

**RECORD OF BOARD PROCEEDINGS  
MINUTES FROM THE MEETING  
Ludlow, Kentucky, April 28, 2014**

The Ludlow Independent Board of Education met at the Board of Education Conference Room 525 Elm Street Ludlow, KY 41016 at 7:00 PM, on April 28, 2014, with the following members present:

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

Present Board Members:

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

**1. Call to Order**

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

Discussion:

Others Present at the Meeting:

Mr. Mike Borchers, Superintendent; Ms. Jenny McMillen, Board Secretary & CCR Coordinator; Mr. Rick Smith, Director of Special Education; Ms. Vikki Wofford, Board Treasurer & Financial Analyst; Ms. Lisa Brownfield, Director of Food Services; Mr. Joe Beard, High School Principal; Mr. Steve Hart, High School Assistant Principal; Mr. Ehmet Hayes, Architect.

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

Rationale:

Ms. Amy Hayden led the Pledge of Allegiance.

**2. Approval of Agenda**

Rationale:

It was recommended that the board approve the Agenda.

**Order #70 - Motion Passed:** Approval of the Agenda passed with a motion by Ms. Cindy Powell and a second by Ms. Amy Hayden.

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

## 3. Recognition and Information Agenda

Rationale:

These items were presented for recognition and information.

### 3.1. Monthly Reports

Rationale:

These items were presented for information.

Discussion:

Mr. Mike Borchers reviewed the monthly reports. Ms. Vikki Wofford reviewed the Balance Sheet. Mr. Randy Wofford answered questions pertaining to how fundraising works for basketball.

### 3.2. Personnel

Rationale:

These items were presented for information.

Discussion:

Mike Borchers reviewed the personnel items.

### 3.3. Monthly Activities

Rationale:

These items were presented for information.

Discussion:

Mr. Mike Borchers reviewed the many activities in the month of May.

### 3.4. Spotlight Items

Rationale:

These items are presented for information.

Referencing two of the spotlight items this month:

- See the additional attachment to learn more about Ms. Goodpaster's project.
- Click [HERE](#) to see details about the Excellence in Education Awards.

Discussion:

Mike Borchers reviewed the Shining stars for April.

## 4. Consent Agenda

Rationale:

It was recommended that the board approve the Consent Agenda.

**Order #71 - Motion Passed:** Approval of the consent agenda passed with a motion by Ms. Cindy Powell and a second by Ms. Amy Hayden.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Yes
Ms. Kymberly King	Yes
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 March Regular Meeting.

#### **4.2. Monthly Bills**

Rationale:

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

Discussion:

Mr. Mike Borchers and Ms. Vikki Wofford reviewed the AP Warrant Report and the Credit Card Summary.

#### **4.3. Fundraising Requests**

Rationale:

It was recommended that that board approve the Fundraising requests.

#### **4.4. Substitute Teacher**

Rationale:

Ms. Rebecca Wiggins

It was recommended that the board approve adding the substitute teacher to the district list.

### **5. Discussion and Action Agenda**

#### **5.1. Audit Contract**

Rationale:

The Audit Contracts for the fiscal year ending June 30, 2014 were attached for review. KDE requires the contract for this service to be approved by the Board of Education and forwarded to KDE for their approval. Bertke, Sparks, & Kremer, Inc. have been providing this service for the district. It is a recommendation of KDE, but not a requirement to change auditors every 3-5 years.

It was recommended to change to Barnes Dennig & Co., Ltd. auditing firm, the purchasing firm of Bertke, Sparks, & Kremer, Inc.

## Discussion:

Ms. Vikki Wofford explained the process for arriving at this recommendation. Mr. Steve Chapman wants to ensure that our district has a new Lead Auditor this year. The board would like to ensure that Mr. George Sparks is not a part of the Audit Team so that we can have a new full set of auditors reviewing our books. Ms. Vikki Wofford will request again that we have a new Lead Auditor and that Mr. George Sparks will not be a part of the team at all, just as an added protection for the board.

**Order #72 - Motion Passed:** Approval of the audit contract for the fiscal year ending June 30, 2014 being awarded to Barnes & Dennig & Co., Ltd. passed with a motion by Mr. Stephen Chapman and a second by Ms. Cindy Powell.

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

### 5.2. 2014-2015 Salary Schedules

## Rationale:

The 2014-2015 Salary Schedules reflect a 1% increase from the 2013-2014 schedules, as required by KDE. In its preliminary phase, it appears that KDE may require a 2% salary increase for the 2015-2016 school year.

It was recommended that the board approve the 2014-2015 Salary Schedules.

## Discussion:

Upon questions from Ms. Kym King, Mr. Borchers explained the difference between certified and classified staff policies. Ms. King would like Mr. Borchers to research a sick day buyout policy for classified staff.

