

**Pendleton County Schools
Board of Education Regular Meeting
August 20, 2015 7:00 PM
Sharp Middle School - District Training Room**

Attendance Taken at 7:04 PM:

Present Board Members:

Ms. Jolieen Bertram
Ms. Cheri Griffin
Dr. Shawn Nordheim
Mr. Tony Spence
Ms. Shannon Carey, Student Board Representative

Absent Board Members:

Mr. Elmer Utz

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 Tony Spence called the meeting to order.

I.A. Approve Agenda

Order #15-230 - Motion Passed: Superintendent Strong's recommendation to approve the agenda passed with a motion by Dr. Shawn Nordheim and a second by Ms. Jolieen Bertram.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

I.B. Pledge of Allegiance

The Pledge was led by Ms. Shannon Carey, Student Board Representative.

I.C. Mission Statement

Student Board Representative Ms. Shannon Carey also read the Mission Statement.

I.D. Moment of Silence**I.E. Great News****I.E.1. 2014-15 Retirees**

Congratulations to the following employees who were recognized on their recent retirement.

<i>Last Name</i>	<i>First Name</i>	<i>Location</i>	<i>Job Title</i>	<i>PCS Years</i>
Price	Shelly	DSS	Bus Driver	12
Hart	Bill	DSS	Bus Driver	15.5
Hoess	Anthony	PHS	Teacher	17
Marksberry	Nedra	PHS	Instructional Assistant	18
Mason	Phyllis	NES	Custodial Supervisor	21
Hopkins	Judy	SMS	Cook/Baker	21.5
Herbst	Eva	PHS	Computer Lab Technician	22.25
Robles	Chris	SES	Teacher	24
McClanahan	Esther	DSS	Bus Driver/Trainer	29.5
Mudd	Kay	SMS	Teacher	31
Harper	Pam	BOE	Director of District Wide Programs	36

I.F. Recess**II. Instruction/Curriculum Report****II.A. SpecTECHular Academy Presentation**

Ms. Michele Crowley gave a re-cap on the SpecTECHular Academy that took place for all certified employees on August 5.

III. Communications**III.A. Audience Comments**

There were no audience comments.

III.B. Board Member Comments

Mr. Tony Spence

- Congratulations to all the retirees tonight and thank you to those who prepared the reception.
- Introduced new board attorney, Matthew DeMarcus, elected at last special board meeting.

Dr. Shawn Nordheim

- Welcomed Shannon Carey, Student Board Representative.
- The SpecTECHular PD was wonderful.

Ms. Shannon Carey

- Excited for the upcoming school year.

Ms. Jodi Bertram

- Congratulations to all the retirees.
- Apologized for not being at last board meeting due to work and was not able to skype on advice of then attorney. Just wanted everyone to know.

Ms. Cheri Griffin

- SpecTECHular was amazing.
- Attending Southern's Good Start and the classrooms were amazing. Also went to Northern's Ready Fest and it was an excellent night.

Mr. Matthew DeMarcus

- Looking forward to working with board and administration.
- Soon I will be sending the board an email containing protocol for working with boards and your response on how you would like this process to go.
- Look forward to working with the board.

III.C. Superintendent's Report

Dr. Anthony Strong

- Very successful start of the school year.
- Congratulations to our retirees. It is remarkable each year to see the total years of service to the district.
- Asked Mr. Buerkley to update the board of the new Community Eligibility Provision (CEP) and how it is going. Mr. Buerkley reported in the breakfast program, we are seeing 79.41% participation at Southern, 69.9% at Northern; In the lunch program, for the first eight days there has been 87.26% at Southern participation, 82.67% at Northern. Hats off to food service employees.
- Requested Mr. Buerkley to report on enrollment numbers. Total enrollment is 2394 students as of today; 2395 last year on this same day.

