

Lawrence County Board of Education

Special Meeting & Draft Budget Working Session

*Every Child College and Career Ready;
A Community Involved and Informed*

January 26, 2017; 6:00 p.m.
Lawrence County High School
Louisa, Kentucky

Attendance Taken at 5:56 p.m.:

Present Board Members:

Mr. D. Heath Preston, Chairman
Ms. Garnett Skaggs, Vice-chair
Ms. Barbara Robinson
Mr. James See
Ms. Maddlene Roberts

Updated Attendance:

Mr. James See was updated to present at: 6:15 p.m.

Present: Dr. Robbie Fletcher, Superintendent; Ms. Brandi VanHoose, Finance Officer; Mr. Tommy Burns, Chief Information Officer; Ms. Betty Mullins, Board Secretary

MINUTES

1. CALL TO ORDER

Chairman Preston called the meeting to order with a reminder that the mission of the Board and Lawrence County Schools is *Every Child College and Career Ready; A Community Involved and Informed*, and he then led *The Pledge to the United States Flag*.

2. STUDENT LEARNING AND SUPPORT SERVICES

2.A. Approval of **Consent Agenda** items, as indicated, passed with a motion by Ms. Maddlene Roberts and a second by Ms. Garnett Skaggs by a vote of 4 to 0 with Mr. See absent.

2.A.1. Per diem and expenses for members present

2.A.2. Contract: LCHS with Walworth Yearbooks for 2017-18; Kim Cecil: \$8,034.19

2.A.3. Use of Facilities: FES gym by Lawrence County Youth Soccer; Jan-Feb 2017; 5-7 p.m.; Angel Ward; proof of insurance provided

2.A.4. Use of Facilities: LCHS gym, cafeteria, and classroom by Operation Unite for Shoot Hoops Camp; Cheryl Keaton, Education Coordinator, Operation Unite; proof of insurance provided

2.A.5. FYI: FY 2017 KETS Technology Second Offer of Assistance Match: \$15,754

2.B. Approval to solicit and accept donations for the 60th District Tournaments passed with a motion by Ms. Barbara Robinson and a second by Ms. Maddlene Roberts by a vote of 4 to 0 with Mr. See absent.

2.C. Approval to accept donation of Chromebooks on behalf of Louisa West Elementary passed with a motion by Ms. Garnett Skaggs and a second by Ms. Maddlene Roberts by a vote of 4 to 0 with Mr. See absent. (*13 Chromebooks for a value total of over \$1,000 from Rent-To-Own of Louisa, "a valued community partner"*)

2.D. Discuss date for Quarterly Dashboard Reporting (Midyear)

The second round of MAP testing has been completed so a special meeting will be held for Quarterly Academic Dashboard Reporting, Monday, February 13, 2016 at 6:00 p.m.

2.E. 2017-2018 DRAFT BUDGET WORKING SESSION

2.E.1. Overview: Dr. Robbie Fletcher, Superintendent

Dr. Fletcher thanked Mrs. Vanhose for her hard work in preparing for this first working budget session. “She will be providing a budget comparisons report that outlines revenues and expenditures for our school system. The comparison report also reflects the concentrated effort that this Board has taken to ensure our students’ needs are met. For example, this Board has approved...

- Staffing positions over and above the staffing allocation in all of our schools.
- The additional funding for intervention services – coordinating and teaching.
- The purchase of buses to add to the safety of the transportation of our students.
- The purchase of WiFi access systems and a core router to improve our infrastructure.
- The inclusion of school nurses and dental benefits for our staff members.”

This budget projection shows the student-centered attitude of the Board, and this budget includes what it would take to continue what we are already doing, without extra purchases. Dr. Fletcher supplied for reference an updated items list discussed earlier this school year and noted that needs assessments from schools will be available at a later budget session. He also shared that the Governor’s budget has some proposed cuts in some KDE programs but has a proposed “guarantee” of \$3,981 per student for FY17 and FY18. “However, until the state budget is approved, we do not know cuts that may be included.”

2.E.2. Draft Budget Review of Projected Revenue and Expenditures for 2017-18: Brandi VanHoose, Finance Officer

Ms. VanHoose explained that the draft budget contains the projected revenues and expenditures for the coming fiscal year and that state law requires that the local board review the Draft Budget by January 31 of each year. In addition to the Draft Budget document, a three-year comparison report was provided and discussed. Below is a summary of information provided and discussed.

