

Augusta Independent Board of Education

May 11, 2017 6:00 PM
207 Bracken Street
Augusta, KY

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

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 #17-368 - 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

2. Staff Recognition

Rationale:

Staff Recognition

Mrs. Kathy Blevins was recognized and presented a plaque from the board of education for 20-years of dedicated service to the students of the Augusta Independent School District. Mrs. Blevins is retiring as an instructional assistant.

2.1. *BREAK

3. Communications

3.1. 200th Anniversary of Augusta College

Rationale:

Local Historian, Bill Baker informed the board of the 200th Anniversary celebration being planned in 2022 for the founding of Augusta College in 1822. He provided each board member with a copy of a commissioned oil painting of Augusta College in 1822. He stated the historical society desires student participation in the celebration and a school license for ancestry.com was being discussed.

The board of education expressed appreciation and commitment to participate in the 200th Anniversary celebration.

3.2. Principal's Report/Student Achievement

Rationale:

Principal Robin Kelsch reported two seniors were in jeopardy of not graduating due to poor attendance and the school had maintained regular communication with the parents. He stated the school will continue to monitor the students closely and communicate with the families in hopes they complete requirements for graduation.

Principal Kelsch reported a successful testing window as K-PREP concluded and he stated End-of-Course tests were underway in the high school. He also reported upcoming end-of-year dates to the board.

3.3. Superintendent's Report

Rationale:

Superintendent Lisa McCane reported long-time district custodian, Kathy Fryman was a Kentucky Association of School Administrators FRED Finalist. She stated Mrs. Fryman exemplifies the compassion, care, work ethic, and selfless nature required to be nominated. She is one of three state finalists and the KASA team visited the district to make a video of Mrs. Fryman that will be presented at the annual conference in July.

Superintendent McCane stated with the additional funds awarded through the R.C. Durr Foundation Grant, the district will be able to purchase 85 Chromebooks and allow every high school student use of a device. With the addition of local funds, the district will extend the project so that every student in grades 7-12 will be able to utilize a Chromebook. Additionally, the plan also includes providing each sixth grade student with a Kindle Fire, already owned by the district, to use while at school.

Augusta Independent, in collaboration with Bracken, Mason and Robertson County School Districts presented in Frankfort for the second round of the Work Ready Skills Grant funding initiative. Superintendent McCane stated the grant proposal was for \$3.3 million that would be used for facility and programming improvements at the Mason County Area Technology Center.

Superintendent McCane informed the board members of recent unauthorized gymnasium usage by alumni of the district and surrounding districts. She stated it was a liability to the district and school personnel would prohibit future unauthorized gym use.

New Board Member Orientation is scheduled for May 25th 1:00-3:00 p.m. at the board office.

3.4. Personnel

Rationale:

Classified Resignations

Kathy Blevins: Instructional Assistant Effective 5/31/17

Kathy Fryman: Custodian Effective 5/31/17

Phyllis Reed: Community Education Director Effective 6/30/17

3.5. Attendance/Enrollment

Rationale:

Enrollment P-12: 301

Enrollment K-12: 282

April Attendance: 95.5 %

Overall Attendance: 95.05%

3.6. Citizens

3.7. Board Members

Rationale:

Board Member, Dionne Laycock recommended an anti-bullying campaign for the upcoming school year.

4. Business Action/Discussion Items

4.1. Approve 2017-2018 Tentative Budget and Salary Schedules

Rationale:

Finance Officer, Kelley Gamble reviewed the 2017-2018 Tentative Budget. The Tentative Budget is the first projection for the upcoming fiscal year with significant and known conditions. SEEK funding has been established, as well as salary increases. Other planned activities are finalized as the clarity of the budget situation has improved.

