

**Pendleton County Schools
Board of Education Regular Meeting
March 17, 2016 7:00 PM
Sharp Middle School
District Training Room**

Attendance Taken at 7:00 PM:

Present Board Members:

Ms. Jolieen Bertram
Ms. Cheri Griffin
Dr. Shawn Nordheim
Mr. Tony Spence
Mr. Elmer Utz

Absent Board Members:

Ms. Shannon Carey

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 at 7:00 pm.

I.A. Approve Agenda

Order #16-119 - Motion Passed: Supt Strong's recommendation to approve the agenda 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.

I.B. Pledge of Allegiance

I.C. Mission Statement

I.D. Moment of Silence

I.E. Great News

Great News ~ March, 2016

SMS Conference All-Tournament Team Selections

Meghan Wright—Girls 6th Grade

Olivia Verst—Girls 7th Grade

Samantha Verst—Girls 8th Grade

Ethan Verst—Boys 6th Grade

Tredyn Thomas—Boys 7th Grade

Seth Gregg—Boys 8th Grade

High School Basketball

Girls All-Tournament Team-38th Team

- Nicki Mason

Girls 10th Region Coaches Association Honorable Mention

- Makayla Bishop

10th Region Athletic Director of the Year

- Keith Smith

Order #16-120 - Motion Passed: Chairman Tony Spence's recommendation to recess 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.

I.F. Recess

II. Communications

II.A. Audience Comments

II.B. Board Member Comments

No Comments

II.C. Superintendent Report

Superintendent's Report /Activities February 19 – March 17

EPSB-Frankfort--Feb 19

House Ed Committee, Frankfort--Feb 23

KSBA Conference, Louisville--Feb 25-28

Gateway Diesel Program--March 10

NKCES Board of Directors Meeting--March 9

NKY Superintendent Roundtable--March 9

NKEAT Meeting – March 16

During the last month I have been involved in the following meetings/event:

- Sporting events middle/high school
- Regional Boys Basketball Tourney- March 5
- Student Advisory Council—Read at both SES and NES for Dr. Seuss' Birthday—
March 2
- Learning Walks – SMS – Feb 24
- Instructional Meeting -- March 3
- Cabinet Meeting – Feb 22, 29; March 7, 14
- Director's Meeting—March 8
- Principal Meeting—March 17

II.D. Personnel Actions

Personnel Changes Board Meeting				
March 17, 2016				
Last Name	First Name	Location	Position	Effective Date
Hire				
Hegy	Mark	SES	Principal	2/19/2016
Marshall	Sherri	DIST	Substitute Teacher	2/22/2016
McGurty	Leslee	DIST	Substitute Instructional Assistant I	3/3/2016
Pettit	Jill	DIST	Substitute monitor	3/7/2016
Wolfe	Amy	DIST	Substitute Instructional Assistant I	2/22/2016
Woods	Sarah	DIST	Substitute monitor	3/7/2016

II.E. Written Communications & Reports

II.E.1. DPP Report

Director of Pupil Personnel:		Monthly Report:				Month 6 (1/18-2 /18)			
Schools		NES	SES	PCHS	SMS				
Attendance Referrals:									
Number of Home Visits		4	3	8	5				
Address Verifications		0	0	0	0				
Recommendations for Charges		4	4	3	1				
Number of Charges Filed		4	4	3	1				
Student School Visits		1	11	18	6				
Students Transported		0	2	4	3				
Suspensions		2	2	5	20				
Recommended for Expulsion		1	1	1	0				
Expulsions		0	0	0	0				
Administrative Hearing		1	1	1	0				
Membership		512	577	727	571				
ADA: Month 6		493.77	551.31	690.24	543.69				
Percentage of ADA Month: Month 6		96.31	95.56	94.97	95.28				
Schools		NES	SES	PCHS	SMS				
District Summary:		Membership		ADA		Percentage of ADA Mont 6		YTD Suspensions	
Month 6:		2,387		2,279.01		95.47		122	
Drop Out Summary		2015-2016	2014-15						
9th Grade			1						
10th Grade		1	2						
11th Grade			1						
12th Grade			3						
YTD Total		1	7						
						YTD Expulsions			
						Current			
						2015-16			

