

**Pendleton County Schools
Board of Education Regular Meeting
September 17, 2015 7:00 PM
Sharp Middle School - District Training Room**

Attendance Taken at 6:59 PM:

Present Board Members:

Ms. Jolieen Bertram

Ms. Cheri Griffin

Dr. Shawn Nordheim

Mr. Tony Spence

Mr. Elmer Utz

Ms. Shannon Carey, Student Board Representative

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 #15-252 - Motion Passed: Superintendent Strong's recommendation to approve the revised agenda passed with a motion by Mr. Elmer Utz and a second by Dr. Shawn Nordheim with the following addition:

Communications *"F. Travel/Reimbursement policy"*

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

MOTION CARRIED.

I.B. Pledge of Allegiance

SES student, Emily Best, led the group in the Pledge of Allegiance.

I.C. Mission Statement

Maddie Sullivan, SES student, read the Mission Statement.

I.D. Moment of Silence

I.E. Great News

I.E.1. 2015-16 New Employees

Newly hired employees were recognized to the board.

Last Name	First Name	Location	Position
Hatfield	Corey	FSC	Employer Services Liaison
Caldwell	Kara	NES	Teacher
Curtis	Maegan	NES	Teacher
DeWald	Megan	NES	Teacher
Griffin	Taylor	NES	Teacher
Hisel	Chelsea	NES	Teacher Spec Ed
Huck	Holly	NES	Instructional Assistant I
Himes	Ashley	NES	Assistant Principal
Shelton	James	NES	Custodial Supervisor
Huck	Holly	NES	Instructional Assistant I
Cooper	Tim	PHS	Instructional Assistant I
Hoehn	Catherine	PHS	CTE Business Teacher
Pitra	Alix	PHS	French Teacher
Shafer	Matthew	PHS	Assistant Principal
Smith	James	PHS	Custodial Supervisor
Fooks	Cindy	PHS/SMS	Counselor
Cunningham	Abby	SES	Teacher/PHS Cheerleading Head Coach
Hoskins	Brittany	SES	21st Century Assistant
Padora	Johora	SES	Counselor
Yelton	Dustin	SES	Custodial Supervisor
Yelton	Brent	SMS	Instructional Assistant I
Dreyer	Benjamin	SMS	Health-PE Teacher/8th Grade Boys Basketball
Flarity	Pat	SMS	Instructional Assistant I
Love	Lonnie	SMS	Custodial Supervisor
Caldwell	Jack	DSS	Full Time Sub Bus Driver
Cole	Ellen	DSS	Bus Driver
Harvey	Jessica	DSS	Bus Driver
Williams	Clark	DSS	Bus Driver
Kells	Konnie	NES	Cook/Baker PT
Wright	Kathy	NES	Cook/Baker
Blades	Amy	SMS	Cook/Baker PT
Ball	Amanda	SES	Cook/Baker

I.F. Recess

II. Instruction/Curriculum Report

II.A. Spring 2015 ACT Scores

**Pendleton County High School
ACT Scores-Grade 11(Current Senior Class)
March 2015**

Year	Number Tested in District	English		Math		Reading		Science		Composite	
		District	State	District	State	District	State	District	State	District	State
2011	205	18.4	18.0	18.6	18.5	18.9	19.0	19.0	19.0	18.9	18.8
2012	189	18.6	18.4	18.9	18.8	18.8	19.0	18.6	19.1	18.9	19.0
2013	178	17.3	18.4	18.7	18.9	18.4	19.4	19.0	19.5	18.5	19.2
2014	150	18.1	18.7	18.8	19.2	19.0	19.6	19.0	19.6	18.9	19.4
2015	197	19.1	19.0	19.5	18.8	19.5	19.8	19.5	19.3	19.5	19.4
5 Year Growth (2009 to 2014)		+7		+9		+6		+5		+6	
1 Year Growth (2013 to 2014)		+1.0		+9		+5		+5		+6	

III. Communications

III.A. Audience Comments

There were no audience comments.