General Fund

Revenues

The beginning balance for next year is projected to be \$397,930 an increase of nearly \$100,000 over the current fiscal year. The additional cost of the Bell Tower project is calculated in this balance. There are several contributing factors to this positive outcome. Continued attention to budgetary compliance and increased enrollment are the biggest factors. SEEK revenue increased this year by approximately \$75,000. Administrative costs of \$10,000 were charged to the RTA grant, while all departments are operating within budgetary guidelines from a departmental perspective. General Fund expenditures are \$42,000 less through April 2017 than in April 2016. Local revenue is budgeted with the expectation of taking a 4% increase. Projected ADA is set at 252, the same as is 2016-17. A small SEEK revenue decrease is budgeted since 17-18 is the 2nd year of the biennium, but SEEK will rebound in 18-19 when the state adjusts state SEEK factors. The transfer from Capital Outlay is reduced to \$8,960 to accommodate new legislation passed this session limiting these transfers. Total current budgeted receipts are \$2,349,499.

Expenditures

Salaries schedules have been increased 2% and experience levels have been increased for all certified and classified staff. The increases do not apply to extra service or extracurricular pay. No additional staff is anticipated. Salaries are budgeted at \$1,407,498, 35,500 more than the current fiscal year. This is a 2.6% increase. There are some adjustments to returning staff, retirements, and resignations. These changes lessen the impact of the 2% salary schedule increase on the total salary cost.

The school's instructional budget is maintained at \$19,850. Other operational costs such as utilities, maintenance, fuel, insurance, etc. were individually budgeted based on current and historical amounts. Total increases of about \$5600 are budgeted for the 2017-18 insurance package, however we are no longer budgeting \$7,000 for a transportation van. Increased transfer tuition costs of \$25,000 are also budgeted. We have also eliminated the need for a balancing transfer to Food Service, resulting in a budget savings of \$13,500. Non-Personnel expenditures are decreased \$9,400 for next year to \$412,478. Total budgeted current expenditures are \$2,396,101 compared to this year's 2,378,946. Budgeted expenditures exceed Budgeted receipts by \$46,602 with a projected ending fund balance of \$351,328, equivalent to 12.8 % of General Fund expenditures. Even though, expenditures exceed revenue in this Tentative, the Administration has shown a remarkable ability to work well within budget.

Furthermore, for the 2018-19 fiscal year, more than \$48,000 of revenue should be expected with the addition new property to the 2018 tax rolls.

Special Revenue Fund

The budgets in the Special Revenue Fund are dictated by state and federal grant awards. State grant allocations are available but federal program awards have not been finalized. For those that we do not have the allocation, we are using last year's award. The personnel that are paid from these grants have been budgeted using the new salary and benefit levels. Title 1, Gifted, Title 2 and Extended Schools Services will require funds from General Fund to pay the personnel budgeted in these grants. The grant awards are either staying the same or decreasing and personnel costs naturally rise, even though at a very slow rate. Total General Fund contribution is estimated at \$33,884. Total grant awards are budgeted at \$436,697.

Capital Outlay Fund

Revenue of \$25,200 is budgeted in Capital Outlay, reflecting an expected Average Daily Attendance of 252. Of this amount, \$8,960 will be transferred to General Fund for current operating expense, compared to the \$23,000 budgeted this year. \$1486 will be used for Debt Service and \$14,754 will remain restricted in the Capital Outlay Fund.

Building Fund

Revenue of \$98,658 (\$70,706 state/\$27,952 local) is budgeted for next year. It will be used to retire debt. This is a slight decrease from 16-17, of \$440 due to expected increase in local assessment and no increase in the state equalization level of \$783,000.

Debt Service Fund

This is a transfer fund to record debt payments by the district and debt service made by the state on behalf of the district. Local district debt service requirements are \$100,143.59 next year compared to \$105,549 this year.

Food Service Fund

The Food Service Fund may still need a balancing transfer this fiscal year. The Fund began the year with a \$0 fund balance. Federal reimbursements have improved this year and expenses are virtually frozen. The reduction of one staff member through attrition should make this fund self-sustaining in 2017-18.

Order #17-369 - Motion Passed: Approve 2017-2018 Tentative Budget and Salary Schedules passed with a motion by Mr. Shawn Hennessey and a second by Mrs. Julie Moore.

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

4.2. Approve Monthly Budget Report

Rationale:

Finance Officer, Tim Litteral provided the Monthly Budget Report for April.

General Fund

Revenue receipts through April totaled \$1,459,000.

