

**Pendleton County Schools
Board of Education Regular Meeting
September 19, 2013 7:00 PM
District Training Room - Sharp Middle School**

Attendance Taken at 7:05 PM:

Present Board Members:

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

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

Chairperson Mark Ross called the meeting to order.

I.A. Approve Agenda

Order #9252 - Motion Passed: Superintendent Strong's recommendation to approve the 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

Mr. Sam Jones, Director of Special Education, led the Pledge of Allegiance.

I.C. Mission Statement

Mr. Tony Dietrich, Principal of Pendleton County High School, read the Mission Statement.

I.D. Great News

I.D.1. Recognition of Retirees

Recent retirees of the school district were recognized and honored for their years of service to Pendleton County Schools:

Last Name	First Name	Location	Job Title	Total PC Years
Gregg	James	Transportation	Bus Driver	28
Craig	Jo	Sharp Middle	Teacher	25.5
Polley	Janice	Northern Elem	Teacher	33.5
Thompson	Joyce	Transportation	Bus Monitor	12

I.E. Recess

II. Instruction/Curriculum Report

II.A. ACT Scores

District Assessment Coordinator, Julie Hubbard, shared ACT scores with the board.

Year	Number Tested in District	English		Math		Reading		Science		Composite	
		District	State	District	State	District	State	District	State	District	State
2013	178	17.3	18.4	18.7	18.9	18.4	19.4	19.0	19.5	18.5	19.2

III. Communications

III.A. Audience Comments

There were no audience comments.

III.B. Board Member Comments

There were no board member comments.

III.C. Superintendent Comments

Anthony Strong

- Superintendent Strong updated the board on the policy revisions on the agenda for 1st readings.

III.D. Personnel Actions

Last Name	First Name	Location	Position	Effective Date
Hire				
Adams	Sam	DIST	Substitute Teacher	8/21/2013
Baldrige	Tequila	DIST	Student Bus Monitor	8/26/2013
Barger	Taylor	DIST	Student Bus Monitor	9/5/2013
Belcher	Kane	DIST	Coach	8/1/2013
Black	Brittany	DIST	Substitute Teacher	8/12/2013
Brown	Garrett	DIST	Coach SMS Football Assistant	8/20/2013
Clark	Ashley	DIST	Student Bus Monitor	8/30/2013
Coffey	Ginger	DIST	Coach	8/6/2013
Dalton	Tim	DIST	Coach	7/17/2013
Dehart	Tyler	DIST	Student Bus Monitor	9/5/2013
Draham	Bev	DIST	Substitute Cafeteria	9/12/2013
Edwards	Tanya	DIST	Student Bus Monitor	8/26/2013
Feltner	Emilee	DIST	Student Bus Monitor	8/30/2013
Gosney	Kyle	DIST	Coach SMS Volleyball Assistant	7/17/2013
Graves	Adam	DIST	Student Bus Monitor	8/30/2013
Greenwell	Niki	DIST	Substitute Teacher	8/15/2013
Hall	Rebecca	DIST	Substitute Teacher	9/12/2013
Heringer	Melisa	DIST	Substitute Instructional Assistant I	8/16/2103
Kyle	Marisa	DIST	Student Bus Monitor	8/26/2013
Loscomb	Nick	DIST	Student Bus Monitor	9/9/2013
Madison	Dotson	DIST	Student Bus Monitor	8/30/2013
McManus	Kim	DIST	Substitute Teacher	9/12/2013
Murray	Pat	DSS	Substitute Bus Driver	8/1/2013
Peluso	Kelsey	DIST	Student Bus Monitor	8/30/2013
Renchen	Lacey	DSS	Substitute Bus Monitor	8/26/2013
Smallwood	Brittini	DIST	Student Bus Monitor	9/9/2013
Spegal	Carolyn	DIST	Substitute Instructional Assistant I	9/12/2013
Trimble	Pat	DSS	Substitute Bus Driver	8/19/2013
Webster	Kay	DSS	Substitute Bus Driver	8/1/2013
Wilson	Brittany	DIST	Student Bus Monitor	9/9/2013
Wolfe	Greg	DIST	Coach	7/30/2013
Resignation				
Cravens	Kelsey	DIST	Substitute Teacher	8/15/2013
McCoy	Jeannie	PHS	Cafeteria cook/baker I	9/13/2013

Schultz	Cara	DIST	Substitute Teacher	8/12/2013
Shuester	Rebecca	SES	Exceptional Child Instructor	9/6/2013
Tomlin	Donna	SES	Clerical Assistant	9/6/2013
Retirement				
Grigson	Gary	DIST	Maintenance Supervisor	2/28/2014
Whalen	Leonard	DIST	Custodian	12/31/2013
Acknowledgement				
Fender	Bob	PHS	Student Teacher	8/21/2013
Perkins	Krista	NES	Student Teacher	8/6/2013