III.D. Personnel Actions

Last Name	First Name	Location	Position	Effective Date
Hire				
Alsip	Tracy	SMS	Head Coach Archery	8/11/2015
Ball	Amanda	SES	Cook/Baker	7/31/2015
Belcher	Kane	SMS	Head Coach Golf	8/11/2015

Blades	Amy	SMS	Cook/Baker PT	8/7/2015
Caldwell	Jack	DSS	Full Time Sub Bus Driver	7/16/2015
Caldwell	Kara	NES	Teacher	8/6/2015
Cole	Ellen	DSS	Bus Driver	8/11/2015
Cooper	Tim	PHS	Instructional Assistant I	7/24/2015
Curtis	Maegan	NES	Teacher	7/31/2015
DeWald	Megan	NES	Teacher	8/6/2015
Flarity	Pat	SMS	Instructional Assistant I	7/23/2015
Hisel	Chelsea	NES	Teacher Spec Ed	7/31/2015
Hoehn	Catherine	PHS	CTE Business Teacher	7/10/2015
Hoskins	Brittany	SES	21st Century Assistant	9/14/2015
Jolley	Trudy	FSC	Adut Ed Teacher	7/10/2015
Kells	Konnie	NES	Cook/Baker PT	8/7/2015
Love	Lonnie	SMS	Custodial Supervisor	7/31/2015
Shelton	James	NES	Custodial Supervisor	7/31/2015
Smith	James	PHS	Custodial Supervisor	7/27/2015
Urban	Maggie	DIST	Coach	7/28/2015
Williams	Clark	DSS	Bus Driver	7/16/2015
Yelton	Dustin	SES	Custodial Supervisor	7/31/2015
Resigned				
AMMERMAN	STEPHANIE	DIST	SUBSTITUTE SCHOOL NURSE	7/31/2015
BEARD	DOUG	FSC	COMMUNITY LIAISON	8/7/2015
BOETTCHER	CHERYL	DIST	SUB INSTRUCT ASSISTANT	7/31/2015
BRUNNER	NICHOLE	DIST	SUBSTITUTE BUS MONITOR	7/31/2015
CRAIL	MELANIE	DIST	SUBSTITUTE SCHOOL NURSE	7/31/2015
EATON	LINDE	DIST	SUBSTITUTE SCHOOL NURSE	7/31/2015
HERRON	LISA	DIST	SUBSTITUTE TEACHER	7/31/2015
LONAKER	PATRICIA	DIST	SUBSTITUTE SCHOOL NURSE	7/31/2015
MONTGOMERY	AMY	DIST	SUBSTITUTE SCHOOL NURSE	7/31/2015
NEUSPICKLE	PAULA	SES	COOK/BAKER	7/15/2015
NIEHAUS	PATRICIA	DIST	SUBSTITUTE TEACHER	7/31/2015
PARKER	DENNIS	DSS	BUS DRIVER	7/13/2015
PURCELL	ALLANA	DIST	SUBSTITUTE TEACHER	7/31/2015
RARRIECK	SCOTT	DIST	BUS DRIVER-HOURLY	7/31/2015
SORTERUP	SHERYL	DIST	SUBSTITUTE TEACHER	7/31/2015
SPEGAL	CAROLYN	DIST	SUB INSTRUCT ASSISTANT	7/31/2015
STEVENS	STEPHANIE	SMS	INSTRUCTIONAL ASSISTANT I	7/7/2015
TACKETT	ELIZABETH	SES	COUNSELOR	7/24/2015
THOMAS	JAMIE	DIST	SUBSTITUTE BUS MONITOR	7/31/2015

THOMPSON	TOMMY	DIST	SUBSTITUTE TEACHER	7/31/2015
WRIGHT	JILL	DIST	SUBSTITUTE TEACHER	7/31/2015
WOLFE	KENDALL	DIST	SUBSTITUTE TEACHER	7/31/2015
Retired				
GALLAGHER	AMIEE	NES	TEACHER	12/1/2015
Transferred				
Crouch	Joanna	DSS	Bus Driver	7/9/2015
Darnell	Brandi	Elementary	Resource Teacher	7/27/2015
Hegy	Mark	SES	Interim Principal	7/27/2015
Himes	Ashley	NES	Interim Assistant Principal	8/17/2015
Moore	Linda	SES	Custodian	8/1/2015
Mortimer	Mike	DSS	Bus Driver	7/9/2015
Pugh	Laura	BOE	Executive Dir of Teaching and Learning	7/25/2015
Record	Tina	NES/SES	Media Specialist	8/4/2015
Sheehy	Kristina	SES	Interim Assistant Principal	7/31/2015
Stahl	Janet	BOE	Dir of Curriculum & Assessment	8/7/2015
Wright	Kathy	NES	Cook/Baker	8/7/2015
Yelton	Brent	SMS	Instructional Assistant	7/14/2015

