

**Pendleton County Schools  
Board of Education Regular Meeting  
October 15, 2015 7:00 PM  
Sharp Middle School - District Training Room**

**Attendance Taken at 7:02 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 21<sup>st</sup> Century.

**I. Call to Order**

Chairman Tony Spence called the meeting to order.

**I.A. Approve Agenda**

**Order #15-267 - Motion Passed:** Mr. Strong's recommendation to approve the agenda passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

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

**I.B. Pledge of Allegiance**

Jaiden Thomas, Northern Elementary student, led the Pledge of Allegiance.

**I.C. Mission Statement**

Sharp Middle School student, Taiyler Thomas, read the Mission Statement.

**I.D. Moment of Silence**

**I.E. School Presentation - Northern Elementary**

NES Principal, Mr. Darell Pugh, made a presentation on behalf of Northern Elementary highlighting students and staff.

**I.F. Great News**

**I.F.1. PCHS Study Abroad Presentation - Dr. Amber Sergent**

Dr. Sergent made a presentation of her trip abroad last year, along with three of the students who attended the trip also.

**I.F.2. Retired Teachers' Appreciation Week Proclamation**

The board signed a proclamation declaring the week of October 19-23 as Retired Teachers Appreciation Week.

**I.G. Recess**

**II. Instruction/Curriculum Report**

**II.A. 2014-15 Assessment & Accountability System Presentation**

Mrs. Pugh and Mr. Dietrich will be sharing the latest results from 2015 KPREP

District Overview

District	2013-14	2014-15	Difference
Overall Score	65.4	67.5	+ 2.1
Percentile	63	79	+16
MET AMO: Yes			
<b>Proficient</b>			

**Southern Elementary School**

Overall Score: 63 (+.5)

SES	2013-14	2014-15	Difference
Overall Score	62.5	<b>63</b>	+ .5
Percentile	50	<b>52</b>	+2
Achievement	17.7	<b>18.6</b>	
Gap	9.9	<b>9.9</b>	
Growth	25.4	<b>23.4</b>	
MET AMO: No (Missed by .5)			
<b>Needs improvement</b>			

**Northern Elementary School**

Overall Score: 71.7 (+2.5)

NES	2013-14	2014-15	Difference
Overall Score	69.2	<b>71.7</b>	+2.5
Percentile	78	<b>86</b>	+8
Achievement	23.1	<b>21.9</b>	
Gap	14	<b>14</b>	
Growth	26.4	<b>27.4</b>	
MET AMO: Yes <b>Proficient/Progressing</b>			

### Sharp Middle School

Overall Score: 58.7 (-.2)

SMS	2013-14	2014-15	Difference
Overall Score	58.9	58.7	-.2
Percentile	39	38	- 1
Achievement	18.2	17	
Gap	9.8	8.6	
Growth	14.5	14.9	
CCR	6.5	5.9	
MET AMO:	No	Needs improvement/Focus School	

10

### Pendleton County High School

Overall Score: 76.9 (+4.9)

PCHS	2013-14	2014-15	Difference
Overall Score	72	76.9	+4.9
Percentile	76	94	+18
Achievement	11.9	12.2	
Gap	6.0	7.2	
Growth	12.0	13.7	
CCR	14.7	18.4	
Graduation Rate	18.9	18.5	
MET AMO:	Yes	Distinguished	

11

12

### PCS Program Review Data

▶ Next Generation Learner (77%)



▶ Next Generation Program Supports(23%)

Program Reviews	Elementary	Middle	High
Arts /Humanities	Proficient	Proficient	Proficient
Practical Living /Career Studies	Proficient	Proficient	Proficient
Writing	Proficient	Proficient	Proficient
K-3	Proficient	N/A	N/A

## III. Communications

### III.A. Audience Comments

There were no audience comments.

### III.B. Board Member Comments

#### Mr. Elmer Utz

- Congratulate the school district
- Thank the retirees for their years of service.

**Ms. Cheri Griffin**

- Congratulations to the district. This does not surprise me. Proud of you Mr. Simms for your good work at the high school. Good example of how students respond to a good administrative team.
- Wish Billie Jo well on her surgery tomorrow.
- Judged the pumpkins at NES. They were so cute. Hope everyone goes to Freaky Friday.