III.E. Written Communications & Reports

III.E.1. DPP Report

III.E.2. Transportation Monthly Trip Report

III.E.3. SBDM Minutes

NES April 22, 2013
 NES May 13, 2013
 SES July 23, 2013
 SMS April 30, 2013
 SMS June 28, 2013
 SMS July 8, 2013
 SMS July 12, 2013
 SMS July 15, 2013
 SMS July 29, 2013
 SMS August 5, 2013
 SMS June 17, 2013
 SMS June 11, 2013 (Special)
 SMS June 17, 2013 (Special)
 SMS June 18, 2013 (Special)
 SMS June 19, 2013 (Special)
 SMS June 20, 2013 (Special)

III.E.4. FRYSC Reports

- FRYSC – North
- FRYSC - South

III.E.5. Public Relations Report

III.E.6. Maintenance Report

III.E.7. Policy Revisions 01.42 (Regular Meetings; 10.5 (Visitors to the Schools); and 09.124 (Tuition)- 1st Reading

III.E.8. KSBA Board Member Training Report

IV. Action Agenda

IV.A. 2013-14 Working Budget

The working budget for the 2013-2014 includes the following expenditures which closely follows the tentative budget work in May.

- Revenues comparable to Compensating Rate
- Increase in Food Services Indirect Cost (based on KDE guidance)
- Contingency amount of \$652,746.00 (representing approximately 3.52% of Fund 1 & 51)
- Staffing at each school consistent with 2012-2013 teaching positions
- Slight increase in some State/Federal grants (primarily preschool and special education)
- Bond payments (Funds 310, 320 and 400)
- Self-supporting food service budget (Fund 51)

Order #9253 - Motion Passed: Superintendent Strong's recommendation to approve the 2013-14 Working Budget 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.

IV.B. 2013-14 Final SBDM Allocations

The district is required to give final allocations to schools by May 1st each year. The tentative SBDM budget allocation that was given to schools by March 1 and was recognized as the final SBDM allocations for FY2013-14 in May, has been adjusted to include a carryover of last year's funds that remained unspent at the close of the 2012-2013 school year.

Enrollment	Northern	Southern	Sharp	PCHS	Totals
Kindergarten	84	92			176
<i>Kindergarten FTE</i>	42	46			88
Grade 1	92	93			185
Grade 2	90	88			178
Grade 3	93	97			190
Grade 4	78	85			163
Grade 5	89	95			184
Grade 6			220		220
Grade 7			193		193
Grade 8			185		185
Grade 9				197	197
Grade 10				211	211
Grade 11				159	159
Grade 12				186	186

FTE Enrollment	484	504	598	753
Attendance Percentage	95.00%	95.00%	95.00%	95.00%
2013-14 ADA	459.8	478.8	568.1	715.35
Dollar Amount Allocated	\$100.00	\$100.00	\$100.00	\$100.00
Original Allocation	\$45,980.00	\$47,880.00	\$56,810.00	\$71,535.00
2012-13 SBDM Carryover	\$13,954.00	\$13,263.00	\$17,319.00	\$19,171.00
2013-14 Final SBDM Allocation	\$59,934.00	\$61,143.00	\$74,129.00	\$90,706.00
Extended School Service	\$8,185.23	\$9,665.97	\$10,214.08	\$12,956.52
Professional Development	\$1,311.27	\$1,405.04	\$1,662.88	\$2,123.41

Order #9254 - Motion Passed: Superintendent Strong's recommendation to approve the 2013-14 Final SBDM Allocations passed with a motion by Mr. Tony Spence and a second by Ms. Shawn Nordheim.

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

IV.C. 2013-14 Staffing Allocation Adjustments

The district is required to give final allocations to schools by May 1st each year based on the board-approved staffing allocation formula. Changes in the student membership in any school can cause a readjustment to the certified SBDM allocation (also called Section 4) and their Section 7 staffing allocation which is an allocation that goes above the board-approved staffing allocation formula.

Pendleton County High School's enrollment has decreased such that one teacher will be reclassified from an SBDM allocation to a Section 7 allocation. This would allocate the high school with 30 teachers that considered SBDM allocated and 1 additional teacher (for a total of 2) as a Section 7 allocation.

Order #9255 - Motion Passed: Superintendent Strong's recommendation to approve the 2013-14 Staffing Allocation Adjustments 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.

IV.D. Agreement with Kentucky Wool Festival

Order #9256 - Motion Passed: Superintendent Strong's recommendation to approve the agreement with Kentucky Wool Festival for use of district busses 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.

IV.E. Creation of Position/Salary Schedule

Order #9257 - Motion Passed: Superintendent Strong's recommendation to approve the creation of a bowling coach and setting the salary at \$1,554 for the head coach and \$777 for the Assistant Coach 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.F. Adoption of 3rd Thursday Board Meetings for Remainder of 2013

Order #9258 - Motion Passed: Superintendent Strong's recommendation to approve the location for the remaining 2013 third Thursday regular board meetings to Sharp 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.