II.E.2. Transportation Monthly Trip Report

ID	LNAME	FNANE	SCHOOL	ORGANIZATION SPONSORING	DATE	DESTINATION	PERSON IN CHARGE	STUDENTS	TOTAL TIME	BUS NO	Miles traveled	AMT PAID	ity	Retireical	Secur	Total Paid	CHARGE TO
1938	Gregg	Jim	PHS	Academic Team	2/20/16	Lewis Co	Knox, J	10	14:30	48	88	\$200.68	\$34.24	\$15.36	\$250.28	Academic	
1944	Haubner	Steven	PHS	Band	2/26/16	Nicholas Co	Phillips, M	0	6:00	609	91	\$83.04	\$14.17	\$6.35	\$103.56	Band	
1948	Nordheim	Scott	PHS	Band	2/23/16	Nicholas Co	Phillips, M	20	6:00	32	81.7	\$83.04	\$14.17	\$6.35	\$103.56	Band	
1949	Nordheim	Scott	PHS	Band	2/26/16	Nicholas Co	Phillips, M	20	6:45	32	81.8	\$93.42	\$15.94	\$7.15	\$116.51	Band	
1950	Veirs	Kelly	PHS	Band	2/23/16	Nicholas Co	Phillips, M	0	6:30	35	85	\$89.96	\$15.35	\$6.88	\$112.19	Band	
1925	Veirs	Kelly	PHS	Boys Basketball	2/1/16	Bracken Co	Belcher, K	25	6:30	35	70	\$89.96	\$15.35	\$6.88	\$112.19	Boys	
1937	Gregg	Jim	PHS	Boys basketball	2/19/16	Mason Co	Belcher, K	20	6:30	48	88	\$89.96	\$15.35	\$6.88	\$112.19	Boys	
1939	Gregg	Jim	PHS	Boys Basketball	2/21/16	Nicholas Co	Belcher, K	20	4:00	48	78	\$55.36	\$9.44	\$4.24	\$69.04	Boys	
1940	Gregg	Jim	PHS	Boys Basketball	2/23/16	Nicholas Co	Belcher, K	20	6:30	48	79	\$89.96	\$15.35	\$6.88	\$112.19	Boys	
1941	Gregg	Jim	PHS	Boys Basketball	2/26/16	Nicholas Co	Belcher, K	20	5:00	48	81	\$69.20	\$11.81	\$5.29	\$86.30	Boys	
1946	Nordheim	Scott	PHS	Basketball	2/18/16	Paris	Belcher, K	20	7:45	32	79.7	\$107.26	\$18.30	\$8.21	\$133.77	Boys	
1936	Gregg	Darrin	PHS	Cheerleaders	2/26/16	Nicholas Co H.S.	Simms, C	25	3:00	306	86	\$41.52	\$7.08	\$3.18	\$51.78	Cheerleaders	
1945	Lynn	Martha	PHS	FFA	2/26/16	Perfect North	Antrobus, J	30	7:00	52	117	\$96.88	\$16.53	\$7.41	\$120.82	FFA	
1926	Harper	Steve	PHS	Girls Basketball	2/1/16	Campbell Co	Bowling, P	0	5:30	507	41	\$76.12	\$12.99	\$5.82	\$94.93	Girls	
1943	Harper	Steve	PHS	Girls Basketball	2/23/16	Nicholas Co	Bowling, P	0	6:30	507	82	\$89.96	\$15.35	\$6.88	\$112.19	Girls	
1947	Nordheim	Scott	PHS	Girls Basketball	2/20/16	Nicholas Co	Bowling, P	0	5:00	32	81.4	\$69.20	\$11.81	\$5.29	\$86.30	Girls	
1951	Nahari	Joel	PHS	NJROTC	2/26-28/2016	Walton County, GA	Hann, S	42	12:00	51	316	\$166.08	\$28.34	\$12.71	\$207.13	NJROTC	
1928	Knox	Josh	PHS	Academic Team	2/17/16	Lewis Co H.S.	Knox, J	6	6:45	Van	160	\$0.00	\$0.00	\$0.00	\$0.00	PHS	
1932	Shafer	Matt	PHS		2/10/16	Berea, KY	Simms, C	0	5:00	Van	191	\$0.00	\$0.00	\$0.00	\$0.00	PHS	
1933	Smith	Keith	PHS	Athletics	2/27/16	Cynthiana, KY	Smith, K	0	3:00	Van	57	\$0.00	\$0.00	\$0.00	\$0.00	PHS	
1934	Hoehn	Cathy	PHS	DECA	2/25/16	EKU	Hoehn, C	5	3:30	Van	202	\$0.00	\$0.00	\$0.00	\$0.00	PHS	
1935	Caldwell	Jack	PHS	PTSA	2/26/16	EKU	Bess, R	14	7:15	707	171	\$100.34	\$17.12	\$7.68	\$125.14	PHS	
1942	Harper	Steve	SMS	Girls Basketball	2/18/16	Tichenor M.S.	Tackett, D	16	4:00	507	79	\$55.36	\$9.44	\$4.24	\$69.04	SMS	
1927	Nahari	Joel	SMS	Ski Club	2/5/16	Perfect North	Myers, D	29	3:00	98	115	\$41.52	\$7.08	\$3.18	\$51.78	SMS	
1929	Reid	Carolyn	SMS	Academic Team	2/16/16	Campbell Co M.S.	Reid, C	3	8:45	Van	35	\$0.00	\$0.00	\$0.00	\$0.00	SMS	
1930	Reid	Carolyn	SMS	Academic Team	2/11/16	Campbell Co M.S.	Reid, C	5	7:45	Van	36	\$0.00	\$0.00	\$0.00	\$0.00	SMS	
1931	Reid	Carolyn	SMS	Academic Team	2/13/16	Campbell Co M.S.	Reid, C	4	2:00	Van	34	\$0.00	\$0.00	\$0.00	\$0.00	SMS	
											2706.6	\$1,788.82	\$305.21	\$136.86	\$2,230.89		