**Ms. Jolieen Bertram**

- Will be thinking about Billie Jo tomorrow and wish her well in her recuperation.
- Congratulations to the schools on tests scores and Mr. Simms – awesome – just a testament of the culture and atmosphere that you have created. Gave encouragement to Ms. Moore and the Middle School – hopefully soon all schools will be distinguished/
- NES Choir was amazing. Appreciate the hard work of Ms. Hodge.

**Ms. Shannon Carey**

- Thanks to Mr. Simms and Ms. Manor for all the hard work you have done at the high school. The staff and students are ecstatic over the tests scores.

**Dr. Shawn Nordheim**

- Echo the congratulations to the schools on the test scores – job well done.
- NES choir did a wonderful job tonight.

**Mr. Tony Spence**

- Congratulations to the district on all the hard work and encourage everyone as we move forward.

**III.C. Superintendent Report****Dr. Anthony Strong**

- Superintendent Strong reported that during the past month, he attended
  - **Advance ED KY Continuous Improvement Summit – September 21 & 22**  
Conference format was designed to showcase district and building best practices that are having an effect on student achievement. We took a group of building and district leaders.
  - **EPSB Board Meeting – October 12**
  - **NKCES Board of Directors Meeting – October 14**
  - **During the last month I have been involved in the following meetings:**
    - Pre-K Meeting with United Way
    - KRT / Fiscal Court – September 28 5:00 p.m.
    - Pendleton Co. Conservation District Reception – September 29, 6:30 p.m.
    - PCEA Meeting @ Superintendent's Office– October 13- 4:00 pm

- Superintendent's Community Advisory Committee – Superintendent's Office- 6:30 pm
- Asked Mr. Buerkley to give a report on Food Service
  - Complemented our cafeteria staff on their dedication and hard work. With the CEP program, our elementary food service staff have been serving more meals that ever before with the same staff. Ms. Mitchell is to be commended on her dedication. On October 14, 2014 we served 1340 meals – breakfast & Lunch. This year on the same date, we served 1902 meals. Those ladies are extremely busy from start to finish.
- Recognized Southern Elementary and Sharp Middle School on their efforts that helped make our district proficient. Even though their scores were not as good as the other two schools, their scores were a reflection of what made us proficient.

### III.D. Personnel Actions

Last Name	First Name	Location	Position	Effective Date
<b>Hire</b>				
Allen JR	Gary	DIST	Coach SMS Basketball	9/25/2015
Chaplin	Katie	DIST	Coach Assistant PHS Girls Fast Pitch	9/25/2015
Lung	Jessika	DIST	Substitute Teacher	9/1/2015
Neal	Dianne	DIST	Substitute Teacher	10/12/2015
Pettit	Mary	DIST	Coach PHS Girls Fast Pitch	9/25/2015
Robbns	Joyce	DIST	Substitute Cook/baker	10/12/2015
Wooten	Heather	DIST	Coach SMS Girls Basketball	9/9/2015
<b>Resigned</b>				
Cahill	Brian	DIST	HVAC Maintenance	9/28/2015
Huck	Holly	NES	Instructional Assistant	10/15/2015
<b>Transfer</b>				
Kells	Konnie	SES	Cook/baker	10/16/2015

### III.E. Written Communications & Reports

#### III.E.1. DPP Report

#### III.E.2. Transportation Monthly Trip Report

#### III.E.3. SBDM Minutes

- NES August 27, 2015
- SES August 25, 2015
- SMS August 27, 2015

#### III.E.4. FRYSC Reports

**III.E.5. Public Relations Report****III.E.6. Maintenance Report****III.E.7. School Activities/Common Carrier**

**III.E.7.a. FBLA National Fall Leadership Conference - November 12-15, 2015 - Delta Airlines**

**III.E.7.b. PHS FFA National Convention in Louisville, KY - October 28-31, 2015 - Enterprise Rented Van**

**III.E.8. State Auditor Recommendations for School Districts****III.E.9. Monthly Financial Report****IV. Action Agenda****IV.A. KSBA Stakeholders Survey**

