

**RECORD OF BOARD PROCEEDINGS
MINUTES FROM THE MEETING
Ludlow, Kentucky, January 19, 2017**

The Ludlow Independent Board of Education met at the Conference Room
525 Elm Street
Ludlow, KY 41016 at 7:00 PM, on January 19, 2017, with the following members present:

Attendance Taken at 7:00 PM:

Present Board Members:

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

Absent Board Members:

Ms. Amy Hayden

1. Call to Order

1.1. Call to Order by Mrs. Hayden

Rationale:

Board President, Ms. Amy Hayden, will call the meeting to order.

Discussion:

Other Present at the Meeting: Mike Borchers, Superintendent; Jenny McMillen, Board Secretary & CCR Coordinator; Rick Smith, Director of Special Education; Travis Caudill, HS Principal; Jason Steffen, ES Principal; Aubrey Cahill, Teacher

1.2. Pledge of Allegiance by Ms. Lantry

Rationale:

Ms. Judy Lantry will lead the Pledge of Allegiance.

2. Oath of Office

Discussion:

Mr. Borchers administered the Oath of Office to Judy Lantry and Cindy Powell, the newly elected Board of Education members.

3. Approval of Agenda

Rationale:

It is recommended that the board approve the Agenda.

Order #52 - Motion Passed: Approval of the Agenda passed with a motion by Mr. William McMillen and a second by Ms. Judy Lantry.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

4. Election of Board Officers

4.1. Elect President of the Board of Education

Rationale:

It is recommended that the board name Steve Chapman as President for the first year of a two-year term.

Order #53 - Motion Passed: Approval of the election of Steve Chapman as President of the Board of Education passed with a motion by Ms. Cindy Powell and a second by Ms. Judy Lantry.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

4.2. Elect Vice-President of the Board of Education

Rationale:

It is recommended that the board elect a Vice-President to serve the 2017 calendar year.

Order #54 - Motion Passed: Approval of the election of Judy Lantry as Vice-President of the Board of Education passed with a motion by Mr. William McMillen and a second by Ms. Cindy Powell.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

4.3. Elect Secretary to the Board of Education

Rationale:

It is recommended that the board elect Mrs. Jenny McMillen as the Secretary to the Board of Education.

Order #55 - Motion Passed: Approval of the election of Jenny McMillen as Secretary of the Board of Education passed with a motion by Ms. Cindy Powell and a second by Ms. Judy Lantry.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

4.4. Elect Treasurer to the Board of Education

Rationale:

It is recommended that the board elect Mrs. Vikki Wofford as the Treasurer to the Board of Education.

Order #56 - Motion Passed: Approval of the election of Vikki Wofford as Treasurer of the Board of Education passed with a motion by Mr. William McMillen and a second by Ms. Judy Lantry.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

5. Recognition and Information Agenda

Rationale:

These items are presented for recognition and information.

Discussion:

In recognition of Board Appreciation Month, Mr. Borchers thanked each of the board members and showed the student video.

5.1. National School Board Recognition Month

Rationale:

January is National School Board Recognition Month. The Ludlow Independent School District is proud to join with other school districts in the nation in recognizing the contributions of all school board members, especially the dedicated members of the Ludlow Board of Education.

PROCLAMATION

To all whom these presents shall come:

WHEREAS the mission of Kentucky's public schools is to meet the diverse educational needs of all children and to empower them to become productive contributors to a democratic society and an ever-changing world; and

WHEREAS the members of the Ludlow Board of Education are among the 872 locally-elected school board members across Kentucky whose commitment to children and belief that all children can be successful learners is well documented; and

WHEREAS the members of the Ludlow school board work with parents, educational professionals and other community members to create the educational vision we want for our students; and WHEREAS this community's school board members are, in the truest sense, volunteers who are also full-time parents and working men and women who devote uncounted unpaid hours each year to community leadership in education; and

WHEREAS the members of the Ludlow Board of Education are strong advocates for public education who communicate the needs of the school district to the public and the public's expectations to the district's employees; and

WHEREAS January 2017 will mark the nationwide observation to honor the continuing contributions by local school board members across America,

NOW, THEREFORE, we, the Ludlow Independent School District, hereby declare our appreciation to the members of the Ludlow Board of Education and do proclaim the month of January 2017, to be School Board Recognition Month in Ludlow. We urge all citizens to join us in recognizing the dedication and hard work of local school board members in preparing today's students for tomorrow's world.

Thank you to our board members!

Discussion:

In recognition of Board Appreciation Month, Mr. Borchers thanked each of the board members and showed the student video to highlight the many positive things they've made possible for the district.

5.2. Monthly Reports

Rationale:

These items are presented for information.

Discussion:

Mr. Borchers reviewed the monthly reports.

5.3. Monthly Activities

Rationale:

These items are presented for information.

