

**Augusta Independent Board of Education**

January 12, 2017 6:00 PM  
207 Bracken Street  
Augusta, KY

**Attendance Taken at 6:00 PM:**

Present Board Members:

Mrs. Laura Bach  
Mrs. Dionne Laycock  
Mrs. Chasity Saunders

**1. Call to Order**

Rationale:

School Board Recognition Month

Thank you for your service and dedication on behalf of the students, faculty, staff, administration and parents at Augusta Independent School District.

- Laura Bach
- Dionne Laycock
- Chasity Saunders

**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 #17-329 - Motion Passed:** Approval of the agenda as presented. Passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Chasity Saunders.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

**1.5. Oath of Office**

Rationale:

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

**1.6. Election of 2017 Board Officers**

Rationale:

Election of the following officers: Chairperson, Vice-Chairperson, Treasurer and Secretary

Dionne Laycock nominated Laura Bach to serve as Board Chairwoman and Laura Bach nominated Dionne Laycock to serve as Vice-Chairwoman and Tim Litteral as Treasurer and Lisa McCane as Secretary.

**Order #17-330 - Motion Passed:** Approve 2017 Board Officers passed with a motion by Mrs. Chasity Saunders and a second by Mrs. Dionne Laycock.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

## **2. Board Members/Student Recognition**

Rationale:

In honor of School Board Recognition Month, board members, Laura Bach, Dionne Laycock, and Chasity Saunders were presented a certificate of appreciation from Superintendent McCane on behalf of the students, faculty and staff of Augusta Independent School District for their support, dedication and service to the district.

Congratulations Academic Achievers of the Month!

1st grade: Kadee Bach, Taylor Baker, Jeremiah Bex, Rylan Dwenger, Kira Johnson, Arianna Maina, Zoey McKay, Peyton Oneal, Coty Reigler, Garrad Spoonemore, and Schuyler Stanley.

All A Tournament Awards

All A Tournament Team: Dana Garrett and Jared Shoemaker

All A Academic Team: Nicole Arthur and Jack Laycock

Sonic MVP Player of the Game: Madison Kelsch and Jack Laycock

### **2.1. \*BREAK**

## **3. Round Table Discussion**

### **3.1. Approve 2017-2018 Draft Budget**

Rationale:

Finance Consultant, Kelley Gamble presented the 2017-2018 Draft Budget to the board members stating the draft budget is a preliminary projection for the upcoming fiscal year. He informed the board there are still many variables yet to be finalized, however SEEK funding, as well as the equalization levels that will be used to calculate SEEK and Building Fund contributions by the state are known since we are in the 2nd year of the biennium. He said 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 \$301,005 for the current year, and projects an ending General Fund balance of \$279,067 for 2017-18.

General Fund

Revenues: Local tax revenues were increased by 2.1% (\$10,491). This assumes a 4% increase in property tax revenue, but keeping motor vehicles tax and utility tax revenues level with the current year. Gamble stated at this point in the year there is nothing to suggest a discernible increase in these two taxes. Tuition revenue is projected at \$5200. The SEEK base for 17-18 is the same as the current year. Funded average daily attendance for this year is expected to be at least 252.2, up from 236 last year. Since the state equalization levels remain the same and local assessments will increase slightly, then SEEK funding will decrease slightly by \$11,000 unless ADA increases more than the 252.2. Less revenue is expected in Medicaid reimbursement, but the transfer from the Capital Outlay account will increase since debt service decreases this year. Overall, the increases and decreases virtually zero each other out, leaving a \$389

increase in revenue for next year. This will improve in 18-19 when new equalization levels will be established by the state.

Expenditures: Salary increases only allow for increase in experience and rank changes. Extracurricular salaries are budgeted at no increase. Only current staff employed is reflected in this budget, with the exception of one certified staff member going full-time from currently a .7 position. Total salary costs are expected to increase \$34,000 to \$1,407,000. Unemployment costs are expected to be cut almost in half since the rate is being decreased from 1.78% to 1%. Benefit costs are only projected to increase \$4900 due to the cut in the unemployment rate. Increased contribution for FICA and Medicare on retirement contributions are budgeted.

Non-personnel costs are budgeted at no increase, with the exception of \$20,000 budgeted for tuition payment to Bracken County Schools for non-resident students as opposed to the \$16,000 budgeted this year, and the transfer of \$14,000 to Food Service has been reduced to \$5000, and the budget for a van has been eliminated. Budgeted expenditures of \$2,401,712 exceed budgeted receipts of \$2,379,774 by \$21,938 with a projected ending fund balance of \$279,067.

#### 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 with hopes this information will be available in time for inclusion in the Tentative Budget presented in May.

#### Capital Outlay Fund

Revenue of \$25,220 is budgeted in Capital Outlay, based on the projected average daily attendance of 252.2. \$23,812.41 will be transferred to General Fund for Operating Expenses and \$1407.59 will be used for debt service requirements.

#### Building Fund

Revenue of \$98,736 (\$70,275 state/\$28,461 local) is budgeted for next year. The Building Fund revenues will be used to make debt payments.

