

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)  
Board Agenda Planning Meeting  
September 8, 2008**

The Fayette County Board of Education met at 701 East Main Street, Lexington, KY at 5:30 p.m. on the 8th day of September 2008, with the following members present: (1) **Becky Sagan**, (2) **John Price**, (3) **Melissa Bacon**, and (4) **Amanda Ferguson**

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**Staff Members Present**

Stu Silberman, Mary Browning Wright, Mike Burke, Fabio Zuluaga, Jack Hayes, Melodee Parker, Carmen Coleman, Kathy Dykes, Julie Hawkins, Brenda Allen, Michael Ernst, Mike McKenzie, Rodney Jackson, Vince Mattox

The purpose of the agenda planning meeting is to review the draft agenda with the Board before the official Board Meeting on September 22, 2008. The draft agenda is filed with the official minutes.

**A. Call to Order**

Becky Sagan, Chair convened the meeting at 5:33 p.m.

**B. Roll Call**

Becky Sagan, John Price, Melissa Bacon, Amanda Ferguson

**G. Introductions, Student Performance and Recognitions**

**1. Introductions**

Becky Sagan introduced the teacher and student representatives for the September 8th meeting.

- a. Student Representative: Catherine Mannon, Henry Clay High School
- b. Teacher Representative: Meredith Dunn, Northern Elementary School

**H. Reports, Communications and Resolutions**

**1. Progress Reports**

**A. Superintendent's Report**

**b. District Improvement Plan/2020 Vision Report – Written Report**

**Jack Hayes:**

- Kindergarten screening report to be given in October.
- Organizational Health Inventory – 6 schools participated in 2007-2008 – not specifically student oriented, but the organization of the entire school, the culture and climate of the adults in the schools. Approximately 30 schools are now interested.
- Goal focus, cohesiveness, problem solving – components of the OHI

**Stu Silberman:**

- Organizational Health Inventory is labor intensive – not sure all 30 schools can participate because of time constraints on personnel. Very focused program and individualized for each school.
- Seeing good movement with the schools that participated.
- Would like to do the survey in all the schools this year and possibly complete the OHI in 15 schools.

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**John Price** – Activity E3 - Suggest that we mandate all new teachers to take the Culturally Responsive Training and Learning.

**Stu Silberman** – This is the plan for next year.

**2020 Vision Report:** Written report given to Board members. Hard copy included with permanent minutes.

**Stu Silberman** – The intent of the report is to show where we are today and contains pre-2020 Vision programs and current programs.

Kim Lyon gave an overview of the 2020 Vision Report.

- Report will be posted on the web.

## J. Approval of Consent Items

1. **Award of Bids/Proposals and Bid Contract Extensions** – Placeholder
2. **Actions for Post Approval and Claims** – Placeholder
3. **Special and Other Leaves of Absence** – No discussion
4. **Requests from Principals for Extended Trips** – No discussion
5. **Professional Leave by District Personnel** – No discussion
6. **U.S. Department of Education Smaller Learning Communities Grant Subcontract for Evaluation Services**

**Stu Silberman** – Second round for this grant. Grant calls for an external evaluator.

**Mike McKenzie:**

- Designed to help personalize education – make large high schools and make them small.
- Each student feels a connection to an adult in the school.
- Requires external evaluation for the grant. Dr. Lars Bjork, the evaluator, views this as a position of evaluator/consultant.
- Not once a year – the team will be working with the school all year.
- Data provided so corrections can be made at any time and not waiting till the end of the school year.

**Janie Cottrell:**

- Contract is for the year but anticipate that it would be extended.
- Guaranteed three years funding of over \$4 million and then apply for the second round of approximately \$3 million.

**Mike McKenzie:**

- Evaluator can attend Board meetings.

**John Price** – When do we get the evaluation from last year?

**Mike McKenzie** – Evaluation is due to the feds in February, but can get the evaluation by mid October.

**Stu Silberman** – Could get the Board some information before the September 22<sup>nd</sup> meeting, but not a final report.

**Amanda Ferguson** – The evaluation will be more detailed this year?

**Mike McKenzie** - Correct.

**Stu Silberman** – The evaluation will be more extensive than before. Problems with the previous evaluator.

**Mike McKenzie** – Will try to get the evaluation before the September 22<sup>nd</sup> meeting.

**Stu Silberman** – We feel good about Dr. Bojork doing the evaluation.

**Melissa Bacon** - Will this be used for new initiative or continuing the current initiatives? Is there enough money to start new initiatives?