**Order #73 - Motion Passed:** Approval of the 2014-2015 Salary Schedules passed with a motion by Ms. Kymberly King and a second by Ms. Amy Hayden.

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

### 5.3. Summer Breakfast-Lunch Program

## Rationale:

Ms. Lisa Brownfield, Food Service Director would like to continue the Summer Breakfast-Lunch Program sponsored by the Division of School and Community Nutrition at KDE. Any child 18 years of age and younger would be permitted to participate in this summer breakfast-lunch program free of charge. The program receives federal reimbursements based upon the number of meals served over the summer. The dates for the summer program would be as follows: breakfast - June 9th through June 20th and July 7th through July 31st (29 days - no meals served July 3rd and July 4th), and lunch - June 9th through July 31st (37 days - no meals served July 3rd and July 4th). The federal reimbursements

from the program pay for the cost of the food and labor for the summer. Last summer, 6582 lunches were served to children in our community. In addition, 168 adult lunches were served.

It was recommended to approve the Summer Breakfast-Lunch Program for 2014.

Discussion:

Mr. Mike Borchers and Ms. Lisa Brownfield reviewed the summer breakfast and lunch programs.

**Order #74 - Motion Passed:** Approval of the Summer Breakfast-Lunch Program for 2014 passed with a motion by Ms. Amy Hayden and a second by Ms. Kymberly King.

Mr. Stephen Chapman      Yes

Ms. Amy Hayden            Yes

Ms. Kymberly King        Yes

Mr. William McMillen     Yes

Ms. Cindy Powell          Yes

#### **5.4. Community Eligibility Provision Program**

Rationale:

Ms. Brownfield was at the meeting to explain the CEP program and the benefits for our students. She had further data to support her recommendation to the board.

It was recommended that the board approve the CEP Program.

Discussion:

Mr. Borchers and Ms. Brownfield reviewed the district's application for the Community Eligibility Provision (CEP) Program, along with how this program works. The program will make all breakfasts and lunches free for all students. The rules of the Federal Government concerning nutrition guidelines will not change due to the district applying for this program. Several board members commented on how this would be a big financial savings for our parents and families. Upon voting to proceed with this program, Mr. Chapman wanted noted that he feels the Federal Government shouldn't dictate what schools serve to students, and Ms. Powell noted that parents should still take basic responsibility to feed their own children.

**Order #75 - Motion Passed:** Approval of the Community Eligibility Provision (CEP) Program passed with a motion by Ms. Kymberly King and a second by Ms. Amy Hayden.

Mr. Stephen Chapman      Yes

Ms. Amy Hayden            Yes

Ms. Kymberly King        Yes

Mr. William McMillen     Yes

Ms. Cindy Powell          Yes

#### **5.5. Superintendent Professional Growth and Effectiveness System (SPGES)**

Rationale:

This item was presented for discussion.

Discussion:

Mr. Mike Borchers discussed the changes that KY's Superintendents will see in their evaluation system, just as all teaches and educators. He reviewed the basics of the changes and will go into more detail at a future meeting.

### **5.6. MEP Project Update**

Rationale:

Mr. Ehmet Hayes attended the meeting to update the board on the MEP Project.

This item was presented for discussion.

Discussion:

Ehmet Hayes discussed the project is moving a little slower than planned, but they continue to hold update meetings with the contractors to enforce the established timeline.

### **5.7. Stadium Project Update**

Rationale:

Mr. Ehmet Hayes attended the meeting to update the board on the Stadium Project.

This item was presented for discussion.

Discussion:

Mr. Hayes discussed the timeline updates on this project. He will research fencing samples for next month's meeting.

### **5.8. Facilities Update**

Rationale:

Director of Maintenance, Mr. Randy Wofford, attended the meeting to update the board on the status of the school facilities.

This item was presented for discussion.

Discussion:

Mr. Mike Borchers and Mr. Randy Wofford gave an update on status of the projects related to the TELL survey results. Mr. Wofford reviewed current projects as well as explained a list of summer projects/enhancements that will take place to continue to beautify our campus. A discussion was held regarding the fencing around the elementary building on Oak Street - aesthetics versus safety. Options will continue to be discussed.

## **6. Other Business**

Rationale:

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

**6.1. Board**

Discussion:  
No items presented.

**6.2. Staff**

Discussion:  
No items presented.

**6.3. Teachers**

Discussion:  
No items presented.

**6.4. Public**

Discussion:  
No items presented.

**7. Adjourn**

Rationale:  
It was recommended that the board adjourn the meeting.

**Order #76 - Motion Passed:** Adjournment of the meeting at 9:04 PM passed with a motion by Ms. Amy Hayden and a second by Ms. Kymberly King.

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

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PRESIDENT

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SECRETARY

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