

**Pendleton County Schools  
Board of Education Regular Meeting  
July 25, 2013 7:00 PM  
Pendleton High School Auditorium**

**Attendance Taken at 7:14 PM:**

Present Board Members:

Mr. Daryl Mullins

Ms. Shawn Nordheim

Mr. Mark Ross

Mr. Tony Spence

Dr. William Verax - participated via Skype from 400 Saw Mill Creek Dr, Sandusky, OH 44839.

Updated Attendance due to loss of connection:

Dr. William Verax was updated to absent at: 7:20 PM

Dr. William Verax was updated to present at 8:00 PM

Dr. William Verax was updated to absent at 8:50 PM

**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 21<sup>st</sup> Century.

**I. Call to Order**

**I.A. Approve Agenda**

Board Chairman Mark Ross called the meeting to order.

**Order #9208 - Motion Passed:** Superintendent Strong's recommendation to delete Agenda Item - VI.B KRS 61.810(1)(c) Discussions of Pending Litigation – and approve the amended agenda 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.***

**I.B. Pledge of Allegiance**

Food Service Director, Lisa Mitchell, led the group in the Pledge of Allegiance.

**I.C. Mission Statement**

Director of Adult/Community Education/One Stop, JoEllen Mitchell, read the Mission Statement.

### **I.D. Great News**

Congratulations to Board Member Ms. Shawn Nordheim who defended her dissertation "Understanding the Impact of Cardiopulmonary Resuscitation Training on Participants' Perceived Confidence Levels" July 10. Ms. Nordheim is a nursing clinical instructor in the College of Health Professions at Northern Kentucky University. She has accepted a full-time teaching position at NKU for this fall.

## **II. Instruction/Curriculum Report**

### **II.A. MAP Test Scores - J. Hubbard**

## **III. Communications**

### **III.A. Audience Comments**

### **III.B. Board Member Comments**

Ms. Shawn Nordheim

- Attended the KSBA Summer Institute and remarked about the excellent sessions.

Mr. Daryl Mullins

- Congratulated Ms. Rhonda Moore on being named SMS Principal.
- Congratulated Mr. Strong on recently being elected President-elect of KASS.
- Attended the Town Meeting about Heroin and was pleased with community turn-out.
- Also attended the Summer Institute and talked about the mentoring program.
- Reminded everyone that the PCEF is coming up on August 6.
- Inquired to see if school supplies are on the website.

Mr. Mark Ross

- Remarked the schools' grounds continue to look great.
- The recently installed handicapped ramp and new steps at the Central Office looks great.

Dr. Bill Verax

- Wanted to report the weeds along the fence-line at FSC.

### **III.C. Superintendent Comments**

Anthony Strong

- Twenty days until the start of school. Custodians busy preparing the buildings for the opening.
- Attended the bus driver update, which included the newly required R & S Training.
- PD Academy coming up on August 7.
- Also congratulated Ms. Rhonda Moore and Mr. Sam Jones on their new positions.

- Reminded board members about Opening Day Appreciation Celebration and that Ms. Chaplin would be sending them details on the morning.
- Reminded everyone about the PCEF Golf Outing, which is a fundraiser to help fund their scholarship program.
- Regretted that due to the KASA Conference, he was unable to attend the Town Meeting but was impressed with the excellent turnout.
- Discussed the new evaluation process in which the district is a pilot district.

### III.D. Personnel Actions

Last Name	First Name	Location	Position	Effective Date
<b>Hire</b>				
Colvin	Leslie	PHS	Classroom Instructor	7/1/2013
Dean	Anna	PHS	Exceptional Child Instructor	7/12/2013
Gregg	Darrin	DSS	Bus Driver	7/1/2013
Gregg	Jimmy	DSS	Bus Driver	7/1/2013
Hoover	Robert	PHS	Exceptional Child Instructor	7/1/2013
Kirsch	Julie	FSC	Workforce Development Specialist	7/22/2013
Murrell	Jessica	NES	Elementary Classroom Instuctor	7/1/2013
Quiggins	Tim	PHS/SMS	Career Ready Spedialist	7/1/2013
Riley	Ray	Dist	Substitute Cafeteria	5/20/2013
Schuster	Rebecca	SES	Exceptional Child Instructor	7/1/2013
Taylor	Donna	DSS	Bus Monitor	7/12/2013
Thompson	Nichole	SES	Classroom Instructor	7/1/2013
Thompson	Tommy	SMS	Classroom Instructor	7/1/2013
Belcher	Kane	DIST	Coach Freshman Boys Basketball	7/1/2013
Cunningham	Abby	DIST	Coach Cheer 7th & 8th	7/1/2013
Griffin	Bradie	DIST	Coach Cheer Varsity	7/1/2013
Harmeyer	Jennifer	DIST	Coach Freshman Girls Basketball	7/1/2013
Gosney	Maegan	DIST	Coach Varsity Volleyball	7/1/2013
Wright	Darlene	DIST	Coach Cheer 6th	7/1/2013
<b>Re-Classified position</b>				
Smith	Keith	DIST	Athletic Director - Certified	7/1/2013
<b>Resignation</b>				
Ballinger	Paul	DSS	Bus Driver	6/30/2013

### III.E. Written Communications & Reports

**III.E.1. Transportation Monthly Trip Report****III.E.2. SBDM Minutes**

— Pendleton High School – May 14, 2013

**III.E.3. FRYSC Reports**

— FRYSC South – July, 2013 Report

— FRYSC North – July, 2013 Report

**III.E.4. DPP Report - SAAR Report****III.E.5. Public Relations Report****III.E.6. Maintenance Report****III.E.7. Procedures Update #17****III.E.8. Policies on Tobacco Usage - First Reading****III.E.8.a. 03.1327 Certified****III.E.8.b. 03.2327 Classified****III.E.8.c. 10.5 Visitors****IV. Action Agenda****IV.A. PHS Steps/Ramp Project - Bidding Documents**

