

**Robertson County Board of Education  
Board Meeting Minutes  
June 17, 2024  
6:00 pm**

Present: Board Members – Marsha Jones- Vice Chair, Darlene Gifford, Wendell Haag, Brandy Sutton, Interim Superintendent/Board Secretary – Andy Dotson, Treasurer – Tracy Teegarden, Assist. Supt./DPP – Aaron Massey, Principal – Shanda Gay

Others- None

Meeting was called to order by Marsha Jones at 6:00 pm. All present except John Burns.

**ADOPT AGENDA**

**BOARD ITEM 61724-1**

Motion was made by Mr. Haag and seconded by Mrs. Gifford to approve agenda.

VOTE: 4-0

**REPORTS**

**PRINCIPAL'S REPORT- Shanda Gay**

Mrs. Gay, Principal, presented to the Board they are currently working on the certified evaluation plan, student handbook, master schedule, and class rosters.

**ASSISTANT SUPERINTENDENT/D.P.P.'S REPORT-Aaron Massey**

Mr. Massey, Assistant Superintendent/D.P.P., reported to the Board the current enrollment K-12 is 421 and this does not include preschool and head start. There are currently 24 kindergarteners enrolled. The SAAR report, approved school calendar, and ESS report have been submitted.

**BOARD ATTORNEY'S REPORT-Claire Estill**

Mrs. Estill, Board Attorney, was not present for the board meeting.

**FINANCE OFFICER'S REPORT-Tracy Teegarden**

Ms. Teegarden, Finance Officer, presented to the Board the total fund ending cash balance at the end May 31, 2024, and the general fund 1 ending cash balance as May 31, 2024. The Finance Department has been working getting all invoices on had processed for year-end close, processing June payrolls, reviewing projects for year-end close, and getting next year employee contracts ready.

**INTERIM SUPERINTENDENT'S REPORT-Andy Dotson**

Mr. Dotson, Superintendent, presented to the board that the first eleven days have been exciting, and everyone has been great. He is meeting employees, using it as an opportunity to listen, and wants to know how he can support them moving forward.

**APPROVAL OF BOARD MEETING MINUTES**

**BOARD ITEM 61724-2**

Motion was made by Mrs. Sutton and seconded by Mr. Haag to approve the following board meeting minutes of May 20, 2024.

VOTE: 4-0

**APPROVE BILLS AND CLAIMS**

**BOARD ITEM 61724-3**

Motion was made by Mrs. Sutton and seconded by Mr. Haag to approve all bills and claims.

VOTE: 4-0

**APPROVE/ACKNOWLEDGE FUNDRAISERS/TRAVEL REQUESTS/OUT OF STATE TRIPS/BUILDING USE REQUESTS/PERSONNEL ACTIONS**

**BOARD ITEM 61724-4**

Motion was made by Mrs. Sutton and seconded by Mr. Haag to approve all fundraisers/travel requests/out of state trips/building use requests/personnel actions.

VOTE: 4-0

**Travel Request**

6/19/24-6/19/24- Tamara Leadingham-Jones to preschool & Spec Ed training in Lexington, KY

7/9/24-7/10/24- Amanda Smoot & Susan Ashcraft to preschool evaluation training in Morehead, KY

7/9/24-7/10/24 Tamara Leadingham-Jones to preschool & Spec Ed training in Morehead, KY

7/14/24-7/16/24- Tamara Leadingham-Jones to preschool & Spec Ed training in Lexington, KY

7/15-24-7/17/24- Susan Ashcraft to home visits for Preschool-K in Robertson County, KY

7/19/24-7/20/24- Tamara Leadingham-Jones to preschool & Spec Ed training in Ashland, KY

7/19/24-7/20/24- Amanda Smoot & Susan Ashcraft to preschool evaluation training in Ashland, KY

7/26/24- Shannon Schalch to a visual phonics professional development class at KEDC in Lexington, KY

8/5/24-8/9/24- Shannon Schalch, Breanna Green, Vickey Covey, Amanda Gray, & Erin Smith to Orton Gillingham professional development in Ashland, KY

8/6/24- Tamara Leadingham-Jones & Susan Ashcraft to Autism Training in Mount Sterling, KY

### **School Related Student Trip Requests**

None.

### **Out of State Trip Requests**

None.

### **School Fundraisers**

7/19/24 – 7/20/24- Robertson County Athletic Boosters to do a Fundamental Basketball Learning Camp.

### **Building Use Request**

7/19/24 – 7/20/24- Robertson County Athletic Boosters to use the RCS Gym for a basketball camp.

### **Student Fees**

None.

### **Personnel**

#### **New Hire: (pending all board requirements)**

Dr. Sanford Holbrook transfer to Assistant Principal

#### **Certified Substitute Teachers**

**2024-2025**

<u>Last</u>	<u>First</u>
Covey	Vicki
Turner	Autumn
Mitchell	Carol
Hughes	Cody
Gray	Amanda
Unthank	Lora
Dufresne	Brian
Ashcraft	Susan
Smith	Erin
Massey	Rodney
Holbrook	Stephanie
Turner	Kelsey
Flack	Haley

Myers	Kristen
Turner	Carley
Case	Dominique
Chain	Virginia Gail
Dotson	Melissa

**Classified Sub List  
2024-2025**

<u>Last</u>	<u>First</u>	
Hitt	Evelyn	Sub Cook
Turner	Autumn	Sub
Cracraft	Jared	Sub Custodian
Kuhl	Barbara	Sub
Insko	Patti	Sub Nurse
Case	Kelly	Sub Cook/Custodian
Earlywine	Arlie	Sub Custodian
Flack	Mattie	Sub Bus Monitor
Burgan	Gina	Sub Cook
Turner	Carley	Sub
Clark	Melissa	Sub
Clifford	Chasity	Sub
Dotson	Melissa	Sub