III.B. Board Member Comments

Ms. Cheri Griffin

— Excited about the 41040 Club.

Ms. Jodi Bertram

- STLP kids did an amazing job on the presentation.
- Welcome to the new employees.
- Love the 41040 Club name.

- Thanks to Elmer Utz for letting the maintenance department use the camera this week. Appreciate hard work that our maintenance department has done on the work at NES.

III.C. Superintendent Report

Dr. Anthony Strong

- Each month Dr. Strong will provide the board a written report of activities that he is involved with each month.
- Congratulated Southern group, the 41040 Club, and Mr. Woodruff on the work being done. Dr. Strong reported the first year the district wrote three grants and received none; this past year the district wrote four grants and Southern Elementary was chosen to receive the grant.
- **K-9 Resources**
Mr. Buerkley and Mr. Demarcus were unable to reach an agreement with the firm on contract language; therefore we will no longer be using this service.
- **KSBA Survey**
Dr. Strong shared information with board regarding customer satisfaction survey and other options. Dr. Strong would like to do the survey that Ms. Bertram suggested and would like to move forward with this project.
- **August 26/September 9 – NKCES Board of Directors Meeting, Gateway Community College**
Dr. Strong reported that the coop has met two times since last meeting.
- **August 27 – Educational Professional Standards Board (EPSB) Screening Interviews, Frankfort, KY**
Dr. Strong explained that board members are appointed by the Governor and the Standards Board consist of nine teachers, two school administrators, one representative of local school boards, three representatives of higher education, and two ex-officio members - the Commissioner of Education and the President of the Council on Postsecondary Education. Normally this group only meets on the 2nd Monday of even numbered months. Dr. Strong is on the screening committee for the new executive director with interview screenings taking place on August 27th. He also shared that he visited a student in the hospital while in town.
- **August 31 – Instructional Transformation Kick-off Event (Office of Next Generation Learners) in Lexington, KY**
Last year our district received the grant - \$50,000 for three years. The kickoff event for new districts receiving the grant took place on August 31. Dr. Strong, plus a team of district leaders, attended the meeting.
- **September 14 – EPSB Special Board Meeting**
Board met to conduct an update on director search and conduct review of review and reading of new regulation of discipline policy.
- **September 16 – KASS Board Meeting/KDE Legislative Agenda**
Dr. Strong explained that Kentucky Association of School Superintendents (KASS) serve on the board and he was last year's president. His term on this board ends in June. This board normally meets 4 times a year. Twice a year at annual meetings that all superintendents attend and in September and March. The board's focus at this meeting was collaboration of

upcoming legislative agenda for KDE. With the hiring of a new commissioner, the department is working to make sure support for KDE agenda is out to school districts.

— **Work Readiness Community Program**

Next week, Judge Fields, Mr. Bill Mitchell, and I will meet on Work Readiness Community Program. Dr. Strong will be serving as chairman on one of the committees and Mr. Chad Simms will be serving will be chairing one of the other committees.

III.D. Personnel Actions

Last Name	First Name	Location	Position	Effective Date
Hire				
Vanover	Crystal	DSS	Preschool Bus Monitor	8/24/2015
Padora	Johora	SES	Counselor	8/18/2015
Huck	Holly	NES	Instructional Assistant I	9/1/2015
Harvey	Jessica	DSS	Bus Driver	9/9/2015
Hatfield	Corey	FSC	Employer Services Liaison	8/31/2015

III.E. Written Communications & Reports

III.E.1. DPP Report

III.E.2. Transportation Monthly Trip Report

III.E.3. SBDM Minutes

- NES 4-27-2015
- PHS 8-11-2015
- SES 05-26-2015
- SES 7-27-2015
- SMS 07-16-15

III.E.4. FRYSC Reports

III.E.5. Public Relations Report

III.E.6. Maintenance Report

III.E.7. Revised Board Policy 03.18 (Certified Evaluation) – 1st Reading

III.E.8. Monthly Financial Report

III.F. Discussion of Travel/Reimbursement Policy

Per Ms. Bertram request, the agenda was revised to add this item for discussion. She is requesting that the board look at a possible amending of board policy to state if we are paying a monthly car allowance to any district employee, we should not be paying travel mileage and stated that currently we are. Mr. Spence noted that the

superintendent is the only employee receiving a car allowance and that this allowance language is contained in his contract. Ms. Bertram then asked that policy possibly be changed or added so that if any district employee receives a monthly car allowance, they would not be eligible to monthly travel mileage reimbursement. After a clarification of the superintendent's contract was given by Mr. DeMarcus, no action was taken.