II.E.3. SBDM Minutes

II.E.4. FRYSC Reports

II.E.5. Public Relations Report

II.E.6. Maintenance Report

II.E.7. Monthly Financial Report

II.E.8. Sharp Middle School 8th Grade Trip to Kings Island

Rationale:

Due to our board policy I am putting this on the agenda for notification purposes of an out of state trip. The location on the agenda is based upon the recommendation of Mr. DeMarcus

III. Action Agenda

III.A. PHS Class of 2016 Graduation Date

Rationale:

The graduation exercise is the task of the board and with that carries the responsibility of setting the date. Since we still are not completely sure of weather I am seeking permission from the board as in the past for the permission to allow the high school principal and myself to set the graduation date for 2016.

Order #16-121 - Motion Passed: Superintendent Strong's recommendation to give Mr. Strong and Mr. Simms permission to set the PHS Class of 2016 Graduation Date 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.

III.B. Emergency BG1-Northern Elementary Kitchen Sanitation Project

Rationale:

In order to move forward on the final correction of the kitchen plumbing issues with a permanent solution I have been advised by Ehmet Hayes that it would be in our best interest to declare this project an emergency which gives us the opportunity to expedite the work and have completed through the summer. Mr. Hayes cannot be at the meeting but will have attachments explaining the process for the board.

Order #16-122 - Motion Passed: Superintendent Strong's recommendation to approve Emergency BG1-Northern Elementary Kitchen Sanitation Project 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.

III.C. Surplus Kitchen Equipment

Rationale:

Please see attached memo requesting that property from food service be surplused in order for it to be disposed of in the future.

Order #16-123 - Motion Passed: Superintendent Strong's recommendation to approve the sale of the Surplus Kitchen Equipment 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.

III.D. Fuel Contract--City of Butler

Rationale:

In our ongoing effort to be a collaborative partner in the community the City of Butler is requesting the ability to purchase fuel at our transportation site. The agreement is the same as others and has been reviewed by our board attorney.

Order #16-124 - Motion Passed: Superintendent Strong's recommendation to approve the Fuel Contract--City of Butler 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.