**Order #9209 - Motion Passed:** Superintendent Strong's recommendation to approve the bidding documents for the PHS Steps/Ramp Project 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.***

**IV.B. PHS Steps/Ramp Project Bid Approval**

**Order #9210 - Motion Passed:** Superintendent Strong's recommendation to approve the PHS Steps/Ramp Project in two bids by Miller Home Improvement (Steps/Ramp for \$8000 and Parking Lot Steps \$14,000) for a total of \$22,000 passed with a motion by Mr. Tony Spence and a second by Dr. William Verax.

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

#### IV.C. PHS Steps/Ramp Project BG-3

**Order #9211 - Motion Passed:** Superintendent Strong's recommendation to approve the BG-3 for the PHS Steps/Ramp Project 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.***

#### IV.D. Contracted Bus Service Bid

**Order #9212 - Motion Passed:** Superintendent Strong's recommendation to award the bus service bid for the 2014 Senior Trip to Taylor Tours passed with a motion by Ms. Shawn Nordheim and a second by Mr. Mark Ross.

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

#### IV.E. 2013-14 Fee Schedules

**Order #9213 - Motion Passed:** Superintendent Strong's recommendation to approve 2013-14 Fee Schedules for all four schools passed with a motion by Mr. Tony Spence and a second by Mr. Daryl Mullins.

***VOTE:*** Mullins-Yes; Nordheim-Yes; Ross-No; Spence-Yes;  
***ABSENT:*** Dr. Verax  
***MOTION CARRIED.***

#### IV.F. Board Meeting Location - August 15, 2013

**Order #9214 - Motion Passed:** Superintendent Strong's recommendation to approve the location of the August board meeting in the PHS auditorium passed with a motion by Mr. Tony Spence and a second by Ms. Shawn Nordheim.

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

#### V. Consent Agenda

**Order #9215 - Motion Passed:** A motion to approve the Consent Agenda items A-G passed with a motion by Mr. Tony Spence and a second by Ms. Shawn Nordheim.

***VOTE:*** Mullins-Yes; Nordheim-Yes; Ross-Yes; Spence-Yes;  
***ABSENT:*** Dr. Verax

**MOTION CARRIED.****V.A. Board Meeting Minutes**

— June 27, 2013

**V.B. Orders of the Treasurer****V.C. Treasurer' Report**

June, 2013

Balances per MUNIS	Balance Sheet Balance
Fund 1 - General Fund	\$1,528,099.11
Fund 2 - Special Projects	-\$86,255.70
Fund 310 - Capital Outlay	\$179,496.90
Fund 320 - Building Fund	\$1,559,385.79
Fund 360 - Construction Fund	\$25,369.25
Fund 51 - Food Service	\$282,861.32
Fund 52 - After School Care	\$8,296.67
Fund 54 - Adult Education	\$1,618.02
Total General Checking in MUNIS	<hr/> \$3,498,871.36
Ending Monthly Bank Balance	\$4,331,211.97
Minus Outstanding Checks	
Outstanding ACH Payments	\$197,909.12
AP Outstanding Checks	\$400,449.50
Payroll and Vendor (6101) Outstanding Checks	\$233,981.99
Balance per Bank	<hr/> \$3,498,871.36

**V.D. Fundraiser Requests - Northern Elementary**

- Freaky Friday
- Market Day
- Spirit Wear

**V.E. Transportation Waiver - Yearbook Students**

A transportation waiver request for the PHS yearbook staff traveling to summer training was submitted for approval. The training seminar was held in Shepherdsville, Kentucky and attended by two students and Advisor Ms. Ali Duff. The student leaders planned to travel in Ms. Duff's personal transportation. Training lasts for two nights, July 29<sup>th</sup> & 30<sup>th</sup>.

**V.F. NKCES Participation Approval**

Each year the board is asked to approve the district's participation in the NKCES.

### **V.G. Appointment to Northern Ky. Cooperative/Educational Services Board of Directors**

Each board that participates in the NKCES is required to designate a board member and alternate for their district. Superintendent Anthony Strong was appointed to the board of directors from Pendleton County with Amy Razor serving as an alternate.

## **VI. Executive Session**

### **VI.A. KRS 61.810(1)(f) Personnel - Superintendent Mid-Year Evaluation**

**Order #9216 - Motion Passed:** A motion to enter into Executive Session per KRS 61.810(1)(f) Personnel - Superintendent Mid-Year Evaluation passed with a motion by Mr. Tony Spence and a second by Ms. Shawn Nordheim.

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

***ABSENT:*** Dr. Verax

***MOTION CARRIED.***

## **VII. Return from Executive Session**

**Order #9217 - Motion Passed:** A motion to return to Open Meeting passed with a motion by Mr. Tony Spence and a second by Mr. Daryl Mullins.

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

***ABSENT:*** Dr. Verax

***MOTION CARRIED.***

Chairman Ross reported that no action was taken.

## **VIII. Adjournment**

**Order #9218 - Motion Passed:** A motion to adjourn the meeting passed with a motion by Mr. Daryl Mullins and a second by Ms. Shawn Nordheim.

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

***ABSENT:*** Dr. Verax

***MOTION CARRIED.***

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Chairperson

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Superintendent