5.4. Spotlight Items

Rationale:

This item is presented for information. A mid-year review of the new HealthPoint Medical and Dental Center at Ludlow will be presented.

5.5. Fundraising Requests

Rationale:

The fundraising requests are presented for your information.

6. Consent Agenda

Rationale:

It is recommended that the board approve the Consent Agenda.

Order #57 - Motion Passed: Approval of the Consent Agenda passed with a motion by Ms. Cindy Powell and a second by Ms. Judy Lantry.

Mr. Stephen Chapman Yes

Ms. Amy Hayden Absent

Ms. Judy Lantry Yes

Mr. William McMillen Yes

Ms. Cindy Powell Yes

6.1. Approval of Minutes

Rationale:

It is recommended that the board approve the minutes of the December Regular Meeting.

6.2. Monthly Bills

Rationale:

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

Discussion:

Mr. Borchers reviewed the monthly bills.

6.3. Non-Resident Contracts for 2017-2018

Rationale:

Each year, our district enters into Non-Resident Contracts for educating students residing outside of our school district. In order for our district to include these students in our Average Daily Attendance (ADA) calculations for next year, these contracts are signed by both participating districts. In addition to the ADA Non-Resident Contracts, parents of these students agree to pay a tuition fee of \$250.00 per year.

It is recommended that the board approve the Non-resident Contracts.

7. Discussion and Action Agenda

7.1. 2017-2018 School Calendar

Rationale:

It is recommended that the board approve the 2017-2018 School Calendar.

Order #58 - Motion Passed: Approval of the 2017-2018 School Calendar passed with a motion by Ms. Judy Lantry and a second by Mr. William McMillen.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

7.2. Board Meeting Dates - 2017

Rationale:

It is recommended that the board approve the meeting dates for 2017.

Order #59 - Motion Passed: Approval of the Board of Education Meeting Dates for 2017 passed with a motion by Ms. Judy Lantry and a second by Ms. Cindy Powell.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

7.3. 2017-2018 Draft Budget

Rationale:

2017-2018 Draft Budget

January begins the budgeting cycle for the next fiscal year (2017-2018). The budgeting process for a school district is a planning tool to assist in the monitoring of fiscal resources in our district. This process will be refined on multiple occasions over the next nine months due to a variety of factors; Commonwealth of Kentucky Budget allocations for Districts and Programs (SEEK Program, State Grants, etc.), and Average Daily Attendance/Enrollment for remainder of the school year.

The state of the Commonwealth's fiscal health is critical. With the uncertainty of our tentative 2017-2018 SEEK forecast, we have maintained our expenses based on actual, trending, and anticipated payroll step increases. To maintain a strong contingency and healthy carry-forward, we must address our expenses in the budget.

This Draft Budget has been approached with conservative views on revenue and expenses based on historical actuals (2016). There are two big variables in this budget on the revenue side, the beginning balance and SEEK funding. As the year progresses these numbers will become more concrete and allow the district to see next year's budget more clearly. With that said, here are a few details from the attached budget:

Property tax revenue has been budgeted on the premise that the Board of Education will levy a rate that will generate the maximum allowable 4% increase.

At this time, salaries will increase based solely on experience levels and step increases.

All programs will be evaluated to ensure that they are meeting the needs of our students.

Retirements will be evaluated and may be absorbed with current staff when possible.

Evaluating staffing levels to reflect the student membership in each school.

As required by statute, it is recommended that the board approve the Draft Budget for the 2017-2018 fiscal year as presented. As the budget cycle moves forward and more information becomes available, changes will be necessary.

Discussion:

A discussion took place between Mr. Borchers and the board members regarding the plan to increase the purchase and use of technology devices in classrooms.

Order #60 - Motion Passed: Approval of the 2017-2018 Draft Budget passed with a motion by Ms. Cindy Powell and a second by Ms. Judy Lantry.

Mr. Stephen Chapman	Yes
Ms. Amy Hayden	Absent
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

8. Other Business

Rationale:

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

8.1. Board

Discussion:

Mr. Chapman reminded the board members about the upcoming KSBA meeting. Mr. Borchers and Mr. Caudill recognized those involved in the successful All 'A' Classic tournament that was hosted by Ludlow High School.

8.2. Faculty & Staff

Discussion:

No items presented.

8.3. Public

Discussion:

No items presented.

9. Adjourn

Rationale:

It is recommended that the board adjourn the meeting.

Order #61 - Motion Passed: Approval to adjourn the meeting at 8:20 PM passed with a motion by Ms. Judy Lantry and a second by Mr. William McMillen.

Mr. Stephen Chapman Yes

Ms. Amy Hayden Absent

Ms. Judy Lantry Yes

Mr. William McMillen Yes

Ms. Cindy Powell Yes

PRESIDENT

SECRETARY