

Augusta Independent Board of Education
May 11th, 2023 6:00 PM
207 Bracken Street
Augusta, KY

Attendance Taken at: 6:00 PM

Present Board Members:

Mrs. Laura Bach
Mrs. Dionne Laycock
Mr. Shawn Hennessey
Ms. Chasity Saunders

Absent Board Members:

Mrs. Julie Moore

1. Call to Order

Rationale:

Happy Retirement! Barry Caskey 2003-2023

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 #23-948 - Motion Passed: Approval of the Agenda 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	Absent
Ms. Chasity Saunders	Yes

2. Student Recognition

Rationale:

Congratulations Academic Achievers!

GEAR-UP Student of the Year: Noddin Williams

GEAR-UP NCCEP Student Representative: Caylin Sellers

MSU Craft Academy Awardee: Joel Hildebrand

Impowered by Youth Scholarship Recipients: Ciara Crager & Gabe Taylor

Mason/Bracken Law Essay Scholarship Recipient: Delaney Bradford

Congratulations on your Retirement, Mr. Barry Caskey! 2003-2023 In Appreciation and gratitude for 220-years of dedicated service to the Augusta Independent School District. Once a Panther, Always a Panther.

2.1. *Break

3. Communications

3.1. Principal's Report/Student Achievement

Rational:

Principal Robin Kelsch reported to board members state testing was underway and going well, two seniors will not be eligible to participate in the graduation ceremony, but he

anticipates they will receive their diplomas in the summer, Summer Learning Programs with emphasis in reading, math, and credit recovery is planned for the summer, and the Youth Employment Program will begin the second week in June.

3.2. Superintendent's Report

Rationale:

Superintendent Lisa McCane reported the district has partnered with the Bracken County Health Department to obtain a grant that would provide students additional mental health support and services, and the 2023-2024 Virtual Learning Program will be limited on a case by case basis.

The school district will focus on school safety for the upcoming school year. The district will undergo a Safe School Assessment, participate in Active Shooter Training, Enforce 911 and Threat Assessment/Communication Protocol training, according to Superintendent McCane. Furthermore, she reported the AIEF, Inc. Annual Alumni Dinner on Labor Day will be a Reunion & Picnic during the summer, tentatively set for July 29 at Echo Hall.

3.3. Personnel

Rationale:

Resignation:

William McKay - Head Varsity Girls' Basketball Coach

Lou Ann Perkins - School Nurse effective 5/31/23

Transfers:

Chad Bryant - Director of District Services effective 7/1/23

Brandi Brewer - Director of Guidance Counseling, Instructional Supervision, & Food Services effective 7/1/23

Hire:

Todd Kelsch - Head Varsity Girls' Basketball Coach

Classified Non-Renewal:

Jarred Jefferson - Custodian

3.4. Attendance/Enrollment

Rationale:

April 2023

Enrollment

P-12: 317

K-12: 297

Virtual: 7 (5 seniors)

Attendance

February: 90.79%

YTD: 92.45%

3.5. Citizens

3.6. Board Members

4. Business Action/Discussion Items

4.1. Approve Monthly Budget Report

Rationale:

April 2023 Budget Report

General Fund

Revenue receipts through April totaled \$1,815,000.

Local Revenue: \$291,000 was received in property tax collections. \$124,000 has been received in both PSC taxes and utilities tax, while over \$32,000 was received in motor vehicle taxes. \$6,200 was received for reimbursement of expenses. \$4,800 was collected for transportation reimbursement, while \$4,300 was received in refunds of prior year expenditures. \$3,300 was received for delinquent property taxes. \$3,000 was received in donations.

State Revenue: \$1,200,000 was received in SEEK funding. \$5,400 was received for revenue in lieu of taxes from the state.

Federal Revenue: Nearly \$16,000 was received for Medicaid reimbursement.

Expenditures through April totaled \$1,660,000.

School Budget: The school budget is \$27,413. \$20,300 was expended through April, with another \$1,100 obligated. Expenses included \$6,300 on general supplies, \$5,700 on copier fees, \$4,500 for technology resources, \$1,400 on travel, \$1,000 on dues and fees, and \$600 on instructional resources.

Maintenance Budget: Expenses totaled \$252,000 through April. Expenses included \$89,000 on utility services, \$68,000 on salaries and benefits, \$44,000 on property insurance, \$25,000 on general supplies, \$15,000 on repairs and maintenance, \$11,000 on professional services, and \$600 machinery. 75% of the maintenance budget has been utilized.