III.E. Written Communications & Reports

III.E.1. SBDM Minutes

— SMS June 11, 2015

III.E.2. FRYSC Reports

III.E.3. Public Relations Report

III.E.4. Maintenance Report

III.E.5. Unemployment Fund Statement 2014

III.E.6. Monthly Financial Report

IV. Action Agenda

IV.A. 2015-16 Out-of-District Tuition

Order #15-231 - Motion Passed: Superintendent Strong's recommendation to approve the out-of-district tuition fee of \$5,500 per year passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.B. 2015-16 K-9 Resources Agreement

No Action Taken.

IV.C. Request for One-Year Approval for School Media Library

Order #15-232 - Motion Passed: Superintendent Strong's recommendation to approve Ms. Tina Record as the library media specialist to serve both Northern Elementary and Southern Elementary, allowing her to complete the necessary coursework for school media specialist, passed with a motion by Dr. Shawn Nordheim and a second by Ms. Jolieen Bertram.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.D. Approval of 2015-16 Food Service Bids

Order #15-233 - Motion Passed: Superintendent Strong's recommendation to approve the following 2015-16 food service bids: KPC Food Bidding program; Prairie Farms Dairy, Somerset, for milk bid; Gordon as the district's Primary Food Bidding Company, including bread; passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.E. Revision of Job Description Titles

Order #15-234 - Motion Passed: Superintendent Strong's recommendation to revise the food service titles on job descriptions to match KDE titles - Food Service Supervisor changes to Food Service/School Nutrition Program Director; Food Service Manager changes to School Cafeteria Manager; Cook/Baker changes to School Cafeteria Staff passed with a motion by Dr. Shawn Nordheim and a second by Ms. Jolieen Bertram.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.**IV.F. Psychological Evaluation Services Contract**

Order #15-235 - Motion Passed: Superintendent Strong's recommendation to approve the professional services contract for psychological evaluation services with The Counseling and Diagnostic Center at a rate of \$290 per evaluation/report and \$80 per hour for consultation and IEP meetings passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.G. 2015-16 Energy Manager Funding MOA

Order #15-236 - Motion Passed: Superintendent Strong's recommendation to approve the 2015-16 Energy Manager Funding Memorandum of Agreement passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.H. Declare Surplus**IV.H.1. Miscellaneous Technology****IV.H.2. Athletic Uniforms/Equipment****IV.H.3. Maintenance Department Truck****IV.H.4. Scrap Metal**

Order #15-237 - Motion Passed: Superintendent Strong's recommendation for approval to declare surplus miscellaneous technology items, athletic uniforms/equipment, maintenance department truck, and scrap metal passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.I. Appointment to Recreation Commission Board

Order #15-238 - Motion Passed: Superintendent Strong's recommendation to approve the appointment of Ms. Bridget Browning to the Pendleton County

Recreation Commission for a two-year term ending August 2016 passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.J. Debra-Kuempel Preventive Maintenance Contract

Order #15-239 - Motion Passed: Superintendent Strong's recommendation to extend the DeBra-Kuempel contract to provide preventative maintenance services for the major equipment for the five (5) major facilities of the school district for the 2015-2016 school year at an annual cost of: Falmouth School Center-\$1,160; Northern Elementary-\$5,632; Pendleton High School-\$7,486; Southern Elementary-\$5,632; Sharp Middle School-\$2,648 passed with a motion by Dr. Shawn Nordheim and a second by Ms. Jolieen Bertram.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.K. Approval of Emergency Certification

