

Augusta Independent Board of Education  
September 10, 2020 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

Rationale:

Happy Fall Y'All

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 #20-662 - Motion Passed: Approval of the agenda as presented. Passed with a motion by Mrs. Laura Bach 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

2. Communications

2.1. Principal's Report / Student Achievement

Rationale:

Principal Robin Kelsch reported Schools PLP is the primary online instructional program for implementation of virtual learning for the 2020-2021 school year. The school has successfully made contact with 100% of the students and virtual learning participation is 80%-90% daily. Principal Kelsch reviewed Augusta Independent's Athletic Guidelines and stated they are in accordance with KHSAA's guidelines and placed the safety and health of the student-athletes and fans first.

2.2. Superintendent's Report

Rational:

Superintendent Lisa McCane reported four applicants applied for the TENCO Temporary Positions and Buffalo Trace would determine eligibility of those applicants. The district is in the process of completing a FEMA application for reimbursement up to 75% for expenses incurred due to the pandemic, according to Superintendent McCane. The first submission will be at the end of October. The City of Augusta Mayor, Mike Taylor and Police Chief, Charles Blackmar met with district officials and will assign a police officer three days a week to patrol the school in the morning, mid-day and afternoon. Once a new officer is hired, the district can enter into a new contract with the police department. Superintendent McCane stated that due to rising employee

expenses at the city, the district will pay \$25 per hour, an increase from the previous contract of \$17 per hour. She said the Augusta Police Department is hosting a Fill the Cruiser event to support the school and provide school supplies on September 19th from 10 a.m. to 6 p.m. at Walmart in Maysville.

Superintendent McCane stated the district was in the process of revising the Reopening Plan based on updated guidance from the Department of Public Health and the Kentucky Department of Education using the Healthy at School guidelines. She stated districts will be required to self-report COVID-19 cases on the DPH website for the public and currently there have been no cases to report.

### 2.3. Enrollment

Rational:  
P-12: 311  
K-12: 292

### 2.4. Citizens

### 2.5. Board Members

## 3. Business Action/Discussion Items

### 3.1. Approve 2020-2021 Tax Rates

Rational:

The Augusta Independent Board of Education unanimously voted to levy a 4% increase for the 2020-2021 tax rates with exonerations.

Real Estate: \$76.9 cents  
Personal Property: \$76.9 cents  
Motor Vehicle/Watercraft: \$57.6 cents  
Utility: \$.3 cents

**Order #20-663 - Motion Passed:** Approve 2020-2021 Tax Rates passed with a motion by Mrs. Laura Bach 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

### 3.2. Approve Monthly Budget Report

Rational:

#### August 2020 Budget Report

##### General Fund

Revenue receipts for the first two months totaled over \$240,000.

**Local Revenue:** Nearly \$8,600 was collected in tuition. \$2,500 was received in motor vehicle taxes. \$900 was received for a refund of prior expenditures. \$700 was received for delinquent taxes.

**State Revenue:** \$226,000 was received in SEEK funding. Approximately \$1,000 was received for revenue in lieu of taxes from the state.

**Federal Revenue:** No federal revenue in August.

Expenditures in August totaled \$216,000.

**School Budget:** The school budget is \$19,569. Through August, \$3,800 was expended. Expenses included \$1,400 for technology resources, \$1,100 on copying costs, \$900 on dues and fees, and \$400 on general supplies.

**Maintenance Budget:** Expenses totaled \$73,000 through August. Expenses included \$46,000 on property insurance, \$12,500 on salaries and benefits, \$6,700 on utility services, \$2,600 on repairs and maintenance, and \$2,300 on general supplies. 26% of the maintenance budget has been utilized.

**Transportation Budget:** Through August, costs totaled \$22,000. The annual Suburban payment was \$11,000. \$8,000 was expended for fleet insurance, while salaries and benefits accounted for \$2,500. 22% of the transportation budget has been utilized.

*For the general fund, year-to-date receipts exceeded expenditures by \$24,000.*

*The general fund balance as of August 31 was \$552,178.*

##### Special Revenue Fund

Nothing to report.

**Food Service Fund**

\$170 was received for miscellaneous revenue in August. Expenditures totaled \$11,000 including \$10,000 on salaries and benefits, \$700 on dues and fees, and \$200 on supplies. The food service balance as of August 31 was approximately \$35,000.

**Order #20-664 - Motion Passed:** Approve Monthly Budget Report 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

**3.3. Approve 2020-2021 Working Budget**

Rational:

**2020-2021 Working Budget**

The Working Budget is the final projection for the current fiscal year with significant and known conditions. SEEK funding has been established, a solid estimate of ADA is available, and staffing is place. Other planned activities are finalized as the clarity of the budget situation has improved. Grant awards have been received and are budgeted appropriately.

**General Fund**

**Revenues**

The beginning fund balance for 2020-21 now stands at \$522,302, a decrease of \$105,288 compared to the previous year. A \$74,000 decrease in SEEK revenues was the primary cause for this reduction in fund balance. Revenues for 20-21 are expected to be slightly more than last year due to small increases in SEEK due to stagnancy in local property assessments, local property taxes, and an increase in capital transfers mad possible due to the State Building Fund Match that begins on the 2<sup>nd</sup> Building Nickel. Total revenue is projected to increase \$32,000. Last year's ADA is the floor for SEEK calculations, so any increase in ADA over last year will be added. Capital Fund transfers are budgeted at \$94,500. Additionally, FEMA funds are being requested, so the budget will be amended when those funds are received.

**Expenditures**

Salary increases in this budget are based on the experience step for both classified and certified personnel. Salaries are budgeted at \$1,448,800 compared to last year's actual of \$1,471,500. Additional salary expenditures are going to be absorbed by Food Service, Federal grants and the Reading grant. Employer matching costs are also budgeted to stay virtually the same since salary cost is limited and contribution rates have not increased, while Workmen's Compensation actually decreased.