Transportation Budget: Through April, costs totaled \$119,000. Salaries and benefits accounted for \$38,000. \$31,000 has been spent on vehicles. \$17,000 has been expended on repair parts and tires. Nearly \$18,000 has been spent on diesel fuel/gasoline, while \$7,000 has been spent on vehicle repair. Annual fleet insurance was \$6,300. Professional services/drug testing accounted for \$1,200. 96% of the transportation budget has been utilized.

For the general fund, year-to-date receipts exceeded expenditures by \$155,000.

Special Revenue Fund

Nothing to report.

Food Service Fund

Revenue: Food service started with a balance of \$89,000. \$12,000 was received in local revenue. \$216,000 was received for federal reimbursement. **Expenditures:** Expenses totaled \$223,000 through April including \$108,000 on food supplies, \$98,000 on salaries and benefits, \$9,000 on machinery, \$2,500 on equipment repair, \$1,800 on fixtures, \$1,500 on dues and fees, and \$900 on technology supplies.

The food service balance as of April 30 was approximately \$94,000.

Order #23-949 - Motion Passed: Approve Monthly Budget Report passed with a motion by Ms. Chasity Saunders and a second by Mrs. Dionne Laycock.

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

4.2. Approve 2023-2024 Tentative Budget

Rationale:

2023-2024 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 adjustments. Other planned activities are finalized as the clarity of the budget situation has improved. The Tentative Budget is assuming an ending General Fund balance of \$915,000 for the current year.

General Fund

Revenues

Local tax revenues were increased overall by 3.6% (\$22,353). This increase encompasses all local tax, property, motor vehicles, and utilities tax. SEEK revenue is projected to increase \$106,000 based on an increased ADA of 284 students and the base funding level being increased to \$4,200 per pupil. SEEK is budgeted at \$1,564,157. We are also budgeting \$125,895 to be transferred from Capital accounts to the General Fund. Total receipts are estimated to increase \$58,000 over current budget to \$3,259,997.

Expenditures

Experience step levels have been increased for all certified and classified staff. Salaries are budgeted at \$1,785,488, an increase of \$98,861. The amount of the increase is in part because of two positions that were previously funded with federal EESER funds are reverting to the GF. Food Service funds will continue to support a large portion of salary costs for the Food Service Director. Employer matching costs for retirement, FICA/Medicare, and Unemployment are budgeted at \$160,635, a decrease of \$9,512 contributed to a decrease in the CERS contribution rate.

The school's instructional budget is an even \$27,000. Other operational costs such as utilities, maintenance, fuel, insurance, etc. were individually budgeted based on current and historical amounts. Non-personnel costs are also budgeted at \$546,058. \$30,000 has been allotted as a contribution for the potential baseball field renovation. There is \$6,000 set-aside for tuition for dual credit courses and \$10,000 for the purchase of a used bus. Total budgeted expenditures are \$3,361,043, compared to this year's \$3,180,081.

Our fund balance is projected at \$843,495, a contingency of more than 20%. Expenditures exceed revenues by \$159,583.

Special Revenue Fund

The budgets in the Special Revenue Fund are dictated by state and federal grant awards. Most grant allocations are not yet available but should be similar to current year amounts. For most grants, we are using last year's awards. Total new FY 2024 grants budgeted are \$574,487.

Capital Outlay Fund

Receipts of \$28,400 are budgeted in Capital Outlay, based on the projected average daily attendance of 284. This will be transferred to General Fund for property insurance and facility maintenance costs.

Building Fund

Receipts of \$288,544 (\$217,210 state/\$71,334 local) is budgeted for next year. The Building Fund revenues will be used to make debt payments of \$91,049. \$100,000 is budgeted for the boiler replacement project. The remaining \$97,495 will be transferred to General Fund for current allowable expenses.

Debt Service Fund

This is a transfer fund to record debt payments. The district local debt service requirements are \$91,049 next year compared to this year's \$93,657.

Food Service Fund

The Food Service Fund is budgeted to end the year with a balance of \$120,500. The Fund began the year with an \$88,994 fund balance. Total current revenues are budgeted at \$301,144, while expenditures are projected at \$300,942. The 23-24 contingency is budgeted at \$120,702.

Order #23-950 - Motion Passed: Approve 2023-2024 Tentative Budget passed with a motion by Mr. Shawn Hennessey and a second by Ms. Chasity Saunders.

