

**Pendleton County Schools
Board of Education Special Meeting
June 27, 2013 7:00 PM
Pendleton Co. High School Auditorium**

Attendance Taken at 6:59 PM:

Present Board Members:

Mr. Daryl Mullins
Ms. Shawn Nordheim
Mr. Mark Ross
Mr. Tony Spence
Dr. William Verax

Pendleton County Schools Mission

Pendleton County Schools pledge is to meet the unique needs of our students through a culture of *Expectation, Engagement, and Continuous Growth* so every student is prepared for the 21st Century.

I. Call to Order

Chairman Mark Ross called the meeting to order.

I.A. Approve Agenda

Order #9192 - Motion Passed: Superintendent Strong's recommendation to approve the agenda passed with a motion by Dr. William Verax and a second by Mr. Daryl Mullins.

VOTE: *Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes*
MOTION CARRIED.

I.B. Pledge of Allegiance

Director of Adult/Community Education, JoEllen Mitchell, led the Pledge of Allegiance.

I.C. Mission Statement

District Athletic Director, Keith Smith, read the Mission Statement.

II. Instruction/Curriculum Report

II.A. TELL Survey Results - Ms. Pam Harper

After Ms. Harper's presentation, there were some questions and discussion between the board members, Superintendent, and Ms. Harper about the results from the district and the schools. Mr. Strong shared with the board that he felt good about the results based upon the comparison of the previous information. He also reminded the board that our discussion about the TELL survey results pertaining to resources will be part of the superintendent evaluation process.

III. Presentation - Joe Kalil - POST Program

IV. Recess

V. Communications

V.A. Audience Comments

V.B. Board Member Comments

Shawn Nordheim

- Happy Birthday to Mr. Mullins

Daryl Mullins

- Thank you Mr. Ross for the birthday cake.
- Thanks to the high school staff for accommodating the Commonwealth Diploma recipient.

Mark Ross

- Comments from the community on how good our grounds look.
- Comments from the community thanking the leadership for re-bonding.
- Good things happening in Pendleton County.

V.C. Superintendent Comments

Anthony Strong

- The re-bonding helped the district with several other projects.
- The July Board Meeting will include Superintendent mid-year evaluation.
- Using the new superintendent evaluation pilot.
- NKU Superintendent update

V.D. Personnel Actions

Last Name	First Name	Location	Position	Effective Date
Hire				
Bowling	Paige	DIST	Coach - JV Girls Basketball	5/20/2013
Buckner	Kelley	SMS	Instructional Coach	7/1/2013
Haubner	Steven	DSS	Substitute Bus Driver	5/21/2013

Jones	Sam	DIST	Director of Special Education	7/1/2013
Stephens	Julie	DIST	Substitute Teacher	5/10/2013
Resignation				
Cross	Adam	SMS	Principal	6/30/2013
Dennie	Dorothy	SMS	Assistant Principal	6/30/2013
Murray	Pat	DSS	Bus Driver	6/30/2013
Stinson	Carla	PHS	Classroom Instructor	6/30/2013
Jolley	Trudy	FSC	One Stop	6/30/2013
Retirement				
Webster	Carmen (Kay)	DSS	Bus Driver	6/30/2013
Transfer				
Dean	Anna	SMS	Instructional Assistant I	7/1/2013
Orr	Lynn	SES	Intervention Teacher	7/1/2013
Tackett	Tammy	SMS	Classroom Instructor	7/1/2013
Melton	Scott	SMS	Classroom Instructor	7/1/2013
Re-Classified position				
Hart	Debbie	BOE	Administrative Assistant II	7/1/2013
Stahl	Janet	NES	Elementary Assistant Principal - 205 days	7/1/2013
Non-Renewal				
Aulick	Melisa	NES	Instructional Assistant I	6/30/2013
Brehl	Mary	SMS	Classroom Instructor	6/30/2013
Collins	Sara	SES	Teacher	6/30/2013
Jamison	Clyde	PHS	Classroom Instructor	6/30/2013
Kirsch	Julie	NES	Classroom Instructor	6/30/2013
Koettel	Raven	SES	Classroom Instructor	6/30/2013
Miller	Steven	SMS	Classroom Instructor	6/30/2013
Mitchell	Candace	SMS	Classroom Instructor	6/30/2013
Vater	Amy	SES	Instructional Assistant I	6/30/2013
Wade	Amy	SMS	Instructional Assistant I	6/30/2013
West	Andrea	NES	Instructional Assistant I	6/30/2013
Buck	Laura	SMS	ESS tutor	5/23/2013
Hegy	Phyllis	SES	ESS tutor	5/23/2013
Heringer	Helen	NES	ESS tutor	5/23/2013
Justus	Shonda	PHS	ESS tutor	5/23/2013
Salerno	Ed	SES	ESS tutor	5/23/2013
Deceased				
Hart	Keevil	DSS	Bus Driver	6/3/2013