Next Year Budget Comparison Report (detailed, by MUNIS code)

- District / School MUNIS codes

000 & 001 – District	150 - Fallsburg Elementary
020 – Louisa East	200 – Louisa Middle
021 – Louisa West	260 – Lawrence County High School
030 – Blaine Elementary	901 – Transportation
- Three-Year Comparison – be on the lookout for increases / decrease in revenues and expenditures.
- SEEK Projection is based on last year. KDE has not sent that information out yet. Based on trend data report for December 2016, enrollment is expected to go down approximately 25 pupils. This could potentially cause \$99,525 less in SEEK funding. We need to plan on using the contingency or making a cut somewhere to make up for this potential loss.

- Local Revenue (Property / Franchise / Motor Vehicle Taxes based on current year) – According to Chris Rose, PVA, assessments are not slated to change.
- Staffing allocations do not include any step increases or potential rank changes. An estimate of a 1% increase in Certified / Classified Staff has been included. This does not estimate any retirement.
- KTRS district match is currently 3%. According to the website, the rate will remain the same until changed.
- According to KRS (Kentucky Retirement Systems) - CERS (County Employees Retirement System) for 2017 – 2018 increased from 18.68% to 19.18%. That is 0.50% increase.
- A 3% increase in water, electric, and natural gas has been budgeted due to an increase in utilities from this current year. In addition, telephone expense has been increased by 20% due to the ERATE difference.
- Technology funding includes the KETS match estimated at \$50,000.
- Each school allocation for teachers and instructional assistants is based on current staff for 2016-2017. There is a potential for an additional math teacher at the high school that has not been included in budget.
- School nurses are included in the budget. There is a potential for an additional school nurse on staffing that has not been included in budget due to waiting to see what may be coming with a nurse practitioner from TRMC. The funding that had been used for the nurse coordinator will be used for a nurse practitioner.
- Dental Insurance is included in the budget
- Budget reflects blacktop for Blaine Elementary of \$50,000 and replacement of gym floor at Fallsburg Elementary of \$16,068.50.
- General Fund Contributions (Kindergarten-Full Day; Preschool; Alternative School; Career Tech; Voc Rehab Match; KETS Match; Special Needs; Bus Monitors; School Health Nurses; Service/Maintenance Contracts; Programs; Counselors; Librarians; and Assistant Principals)
- Food Service – self-supporting; we will continue to watch trend in sales, revenue, food costs, and equipment replacement costs.
- Transportation – New buses are not included in budget.
- Instruction = 58%
District Administrative Support = 3%
School Administrative Support = 4%
Business Support Services = 2%
Plant Operations & Maintenance = 15%
Student Transportation = 12%
Salaries = 73%

- Contingency / End of Year Balance – 2% required. 2017- 2018 budgeted at 6%; if incur potential loss of some SEEK funding we could be at 5.7%; and with step increases could be at 5.5%.
- 2017 End of Year Balance – projected to end with \$1.7 million. Currently, we have collected approximately 57% in property taxes, 2% in franchise taxes, and 33% in motor vehicle taxes; a reduction of approximately \$99,525 in SEEK could be expected; and expenditures look accurate.

The Board also had preliminary discussion on special projects to be considered for inclusion in this year's budget unless unexpected costs arise.

3. PERSONNEL

3.A. Superintendent's Personnel Action/Update

Approval to acknowledge receipt of **Superintendent's Personnel Action/Update** passed with a motion by Ms. Maddlene Roberts and a second by Mr. James See by a vote of 5 to 0.

Hiring

Drew See	- Teacher at Louisa West Elementary School
John Runyon	- JROTC Instructor at Lawrence County High School
Amy Peck	- Data Entry Assistant / Clerk at the District Office
Miranda Blair	- Preschool Instructional Assistant at Blaine Elementary School (1-Year)

Change of Position

Michael Griffith	- From Full-Time Substitute Bus Driver to Full-Time Bus Driver
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4. ADJOURNMENT

Approval to adjourn passed with a motion by Ms. Barbara Robinson and a second by Ms. Garnett Skaggs by a vote of 5 to 0.



Chairman – D. Heath Preston



Secretary to the Board – Betty Mullins