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

4.3. Approve 2023-2024 Salary Schedules

Order #23-951 - Motion Passed: Approve 2023-2024 salary Schedules passed with a motion by Mrs. Dionne Laycock and a second by Ms. Chasity Saunders.

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

4.4. Approve Amended 2022-2023 Extra Duty Salary Schedule

Rationale:

The amended extra duty salary schedule adds four faculty member stipends who are participants in KEDC's Deeper Learning Initiative. The stipends will be reimbursed to the district from KEDC.

Order #23-952 - Motion Passed: Approve Amended 2022-2023 Extra Duty Salary Schedule 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	Absent
Ms. Chasity Saunders	Yes

4.5. Approve Monthly Facilities Report

Rationale:

Monthly Maintenance:

- Purchased 2 buses from Oldham County
- Asbestos inspection completed on boiler building (in preparation for demolition)
- Completed cleaning of building and grounds for prom
- Decorated gym for prom
- Redesigning old gym floor graphics in preparation for summer renovations

Order #23-953 - Motion Passed: Approve Monthly Facilities Report passed with a motion by Ms. Chasity Saunders and a second by Mrs. Dionne Laycock.

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

4.6. Approve Boiler Replacement (BG #23-441) Construction Documents

Rationale:

- KDE approved the BG-1 for the boiler system replacement.
- Craig Aossey and Trace Creek Construction will be at the board meeting to review the boiler system replacement plans. Below is the tentative project timeline.
- The boiler replacement plan documents from the architect are anticipated to be to Trace Creek Construction by mid-May for review and comment as they assemble the front end documents. It is estimated to go out to bid the first of June and the bid approved at the July board meeting. The submittals and shop drawings will be reviewed during summer break and equipment ordered. Contractors will mobilize in late July and place the boiler pad and the CONEX (Shipping container) for the temporary boiler shelter. The site utilities will be relocated in September with switch overs to new utility lines on days when you are not in classes. The new boiler system will have a longer lead time, but the anticipated schedule would have it arriving in August and installed by the end of August with the project closeout scheduled for late September.

Order #23-954 - Motion Passed: Approve Boiler Replacement (BG #23-441) Construction Documents 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	Absent
Ms. Chasity Saunders	Yes

4.7. Approve 2023-2024 Full-Time Emergency Certification

Rationale:

The district anticipates the resignation of the high school English teacher and is proactively seeking a replacement. A full-time emergency certification is for the anticipated high school English teacher replacement for the 2023-2024 school year.

Order #23-955 - Motion Passed: Approve 2023-2024 Full-Time Emergency Certification passed with a motion by Mr. Shawn Hennessey and a second by Ms. Chasity Saunders.

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

5. Business Consent Items

Order #23-956 - Motion Passed: Approval of the Business and Consent items as presented passed with a motion by Mrs. Dionne Laycock and a second by Ms. Chasity Saunders.

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

5.1. Approve Previous Meeting Minutes

5.2. Approve 2022-2023 Amended Calendar

Rationale:

- The district had one NTI day January 31, 2023 for inclement weather.

5.3. Approve 2023-2024 School Daily Start & End Times

Rationale:

During the attendance audit, the district was advised to obtain board approval of the daily start and end times annually. Board approval is required for the 2023-2024 school daily start time of 7:55 AM and end time of 2:50 PM daily since the school calendar was previously approved. Moving forward next year, the district will add this when the school calendar is approved.

5.4. Approve FY23 Audit Contract

Rationale:

The FY23 Audit Contract is \$13,000.00.

5.5. Approve 2023-2024 Pledge of Collateral

Rationale:

* The Pledge of Collateral was formerly called Bond of Depository.

KRS 160.570 requires each board of education to appoint a bank, trust company, or savings and loan association to serve as its depository. The depository selected shall, before entering upon its duties, provide collateral in accordance with KRS 41.240. The depository shall be approved by the local board of education and by the commissioner of education. For a depository to be approved, a depository must provide a *Pledge of Collateral*. Pursuant to KRS 41.240, the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or always exceeds the amount of public funds on deposit. In accordance with KRS 160.570, approval must be obtained by the local board of education in accordance with Kentucky Board of Education (KBE) administrative regulations and be approved by the Commissioner of Education.

