

**RECORD OF BOARD PROCEEDINGS  
MINUTES FROM THE MEETING  
Ludlow, Kentucky, January 17, 2019**

The Ludlow Independent Board of Education met at the Conference Room  
525 Elm Street  
Ludlow, Kentucky 41016 at 7:00 PM, on January 17, 2019, with the following members present:

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

Present Board Members:

Ms. Amy Hayden  
Kym King  
Ms. Judy Lantry  
Mr. William McMillen  
Ms. Cindy Powell

**1. Call to Order**

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

Rationale:

Superintendent, Mr. Mike Borchers, will call the meeting to order.

Discussion:

Others Present at the Meeting: Mike Borchers, Superintendent; Jenny McMillen, CCR Coordinator & Board Secretary; Vikki Wofford, Financial Analyst & Board Treasurer; Kyle Fancher, Director of Technology; Aubrey Cahill, Director of Elementary Special Education; Adam Clary, Director of High School Special Education; Jason Steffen, Elementary Principal; Travis Caudill, High School Principal; Beth Bain, Speech & Language Therapist; Jen McDermott, Preschool Teacher; Trisha Scheyer, River City News

Prior to the start of the meeting, new members Kym King, Cindy Powell, and William McMillen were sworn in.

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

Rationale:

Ms. Cindy Powell will lead the Pledge of Allegiance.

**2. Approval of Agenda**

Rationale:

It is recommended that the board approve the Agenda.

**Order #35 - Motion Passed:** Approval of the Agenda as presented passed with a motion by Mr. William McMillen and a second by Ms. Amy Hayden.

Ms. Amy Hayden	Yes
Kym King	Yes
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

### 3. Election of Board Officers

#### 3.1. Elect President of the Board of Education

Rationale:

It is recommended that the board elect a President for the first year of a two-year term.

**Order #36 - Motion Passed:** Approval to name Judy Lantry as President of the Board of Education passed with a motion by Ms. Amy Hayden and a second by Kym King.

Ms. Amy Hayden	Yes
Kym King	Yes
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

#### 3.2. Elect Vice-President of the Board of Education

Rationale:

It is recommended that the board elect a Vice-President for the first year of a two year term.

**Order #37 - Motion Passed:** Approval to name Cindy Powell as Vice President of the Board of Education passed with a motion by Mr. William McMillen and a second by Ms. Amy Hayden.

Ms. Amy Hayden	Yes
Kym King	Yes
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

#### 3.3. Elect Secretary to the Board of Education

Rationale:

It is recommended that the board elect the Secretary to the Board of Education.

**Order #38 - Motion Passed:** Approval to name Jenny McMillen as the Secretary of the Board of Education passed with a motion by Ms. Cindy Powell and a second by Kym King.

Ms. Amy Hayden	Yes
Kym King	Yes
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

#### 3.4. Elect Treasurer to the Board of Education

Rationale:

It is recommended that the board elect the Treasurer to the Board of Education.

**Order #39 - Motion Passed:** Approval to name Vikki Wofford as the Treasurer of the Board of Education passed with a motion by Ms. Amy Hayden and a second by Kym King.

Ms. Amy Hayden	Yes
Kym King	Yes
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

#### **4. Recognition and Information Agenda**

Rationale:

These items are presented for recognition and information.

##### **4.1. 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 Independent Board of Education.

Proclamation  
Honoring the members of the  
Ludlow Independent Board of Education  
during School Board Recognition Month  
January 2019

WHEREAS our community values a quality education as a vital step along the pathway to success for our children; and

WHEREAS Amy Hayden, Kymberly King, Judy Lantry, William McMillen, Cindy Powell contribute greatly to this community through their service on the Ludlow Independent Board of Education; and

WHEREAS these decision-makers are responsible for maintaining strong, effective budgetary oversight, high standards for employment and a safe, well-managed set of school facilities; and

WHEREAS these board members are serving our community with integrity, honor and a commitment to our children's futures; and

WHEREAS January 2019 marks Kentucky's observation of their contributions through School Board Recognition Month;

THEREFORE, I, Michael J. Borchers, Superintendent, do hereby proclaim the month of January 2019 throughout this community as School Board Recognition Month and urge all citizens to honor Amy Hayden, Kymberly King, Judy Lantry, William McMillen, Cindy Powell for their service.

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January 17, 2019

Thank you to our board members!

#### **4.2. Monthly Reports**

Rationale:

These items are presented for information.

#### **4.3. Monthly Activities**

Rationale:

These items are presented for information.

#### **4.4. Spotlight Items**

Rationale:

Jenny McMillen will talk about the Holiday Dinner Party that took place on December 18, 2018. Jason Steffen, Aubrey Cahill, Beth Bain, and Jennifer McDermott will present items regarding the National Preschool Conference they attended.