Local Revenue: We generated nearly \$232,000 in property taxes, nearly \$108,000 in utility taxes, \$23,000 in motor vehicle taxes, \$14,700 in PSC taxes, and \$2,300 in delinquent property taxes. Tuition generated \$5,300, while we have received \$2,600 in miscellaneous revenue and \$2,600 for bus rental. The fitness center has collected over \$3,300 in dues.

State Revenue: SEEK funding accounted for \$1,052,000, while \$5,200 was received for revenue in lieu of taxes from the state.

Federal Revenue: \$7,100 has been received in Medicaid reimbursement.

Expenditures through April were \$1,318,000, about \$41,000 less than through the same period last year.

School Budget: The school's budget is \$19,750. Through April, \$14,200 was spent, with another \$470 obligated. Copying and printing costs totaled \$7,000, general supply expenses totaled \$3,300, technology supplies totaled \$1,400, while dues and fees also accounted for \$1,400. Travel accounts for \$500, while postage expenses were \$370.

Maintenance Budget: Expenses totaled \$183,000 through April. Expenses included \$63,500 on utilities and services, \$62,200 on salaries and benefits, \$29,400 for property insurance, \$17,000 on repairs and professional services, \$8,500 on general supplies, and \$1,500 on equipment. 73% of the maintenance budget has been utilized.

Transportation Budget: Through April, costs were at approximately \$63,000. \$38,600 was expended on salaries and benefits, \$7,800 on diesel fuel, \$6,700 on repair parts, \$5,200 was expended on fleet insurance, \$4,000 on repairs and maintenance, and \$800 on supplies/services/fees. 63% of the transportation budget has been utilized.

For the general fund, receipts exceeded expenditures by approximately \$141,000 through April.

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 \$148,000 through April. \$129,400 was received for federal program reimbursement, while \$18,600 was from local revenue sources. Expenditures through April totaled just over \$148,000. Approximately \$88,800 was expended on food and supplies, \$58,000 was for salaries and benefits, and \$1,400 for equipment repair and rental equipment. Through April, expenditures were about \$5,000 more than through the same period last year. The food service balance as of April 30 was -\$386, a \$500 improvement from last month.

Order #17-370 - Motion Passed: Approve Monthly Budget Report passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Julie Moore.

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

4.3. Approve Auditor's Contract for 2017-2018

Rationale:

Superintendent McCane recommended the board approve Kelley, Galloway, Smith and Goolsby, PSC to perform the 2017-2018 annual financial audit. The fee will remain the same as the prior four years of \$13,000.

Order #17-371 - Motion Passed: Approve Auditor's Contract for 2017-2018 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

4.4. Approve Monthly Facilities Report

Rationale:

The Energy Management Report on energy consumption through the March billing period compares the district's current monthly usage to the 3-year (FY10-FY12) historical average baseline usage for the same month. During March, the district had a decrease in energy consumption of 21,639 kBTU (8.8%) which avoided approximately \$672 in energy charges. Through March-YTD, the district used 87,993 (\$7,831) fewer kilowatt-hours (kWh), and 2,930 (\$2,784) fewer hundreds of cubic feet (CCF) of natural gas, for an estimated total energy savings of approximately \$10,615. The district has reduced our total energy consumption by 601,728 kBTU (22.4%) through March 2017

Monthly Maintenance:

- DW Fire inspection for cafeteria
- Door Shop repaired 4th grade door
- Trace Creek Construction inspected all new door locks
- All About Glass replaced door hinges on the 5th grade and Spanish classrooms
- Belt replaced on cafeteria AC unit
- Board Office AC second floor unit irreparable and received \$4,000 quote to replace (Sharp HVAC)

Order #17-372 - Motion Passed: Approve Monthly Facilities Report passed with a motion by Mrs. Julie Moore 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

4.5. Approve 2016-2017 Amended School Calendar

Rationale:

The amended calendar included six days of school missed (2 weather and 4 illness related days). Four instructional days will be added to the end of the school year with the last day for students on May 26th. Student attendance days will be 173 days and 170 days are required.

Order #17-373 - Motion Passed: Approve 2016-2017 Amended School Calendar passed with a motion by Mrs. Chasity Saunders and a second by Mrs. Julie Moore.