**Sub Bus Drivers  
2024-2025**

<u>Last</u>	<u>First</u>
Gifford	Frank
Holbrook	Sanford
Mitchell, Jr.	Thomas
Martin	Darrin
Hughes	Kenny Jason
Tuel	Gary Steven

**Resignations:**

Madison Case  
Raenne Burden  
Tiffanie Conley  
Dawn Ann Cooper

**DISCUSS/CONSIDER APPROVING 1<sup>ST</sup> READING OF KSBA POLICIES AND PROCEDURES UPDATES FOR 2024-25 SCHOOL YEAR  
BOARD ITEM 61724-5**

Motion was made by Mrs. Gifford and seconded by Mrs. Sutton to approve the 1<sup>ST</sup> reading of KSBA policies and procedures updates for 2024-25 school year.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING 24/25 JAG (JOBS FOR AMERICAN GRADUATES) MOU  
BOARD ITEM 61724-6**

Motion was made by Mr. Haag and seconded by Mrs. Sutton to approve a 24/25 JAG (Jobs for American Graduates) MOU.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING CREATING JAG POSITION AND JOB DESCRIPTION FOR 24/25  
BOARD ITEM 61724-7**

Motion was made by Mrs. Gifford and seconded by Mrs. Sutton to approve creating a JAG position and job description for 24/25.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING MAYSVILLE COMMUNITY AND TECHNICAL COLLEGE AGREEMENT FOR 24/25  
BOARD ITEM 61724-8**

Motion was made by Mr. Haag and seconded by Mrs. Gifford to approve Maysville Community and Technical College dual credit agreement for 24/25.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING CENTRAL KENTUCKY PSYCHOLOGICAL SERVICES CONTRACT FOR 24/25  
BOARD ITEM 61724-9**

Motion was made by Mrs. Sutton and seconded by Mr. Haag to approve Central Kentucky Psychological Services contract for 24/25.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING QUOTE TO PURCHASE HOUGHTON MIFFLIN HARCOURT READING CURRICULUM FOR K-5  
BOARD ITEM 61724-10**

Motion was made by Mrs. Gifford and seconded by Mrs. Sutton to approve a quote to purchase Houghton Mifflin Harcourt reading curriculum for K-5th grades as a single source purchase totaling \$32, 604.80.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING QUOTE TO PURCHASE HOUGHTON MIFFLIN  
HARCOURT READING CURRICULUM FOR 9-12  
BOARD ITEM 61724-11**

Motion was made by Mr. Haag and seconded by Mrs. Sutton to approve a quote to purchase Houghton Mifflin Harcourt reading curriculum for 9-12<sup>th</sup> grades as a single source purchase totaling \$31, 822.11.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING LITERACY GRANT IMAGINATION LIBRARY  
AGREEMENT  
BOARD ITEM 61724-12**

Motion was made by Mrs. Sutton and seconded by Mrs. Gifford to approve literacy grant imagination library agreement.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING INCIDENT RESPONSE PLAN  
BOARD ITEM 61724-13**

Motion was made by Mr. Haag and seconded by Mrs. Sutton to approve the updated Incident Response Plan.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING TEACH TECH KY PROGRAM STIPEND  
BOARD ITEM 61724-14**

Motion was made by Mrs. Gifford and seconded by Mr. Haag to approve Teach Tech KY Program stipend of \$4,750.00.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING KY SAFE DRIVER SITE PROVIDER  
AGREEMENT FOR 24/25 SCHOOL YEAR  
BOARD ITEM 61724-15**

Motion was made by Mrs. Haag and seconded by Mrs. Sutton to approve KY safe driver site provider agreement for 24/25 school year.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING INSURANCE PACKAGE RENEWAL 24-25  
BOARD ITEM 61724-16**

Motion was made by Mrs. Sutton and seconded by Mr. Haag to approve insurance package renewal for the 24-25 school year from Reed Insurance with coverage with Liberty Mutual and includes property liability, and fleet insurance \$139,896, workers' compensation with KEMI \$14,488.00, and cyber liability with Chubb \$2,278.00.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING STUDENT ACCIDENT INSURANCE RENEWAL  
24-25**

**BOARD ITEM 61724-17**

Motion was made by Mrs. Gifford and seconded by Mrs. Sutton to approve student accident insurance renewal quote for 24-25 school year totaling \$5,337.00.

VOTE: 4-0

**DISCUSS/CONSIDER APPROVING KPI SPEECH AND PHYSICAL THERAPY  
CONTRACT 24-25**

**BOARD ITEM 61724-18**

Motion was made by Mr. Haag and seconded by Mrs. Sutton to approve KPI speech and physical therapy contract 24-25.

VOTE: 4-0

**COMMUNICATIONS**

**DISCUSSION FROM BOARD MEMBERS OR AUDIENCE**

**BOARD ITEM 61724-19**

None.

**ADJOURNMENT**

**BOARD ITEM 61724-20**

Motion was made by Mrs. Gifford and seconded by Mrs. Sutton to adjourn the meeting.

**Time: 6:28 pm**

VOTE: 4-0

Board Chair

Secretary

Date