

## 2024 Annual Agenda for Corbin Board of Education

*Approved on October 12, 2023 – Corbin Board of Education Meeting*

<p><b>January 11, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Board Office</b></p>	<ul style="list-style-type: none"> <li>* installation of Board members &amp; selection of Board Chair &amp; Vice-Chair for terms up to two years</li> <li>* select secretary to the Board, maximum term of four years [current term ends June 2024]</li> <li>* CDIP presentation and informational reports on special education and grants</li> <li>* mid-year formative evaluation of superintendent</li> <li>* review next school year's preliminary draft budget, January 31 deadline</li> <li>* review Board Mission Statement and Goals</li> <li>* approve travel of Board members to KSBA functions; approve superintendent authority to determine surplus property less than \$500</li> <li>* identify selection process for audit firm</li> </ul>
<p><b>February 15, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Board Office</b></p>	<ul style="list-style-type: none"> <li>* report on media/communication activities in the district</li> <li>* consider budget amendments to current budget, March 1 deadline</li> <li>* provide next year school budget allocations to school councils, March 1 deadline</li> <li>* select audit firm</li> </ul>
<p><b>March 14, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Board Office</b></p>	<ul style="list-style-type: none"> <li>* informational reports on technology and personnel operations; update on District Facility Plan</li> <li>* continuation of CDIP presentation, as needed</li> <li>* school councils advise superintendent and Board on next year staffing levels, March 31 deadline</li> </ul>
<p><b>April 11, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Education Center</b></p>	<ul style="list-style-type: none"> <li>* update on PGES/Certified Evaluation Plan</li> <li>* approve each school's staffing and budget allocations for next school year</li> <li>* as needed, school calendar amendments for current school year, deadline April 1</li> <li>* report on school activities for Corbin Education Center</li> </ul>
<p><b>May 16, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Board Office</b></p>	<ul style="list-style-type: none"> <li>* review activity fund budgets</li> <li>* set following year tentative salary schedule for certified personnel, extra service contracts, and classified personnel</li> <li>* annual review of salary schedules and consider salary adjustments</li> <li>* adopt next year's tentative budget, May 30 deadline</li> <li>* notify re-employment or non-renewal of certified and classified staff by May 15</li> </ul>
<p><b>June 13, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Middle School</b>  <b>5:30 Retirees</b></p>	<ul style="list-style-type: none"> <li>* informational reports on gifted education, transportation, school facilities, and after-school and summer activities</li> <li>* results update on goals in District Comprehensive Improvement Plan {CDIP}</li> <li>* set employee payroll dates for school year, set annual fees, as needed</li> <li>* retiree recognition program <span style="float: right;">*report by CMS on school activities</span></li> <li>* 1<sup>st</sup> reading on Board policies, as needed</li> <li>* review Board policies &amp; annual evaluation of superintendent</li> </ul>
<p><b>July 11, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Board Office</b></p>	<ul style="list-style-type: none"> <li>* in-district/out-of-district student migration report and, as needed, review out-of-district tuition rates</li> <li>* reports on field trips [educational &amp; athletic]</li> <li>* 2<sup>nd</sup> reading on Board policies, as needed</li> <li>* review district "Student Code of Acceptable Behavior"</li> </ul>
<p><b>August 15, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Preschool</b></p>	<ul style="list-style-type: none"> <li>* Data security practices <span style="float: right;">*report on school activities for Corbin Preschool</span></li> <li>* review unaudited annual financial report</li> <li>* within 30 days after receipt of certified assessments, Board sets tax rates; hold public hearing, if needed</li> <li>* reports on ELL and Gifted/Talented</li> </ul>
<p><b>September 15, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Primary</b></p>	<ul style="list-style-type: none"> <li>* report by staff at Corbin Primary School</li> <li>* adopt working budget, September 30 deadline</li> <li>* report on MAP assessment</li> <li>* approve the measurement, administrative and stability periods for the Affordable Care Act</li> <li>* set tax rates for motor vehicle and public utilities</li> <li>* informational reports on professional development and Titles I/II</li> </ul>
<p><b>October 10, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin Elementary School</b></p>	<ul style="list-style-type: none"> <li>* report on school activities for Corbin Elementary School</li> <li>* report on test scores, including KCCT and MAP</li> <li>* review prior year audit report</li> <li>* enrollment projections</li> <li>* update the Board's Annual Agenda</li> </ul>
<p><b>November 14, 2024</b>  <b>Thursday 6:00 pm</b>  <b>Corbin SOI</b></p>	<ul style="list-style-type: none"> <li>* report by staff at SOI on school activities</li> <li>* consider school calendar for upcoming school year</li> <li>* discussion on school calendar for upcoming school year</li> </ul>
<p><b>December 12, 2023</b>  <b>Thursday 6:00 pm</b>  <b>Corbin High School</b></p>	<ul style="list-style-type: none"> <li>*report by staff at Corbin High School</li> <li>* approve Section 125 provider</li> <li>* approve student reciprocal contracts with other school districts</li> <li>* informational reports on District Comprehensive Improvement Plan {CDIP}</li> <li>* set Board meeting dates and locations for next calendar year</li> </ul>