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

4.6. Approve Liberty Mutual Insurance for 2017-2018

Rationale:

Superintendent, Lisa McCane stated the district's insurance policy is currently with Liberty Mutual and includes property, fleet, umbrella, and workers compensation. She stated the insurance renewal is increasing due to a 36% increase of the experience mod for workers compensation. The current experience mod for Augusta Independent is 1.82, up from 1.46 the previous year. Furthermore, she stated this factor would be exactly the same with any carrier. The "mod" is made up of the three previous policy years not counting the current

year stating there had been no claims for the current year. She stated insurance companies operate by frequency and severity of workers comp. claims and although the district did not have frequent claims, there was one severe claim from 2013.

She stated actual losses for 7/1/13 to 7/1/14 totaled \$110,224; 7/1/14 to 7/1/15 policy year total losses were \$1,524 and 7/1/15 to 7/1/16 policy year total losses were \$\$49,228. Superintendent McCane emphasized 7/1/13 to 7/1/14 year was by far the worst year and it will drop off the NCCI experience mod calculation as of the 7/1/17 calculation. The current year of 7/1/16 to 7/1/17 will roll on to this calculation in place of the 7/1/13 to 7/1/14 year and, so far, those current year claims results are excellent (no workers compensation claims to date). She said if that holds true past 7/1/17, the board can expect a drop in the experience mod in 2018.

Order #17-374 - Motion Passed: Approve Liberty Mutual Insurance for 2017-2018 passed with a motion by Mr. Shawn Hennessey 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

4.7. Approve Tuition Rates 2017-2018

Rationale:

Superintendent McCane recommended the same tuition rates as the current school year for 2017-2018 school year.

\$700 1st child

\$500 2nd child

\$300 3rd child

(Tuition will not exceed \$1,500 per year for a family of three or more children).

Order #17-375 - Motion Passed: Approve Tuition Rates 2017-2018 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

4.8. Approve Dual FRYSC/Community Education Position

Rationale:

Superintendent McCane recommended combining the FRYSC and Community Education positions into a dual position starting in the 2017-2018 school year. She stated state officials are aware of the district's anticipated actions. Superintendent McCane said with the current community education director, Phyllis Reed retiring, it makes financial and programming sense for the district to combine into one position. A transition plan is underway and current FRYSC, Rebecca Arnold will continue as FRYSC/Community Ed. Director for the district. Her duties as FRYSC Director currently covers many of the same grant components as Community Ed. The district estimates saving \$20,000-\$25,000.

Order #17-376 - Motion Passed: Approve Dual FRYSC/Community Education Position passed with a motion by Mrs. Julie Moore 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

5. Business Consent Items

Order #17-377 - Motion Passed: Approval of the Business and Consent items as presented 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

5.1. Approve Previous Meeting Minutes

5.2. Approve Fundraisers

5.3. Approve KEDC Cooperative Membership Agreement 2017-2018

Rationale:

The Total Cooperative Membership Fees is \$1,195.45. Services include; networking, professional development opportunities, legal services, facilities and finance consulting and information, instructional support, KPC access to collective bidding, purchasing, and technology services, salary surveys, ranking reports, minority recruitment advertising, and MUNIS support.

5.4. Approve Bills

5.5. Approve Treasurer's Report

6. Adjournment

Rationale:

May 17th: Senior Class Awards Night @ 6:30 p.m.

May 21st: Baccalaureate Service @ 3:00 p.m. @ Augusta Christian Church

May 23rd: Kindergarten Graduation @ 6:00 p.m.

May 24th: Elementary Awards @ 8:30 a.m. and MS & HS Awards @ 10:00 a.m. and Senior Graduation Rehearsal 1:00 p.m.

May 25th: Senior Graduation Rehearsal & Pictures @ 8:00 a.m. and New Board Member Orientation Training @ board office 1:00-3:00 p.m.

May 26th: Last Day of School/Early Dismissal @ 11:30 a.m. and Graduation @ 7:00 p.m.

June 8th: Board Team Training (Ethics/Supt. Evaluation) 4:00-6:00 p.m. and Board Meeting @ 6:00 p.m.

Order #17-378 - Motion Passed: Approve to adjourn the meeting. 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

Laura Bach, Chairperson

Lisa McCane, Superintendent