**Order #15-268 - Motion Passed:** Superintendent Strong's recommendation to contract with KSBA for stakeholder eSurvey work at a cost of \$1950 plus actual expenses passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

***VOTE:*** Bertram-Yes; Griffin-Yes; Nordheim-No; Spence-Yes; Utz-Yes;  
***MOTION CARRIED.***

**IV.B. Revised Board Policy 03.18 - Certified Evaluation (2nd Reading)**

**Order #15-269 - Motion Passed:** Superintendent Strong's recommendation to approve the 2nd reading of Board Policy 03.18 (Certified Evaluation) Revision passed with a motion by Ms. Jolieen Bertram and a second by Mr. Elmer Utz.

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

**IV.C. 2015-16 Adult Education Contract**

**Order #15-270 - Motion Passed:** Superintendent Strong's recommendation to approve the 2015-16 Adult Education Contract passed with a motion by Dr. Shawn Nordheim and a second by Mr. Elmer Utz.

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

#### IV.D. 2015-16 NKADD-WIA Contract

**Order #15-271 - Motion Passed:** Superintendent Strong's recommendation to approve the 2015-16 WIOA Contract passed with a motion by Dr. Shawn Nordheim and a second by Ms. Cheri Griffin.

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

#### IV.E. 2016-17 Non-Resident Contracts

##### IV.E.1. Harrison County Non-resident Contract

##### IV.E.2. Bracken County Non-resident Contract

**Order #15-272 - Motion Passed:** Superintendent Strong's recommendation to approve the 2016-17 Non-Resident Contracts with Harrison County and Bracken County passed with a motion by Ms. Jolieen Bertram and a second by Mr. Elmer Utz.

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

#### IV.F. 2016-17 Resident Contract - Harrison County

**Order #15-273 - Motion Passed:** Superintendent Strong's recommendation to approve the 2016-17 Resident Contract with Harrison County passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

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

#### IV.G. Evaluation Appeals Committee

**Order #15-274 - Motion Passed:** Superintendent Strong's recommendation to approve Amy Hurst and Megan Ramsey as the two certified members and Melissa Tucker and Jessica Morris as the two certified alternates to serve on the Certified Evaluations Appeal Panel and Laura Pugh as the board-appointed representative for a two (2) year term beginning 2015-2017 term 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.H. Job Description Revision

**Order #15-275 - Motion Passed:** Superintendent Strong's recommendation to approve the Job Description Revision for Administrative Assistant to Superintendent/Office Manager passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

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

#### **IV.I. Kentucky Teachers Retirement System Proclamation**

**Order #15-276 - Motion Passed:** A motion to postpone the proclamation indefinitely passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

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

#### **IV.J. Transportation Waivers for PCHS/Sharp Middle Athletics**

**IV.J.1. Transportation Waiver - Sharp Middle School**

**IV.J.2. Transportation Waiver - PHS Summer Activities**

**IV.J.3. Transportation Waiver - PHS Tennis**

**IV.J.4. Transportation Waiver - PHS Archery**

**IV.J.5. Transportation Waiver - PHS Golf**

**IV.J.6. Transportation Waiver - PHS Bowling**

**IV.J.7. Transportation Waiver - PHS KHSAA State Championship Events**

**Order #15-277 - Motion Passed:** Superintendent Strong's recommendation to approve the Transportation Waivers for PCHS/Sharp Middle School Athletics passed with a motion by Ms. Jolieen Bertram and a second by Mr. Elmer Utz.

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

#### **V. Consent Agenda**

**Order #15-278 - Motion Passed:** Superintendent Strong's recommendation to approve the Consent Agenda Items A-D passed with a motion by Ms. Jolieen Bertram and a second by Dr. Shawn Nordheim.

