

**RECORD OF BOARD PROCEEDINGS  
MINUTES FROM THE MEETING  
Ludlow, Kentucky, October 28, 2013**

The Ludlow Independent Board of Education met at the Board of Education Conference Room 525 Elm Street at 7:00 PM, on October 28, 2013, with the following members present:

**Attendance Taken at 7:00 PM:**

Present Board Members:

Mr. Stephen Chapman  
Mr. William McMillen  
Ms. Cindy Powell

Absent Board Members:

Ms. Amy Hayden  
Ms. Kymberly King

**1. Call to Order**

**1.1. Call to Order by Mr. McMillen**

Others Present at the Meeting: Mike Borchers, Superintendent; Jenny McMillen, College & Career Readiness Coordinator & Board Secretary; Rick Smith, Director of Special Education; Joe Beard, High School Principal; Jason Steffen, Elementary Principal; Vikki Wofford, Board Treasurer; Mary Kay Connolly, Children Inc.

**1.2. Pledge of Allegiance by Ms. Powell**

Rationale:

Ms. Cindy Powell led the Pledge of Allegiance.

**2. Approval of Agenda**

Rationale:

It was recommended that the board approve the Agenda.

**Order #27 - Motion Passed:** Approval of agenda as presented passed with a motion by Ms. Cindy Powell and a second by Mr. Stephen Chapman.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Kymberly King	Absent
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

**3. Recognition and Information Agenda**

Rationale:

These items were presented for recognition and information.

### **3.1. Ludlow Elementary Named School of Contribution**

Discussion:

Mary Kay Connolly from Children, Inc. attended the meeting to present Jason Steffen with Mary A. Goetz's School of Contribution plaque and banner. She spoke about the school's service learning projects and how much these programs benefit both the school and community.

### **3.2. Monthly Reports**

Rationale:

These items were presented for information.

Discussion:

Mike Borchers reviewed the attendance reports, the FRYSC report, and the various financial reports. There were no questions regarding these reports.

Mike Borchers highlighted that our ADA was up by 19 students this time last year.

### **3.3. Personnel**

Rationale:

These items were presented for information.

Discussion:

Mike Borchers reviewed the personnel list.

### **3.4. Monthly Activities**

Rationale:

These items were presented for information.

Discussion:

Mike Borchers reviewed the list of activities taking place in the month of November.

### **3.5. Spotlight Items**

Rationale:

These items were presented for information.

Discussion:

Mike Borchers discussed the Spotlight Items, including Alex Lewis' National Merit Letter of Commendation, the Superintendent's Youth Advisory Board, and the NKU Press Release that will take place on November 8th and will involve students and staff from Ludlow.

### 3.6. Open Records Act

Rationale:

This item was presented for information.

Discussion:

Mike Borchers presented the items related to the Open Records Act.

### 4. Consent Agenda

Rationale:

It was recommended that the board approve the Consent Agenda.

**Order #28 - Motion Passed:** Approval of consent agenda passed with a motion by Mr. Stephen Chapman and a second by Ms. Cindy Powell.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Kymberly King	Absent
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

#### 4.1. Approval of Minutes

Rationale:

It was recommended that the board approve the minutes of the September Regular Meeting.

#### 4.2. Monthly Bills

Rationale:

It was recommended that the board approve payment of the monthly bills.

Discussion:

Mike Borchers and Vikki Wofford reviewed the monthly bills and credit card summary. There were no questions regarding these items.

#### 4.3. Fundraising Requests

Rationale:

It was recommended that the board approve the Facility and Fundraising Requests.

#### 4.4. Substitute Teachers

Rationale:

It was recommended that the board add the substitute teachers to the district list.

#### 4.5. Emergency Certified Teacher

##### Rationale:

A certified Preschool Teacher was not found during our search. Therefore, the board is required to approve the application for an emergency preschool certification. Derek Betz was the applicant selected. Mr. Betz is certified Primary through 5th Grade.

It was recommended that the board approve the application for emergency preschool certification for Derek Betz.

##### Discussion:

Mike Borchers explained the process of hiring someone with an emergency certification.

### 5. Discussion and Action Agenda

#### 5.1. Funding Resolution

##### Rationale:

The Kentucky School Boards Association (KSBA) is collaborating with the Kentucky Association of School Superintendents (KASS), asking each local board of education to pass a resolution urging Gov. Steve Beshear and the Kentucky General Assembly to increase funding for primary and secondary education in Kentucky.