**Mike McKenzie** – Believe there is.

**Stu Silberman** – Dr. Bojork will attend the September 22<sup>nd</sup> Board meeting.

**7. Appointment to the Certified Evaluations Appeals Panel - No discussion**

**Stu Silberman:**

- Continuation of this panel and required to make this appointment.
- Mike Kennedy has been serving in this role and Jack Hayes being the back-up – recommending they continue.

**8. Approval of Development/Installation of Playground/Fitness Equipment for Veterans Park Elementary School – No discussion**

**9. Project Lead the Way Agreement Continuation - No discussion**

**Stu Silberman:**

- Asking for this agreement to continue.
- Currently in 4 high schools with the 5<sup>th</sup> high school moving in this direction.

**James Hardin:**

- Contract from 2006 requires a supportive vote from the Board.
- All high schools will have this program next year.
- Pre-Engineering program – fully enveloping the STEM initiative and taking to the next level.
- Funded through the Perkins Grant

**Stu Silberman** – Strong hands-on-approach to science and engineering.

**James Hardin** – This is an elective class for students 9-12 with a teacher. Will get the Board the number of students participating in this program.

**K. Approval of Action Items**

**10. Approval of a BG-4 Final Approval and Payment Application to the Contract for the New Construction at Bryan Station High School BG 03-415**

**Mary Wright** – Final document needed to send to KDE to close out the project.

**John Price** – All of the punch lists have been reviewed and complete?

**Mary Wright** – Yes. Punch lists have been completed.

**11. Declaration of Surplus and Intent to Sell – Vehicles**

**Mary Wright** – There are six trucks with well over 100,000 miles and they are past their life cycle. Not cost effective to repair these trucks.

**Stu Silberman** – These are usually put up for sale on Ebay.

**Becky Sagan** – Do they sell?

**Mary Wright** – Yes. We get a better on Ebay than any other way.

**12. Declaration of Surplus and Sale of Julia R. Ewan Elementary School 350 Henry Clay Boulevard**

**Mary Wright** – First step in disposal of this property.

**Amanda Ferguson** – Is there an appraisal?

**Mary Wright** – The appraisal is already in process.

**13. Approval of BG-1 Project Application for Owner Architect Agreement for the Lafayette High School Stadium Replacement Project**

**Mary Wright** –

- Next step after design consultant.
- Includes the first estimate of costs.
- Identified as a need several years ago and have saved the money for this project without using bond money.
- Will be a cash project.
- Will complete all of the high school athletic facilities.

**Stu Silberman** – Board has been diligent in saving the money for this project and this will not affect bonding potential.

**14. Adoption and Levy of Tax Rates for School Purposes**

**Stu Silberman** – District is in good financial shape.

**Mary Wright** – Budget and Finance Committee have reviewed.

**Rodney Jackson:**

- Rates for this year are 60.5 for Real Estate and 54.2 for Personal Property
- 1.1 cent increase from the previous year.
- No increase for motor vehicles.
- 4% rate is normally adopted.
- Rates over the previous years have been fairly consistent.
- Rates increased because the growth decreased from the prior year – growth rate did not increase as much as it normally does.
- Not eligible for the additional exoneration rate this year because the amount is less than the .1 that we received in the past.

**Stu Silberman** – The 4% is basically a cost of living type of increase.

**John Price** – If we don't take the 4%, we give it up forever because it is recurring revenue if we take it and if we don't take it, it is not there to recur.

**Becky Sagan** – Is this totally separate from the nickel tax?

**Stu Silberman** – Yes, this is our operating budget. The nickel tax is only for facilities and can not be used for any operations.

**15. Working Budget**

**Mary Wright** – Budget and finance committee reviewed the working budget.

**Julane Mullins:**

- KDE requires a balanced Working Budget to the Board for approval each September.
- We continue to refine revenues and expenses based on trend analysis and market conditions.
- Budget being presented is pending completion of the annual audit due on or before November 15<sup>th</sup>.
- Strong financial position within operating general fund budget – due to factors such as deliberate plan of Zero Basing our budget; Evaluating Processes – to maximize our efficiency and resources such as revisiting our bank bid and how we management our invested funds and post our interest and our local tax base continues to be a stable and steady source of revenue.
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- Net beginning cash balance is \$37.9 million. Part of our carry-forward funds as well as what you will see in the audit in October will allow us to address cash flow issues during the months of July- September when revenue collections are slow and provide adequate liquidity to cover our payrolls and other expenses during this period of time. Rest of beginning balance is obligated.
- We are continuing to look at our revenue trends and any indicators from the economy when projecting our revenue streams.
- We work closely with PVA, sheriff's office and revenue cabinet to ensure we are using the latest data.
- This Budget reflects a 5% contingency of \$17.5 million and includes a 3% salary increases and a 1.5% step-up for both our certified and classified employees.
- The Beginning Teacher's salary for the 08-09 school year is \$36,184.