*The 2024 Regular Board Meetings for the Corbin Board of Education are held at 6.00 pm on the following dates & locations (unless noted:)*

Corbin Board Thursday, January 11	Corbin Board Thursday, February 15	Corbin Board Thursday, March 14	Corbin Education Center Thursday, April 11
Corbin Board Office Thursday, May 16	Corbin Middle School Thursday, June 13 (5:30)	Corbin Board Office Thursday, July 11	Corbin Preschool Thursday, August 15
Corbin Primary Thursday, September 15	Corbin Elementary Thursday, October 10	Corbin SOI Thursday, November 14	Corbin High Thursday, December 12

**2024 Dates for Budget Actions:**

Review "Draft Budget" for next school year	prior to January 31
Allocate budgets to School Councils	March 1
Make current budget amendments, as needed	March 1
Adopt "Tentative Budget" for next school year	May 30
Set tax rates for motor vehicle & utilities	September
Publish financial statement in newspaper	prior to August 30
Approve Annual Financial Report	July 25 submit to KDE
Adopt "Working Budget" for current school year	September 30
Set tax rates for real and tangible property	30 days after receipt of state certified assessment data

**2024 Dates for Personnel Actions:**

February 1	Superintendent may begin to appoint employees for next school year
March 1	Provide School Councils staffing and budget allocations
March 31	School Councils advise superintendent and Board on next year staffing levels
April 15	KRS 3.123 Leave of absence persons must notify superintendent in writing, if returning
May 15	Deadline notice of non-renewal to limited contract certified & classified - KRS 161.011[5] & KRS 161.750 [2]
May 15	90 days before 1 <sup>st</sup> instructional day or May15, whichever occurs earlier, to notify certified staff on reduction of responsibility and salary with specific reason for the reduction – KRS 161.760 [3] {similar notification to classified personnel}
June 15	Limited contract teachers presumed to accept employment for next school year unless notification provided in writing to superintendent
June 15	Notice of Best Estimate of Certified Salary for that year to teachers not later than 45 days before 1 <sup>st</sup> instructional day or June 15, whichever occurs earlier – KRS 161.760 [1]
July 15	Teachers refusing assignment shall notify superintendent in writing 30 days prior to the 1 <sup>st</sup> instructional day [KRS 161.760]
July 15	Transfers or changes in appointments of teacher later than 30 days before 1 <sup>st</sup> student attendance day are limited to those grounds set out in statute – KRS 161.760 [2]
September 15	Adjust staffing allocation budgets to School Councils
October 1	PSD Forms filed with Kentucky Department of Education

**2024 Bond Debt Payments**

	<u>Amount</u>
January	\$1,364,342.81
February	\$ 324,103.26 (includes QZAB interest)
March	\$
April	\$
May	\$ 470,065.21
June	\$
July	\$ 254,241.14
August	\$ 557,790.40 (includes QZAB interest)
September	\$
October	\$ 105,000.00
November	\$ 731,024.21
December	\$ 127,500.00
<b>Total Bond Payments:</b>	<b>\$3,934,067.03</b>

<b><u>Tentative Bid Schedule:</u></b> <b>January</b> – school supplies, yearbooks, pictures, gas/diesel fuel, insurance, banking services, and audit services.	
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