

Augusta Independent Board of Education
January 14th, 2021 6:00 PM
207 Bracken Street
Augusta, KY
Via: Video-Teleconference

Attendance Taken at: 6:00 PM

Present Board Members:

Mrs. Laura Bach
Mr. Shawn Hennessey
Mrs. Dionne Laycock
Mrs. Julie Moore
Mrs. Chasity Saunders

1. Call to Order

Rationale:

Thank You Board Members for your Service and Dedication to the Augusta Independent School District! January is School Board Recognition Month.
Happy Birthday Board Member Chasity Saunders, January 21st!

1.1. Roll Call

1.2. Pledge of Allegiance

1.3. Mission Statement

Rationale:

The mission of Augusta Independent School is to ensure all students achieve high levels of learning in a nurturing climate, empowering them to be responsible and productive citizens of a global community.

1.4. Approval of Agenda

Order #21-697 - Motion Passed: Approval of the agenda as presented. Passed with a motion by Mrs. Chasity Saunders and a second by Mrs. Dionne Laycock.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

1.5. Oath of Office

Rationale:

The Oath of Office was administered to board members; Laura Bach, Shawn Hennessey, Dionne Laycock, Julie Moore and Chasity Saunders by the finance officer and notary public, Tim Litteral.

1.5. Election of 2021 Board Officers

Rationale:

Chasity Saunders nominated Julie Moore to serve as Board Chairperson and Chasity Saunders nominated Dionne Laycock as Vice-Chairperson and Julie Moore nominated Tim Litteral as Treasurer and Lisa McCane as Secretary.

Order #21-698 - Motion Passed: Approve Election of 2021 Board Officers passed with a motion by Mr. Shawn Hennessey and a second by Mrs. Dionne Laycock.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

2. Communication

2.1. Principal's Report/Student Achievement

Rationale:

Principal Robin Kelsch reported school resumed to in-person learning on January 11th, 2021. Due to COVID-19 cases and/or quarantines, the middle and high school grade levels returned to virtual learning on January 14th and 15th as a precautionary step. The elementary grades were not affected and successfully remained in-person, according to Principal Kelsch. He commended the faculty and staff on the excellent job they continue to do on daily under the circumstances caused by the pandemic.

2.2. Superintendent's Report

Rationale:

Superintendent Lisa McCane updated board members on the COVID-19 vaccination roll-out for educators. Superintendent McCane stated Tony Cox, director of the Bracken County Health Department expects the vaccines within two weeks and will notify the district to set up administering the vaccines for the staff. She said the second vaccine will be administered 28-32 days after the first vaccination.

Superintendent McCane reported an update of legislative priorities, stated the district's FEMA application had been submitted and the annual KSBA Conference was rescheduled for April 23-25 in Louisville. Board Members will be informed of the KSBA Conference training schedule once released by KSBA.

2.3. Attendance/Enrollment

Rationale:

Enrollment: P-12: 319 and K-12: 301

Virtual Students: 69

December Attendance/Participation: 85%

YTD Attendance/Participation: 93% (includes virtual and in-person)

School's Overall Self-Reporting COVID-19 Data

Quarantined students due to direct exposure: 36

Quarantined students tested positive: 8

Quarantined staff due to direct exposure: 8

Quarantined staff tested positive: 2

**Currently, 1 quarantined student due to direct exposure.*

2.4. Citizens

2.5. Board Members

Rationale:

Thank you Board Members for your service and commitment to Augusta Independent School District.

3. Business Action/Discussion Items

3.1. Approve 2021-2022 Draft Budget

Rationale:

2021-2022 Draft Budget

The Draft Budget is a preliminary projection for the upcoming fiscal year. There are still variables that are yet to be finalized, since this is a budget year and there is no projection yet regarding SEEK base or equalization levels. The Draft Budget provides a look at the budgetary situation based on data as we know it and gives an opportunity to plan in case the funding situation improves or does not improve. The Draft Budget is assuming an ending General Fund balance of \$505,866 for the current year.

General Fund

Revenues

Local tax revenues were increased overall by 2.2% (\$11,820). This increase encompasses all local tax, property, motor vehicles, and utilities tax. We are experiencing increases in property tax revenue, but other sources of taxation are currently flat. Tuition revenue is projected to be consistent with the current year at \$9,950. SEEK revenue is based on the current year allocation since the same ADA will be used in the SEEK formula. SEEK is budgeted at \$1,315,480. It is important to note that this is \$111,000 less than in FY 2019. SEEK ADA is estimated at 253 and current at risk and exceptional children numbers are used in the projection. We are also budgeting \$96,448 to be transferred from Capital accounts to the

General Fund. Total receipts are estimated to decrease \$71,483 over current budget to \$2,906,947.

Expenditures

Salary and benefit costs are budgeted at no increase. It is expected that any increases due to experience steps will be offset in other areas. Total salary and benefits are budgeted at for a total of \$1,650,969.