The *Pledge of Collateral Agreement* provides evidence between the board of education and the depository institution, of a pledge or provision of collateral in the event of failure or insolvency of the depository institution. Collateral includes securities or other obligations having an aggregate current face value or current quoted market value at least equal to the deposits or the provision of a surety bond(s) in favor of the district in an amount at least equal to the deposits, provided however, that amounts insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation need not be collateralized. This agreement shall be signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. A board of education may enter into an agreement with its depository institution whereby the premium on collateral guaranteed by a surety company may be paid either by the board, or by the depository as evidenced in KRS 160.570 (2). If the district board of education pays the premium, the depository shall allow the board not less than two percent (2%) interest on its average daily or average monthly balances. The agreement should be retained in the district's board office.

5.6. Approve 2023-2024 Insurance Package Renewal

Rationale:

The district's insurance policy includes property, fleet, umbrella, and workers compensation with Assured Partners insurance agency and agent, Jim Downing. Superintendent McCane recommended the premium renewal with CM Regents for FY24 at the cost of \$48,670.

5.7. Approve 2023-2024 Fidelity Bond of Treasurer

Rationale:

Per KRS 160.560 and 702 KAR 3:080, it is the duty of each local board of education to bond their board treasurer and any other school employee who is responsible for board of education funds of \$100,000.

5.8. Approve 2023-2024 KEDC Cooperative Membership Agreement

Rationale:

Board Membership Services Includes:

- Networking and professional development opportunities
- Communication/Marketing Blitzes
- Advice and limited legal services
- Advice and information on facilities
- Advice and information on finance
- Instructional Support
- Grant Opportunities
- KPC collective bidding, purchasing, and technology services - cabling, network, etc.
- Salary surveys and ranking reports with online access
- Minority recruitment advertising;
- Munis Support

Total Cooperative Membership Fees: \$2,006.42

5.9. Approve 2023-2024 School Activity Fund Principal's Combining Budget

5.10. Approve 2023-2024 Substitute Teachers

Rationale:

2023-2024 Substitute Teachers

Certified

Julie Gallenstein

Missy Hay

Joy Layman

Carol Norris

Non-Certified

Makenna Bach

Jenny Deiter

Isabella Gilvin

Madison Kelsch

Robert (Bob) Kelsch

Kathy Reed

Chelsea Shields

Tyler Sparks

Emergency Non-Certified

Phil White

5.11. Approve 2023-2024 District Participation in the Emergency Non-Certified School Personnel Program

5.12. Approve 2023 Summer Feeding Program

Rationale:

The Maysville Housing Authority will operate a Summer Feeding Program site at Augusta Independent School from June 5 - August 11, 2023.

The program will resume daily operation Monday-Friday from 11:30 a.m. - 12:30 p.m. and is open to children 18-years-old and younger.

5.13. Approve 2023-2024 Community Eligibility Provision (CEP) Intent to Participate

5.14. Approve Acceptance of Donations

5.15. Approve Use of District Property

5.16. Approve Bills

5.17. Approve Treasurer's Report

6. Approve to Enter Executive Session 157.557(4) (d) at 6:54 P.M.

Rationale:

Discuss upcoming superintendent evaluation and contract

Order #23-957 - Motion Passed: Approve to Enter Executive Session 157.557 (4) (d) at 6:54 P.M. passed with a motion by Mr. Shawn Hennessey and a second by Ms. Chasity Saunders.

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

6.1. Approve to Exit Executive Session 157.557 (4) (d) at 7:07 P.M.

Rationale:

Order #23-958 - Motion Passed: Approve to Exit Executive Session 157.557 (4) (d) at 7:07 P.M. passed with a motion by Mrs. Dionne Laycock and a second by Ms. Chasity Saunders.

Mrs. Laura Bach	Yes
Mr. Shawn Hennessey	Yes
Mrs. Dionne Laycock	Yes

Mrs. Julie Moore	Absent
Ms. Chasity Saunders	Yes

7. Adjournment

Rationale:

May 11th: Last Day of Preschool - End-of-Year Preschool Program 1:00 P.M.
May 16th: No School - Election Day
May 17th: Spring Band Concert 6:00 P.M.
May 18th: Senior Awards Program 6:30 P.M.
May 19th: Elementary Beach Day
May 23rd: Awards Program: Elem. 8:30 A.M. MS/HS 10 A.M.
May 23rd: Kindergarten Graduation 6 P.M.
May 25th: Breakfast Club
May 26th: Last Day of School - Early Dismissal 11:30 A.M.
May 26th: Graduation 7 P.M.
June 8th: Board Meeting 6 P.M.

Order #23-959 - Motion Passed: Approve Adjournment passed with a motion by Mr. Shawn Hennessey and a second by Ms. Chasity Saunders.

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


Laura Bach, Chairperson


Lisa McCane, Superintendent