Order #15-240 - Motion Passed: Superintendent Strong's recommendation to approve emergency certification for Alix Pitra, PHS French teacher passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.L. KISTA Used Bus Sale

Order #15-241 - Motion Passed: Superintendent Strong's recommendation to accept the KISTA Used Bus back-up bid of Sapp's, due to Tampa Bus Market's forfeit of the purchase, at a price of Bus# 7-\$1008; Bus #9-\$1508; Bus #81-\$1508 passed with a motion by Mr. Tony Spence and a second by Ms. Jolieen Bertram.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

IV.M. Revision of Job Description

Order #15-242 - Motion to Amend Passed: To amend the motion from: "Superintendent Strong's recommendation to approve the revised job description for Assistant Superintendent and a stipend of \$2,000" to: "Superintendent Strong's recommendation to approve the revised job description for Assistant Superintendent with a stipend of \$2,000 and include the language in #2 of the Performance Responsibilities to read: 'Resolve personnel complaints/discipline, including classified employees, when asked by Superintendent' and make Assistant Superintendent/Chief Academic Officer job description inactive" passed with a motion by Mr. Tony Spence and a second by Ms. Cheri Griffin.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

Order #15-243 - Motion Passed: Superintendent Strong's recommendation to approve the revised job description for Assistant Superintendent with a stipend of \$2,000 and include the language in #2 of the Performance Responsibilities to read: 'Resolve personnel complaints/discipline, including classified employees, when asked by Superintendent' and make Assistant Superintendent/Chief Academic Officer job description inactive passed with a motion by Ms. Cheri Griffin and a second by Mr. Tony Spence.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

V. Consent Agenda

Order #15-244 - Motion Passed: Superintendent Strong's recommendation to approve the Consent Agenda Items A - L passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes

ABSENT: Utz

MOTION CARRIED.

V.A. Board Meeting Minutes

— July 13, 2015

— July 27, 2015

V.B. Orders of the Treasurer

V.C. Treasurer' Report

Balances per MUNIS	Balance Sheet Balance
Fund 1 - General Fund	\$1,419,809.60
Fund 2 - Special Projects	\$179,870.20
Fund 21 - District Activity Funds	\$120,115.17
Fund 310 - Capital Outlay	\$288,246.90
Fund 320 - Building Fund	\$1,138,329.79
Fund 360 - Construction Fund	-\$32,691.03
Fund 400 - Bond indebtedness	-\$161,743.44
Fund 51 - Food Service	\$358,480.42
Fund 52 - After School Care	\$23,649.99
Fund 54 - Adult Education	\$1,070.52
Total General Checking in MUNIS	\$3,335,138.12

Ending Monthly Bank Balance **\$3,517,855.26**

Plus Restricted Debt Service **\$2.04**

Minus Outstanding Checks

Outstanding ACH Payments	\$37,806.63
AP Outstanding Checks	\$105,637.32
Payroll Outstanding Checks	\$39,275.23