IV. Action Agenda

IV.A. Agreement with NKCES-Second Language Support

Order #15-253 - Motion Passed: Superintendent Strong's recommendation to approve the agreement to partner with the Northern Kentucky Cooperative for Educational Services for an ESL position, funded thru Title funds, passed with a motion by Ms. Cheri Griffin and a second by Dr. Shawn Nordheim.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;*
MOTION CARRIED.

IV.B. Emergency Certification

Order #15-254 - Motion Passed: Superintendent Strong's recommendation to approve the emergency certification for Tina Record for the library/media specialist position at Northern and Southern Elementary Schools passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;*
MOTION CARRIED.

IV.C. Cincinnati Bell Contract

Order #15-255 - Motion Passed: Superintendent Strong's recommendation to approve the 36-month contract with Cincinnati Bell passed with a motion by Ms. Jolieen Bertram and a second by Mr. Tony Spence.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;*
MOTION CARRIED.

IV.D. 2015 Wool Festival Bus Usage Agreement

Order #15-256 - Motion Passed: Superintendent Strong's recommendation to approve the contract with the Kentucky Wool Festival for use of buses passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;*
MOTION CARRIED.

IV.E. 2015-16 Working Budget

Order #15-257 - Motion Passed: Superintendent Strong's recommendation to approve the 2015-16 Working Budget passed with a motion by Ms. Jolieen Bertram and a second by Mr. Tony Spence.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;
MOTION CARRIED.

IV.F. 2015-16 Staffing Allocation Adjustments

Order #15-258 - Motion Passed: Superintendent Strong's recommendation to allocate the following additional position through Section-7 for the 2015-16 school year: Pendleton County High School - One (1) Section-7 position (for a total of two) passed with a motion by Ms. Cheri Griffin and a second by Dr. Shawn Nordheim.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;
MOTION CARRIED.

IV.G. 2015-16 Final SBDM Allocations

Order #15-259 - Motion Passed: Superintendent Strong's recommendation to approve the 2015-16 Final SBDM Allocations passed with a motion by Dr. Shawn Nordheim and a second by Mr. Tony Spence.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;
MOTION CARRIED.

Enrollment	Northern	Southern	Sharp	PCHS	Totals
Kindergarten	76	97			173
<i>Kindergarten FTE</i>	38	48.5			86.5
Grade 1	88	101			189
Grade 2	79	90			169
Grade 3	87	94			181
Grade 4	91	87			178
Grade 5	86	106			192
Grade 6			167		167
Grade 7			171		171
Grade 8			234		234
Grade 9				187	187
Grade 10				185	185
Grade 11				178	178
Grade 12				184	184
FTE Enrollment	469	526.5	572	734	
Attendance Percentage	95.00%	95.00%	95.00%	95.00%	
Estimated 2015-16 ADA	445.55	500.175	543.4	697.3	
Dollar Amount Allocated	\$100.00	\$100.00	\$100.00	\$100.00	
Revised Allocation	\$44,555.00	\$50,018.00	\$54,340.00	\$69,730.00	
2014-15 SBDM Carryover	\$14,764.48	\$19,442.98	\$37,206.64	\$0.00	
2015-16 Final SBDM Allocation	\$59,319.48	\$69,460.98	\$91,546.64	\$69,730.00	District

IV.H. 2015-16 Allocation of Field Trip Mileage/Bus Usage Charges

Order #15-260 - Motion Passed: Superintendent Strong's recommendation to approve the 2015-16 Allocation of Field Trip Mileage/Bus Usage Charges as shown in chart and any organization using buses outside of the school district will be charge \$1.36 per mile. This amount includes both the driver and mileage + \$20.00 per hour for driver if there is over a two (2)-hour wait time passed with a motion by Mr. Elmer Utz and a second by Ms. Jolieen Bertram.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;
MOTION CARRIED.