In addition to contingency, the beginning cash balance has the following obligations:

- \$7.8 million encumbered purchase orders carry forward from 2007-08 school year.
- \$825,000 approved school allocated Section 6 carry forward from the 2007-08 school year.
- \$1,000,000 Board approved Phase II - 2020 Vision Implementation.
- \$2,200,000 Board approved RFP proposals.

We are also proposing the following initiatives funded with one-time money for your consideration:

- \$1,000,000 – technology assistance and tools for various areas
- \$7,500 – IAKSS conference room replacement furniture
- \$100,000 – textbook assistance
- \$250,000 – high school AP support
- \$200,000 – school organizational health inventory

Anticipate a recurring increase of approximately \$4 million due to a projected increase in revenue collections predominantly from the following sources:

- Property Tax – new growth assessments
- Utilities Tax – collections lag

Recommending the following items be funded with these recurring revenues:

- \$60,000 – MUNIS Resource Specialist to implement succession plan in a key area that provides support to all business functions
- \$30,000 – Contract architect services for construction area
- \$40,000 – Additional law enforcement related to athletics for middle school and intra-city games
- \$55,000 – Micro Computer Specialist to support Food Services area (funded w/ food service revenue)

Recommending that the remaining balance of projected recurring revenues be utilized in 2008-2009 for one time initiatives. We expect that in 2009-2010 these funds may be required to offset the cost of legislatively mandated salary increases. Should these dollars not be needed, we would again have the option of designating these funds for other uses.

The total budget for Fund 1 (General Fund) is \$294 million. Also being asked to approve budgets for Fund 2 (Special Revenues, i.e., Grants), Food Service and Restricted Funds (Capital Outlay and Building fund). That brings the district budget to a total of \$378 million.

**John Price** – Revenue was reviewed in detail in the committee meeting.

**Becky Sagan** - Is it typical to have \$7.8 million encumbered purchase orders from the previous year?

**Julane Mullins** – These items were actually ordered last year, but had not been received by June 30th.

**John Price** – Budget gives employees 3% vs the state mandated 1%. Attention to detail and our strong budgeting processes allowed us to do this.

**Stu Silberman** – We do not get full funding from the state per the SEEK formula. Our budget is set up so that we are in a crisis, the first step would not be to start laying off personnel.

**John Price** – Discussed in the Budget and Finance Committee meeting that tax rates have held pretty constant for the most part because of the increase or growth in our assessment. This time we are having to adjust the tax rate by a small amount.

## **16. Monthly Financial Report – Placeholder**

### **L. Informational items**

#### **1. Personnel Changes**

#### **2. Board Policy Revision and Review – First Reading**

**Brenda Allen** – Policy creates a smooth transition for military children.

### **M. Oral Communications**

#### **3. Other Business -**

##### **a. Board**

##### **Discussion of Board Work**

##### **b. Staff**

**Requests from Board** – None

### **Closed Session**

*A motion was made by Amanda Ferguson and seconded by John Price, to go into closed session at 6:48 p.m. to discuss acquisition or sale of real property pursuant to KRS 61.810(1)(b), to discuss proposed or pending litigation pursuant to KRS 61.810(1)(c), and to discuss personnel pursuant to KRS 61.810(1)(f). The motion carried with a vote of 4 to 0.*

*A motion was made by Amanda Ferguson and seconded by John Price to appoint Melissa Bacon as Secretary of Closed Session. The motion carried with a vote of 3 to 0.*

### **Open Session**

*A motion was made by Amanda Ferguson and seconded by John Price, to reconvene in open session. The motion carried with a vote of 4 to 0.*

**Adjournment**

*A motion was made by Amanda Ferguson and seconded by John Price to adjourn the meeting at 7:29 p.m. The motion carried with a vote of 4 to 0.*

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CHAIR

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SECRETARY