Non-personnel costs are budgeted at no increase. Total budgeted expenditures are \$2,931,741, which included \$804,000 in on-behalf expenditures. Our fund balance is projected at \$408,011, a contingency of 14.8%. Expenditures exceed revenue by \$97,798.

Special Revenue Fund

The Special Revenue Fund is not a part of the Draft Budget preparation. The budgets in the Special Revenue Fund are dictated by state and federal grant awards and hopefully this information will be available in time for inclusion in the Tentative Budget presented in May.

Capital Outlay Fund

Receipts of \$25,303 is budgeted in Capital Outlay, based on the projected average daily attendance of 253.3. This will be transferred to General Fund for current operating expense.

Building Fund

Receipts of \$168,149 (\$106,045 state/\$62,104 local) is budgeted for next year. The Building Fund revenues will be used to make debt payments of \$97,004. The remaining \$71,145 will be transferred to General Fund for current expenses.

Debt Service Fund

This is a transfer fund to record debt payments. The District local debt service requirements are \$97,004 next year compared to this year's \$98,937.

Food Service Fund

The Food Service Fund is budgeted with a beginning balance of \$39,450, a decrease of 20%. Revenues are projected to mirror this year's budgeted levels. Total current revenues are budgeted at \$168,516, while expenditures are projected at \$203,000. The fund balance is currently \$22,000 less than last year through December 2020. The 2019-20 contingency is budgeted at \$5,017.

Order #21-699 - Motion Passed: Approve 2021-2022 Draft Budget passed with a motion by Mrs. Dionne Laycock and a second by Mr. Shawn Hennessey.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

3.2. Approve Monthly Budget Report

Rationale:

- New allocations for the next round of CARES Act funding has been posted by KDE. Our allocation is \$388,590. Guidelines on how it can be spent is not yet released.

December 2020 Budget Report

General Fund

Revenue receipts through December totaled over \$895,000.

Local Revenue: \$117,000 was collected in property taxes. \$62,000 was received for utility tax. Over \$12,000 was received in motor vehicle taxes. \$9,800 was collected in tuition. \$3,000 in donations was received, while \$2,200 was received for a refund of prior expenditures. \$2,100 was received for delinquent property taxes and for the sale of supplies. \$1,400 was reimbursed for athletic travel.

State Revenue: \$673,000 was received in SEEK funding. Approximately \$3,200 was received for revenue in lieu of taxes from the state.

Federal Revenue: Nearly \$6,000 was received for Medicaid reimbursement.

Expenditures through December totaled \$777,000.

School Budget: The school budget is \$19,569. Through December, \$7,300 was expended. Expenses included \$3,400 on copying costs, \$1,300 for technology resources, \$1,100 on dues and fees and \$1,100 on general supplies.

Maintenance Budget: Expenses totaled \$152,000 through December. Expenses included \$46,000 on property insurance, \$37,000 on salaries and benefits, \$36,000 on utility services, \$12,000 on general supplies, \$11,000 on repairs and maintenance, \$4,000 in technology/camera equipment, \$3,000 on professional services, and \$2,000 on equipment. 50% of the maintenance budget has been utilized.

Transportation Budget: Through December, costs totaled \$40,000. Salaries and benefits accounted for \$13,000. The annual Suburban payment was \$11,000. \$8,000 was expended for fleet insurance, \$4,000 on vehicle repair and maintenance, \$2,200 on diesel fuel, and \$1,000 was expended on professional services/drug testing. 40% of the transportation budget has been utilized.

For the general fund, year-to-date receipts exceeded expenditures by over \$118,000.

Special Revenue Fund

Nothing to report.

Food Service Fund

Revenue: \$68,000 was received in federal reimbursement, while \$1,000 was received from local revenue and \$600 was received from state revenue. Receipts totaled \$70,000 through December.

Expenditures: Expenses totaled \$79,000 through December including \$45,000 on salaries and benefits, \$27,500 on food supplies, \$5,000 on general supplies, \$1,000 on machinery, and \$800 on dues and fees.

The food service balance as of December 31 was approximately \$37,000.

Order #21-700 - Motion Passed: Approve Monthly Budget Report passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Chasity Saunders.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

3.3. Approve Monthly Facilities Report

Rationale:

Monthly Maintenance:

- Gym light replaced
- Heater installed in coaches office
- Camera repaired in office
- Floor replaced in restroom on stage

The first Local Planning Committee was held January 7, 2021 in the school library. Jim Blackburn with G. Scott and Associates presented an orientation to the LPC members on the District Facilities Plan process. As required, a Public Forum followed the meeting at 6:30 for community input with no attendees.

The next Local Planning Committee meeting is January 21, 2021 in the school library, followed by a required Public Forum. The district's fiscal agent, RSA will present finance and bonding information to the LPC.

RSA has submitted the 2021 Bond Series to KDE for review; the bond sale is scheduled for January 21, 2021.