#### **4.5. Fundraising Requests**

Rationale:

The fundraising requests are presented for your information.

#### **4.6. 2019 KSBA Annual Conference**

Rationale:

Mark your calendar to attend the 83rd Annual Conference, February 22-24, 2019 at the Galt House in Louisville. Network with colleagues from across the state and participate in informative workshops and general sessions designed to enhance your school board service.

Details on conference agenda are attached. Please let Cheryl know what sessions you plan to attend. Be sure to make a selection in each section. Also, room reservations need to be made, let me know the days you will need a room.

#### **4.7. Personnel**

Rationale:

In accordance with the provisions of KRS 160.390, personnel changes are reported to the Board of Education by the superintendent of schools. These items are presented for information only.

#### **5. Consent Agenda**

Rationale:

It is recommended that the board approve the Consent Agenda.

**Order #40 - Motion Passed:** Approval of the Consent Agenda passed with a motion by Ms. Amy Hayden and a second by Mr. William McMillen.

Ms. Amy Hayden	Yes
Kym King	Yes
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

**5.1. Approval of Minutes**

Rationale:

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

**5.2. Monthly Bills**

Rationale:

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

**5.3. Non-Resident Contracts for 2018-2019**

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.

**5.4. Substitute Teachers**

Rationale:

Danielle Frevola

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

**5.5. Family Medical Leave of Absence**

Rationale:

Danielle Zink, approximately March 22, 2019-May 3, 2019 or May 17, 2019

Kristina Richmond, approximately March 25, 2019-May 23, 2019

**6. Discussion and Action Agenda**

**6.1. School Calendar Committee**

Discussion:

Ms. Powell asked that the committee consider closing school on Veteran's Day.

**Order #41 - Motion Passed:** Approval of the Calendar Committee passed with a motion by Ms. Cindy Powell and a second by Ms. Amy Hayden.

Ms. Amy Hayden            Yes

Kym King                Yes

Ms. Judy Lantry        Yes

Mr. William McMillen    Yes

Ms. Cindy Powell        Yes

**6.2. Board Meeting Dates - 2019**

Rationale:

It is recommended that the board approve the meeting dates for 2019.

Discussion:

Members discussed starting times to change to 6:00, 6:30, or to remain at 7:00pm. It was decided that beginning in February, meetings will now start at 6:30pm.

**Order #42 - Motion Passed:** Approval of the board meeting dates for 2019 passed with a motion by Ms. Cindy Powell and a second by Mr. William McMillen.

Ms. Amy Hayden	Yes
Kym King	Yes
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

**6.3. 2019-2020 Draft Budget**

Rationale:

2019-2020 Draft Budget

January begins the budgeting cycle for the next fiscal year (2019-2020). 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 2019-2020 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 (2018). 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 2019-2020 fiscal year as presented. As the budget cycle moves forward and more information becomes available, changes will be necessary.

Discussion:

Ms. King asked about the planned carry forward amount as well as prior year amounts.

**Order #43 - Motion Passed:** Approval of the Draft Budget for the fiscal year 2019-2020 passed with a motion by Ms. Cindy Powell and a second by Ms. Amy Hayden.

Ms. Amy Hayden	Yes
Kym King	Yes
Ms. Judy Lantry	Yes
Mr. William McMillen	Yes
Ms. Cindy Powell	Yes

#### **6.4. Board Policy Update - Food Service**

Rationale:

This item is presented for discussion and first reading.

Discussion:

This updated policy is being presented for its first reading.

#### **6.5. School MAP Data**

Rationale:

These items are presented for information purposes.

Discussion:

Jason Steffen and Travis Caudill presented MAP, showing highlights and areas of concern. They discussed intervention methods to address the concerns. Kyle Fancher presented information on two new technology tools for students to access to help weaknesses, especially in the area of math.

#### **7. Other Business**

Rationale:

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

##### **7.1. Board**

Discussion:

Ms. Powell asked about the number of families helped by the FRYSC for Christmas.

##### **7.2. Faculty & Staff**

Discussion:

No items presented.

##### **7.3. Public**

Discussion:

No items presented.

**8. Adjourn**

Rationale:

It is recommended that the board adjourn the meeting.

**Order #44 - Motion Passed:** Approval to adjourn the meeting at 8:39 PM passed with a motion by Ms. Cindy Powell and a second by Ms. Amy Hayden.

Ms. Amy Hayden            Yes

Kym King                Yes

Ms. Judy Lantry        Yes

Mr. William McMillen    Yes

Ms. Cindy Powell        Yes

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PRESIDENT

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SECRETARY