School	Enrollment	Base Mileage Allowance	Dollar amt @ \$0.90 per mile	Extra-Curricular Mileage	Athletic Dollars @ \$0.90 per mile	Total Mileage Allowance	Total Mileage Allowance
Northern Elementary	507	5,070	\$4,563.00	0	\$0.00	5,070	\$4,563.00
Southern Elementary	575	5,750	\$5,175.00	0	\$0.00	5,750	\$5,175.00
Sharp Middle School	572	5,720	\$5,148.00	5,000	\$4,500.00	10,720	\$9,648.00
Pendleton High School	734	7,340	\$6,606.00	10,000	\$9,000.00	17,340	\$15,606.00
Anything over mileage allotment for schools, charge will be \$0.90 cents per mile plus driver @ \$21.59 per hour							
OUTSIDE BUS USAGE							
Any organization using buses outside of the school district will be charge \$1.36 per mile. This amount includes both the driver and mileage. + \$20.00 per hour for driver if there is over a two (2)-hour wait time.							
Calculations Above							
\$21.59 - Bus Driver rate (13.84) + fringes all times 20%							
\$1.36 - Mileage Rate Calculation * 52%							

IV.I. 2015-16 Indirect Cost

Order #15-261 - Motion Passed: Superintendent Strong's recommendation to approve the FY-2016 indirect cost rate at \$14.83 passed with a motion by Dr. Shawn Nordheim and a second by Mr. Tony Spence.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;*
MOTION CARRIED.

IV.J. Approval of Certified Evaluation Plan Revisions

Order #15-262 - Motion Passed: Superintendent Strong's recommendation to approve the Certified Evaluation Plan revisions passed with a motion by Ms. Cheri Griffin and a second by Mr. Elmer Utz.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;*
MOTION CARRIED.

V. Consent Agenda

Order #15-263 - Motion Passed: Superintendent Strong's recommendation to approve the Consent Agenda Items passed with a motion by Mr. Elmer Utz and a second by Ms. Cheri Griffin.

VOTE: *Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;*
MOTION CARRIED.

V.A. Board Meeting Minutes

- Regular Board Meeting August 20, 2015
Added clause "on the advice of the board attorney" to Board Member Comments of Ms. Jolieen Bertram in the August 20, 2015 board meeting minutes.
- Public Tax Hearing September 3, 2015
- Special Board Meeting September 3, 2015

V.B. Orders of the Treasurer

V.C. Treasurer' Report

Pendleton County Schools
Bank Reconciliation
August, 2015

Balances per MUNIS	Balance Sheet Balance
Fund 1 - General Fund	\$1,249,081.37
Fund 2 - Special Projects	\$144,857.66
Fund 21 - District Activity Funds	\$153,085.56
Fund 310 - Capital Outlay	\$288,246.90
Fund 320 - Building Fund	\$993,275.79
Fund 360 - Construction Fund	-\$32,691.03
Fund 400 - Bond Indebtedness	-\$161,743.44
Fund 51 - Food Service	\$336,985.19
Fund 52 - After School Care	\$22,785.86
Fund 54 - Adult Education	\$1,070.52
Total General Checking in MUNIS	\$2,994,954.38
Ending Monthly Bank Balance	\$3,486,746.26
Plus Restricted Debt Service	\$2.04
Minus Restricted SFCC Past Fund Balance	\$145,054.00
Minus Outstanding Checks	
Outstanding ACH Payments	\$148,425.56
AP Outstanding Checks	\$89,785.59
Payroll Outstanding Checks	\$108,528.77
Balance per Bank	\$2,994,954.38