V.E. Architect Report**V.F. Written Communications & Reports****V.F.1. DPP Report****V.F.2. Transportation Monthly Trip Report****V.F.3. SBDM Minutes**

— SES April 23, 2013

V.F.4. FRYSC Reports

— SFRYSC June 2013

— NFRYSC June 2013

V.F.5. Public Relations Report**V.F.6. Maintenance Report****V.F.7. Commissioner of Education Letter - KDE Website for Superintendent's Contracts****VI. Action Agenda****VI.A. Security Vestibules Project REH 356-613 (NES/SES/SMS) BG-1**

Order #9193 - Motion Passed: Superintendent Strong's recommendation to approve the Security Vestibules Project BG-1 for Northern Elementary, Southern Elementary, & Sharp Middle School passed with a motion by Mr. Daryl Mullins and a second by Mr. Tony Spence.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.B. PHS Renovation Project #06-058 Change Orders/Associated Revised BG-4's

<u>BID DIV</u>	<u>CONTRACTOR/SUPPLIER</u>	<u>CONTRACT BALANCE</u>
6-1-2	ARCHITECTURAL PRODUCTS CO.	-\$9,082.86
19-8-1	PIPE PRODUCTS	-\$71.86
20-1-1	BAY INSULATION SUPPLY OF OHIO	-\$855.62
21-1-1	RICHARDS ELECTRIC SUPPLY	-\$23.39
23-1-1	GRAYBAR ELECTRIC	-\$470.80
24-1-10	ATLAS ENTERPRISES	-\$1,382.00
25-4-1	FIRE STOP INSTALLERS	-\$6,000.00

25-9-1	HILLTOP STONE, LLC	-\$1,101.14
25-11-1	BAXTER PRECAST, LLC	-\$20.00
25-13-1	ABG CAULKING	-\$1,500.00
		-\$20,507.67

Order #9194 - Motion Passed: Superintendent Strong's recommendation to approve the PHS Renovation Project #06-058 following Change Orders in the amount of -\$20,507.67 and the BG-4's associated with these Change Orders passed with a motion by Dr. William Verax and a second by Mr. Daryl Mullins.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.C. PHS Stairs/Ramp Project Owner/Contractor Agreement

Order #9195 - Motion Passed: Superintendent Strong's recommendation for approval of the PHS Stair/Ramp Project agreement between the owner (Pendleton Co. Board of Education) and contractor (Carter Miller) in the amount of \$22,000 passed with a motion by Mr. Daryl Mullins and a second by Ms. Shawn Nordheim.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.D. Athletic Trainer Services Bid

Order #9196 - Motion Passed: Superintendent Strong's recommendation to award the Athletic Services bid to Harrison County Hospital for a two-year contract passed with a motion by Dr. William Verax and a second by Mr. Tony Spence.

VOTE: Mullins-Yes; Ross-Yes; Spence-Yes; Verax-Yes
PRESENT, NOT VOTING: S Nordheim
MOTION CARRIED.