It was recommended that the board approve the Funding Resolution.

##### Discussion:

Mike Borchers explained the need for this process.

**Order #29 - Motion Passed:** Approval of the Funding Resolution passed with a motion by Ms. Cindy Powell and a second by Mr. Stephen Chapman.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Kymberly King	Absent
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

#### 5.2. Kentucky School Finance Study

##### Rationale:

The Council for Better Education (CBE) is requesting that each school district participate in a funding adequacy study to verify that education is not receiving adequate funding for each student throughout the state. Mr. Borchers will review the attachment and discuss the proposed study.

It was recommended that the board approve participating in the funding adequacy study by the Council for Better Education.

##### Discussion:

There was a discussion about this study. Members agreed that the price for us was worth the possible impact of the results.

**Order #30 - Motion Passed:** Approval to participate in the funding adequacy study by the Council for Better Education passed with a motion by Mr. Stephen Chapman and a second by Ms. Cindy Powell.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Kymberly King	Absent
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

### **5.3. Carol M. White Physical Education Program**

Rationale:

Ludlow Independent Schools, in collaboration with three other districts in Northern Kentucky, received the Carol M. White Physical Education Program (PEP) Grant for the next three years. Mr. Borchers will review components of the grant and discuss the Site Coordinator and After School Activity Director positions. The PEP Grant will fund both positions that will be available for the duration of the grant.

It was recommended that the board approve the positions of Site Coordinator and After School Activity Director.

Discussion:

Mike Borchers reviewed the requirements of the PEP Grant, as well as the number of benefits we'll receive.

### **5.4. TELL Survey**

Rationale:

Mr. Borchers reviewed and discussed the results from the TELL survey on Facilities and Resources.

This item is presented for discussion.

Discussion:

Mike Borchers discussed the 2013 results of the Facilities and Resources section of the TELL Survey. He showed the comparison between the 2011 and 2013 results. He discussed where and how the district showed improvement in these areas. He reviewed details of what steps have been taken already to address the areas of concern. Items that have already taken place include purchasing the work order system for maintenance and technology needs, creating a more detailed schedule for improvements in cleaning, increasing the district's bandwidth, along with other activities. A project to improve the heating and air conditioning systems has been planned. The Superintendent and Principals in attendance agreed that the staff feedback about these changes seem to be very positive at this point.

## 5.5. Dual Credit Project

### Rationale:

Mr. Borchers reviewed the new program that Gateway and Northern Kentucky University have partnered to offer students in the Northern Kentucky area.

<http://gateway2.nku.edu/pathway.html>

This item was presented for discussion.

### Discussion:

Mike Borchers discussed this new program between Gateway and NKU. He shared that he would like to see the direction of our high school, especially a student's senior year, move toward a shared partnership between Ludlow High School and Gateway. He is attending a meeting soon to discuss plans for such a program. He asked that the board members keep this type of program in mind for our future direction.

## 5.6. State Assessment

### Rationale:

Mrs. McMillen reviewed the assessment scores from the spring assessment.

Click the link to view the full School Report Card:

<http://applications.education.ky.gov/SRC/>

This item was presented for discussion.

### Discussion:

Jenny McMillen reviewed the results from state testing in the spring of 2013. The fact that our district has been awarded the label of a Proficient District was highlighted. Over the next two months, each school's staff will analyze these results and build their Comprehensive School Improvement Plan. These plans will be shared with the board at the December 2013 meeting.

## 6. Other Business

### Rationale:

Is there any other business to be brought before the board?

### 6.1. Board

#### Discussion:

Steve Chapman asked about a dumpster issue by our bus garage.

### 6.2. Staff

#### Discussion:

Mike Borchers mentioned that the meeting held for the stadium neighbors went well. Two of the four invited showed up for the meeting and the comments were generally positive. Mr. Borchers gave an update on the stadium project's bidding process, which is currently taking place.

### 6.3. Teachers

Discussion:  
No discussion.

### 6.4. Public

Discussion:  
No discussion.

## 7. Adjourn

**Order #31 - Motion Passed:** Approval to adjourn the meeting at 8:34 P.M. passed with a motion by Ms. Cindy Powell and a second by Mr. Stephen Chapman.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Kymberly King	Absent
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

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PRESIDENT

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SECRETARY

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