#### Debt Service Fund

This is a transfer fund to record debt payments. The District local debt service requirements are \$100,143.59 next year compared to this year's \$104,724.65.

#### Food Service Fund

The Food Service Fund is budgeted with a beginning balance of \$0.00, and a transfer of \$5256 is budgeted from General Fund to keep the fund balanced. However, this is significantly less than the \$14,000 transfer budgeted in the current year. Revenues have increased 9.1% over last year while expenditures have increased less than 1%. The Food Service Fund is beginning to get traction as Federal revenue is increasing more rapidly. Total expenditures budgeted are \$203,699, which is a \$328 decrease from the current year.

#### Summary

The increase in ADA has been crucial to the financial health of the district as well as the frugality and efficiency of the Superintendent and the staff. Maintaining ADA levels, continued vigilance with regards to expenditures, and the Board's commitment is ensuring the financial stability of the district.

**Order #17-331 - Motion Passed:** Approve 2017-2018 Draft Budget passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Chasity Saunders.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

### 3.2. Principal's Report/Student Achievement

Rationale:

Principal, Robin Kelsch provided an overview of the Comprehensive School/District Improvement Plans to the board members.

### 3.3. Approve Comprehensive School/District Improvement Plans

**Order #17-332 - Motion Passed:** Approve Comprehensive School/District Improvement Plans passed with a motion by Mrs. Chasity Saunders and a second by Mrs. Dionne Laycock.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

### 3.4. Approve Monthly Budget Report

Rationale:

General Fund

Finance Director, Tim Litteral stated the December Budget Report indicated revenue receipts through December totaled over \$916,000. SEEK funding accounts for \$618,000. The district generated approximately \$202,000 in property taxes, over \$65,000 in utility taxes, \$9,900 in motor vehicle taxes, \$1,500 in PSC taxes, and \$1,300 in delinquent property taxes. Tuition has generated \$2,300, while \$6,300 has been received in Medicaid reimbursement. The Fitness Center has collected over \$1,000 in dues, while \$1,600 in miscellaneous revenue has been received and \$2,600 has been received for bus rental. Expenditures through the six months were nearly \$755,000, about \$34,000 less than through the same period last year. Receipts exceed expenditures by about \$162,000 after six months.

School Budget: This fiscal year's school budget is \$19,750. Approximately \$8,600 has been spent, with another \$500 obligated. Copying and printing costs totaled \$4,200, general supply expenses totaled \$1,900, and technology supplies totaled \$1,200, while dues and fees account for \$875.

Maintenance Budget: Expenses totaled \$117,000 through December. Expenses included \$37,200 on salaries and benefits, \$34,000 on utilities and services, \$29,400 for property insurance, \$9,200 on repairs and professional services, \$6,000 on general supplies, and \$1,500 on equipment. 47% of the maintenance budget has been utilized.

Transportation Budget: Through December, costs are approximately \$41,400. \$22,600 has been expended on salaries and benefits, \$5,200 was expended on fleet insurance, \$4,700 on repair parts, and \$4,100 on diesel fuel, \$4,000 on repairs and maintenance, and \$800 on supplies/services/fees. 41.3% of the transportation budget has been utilized.

Special Revenue Fund

Grant funding is on target with regards to the budget for current year grants.

Food Service Fund

Food service receipts totaled approximately \$78,500 through December. \$67,500 was received for federal program reimbursement, while \$11,000 was from local revenue sources. Expenditures through December totaled \$81,000. \$46,500 has been expended on food and supplies, while \$32,700 was for salaries and benefits and \$1,300 for rental equipment. Expenditures are about \$700 more than through the same period last year. The current food service balance is -\$2,381, an improvement from last month.

Miscellaneous

Our unemployment tax rate has dropped for the second consecutive year, falling from 1.78% to 1.00%.

**Order #17-333 - 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
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

### **3.5. Approve Monthly Facilities Report**

Rationale:

The Energy Management Report on energy consumption through the November billing period compares the district's current monthly usage to the 3-year historical average baseline usage for the same month. During November, the district had a decrease in energy consumption of 83,034 kBTU (31%)

which avoided approximately \$1,203 in energy charges. Through November-YTD, the district used 36,295 (\$3,230) fewer kilowatt-hours (kWh) and 1,307 (\$1,242) ccf less of natural gas for an estimated total energy savings of approximately \$4,472. For the first five months of FY2017, the district reduced our total energy consumption by 258,371 kBTU (23%).

Attached is a copy of the weather data for Bracken County. This helps to explain why utility bills are higher or lower in some months as compared to the same months in previous years.

Monthly Maintenance:

- Repaired water line break (Greg Taylor)
- Repaired hole in steam pipe line to boiler system (Fizer)
- Repaired HVAC gas line to library (Sharp Heating)
- Repaired exterior door on Second Street side of building
- Repaired stage curtain

District Facilities Plan Process Update:

The Local Planning Committee has been established with public hearings and meetings set in relation to the committee members, architect and fiscal agent. The first LPC Orientation meeting is scheduled for January 24th, 2017. The LPC will make recommendations to the board for a new District Facilities Plan.