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

#### **V.A. Board Meeting Minutes**

— September 17, 2015



## V.B. Orders of the Treasurer

## V.C. Treasurer' Report

Balances per MUNIS	Balance Sheet Balance
Fund 1 - General Fund	\$1,159,513.18
Fund 2 - Special Projects	\$221,510.71
Fund 21 - District Activity Funds	\$152,370.04
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	\$317,322.47
Fund 52 - After School Care	\$21,355.96
Fund 54 - Adult Education	\$1,070.52
<b>Total General Checking in MUNIS</b>	<b>\$3,105,285.10</b>

<b>Ending Monthly Bank Balance</b>	<b>\$3,407,596.11</b>
<b>Plus Restricted Debt Service</b>	<b>\$2.04</b>
<b>Minus Outstanding Checks</b>	
Outstanding ACH Payments	\$153,750.08
AP Outstanding Checks	\$43,285.85
Payroll Outstanding Checks	\$105,277.12
<b>Balance per Bank</b>	<b>\$3,105,285.10</b>

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
<b>ASSETS</b>			
6101	CASH IN BANK	-14,007.31	2,830,193.90
6153	ACCOUNTS RECEIVABLE	.00	30,313.54
6201	LAND	.00	674,221.00
6211	LAND IMPROVEMENTS	.00	2,676,334.78
6212	ACCUMULATED DEP. LAND IMPROV	.00	-1,487,221.73
6221	BUILDINGS/BLDG IMPROVEMENTS	.00	55,478,408.60
6222	ACCUMULATED DEPR-BUILDINGS	.00	-16,332,424.13
6231	TECH EQUIPMENT NETS	.00	3,710,174.67
6232	ACCUMULATED DEPR-TECH EQUIP	.00	-3,235,252.00
6241	VEHICLES -	.00	3,796,198.85
6242	ACCUMULATED DEPRECIATION	.00	-2,738,148.00
6251	GENERAL EQUIPMENT	.00	1,781,218.16
6252	ACCUMULATED DEP-GEN EQUIP	.00	-1,295,368.51
	<b>TOTAL ASSETS</b>	<b>-14,007.31</b>	<b>45,880,648.05</b>
<b>LIABILITIES</b>			
7421	ACCOUNTS PAYABLE	.00	-1,055.28
7461	ACCR SALARIES & BENEFIT PAYABLE	-9,058.04	-45,216.54
7475	CRS WITHHELD PAYABLE	17.42	.00
7481	UNEARNED REVENUES	.00	-24,817.65
7603	PURCHASE OBLIGATIONS	-223,139.50	1,965,868.70
	<b>TOTAL LIABILITIES</b>	<b>-232,180.12</b>	<b>1,894,779.23</b>
<b>FUND BALANCE</b>			
6302	REVENUES CONTROL	-1,402,653.56	-4,365,275.75
7602	EXPENDITURES CONTROL	1,425,701.49	3,668,078.01
8710	INVESTMENT IN GOV'T ASSETS	.00	-43,028,141.61
8732	RESTRICTED - SICK LEAVE	.00	-217,082.68
8738	RESTRICTED-SPCC ESCROW-CURRENT	.00	-1,593,828.69
8739	RESTRICTED-NET ASSETS(FOOD SER	.00	-22,922.09
8753	ASSIGNED-FURCH OBL - CURRENT	223,139.50	-1,965,868.70
8770	UNASSIGNED FUND BALANCE	.00	-258,385.77
	<b>TOTAL FUND BALANCE</b>	<b>246,187.43</b>	<b>-47,783,427.28</b>
	<b>TOTAL LIABILITIES + FUND BALANCE</b>	<b>14,007.31</b>	<b>-45,888,648.05</b>

**V.D. Leave of Absence Requests**

Billie Jo Chaplin – BOE Administrative Secretary – The request for FMLA leave of absence will begin approximately 10/16/2015 and will end approximately 12/11/2015.

Jacalyn Haymaker – PHS cook/baker - The request for FMLA leave of absence will begin approximately 09/23/2015 and will end approximately 11/20/2015.

**VI. Executive Session**

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

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

**Order #15-279 - 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 Ms. Jolieen Bertram and a second by Mr. Elmer Utz.

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

**VII. Return from Executive Session**

**Order #15-280 - Motion Passed:** A motion to return from Executive Session passed with a motion by Ms. Jolieen Bertram and a second by Mr. Elmer Utz.

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

**VIII. Adjournment**

**Order #15-281 - 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.**

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Board Chairperson

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Board Secretary