Balance per Bank **\$3,335,138.12**

ASSETS			
6101	CASH IN BANK	959,605.27	2,905,671.26
6153	ACCOUNTS RECEIVABLE	.00	408,166.32
6201	LAND	.00	674,221.00
6211	LAND IMPROVEMENTS	.00	2,553,478.78
6212	ACCUMULATED DEP. LAND IMPROV	.00	-1,358,371.72
6221	BUILDINGS/BLDG IMPROVEMENTS	.00	55,405,076.78
6222	ACCUMULATED DEPR-BUILDINGS	.00	-14,513,489.06
6231	TECH EQUIPMENT KETS	.00	3,761,599.19
6232	ACCUMULATED DEPR-TECH EQUIP	.00	-3,115,497.43
6241	VEHICLES	.00	3,661,887.85
6242	ACCUMULATED DEPRECIATION	.00	-2,543,733.73
6251	GENERAL EQUIPMENT	.00	1,718,913.83
6252	ACCUMULATED DEP-GEN EQUIP	.00	-1,194,993.99
6261	CONSTRUCTION WORK IN PROGRESS	.00	60,404.38
	TOTAL ASSETS	959,605.27	48,423,333.46
LIABILITIES			
7421	ACCOUNTS PAYABLE	.00	-1,055.28
7461	ACCR SALARIES & BENEFIT PAYABLE	55,994.62	-27,513.57
7481	UNEARNED REVENUES	.00	-334,019.12
7603	PURCHASE OBLIGATIONS	2,418,443.83	2,418,443.83
	TOTAL LIABILITIES	2,474,438.45	2,055,855.86
FUND BALANCE			
6302	REVENUES CONTROL	-1,846,014.01	-1,846,014.01
7602	EXPENDITURES CONTROL	830,414.12	830,414.12
8710	INVESTMENT IN GOV'T ASSETS	.00	-45,109,495.88
8712	UNRESTRICTED NET ASSETS	.00	-12,427.40
8723	NONSPENDABLE-PREPAIDS	.00	-51,515.20
8732	RESTRICTED - SICK LEAVE	.00	-186,216.00
8738	RESTRICTED-SFCC ESCROW-CCURRENT	.00	-859,738.69
8739	RESTRICTED-NET ASSETS (FOOD SER	.00	-10,494.69
8753	ASSIGNED-PURCH OBL - CURRENT	-2,418,443.83	-2,418,443.83
8770	UNASSIGNED FUND BALANCE	.00	-815,257.74
	TOTAL FUND BALANCE	-3,434,043.72	-50,479,189.32
	TOTAL LIABILITIES + FUND BALANCE	-959,605.27	-48,423,333.46

V.D. Leave of Absence Requests

Aimee Gallagher – NES Teacher – The request for FMLA leave of absence will begin approximately 8/6/2015 and will end 11/30/2015.

Bill Feltner – Bus Driver – The request for FMLA leave of absence will begin approximately 08/06/2015 and will end approximately 10/26/2015.

Christy Williams – Bus Driver – The request for FMLA leave of absence will begin 8/6/2015 and will end approximately 9/16/2015.

V.E. Northern Kentucky Cooperative for Educational Services Participation Resolution

The annual resolution for participation in the Northern Kentucky Cooperative for Education Services was approved. This agreement allows participation and eligibility for services provided to the district and our students.

V.F. Appointment to Northern Kentucky Cooperative/Educational Services Board of Directors

The superintendent serves as the district representative on the board of directors for the cooperative. Mr. Joe Buerkley was approved as the alternate.

V.G. Approval of Common Carrier

V.G.1. PHS Basketball Trip-Hilton Head, SC - Travel America Dec 19-24

V.H. 2015-16 Fundraiser Requests - Sharp Middle School**V.I. NKCAC Head Start - Furnish Meals****V.J. 2015-16 District Assurances**

Each year, the Board of Education is asked to declare that all the schools in the district are in compliance with all the assurances listed in the Assurances document. Upon approval, the district must submit electronically the meeting date and minutes that approval was given.

V.K. 2015-16 Daily Schedules of NES/SES/SMS/PHS**V.L. District Chairpersons for IEP & Section 504 Meeting****VI. Executive Session**

VI.A. Per KRS 61.810(1)(f) Discussions of Personnel - Superintendent Mid-Year Review

VI.B. KRS 61.810(1)(b) Future Sale of Real Property

Order #15-245 - Motion Passed: A motion to enter into Executive Session Per KRS 61.810(1)(f) Discussions of Personnel - Superintendent Mid-Year Review; KRS 61.810(1)(b) Future Sale of Real Property passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes*

ABSENT: *Utz*

MOTION CARRIED.

VII. Return from Executive Session

Order #15-246 - Motion Passed: A motion to return from Executive Session passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes*

ABSENT: *Utz*

MOTION CARRIED.

VIII. Adjournment

Order #15-247 - Motion Passed: A motion to adjourn the meeting passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes*

ABSENT: *Utz*

MOTION CARRIED.

Board Chairperson

Board Secretary