The school's instructional budget remains at \$19,750. Other operational costs such as utilities, maintenance, fuel, insurance, etc. are budgeted based on historical trends and actuals. Property insurance and utilities were increased. Property insurance is at \$51,000 and utility costs budgeted are \$83,000. Legal fees are budgeted at \$4,000; Transfer Tuition is budgeted at \$86,000, and the lease payment for the vehicle is budgeted. Total budgeted expenditures are \$3,036,220.

The projected ending fund balance is \$429,866 equivalent to 15.4% contingency.

**Special Revenue Fund**

The budgets in the Special Revenue Fund are dictated by state and federal grant awards. The personnel that are paid from these grants have been budgeted using the new salary and benefit levels. There is \$468,000 budgeted in local, state and federal grants. New funds from the CARES Act in the amount of \$100,305 will be available to offset additional technology costs due to C-19.

**District Activity Fund**

The district activity fund is budgeted using the fundraising and donation revenue equivalent to 2019-20.

**Capital Outlay Fund**

Revenue of \$25,303 is budgeted in Capital Outlay, (\$100 per child in ADA). This amount will be transferred to General Fund for operating expense.

**Building Fund**

This year's revenue is \$168,222 (\$106,045 state/\$62,177 local). This is an increase of \$31,000 since the 25% State Match begins this year.

\$98,936 is budgeted for local debt service and the balance of \$68,826 is budgeted to be transferred to General Fund for operating expense.

**Debt Service Fund**

This is a transfer fund to record debt payments. The local debt service requirement is \$98,936.

**Food Service Fund**

The Food Service Fund begins the year with a fund balance of \$51,233. Revenues for 2019-20 were hit very hard due to C-19. Revenues decreased \$35,400. This put Food Service in a near

breakeven position for 2019-20. However, more salary expense is budgeted in Food Service for 20-21 and revenues are expected to take another hit since less meals will be served, so the fund balance is expected to decrease to \$17,000. There is a possibility that CARES funds may be used to offset food costs, so that needs to be evaluated by administrators.

**Order #20-665 - Motion Passed:** Approve 2020-2021 Working Budget passed with a motion by Mrs. Dionne Laycock and a second by Mrs. Laura Bach.

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

#### 3.4. Approve Return to In-Person Instruction September 28

Rational:

The Governor's recommendation is to return to in-person instruction on September 28, 2020. Superintendent McCane recommended the board approve to return to in-person instruction if the closure is extended beyond September 28 unless mandated by the Governor.

**Order #20-666 - Motion Passed:** Approve Return to In-Person Instruction September 28 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

#### 3.5. Approve Title IX Sexual Harassment Policies & Procedures

Rational:

Per KSEBA Policy Services. On May 19, 2020, the United States Department of Education published an extensive new regulatory amendment focusing on Title IX Sexual Harassment. The regulation sets forth specific definitions and requirements covering the Title IX grievance process. In addition to the grievance process, the regulation requires new training, notices, and record keeping, among other requirements.

Please note the following points:

"Title IX Sexual Harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the District conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct (i.e., quid pro quo sexual harassment);
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity;
3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Employees who believe or have been made aware that they or any other employee, student, or visitor has been subject to Title IX Sexual Harassment shall report it to the Title IX Coordinator (TIXC).

**Order #20-667 - Motion Passed:** Approve Title IX Sexual Harassment Policies & Procedures 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

#### 3.6. Approve Monthly Facilities Report

Rational:

Monthly Maintenance:

- Repaired AC unit in special education room
- Repaired AC unit in school office

- Installed drain pipes in boiler room
- Repaired sink in boys gym restroom
- Replaced faucet in kitchen restroom
- Replaced faucet in girls gym restroom
- Replaced refrigerator in lounge
- Built changing table for special education department
- Repaired closet in high school language arts classroom
- Installed social distancing stickers throughout school
- Sanitized classrooms and gym with fogger
- Cleaned and sanitized buses
- Installed security camera and intercom system at front entrance

Summer projects still to be completed: Replacing the the board office roof (on waiting list), repair sink hole in 2nd Street parking lot (on waiting list), repair school digital sign board (obtaining quotes) and replacing door locks (obtaining quotes).

District Facilities Planning Meeting: Scheduled with Craig Aossey, Architect with Gary Scott Architects on September 14 to discuss current District Facility Plan and timeline to begin the next building project to construct a new gymnasium, etc.

**Order #20-668 - 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
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes
Mrs. Julie Moore	Yes
Mrs. Chasity Saunders	Yes

**4. Business Consent Items**

**Order #20-669 - Motion Passed:** Approval of the Business and Consent items as presented 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

- 4.1. Approve Previous Monthly Minutes
- 4.2. Approve Technology Activity Report
- 4.3. Approve Use of District Property
- 4.4. Approve Acceptance of Donations
- 4.5. Approve Bills
- 4.6. Approve Treasurer's Report

**5. Adjournment**


Rational:

September 21st: Auditors In District  
 September 28th: Students Return In-Person  
 October 8th: Board Meeting @ 6 p.m.  
 October 12th-16th: Fall Break - No School  
 November 2nd: PD Day - No School  
 November 3rd: Election Day - No School  
 November 12th: Board Meeting @6 p.m.  
 November 25-27th: Thanksgiving Break - No School  
 December 10th: Board Meeting @5 p.m.  
 December 18th: Last Day Before Christmas Break

**Order #20-670 - Motion Passed:** Approve to Adjournment 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

  
Julie Moore, Chairperson

  
Lisa McCane, Superintendent