IV.G. Indirect Cost Rate Approval

The non-restricted indirect cost rate is for use with food service and the restricted indirect cost rate is for use with grants. Since the indirect cost rates are calculated for use with federal programs, the federal fiscal year is used. The new rates for FY 2014 will begin October 2013.

Each local board of education needs to approve the rates prior to October 1, the start of the federal fiscal year. If the Indirect Cost Rate is not approved by October 1, the district cannot apply the rate at a later time during the fiscal year.

For FY2014 the indirect cost rate for Pendleton County Schools is 13.56. For FY2013, the indirect cost rate was 10.89.

Order #9259 - Motion Passed: Superintendent Strong's recommendation to approve the indirect cost rate for Pendleton County Schools at 13.56 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.

IV.H. 2013-14 Allocation of Field Trip Mileage

The mileage for each school is based on the same September student enrollment as staff allocation for each school.

School	Enrollment	Base Mileage Allowance	Dollar amt @ \$0.86 per mile	Extra Circular Mileage	Athletic Dollars @ \$0.86 per mile	Total Mileage Allowance	Total Mileage Allowance
Northern Elementary	526	5,260	\$4,523.60	0	\$0.00	5,260	\$4,523.60
Southern Elementary	550	5,500	\$4,730.00	0	\$0.00	5,500	\$4,730.00
Sharp Middle School	598	5,980	\$5,142.80	5,000	\$4,300.00	10,980	\$9,442.80
Pendleton High School	753	7,530	\$6,475.80	10,000	\$8,600.00	17,530	\$15,075.80

Anything over mileage allotment for schools, charge will be \$0.86 cents per mile plus driver @ \$17.59 per hour

OUTSIDE BUS USAGE

Any organization using buses outside of the school district will be charge \$1.24 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.

Order #9260 - Motion Passed: Superintendent Strong's recommendation for approval of allocation of field trip mileage to be based on the same September student enrollment as staff allocations for each school and outside organizations bus usage at \$1.24 per mile + \$20.00 per hour for driver over a two (2)-hour wait time 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-Abstain
MOTION CARRIED.

V. Consent Agenda

Order #9261 - Motion Passed: Superintendent Strong's recommendation to approve Consent Agenda items 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.

V.A. Board Meeting Minutes

August 15, 2013
August 22, 2013
August 29, 2013 (Tax Hearing)
August 29, 2013

V.B. Orders of the Treasurer

V.C. Treasurer' Report

Balances per MUNIS	Balance Sheet Balance
Fund 1 - General Fund	\$1,616,497.48
Fund 2 - Special Projects	\$23,400.42
Fund 310 - Capital Outlay	\$291,096.90
Fund 320 - Building Fund	\$1,782,049.39
Fund 360 - Construction Fund	\$103,475.25
Fund 400 - Bond Indebtedness	\$397,339.25
Fund 51 - Food Service	\$339,342.04
Fund 52 - After School Care	\$6,202.56
Fund 54 - Adult Education	\$1,898.06
Total General Checking in MUNIS	\$4,561,301.35
Ending Monthly Bank Balance	\$4,662,628.68
Plus Restricted Debt Service	\$162,402.85
Minus Outstanding Checks	
Outstanding ACH Payments	\$148,241.69
AP Outstanding Checks	\$19,286.96
Payroll and Vendor (6101) Outstanding Checks	\$96,201.53
Balance per Bank	\$4,561,301.35

V.D. FMLA Leave Requests

Approval for FMLA Leave request from Brian Walthers, Bus Driver, was given. The request for leave of absence began on approximately 8/20/2013 and will end approximately 09/09/2013.

V.E. Special Education Chairperson for ARC Meetings

Each year the Special Education Director, recommends a list of staff members who may represent the district as chairpersons for Admissions and Release Committee (ARC) meetings. Approval was given for the following to serve as ARC chairpersons:

- Superintendent
- Director of Special Education
- Preschool Coordinator
- Principals
- Assistant Principals
- School Counselors/School Social Workers

V.F. Three Rivers Health Department Service Agreement

Board approval was granted to approve an agreement with Three Rivers Health Department to administer Hepatitis A vaccines, Hepatitis B vaccines, Td vaccines, PPD, and flu shots.

V.G. Fundraiser Requests

V.G.1. NFRYSC - Jeans Day

V.H. Approval of Private Carrier for Field Trips

- V.H.1. PHS FCCLA - Charlotte, NC - November 21-24, 2013 - Toby Tours
- V.H.2. SMS FCCLA - Charlotte, NC - November 21-24, 2013 - Toby Tours
- V.H.3. PHS FCCLA Capitol Leadership Training-Washington DC-Sept 29-Oct 3, 2013 - US Airways

VI. Adjournment

Order #9262 - Motion Passed: A motion to adjourn the meeting passed with a motion by Mr. Tony Spence and a second by Ms. Shawn Nordheim.

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

MOTION CARRIED.

Chairperson

Superintendent