Order #21-701 - Motion Passed: Approve Monthly Facilities Report passed with a motion by Mrs. Laura Bach and a second by Mr. Shawn Hennessey.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

3.4. Approve 2020-2021 Phase 4 Comprehensive District Improvement Plan

Rationale:

All districts are required to design and implement a plan for continuation of learning during times when nontraditional instruction may need to be implemented in order to prevent a loss of learning. The basis of the continuation of learning plan is required by all Kentucky school districts during the 2020-2021 school year per KRS 158.070(9) and 701 KAR 5:150.

Order #21-702 - Motion Passed: Approve 2020-2021 Phase 4 Comprehensive District Improvement Plan passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Chasity Saunders.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

3.5. Approve Additional COVID Emergency Leave for Personnel for 2020-2021

Rationale:

- The bold is recommended board action for approving COVID-19 Emergency Leave as allowable for the remainder of the 2020-2021 school year.

E Reg Emergency Leave 702 KAR 1190E

Section 2. Additional COVID-19 Emergency Leave. (1) Each district board of education may allow each person employed as a full-time or part-time employee in the public schools emergency days for the 2020-2021 school year for leave related to the COVID-19 public health emergency as determined by the local school district, without loss of salary to the employee and without affecting his or her sick leave.

(2) Leave granted pursuant to this section shall be determined based on local school board action, resolution, or procedures enacted by local school districts. Such action, resolution, or procedures shall include, but need not be limited to:

(a) The number of emergency days authorized for use by employees; **Augusta Independent Board of Education will authorize the use of COVID-19 emergency days; employees may request the number of days needed in writing to the Augusta Independent Board of Education for approval/denial.**

(b) COVID-19 related reasons for authorization of such leave during the current state of emergency; **Authorization shall be granted to employees who have taken the COVID vaccination; and employees who have tested positive for COVID-19 and/or has a positive family member requiring care. Exemptions shall include and not limited to; pregnancy, pre-existing health conditions, etc. with documentation from a physician should be provided to the district.**

(c) How leave is credited to and used by employees determined eligible for emergency leave under this section. **Approved COVID -19 emergency leave will be credited until June 30, 2021.**

(3) Leave granted pursuant to this section shall not accumulate or carry over beyond the 2020-2021 school year and shall not be transferrable to any other classification of paid leave established by KRS 161.155, KRS 161.154, or local school district policy.

***Employees quarantined due to a direct exposure to COVID-19 may request approval from the Augusta Independent Superintendent to work remotely from home or use sick leave.**

Order #21-703 - Motion Passed: Approve Additional COVID Emergency Leave for Personnel for 2020-2021 passed with a motion by Mrs. Dionne Laycock and a second by Mr. Shawn Hennessey.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

3.6 Approve Authorization of Tangible Property Audit and Commercial Appraisal of Berry Global

Rationale:

A review of Berry Global's Tangible Property and Real Estate Assessments from 2017-2020 indicates a significant decline in the tangible and real estate property taxable values. After consultation with CPA/Finance Consultant, Kelley Gamble, Bracken County PVA, Tracey Florer, and Augusta Mayor, Mike Taylor, all agree further review is needed by outside agencies.

Augusta Independent Board of Education authorizes the following:

- Augusta Independent School District and the City of Augusta will jointly request the Department of Revenue to audit tangible property values at Berry Global.
- Augusta Independent School District, City of Augusta, and Bracken County PVA will jointly obtain a commercial appraisal of Berry Global and split the cost. The estimated amount is \$10,000 or less and will be split three ways.

Order #21-704 - Motion Passed: Authorization of Tangible Property Audit and Commercial Appraisal of Berry Global passed with a motion by Mrs. Chasity Saunders and a second by Mr. Shawn Hennessey.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

4. Business Content Items

Order #21-705 - Motion Passed: Approval of the Business and Consent items as presented passed with a motion by Mrs. Laura Bach and a second by Mrs. Dionne Laycock.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

- 4.1. Approve Previous Meeting Minutes
- 4.2. Approve Acceptance of Donations
- 4.3. Approve Use of District Property
- 4.4. Approve Fundraisers
- 4.5. Approve Trip Request
- 4.6. Approve Bills
- 4.7. Approve Treasure's Report
5. Adjournment

Rationale:

January 18th: No School - MLK Day

January 21st: Local Planning Committee Meeting @5:30pm and 6:30pm Public Forum in Library

February 4th: Local Planning Committee Meeting @5:30pm and 6:30pm Public Forum in Library

February 11th: Board Meeting @6pm in Library

February 15th: No School - President's Day

February 23rd: Spring Individual and Class Pictures

March 5th: No School - PD Day

March 11th: Local Planning Committee Meeting @5:30pm in Library

March 11th: Board Meeting @6pm in Library

April 1st: Local Planning Committee Meeting @5:30pm in Library

April 1st: Board Meeting @6pm in Library

April 5th-9th: No School - Spring Break

Order #21-706 - Motion Passed: Approve to Adjournment passed with a motion by Mrs. Laura Bach and a second by Mr. Shawn Hennessey.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes



Julie Moore, Chairperson



Lisa McCane, Superintendent