VI.E. Job Description Revisions/Classification Changes

Order #9197 - Motion Passed: A motion to approve the job description revisions/classification changes passed with a motion by Mr. Daryl Mullins and a second by Mr. Mark Ross.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.F. K-9 Resources Agreement

Order #9198 - Motion Passed: Superintendent Strong's recommendation for approval of the K-9 Resources 12-month agreement in the amount of \$7,980 passed with a motion by Dr. William Verax and a second by Mr. Tony Spence.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.G. Health Department Nursing Agreement

Order #9199 - Motion Passed: Superintendent Strong's recommendation to approve the agreement with Three Rivers Health Department for nurses at the two elementary schools and middle school passed with a motion by Dr. William Verax and a second by Ms. Shawn Nordheim.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.H. Policy Updates #36 (2nd Reading)

Order #9200 - Motion Passed: Superintendent Strong's recommendation to approve the policy update #36 passed with a motion by Mr. Tony Spence and a second by Mr. Daryl Mullins.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.I. District Policy Revisions (2nd Reading)

Order #9201 - Motion Passed: Superintendent Strong's recommendation for approval of the 2nd reading of the following policies: 03.11, 03.21, 03.111, 03.211, 03.123, 03.223, 03.1231, 03.2231, 08.113, and 08.212 passed with a motion by Ms. Shawn Nordheim and a second by Mr. Daryl Mullins.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.J. July Board Meeting Location

Order #9202 - Motion Passed: Superintendent Strong's recommendation for approval of the July Board Meeting location at Pendleton Co. High School auditorium passed with a motion by Ms. Shawn Nordheim and a second by Mr. Tony Spence.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.K. 2013-14 Insurance Renewal Package

Order #9203 - Motion Passed: Superintendent Strong's recommendation for approval of the 2013-14 insurance renewal rates with Crawford Insurance passed with a motion by Mr. Daryl Mullins and a second by Mr. Mark Ross.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.L. KSBIT Assessment Proposal

Order #9204 - Motion Passed: Motion to send letter at this time detailing that we do not have enough information at this time passed with a motion by Dr. William Verax and a second by Mr. Tony Spence.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VI.M. Declare Surplus Property/Demolition of Board Annex/Garage

Order #9205 - Motion Passed: Superintendent Strong's recommendation for approval to declare Surplus Property/Demolition of Board Annex/Garage on the high school property passed with a motion by Dr. William Verax and a second by Mr. Daryl Mullins.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VII. Consent Agenda

Order #9206 - Motion Passed: A motion to approve Consent Agenda items passed with a motion by Mr. Daryl Mullins and a second by Mr. Tony Spence.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes
MOTION CARRIED.

VII.A. Board Meeting Minutes

- May 16, 2013 Board Meeting (Regular)
- May 30, 2013 Board Meeting (Fifth-Thursday)
- May 30, 2013 Special Finance Corporation
- June 4, 2013 Board Meeting (Special)

VII.B. Orders of the Treasurer

VII.C. Treasurer' Report

Balances per MUNIS	Balance Sheet Balance
Fund 1 - General Fund	\$3,021,218.74
Fund 2 - Special Projects	\$54,419.69
Fund 310 - Capital Outlay	\$408,411.90
Fund 320 - Building Fund	\$885,329.89
Fund 360 - Construction Fund	\$49,864.00
Fund 51 - Food Service	\$326,224.32
Fund 52 - After School Care	\$23,233.74
Fund 54 - Adult Education	\$1,614.49
Total General Checking in MUNIS	\$4,770,316.77
Ending Monthly Bank Balance	\$4,920,758.48
Minus Outstanding Checks	
Outstanding ACH Payments	\$22,083.24
AP Outstanding Checks	\$8,995.30
Payroll and Vendor (6101) Outstanding Checks	\$119,363.17
Balance per Bank	\$4,770,316.77

VII.D. Fidelity Bond - PCS District Treasurer

According to KRS 160.560 and KAR 3:080 by July 1 of each year, the treasurer/others responsible for board of education funds shall execute an official bond. The bond is effective July 1, 2013 – June 30, 2014.

VII.E. Appointment of Board Member Legislative Contact

Ms. Shawn Nordheim was appointed as the KSBA Legislative Contact.

VII.F. Southern Elementary 2013-14 School-Wide Fundraiser Requests

VII.G. FRYSC School-Wide Fundraiser Request

VII.H. SMS School-wide Fundraiser Request - Candy Sales

VII.I. 2013-14 District Assurances

VII.J. KSBA Summer Institute

Ms. Shawn Nordheim and Mr. Daryl Mullins will be attending.

VIII. Adjournment

Order #9207 - Motion Passed: A motion for adjournment of the board meeting passed with a motion by Dr. William Verax and a second by Mr. Tony Spence.

VOTE: Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes; Verax-Yes

MOTION CARRIED.

Chairperson

Superintendent