III.E. Cancel May 19th Board Meeting--Reschedule for Special Meeting

Rationale:

In our meeting today to discuss graduation dates. May 19th would be our date for Class night this year. In checking very quickly with Matt his recommendation would be to take action to cancel this meeting since it is our regular May meeting date. I am recommending that we cancel this meeting and then determine when we would hold our May meeting. In just looking at the calendar quickly May 26th would be the best date in terms of no conflicts with all of the end of year activities.

Order #16-125 - Motion Passed: Superintendent Strong's recommendation to approve the cancel May 19th Board Meeting--Reschedule for Special Meeting for May 26 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. Consent Agenda

Order #16-126 - Motion Passed: Supt Strong's recommendation to approve the consent agenda 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.A. Board Meeting Minutes

IV.B. Orders of the Treasurer

IV.C. Treasurer' Report

Pendleton County Schools
Bank Reconciliation
February, 2016

Balances per MUNIS	Balance Sheet Balance
Fund 1 - General Fund	\$2,428,916.31
Fund 2 - Special Projects	\$20,504.18
Fund 21 - District Activity Funds	\$153,741.96
Fund 310 - Capital Outlay	\$288,246.90
Fund 320 - Building Fund	\$640,224.77
Fund 360 - Construction Fund	-\$32,691.03
Fund 51 - Food Service	\$427,850.08
Fund 52 - After School Care	\$32,218.12
Fund 54 - Adult Education	\$1,070.52
Total General Checking in MUNIS	\$3,960,081.81
Ending Monthly Bank Balance	\$4,194,385.68
Minus Outstanding Checks	
Outstanding ACH Payments	\$81,410.47
AP Outstanding Checks	\$43,790.71
Payroll Outstanding Checks	\$109,102.69
Balance per Bank	\$3,960,081.81
Means MUNIS and Bank Statement are in Agreement	\$0.00
Signature <u>Jan Johnston</u>	<u>3/10/2016</u>
Prepared by _____	

IV.D. Leave Requests

—◆—

BOARD MEMO

DATE: 3/18/2016
 TO: Mr. Strong & Board Members
 FR: Jan Johnston
 RE: Leave of Absence Request

A request for Leave of Absence has been received from the following:

Barbara Rorer-Thaxton – SES Teacher – The request for FMLA leave of absence will begin approximately 2/16/2016 and will end approximately 3/6/2016.

Curtis Black – DSS Driver – The request for FMLA leave of absence will begin approximately 2/01/2016 and will end approximately 4/15/2016.

Kelly Patterson – SES Teacher – The request for intermittent FMLA leave of absence will begin approximately 10/15/2015 and will end approximately 10/15/2016.

Kim Harris – PHS Custodian – The request for intermittent FMLA leave of absence will begin approximately 7/1/2015 and will end approximately 7/1/2016.

Kathleen Wright – NES Cook/Baker – The request for intermittent FMLA leave of absence will begin approximately 2/22/2016 and will end approximately the end of the school year.

Melissa Tucker – SES Teacher – The request for FMLA leave of absence will begin approximately 3/7/2016 and will end approximately 4/25/2016.

I recommend that the Board approve

|

Name: Jan Johnston

Title: Executive Director of Finance/Human Resources

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IV.E. Approval of Parent Transportation- PHS Wildcat Baseball - Louisville, KY, April 1-3, 2016

Rationale:

The baseball team is requesting approval of private transportation for their spring trip. Also attached to this approval in the form that has been reviewed by our board attorney.

V. Executive Session

Order #16-127 - Motion Passed: A motion to enter into Executive Session per KRS 61.810(1)(f)- Discussion of the formative evaluation of the Superintendent 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.

V.A. Board Policy 01.43 and KRS 61.810(1)(f) Discussion of the formative evaluation of the Superintendent

Rationale:

This is scheduled to discuss the first quarter review of items on my growth plan as we discuss.

VI. Return from Executive Session

Order #16-128 - Motion Passed: A motion to return to open 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.

VII. Adjournment

Order #16-129 - Motion Passed: A motion to adjourn 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.

Board Chairperson

Board Secretary