**Order #17-334 - Motion Passed:** Approve Monthly Facilities Report passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Chasity Saunders.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

### **3.6. Approve Funding Support to KSBA for Utility Rate Increase Prevention**

Rationale:

Louisville Gas and Electric and Kentucky Utilities Companies requested the Public Service Commission for authority to increase electric and gas rates. If approved as submitted individual schools could experience the following average utility cost increases:

LGE Electric: 8.5%

LGE Gas: 4.2%

KU Electric: 6.4%

The financial impact of KU's proposed rate increase is calculated for Augusta Independent at \$3,906 annually.

Resolution of the Board

On January 12th, 2017 the Augusta Independent Board of Education hereby authorizes the superintendent to provide funding support to the Kentucky School Boards Association up to \$26 to represent the interests of the Board before the PSC in Case Nos. 2016-00370 and 2016-00371. The board will be billed and hereby commits to reimburse KSBA for its share of the actual incurred intervention costs.

**Order #17-335 - Motion Passed:** Approve Funding Support to KSBA for Utility Rate Increase Prevention passed with a motion by Mrs. Chasity Saunders and a second by Mrs. Dionne Laycock.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

### **3.7. Approve Donald J. Ruberg as Board Attorney**

Rationale:

Superintendent McCane stated the law firm representing the Augusta Independent Board of Education, O'Hara, Ruberg, Taylor, Sloan, and Sergent was dissolved effective December 31st, 2016 and a new firm, Ruberg Law, PLLC was formed. The new firm will consist of Don Ruberg, his brother and Gary Sergent. The district's current board attorney, Don Ruberg will continue to represent the Augusta Independent School District. As a formality, the board needs to appoint, Donald J. Ruberg as the board attorney under the newly formed Ruberg Law, PLLC firm.

**Order #17-336 - Motion Passed:** Approve Donald J. Ruberg as Board Attorney passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Chasity Saunders.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

### **3.8. Approve 2017 Board Meeting Calendar**

**Order #17-337 - Motion Passed:** Approve 2017 Board Meeting Calendar passed with a motion by Mrs. Chasity Saunders and a second by Mrs. Dionne Laycock.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

### **3.9. K-9 Unit Random Drug Searches**

Rationale:

Superintendent McCane informed the board of plans to engage the Search and Seizure board policy 09.436. to conduct random drug searches of the facilities using a K-9 Unit in collaboration with local law enforcement agencies (Augusta City Police and Maysville Police Department). She stated that district officials wanted to be proactive in ensuring drug free facilities and to send a clear message to students and the community.

## **4. Communications**

### **4.1. Superintendent's Report**

Rationale:

Superintendent McCane gave an overview of the educational legislative priorities planned for the spring session of the General Assembly which include; Charter

Schools, Kentucky Teachers' Retirement System, Role of School Councils, Educator Due Process including Tribunal/Tenure Reform, Exemption from Prevailing Wage on School Construction.

The board members were informed of plans for a Eugene Groves Memorial Scholarship, KSBA Annual Conference dates, and board member training hours update.

December Attendance: 95%

Enrollment: P-12 is 302 and K-12 is 282

#### **4.2. Citizens**

#### **4.3. Board Members**

### **5. Business and Consent**

**Order #17-338 - Motion Passed:** Approval of the Business and Consent items as presented passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Chasity Saunders.

Mrs. Laura Bach	Yes
Mrs. Dionne Laycock	Yes
Mrs. Chasity Saunders	Yes

#### **5.1. Approve Minutes**

#### **5.2. Approve Surplus Computers**

Rationale:

- 10247
- 10482

#### **5.3. Approve Donations**

#### **5.4. Approve Fundraiser**

#### **5.5. Approve Bills**

#### **5.6. Approve Treasurer's Report**

### **6. Personnel**

Rationale:

#### **Classified Suspension:**

Rebecca Hargett, School Nurse (2 Weeks Unpaid/1 Week Probated)

#### **Classified Resignations:**

Erica Archibald, Preschool Aide (Effective 1/27/17)

Sharon Browning, Cafeteria Staff (Effective 1/18/17)

#### **Certified Substitute Hire:**

Michael Appleman II

### **7. Adjournment**

Rationale:

January 13th: Homecoming @ 6:00/7:30 p.m.

January 16th: No School in Observance of MLK Day

January 24th: LPC Orientation @ 5:00 p.m.

February 1st: Public Forum @ 5:30 p.m. /LPC Meeting @ 6:00 p.m.

February 8th: Public Forum @ 5:30 p.m. /LPC Meeting @ 6:00 p.m.

February 9th: Board Meeting @ 6:00 p.m.

**Order #17-339 - Motion Passed:** Approve to adjourn the meeting. Passed with a motion by Mrs. Chasity Saunders and a second by Mrs. Dionne Laycock.

Mrs. Laura Bach                      Yes

Mrs. Dionne Laycock                Yes

Mrs. Chasity Saunders              Yes

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Laura Bach, Chairperson

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Lisa McCane, Superintendent