fiscal year 2018 audit report to the Board.

**DISCUSS/CONSIDER APPROVING PARTIAL PAYMENT TO TRACE CREEK  
CONSTRUCTION FOR CONSTRUCTION PROJECT  
BOARD ITEM 101518-7**

Motion was made by Mr. Haag and seconded by Mrs. Jones to approve partial payment to Trace Creek Construction for construction project.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING SIGN AND APPROVE NON-RESIDENT  
CONTRACTS FOR THE 19-20 SCHOOL YEAR  
BOARD ITEM 101518-8**

Motion was made by Mrs. Jones and seconded by Mrs. Gifford to approve non-resident contracts for the 19-20 school year.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING SEALED BIDS ON FOR A 9 KW SOLAR ARRAY  
BOARD ITEM 101518-9**

Motion was made by Mrs. Gifford and seconded by Mr. Haag to approve the sealed bid submitted by Solar Energy Solutions for purchase of 9KW solar array totaling \$22,898.70.

VOTE:4-0

**DISCUSS/CONSIDER APPROVING CHANGE ORDER #3 FOR REMOVING OF  
LETTERS FROM BUS GARAGE  
BOARD ITEM 101518-10**

Motion was made by Mr. Haag and seconded by Mrs. Gifford to approve change order # 3 for removing of letters from bus garage.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING CHANGE ORDER # 4 TO ADD A SEPTIC TANK,  
CREDIT FOR OWNER'S DIRT, CREDIT FOR ELECTRICAL PANEL CHANGE, AND  
ADD MAN DOOR TO PRE-ENGINEERED BUILDING  
BOARD ITEM 101518-11**

Motion was made by Mr. Jones and seconded by Mrs. Gifford to approve change order # 4 to add a septic tank, credit for owner's dirt, credit for electrical panel change, and add man door to pre-engineered building.

**CONSIDER MOTION TO ENTER EXECUTIVE SESSION PURSUANT TO  
KRS61.810(1)(b) TO DISCUSS FUTURE ACQUISITION OR SALE OF REAL  
PROPERTY AND POSSIBLE LITIGATION. EXECUTIVE SESSION IS NECESSARY  
DUE TO LIKELIHOOD THAT PUBLIC DISCUSSION COULD AFFECT THE VALUE  
OF THE PROPERTY OR LITIGATION.  
BOARD ITEM 101518-12**

None.

**CONSIDER MOTION TO RE-ENTER OPEN SESSION.  
BOARD ITEM 101518-13**

None.

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

**BOARD ITEM 101518-14**

None.

**COMMUNICATIONS**

**BOARD ITEM 101518-15**

None.

**ADJOURNMENT**

**BOARD ITEM 101518-16**

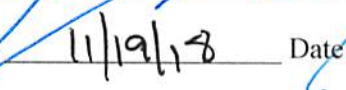
Motion was made by Mrs. Gifford and seconded by Mr. Haag to adjourn the meeting.

Time: 8:45 pm

VOTE: 4-0

  
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Board Chair

  
\_\_\_\_\_  
Secretary

  
11/19/18  
\_\_\_\_\_  
Date