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
6101	CASH IN BANK	-206,353.16	2,699,318.10
6153	ACCOUNTS RECEIVABLE	.00	30,313.54
6201	LAND IMPROVEMENTS	.00	674,221.00
6211	LAND IMPROVEMENTS	.00	2,553,478.78
6212	ACCUMULATED DEP. LAND IMPROV	.00	-1,482,021.73
6221	BUILDINGS/BLDG IMPROVEMENTS	.00	55,405,076.78
6222	ACCUMULATED DEPR-BUILDINGS	.00	-16,348,104.38
6231	TECH EQUIPMENT KETS	.00	3,761,599.19
6232	ACCUMULATED DEPR-TECH EQUIP	.00	-3,354,230.73
6241	VEHICLES -	.00	3,661,887.85
6242	ACCUMULATED DEPRECIATION	.00	-2,801,890.33
6251	GENERAL EQUIPMENT	.00	1,718,913.83
6252	ACCUMULATED DEP-GEN EQUIP	.00	-1,286,599.88
6261	CONSTRUCTION WORK IN PROGRESS	.00	60,404.38
	TOTAL ASSETS	-206,353.16	45,292,366.40
LIABILITIES			
7421	ACCOUNTS PAYABLE	.00	-1,055.28
7461	ACCR SALARIES & BENEFIT PAYABLE	-7,546.31	-35,059.88
7475	CHRS WITHHELD PAYABLE	-17.42	-17.42
7481	UNEARNED REVENUES	.00	-24,817.65
7603	PURCHASE OBLIGATIONS	-115,581.47	2,427,848.58
	TOTAL LIABILITIES	-123,145.20	2,366,898.35
FUND BALANCE			
6302	REVENUES CONTROL	-1,202,207.85	-2,979,570.55
7602	EXPENDITURES CONTROL	1,416,124.74	2,246,538.86
8710	INVESTMENT IN GOVERT ASSETS	.00	-42,562,734.76
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-CCURENT	.00	-859,738.69
8739	RESTRICTED-NET ASSETS(FOOD SER	.00	-10,494.69
8753	ASSIGNED-PURCH OBL - CURRENT	115,581.47	-2,427,848.58
8770	UNASSIGNED FUND BALANCE	.00	-815,257.74
	TOTAL FUND BALANCE	329,498.36	-47,659,264.75
	TOTAL LIABILITIES + FUND BALANCE	206,353.16	-45,292,366.40

V.D. Leave of Absence Requests

Stephanie Dennemann – SES Teacher – The request for FMLA leave of absence will begin approximately 12/20/2015 and will end 2/11/2016.

Ali Duff – PHS Teacher – The request for FMLA leave of absence will begin approximately 12/13/2015 and will end approximately 1/26/2016.

Amanda King – SES Teacher – The request for FMLA leave of absence will begin approximately 10/15/2015 and will end 12/14/2015.

V.E. Wellness Committee Appointment

The Board appointed Student Board Representative, Ms. Shannon Carey, and Dr. Shawn Nordheim as the board representatives to the Wellness Committee for the 2015-16 school year.

V.F. Agreement with Morehead State - MAT/TEP Programs

VI. Executive Session

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

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

Order #15-264 - Motion Passed: A motion to enter into Executive Session Per KRS 61.810(1)(f) - Discussions of Personnel - Superintendent Formative Review; KRS 61.810(1)(b) Future Sale of Real Property; passed with a motion by Mr. Elmer Utz and a second by Dr. Shawn Nordheim.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;
MOTION CARRIED.

VII. Return from Executive Session

Order #15-265 - 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; Utz-Yes;
MOTION CARRIED.

No action taken in Executive Session.

VIII. Adjournment

Order #15-266 - Motion Passed: A motion to adjourn the meeting passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: Bertram-Yes; Griffin-Yes; Nordheim-Yes; Spence-Yes; Utz-Yes;
MOTION CARRIED.

Board Chairperson

Board Secretary