

**Pendleton County Schools
Board of Education Regular Meeting
November 19, 2015 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
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 #15-282 - Motion Passed: Superintendent Strong's recommendation to approve the agenda with the following addition to the Action Items: "H. Elimination of Administrative Secretary II" 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.

I.B. Pledge of Allegiance

Casey Jones led the group in the Pledge of Allegiance.

I.C. Mission Statement

Brian Koettel read the Mission Statement.

I.D. Moment of Silence

I.E. Great News

I.E.1. Diploma Presentation

Tre Schneider was presented his diploma who graduated under the alternative diploma option.

I.E.2. Fall Sports Athletic Accomplishments

Sharp Middle School Volleyball

Congratulations to the Sharp Middle School Volleyball team who took the district championship.

Kayley Bruener
Kylie Richardson
Morgan Godman
Karleigh Prater
Jordan Kirsch
Emma Reid
Sydney Manor
Olivia Verst

Coaches Kyle Gosney & Maegan Curtis

PHS Golf – Boys and Girls

Congratulations to the following boys and girls golf team members who qualified individually for state competition.

Boys Golf
Trey Roseberry
Ron Stinson, Coach

Girls Golf
MacKenzie Moore
Holley Hart
Tim Cooper, Coach

PHS Volleyball

The following students received special district and regional recognition. Congratulations to the following PHS Volleyball team players:

Jordan Bishop - 10th Region All-Tournament Team
Bailey Boden & Morgan McKinney - 38th District All-Tournament Team
Laura Buck, Coach

PHS Girls Soccer

Congratulations to the following girls soccer team members who received individual recognition:

Casey Jones - 10th Region All Tournament Team
Erin Fitzpatrick - 10th Region First team
Madison Wirth - 10th Region Second Team
Stacey Myers, Coach

SMS Cross Country

Congratulations to Gabriel Jenkins was named to the Area 5 Middle School Cross Country All Region 2nd team.

Coach – Jessica Poe

PHS Boys Soccer

Congratulations to the Boys Varsity Soccer team who were district champions and advanced to the regionals.

Clay Thompson

Anas Shuhayb

Alex Tillett

Brett Bowen

Ben Bowen

Dillon Feltner

Chandler Aulick

Christian Rick

Conner Harper

Mason Cordray

Ryan Hanser

Cody Sullivan

Jacob Johnson

Tyler Scott

Tony Dietrich

Brian Koettel

Grant Walsh

Ben Fieger

Trey Roseberry

Mitchell Brinkdoepke

Jacob Cordray

Jared Morton

Brendan Caudill

Kyler Marshall

Mike Dewald

Adam Antrobus

Jimmy O'Hara

Aaron Harper, Ryan Sergent - Coaches

The following players received individual recognition:

10th Region All-Tournament Team - Clay Thompson and Cody Sullivan

Northern Kentucky All Region Honorable Mention - Grant Walsh

I.F. Recess**II. Instruction/Curriculum Report****II.A. IT Grant Update**

Ms. Laura Pugh, Executive Director of Teaching and Learning, gave an update on the \$150,000 grant that our district received last spring.

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

There were no audience comments.

III.B. Board Member Comments**Mr. Elmer Utz**

— Congratulated those recognized in Great News.

Ms. Shannon Carey, Student Board Rep

— Reported serving on the Student Advisory Council. One issue recently discussed was fall break and the council would like to see the district have a fall break and even look at the Friday of Wool Fest due to the large number of students working the fest.

III.C. Superintendent Report

Dr. Strong congratulated the graduate and fall athletes honored tonight. Dr. Strong shared his travel report with the board that included:

- NKCES Regional School Programs Advisory Board Meeting – October 20 (9:30-11:30 am)
- KSBA Regional Fall Meeting – Erlanger – October 20, 6:00 pm
- Football game at Veteran's Field & Jersey Retirement Reception – October 23 6:00 pm
- PHS NHS Induction Ceremony – October 26, 6:30 pm
- NKEAT October meeting – Florence – October 27, 3:30 pm
- PHS Football Game, Veteran's Field – Senior Night
- Fall Northern Ky Ed Council Meeting – November 2 – 1:00 pm
- Meeting with Board Attorney regarding Personnel – November 6 – 11:30-12:30
- NKCES Board of Directors Meeting – November 11
- KASA Board of Directors – November 13 – 8:00 – 12:00 pm
- Community-wide Veteran's Day Celebration – November 11 (Reception 6:00 pm; Program 7:00 pm)
- Fall Sports Awards Reception – Sunday, November 15th at 1:30 pm

During the last month Dr. Strong has been involved in the following meetings:

- Cabinet Meeting
- Directors/Administrators Meeting
- Retired Teachers Presentation at Fiscal Court
- KDE Novice Reduction Meeting
- Principals' P.G.P. Development
- Student Advisory Council
- Staff Advisory Council
- Instructional Meeting
- Principals' Meeting

Other issues:

Shortage of Substitute Teachers - There is a provision that the Superintendent can write to the EPSB if there is a person that doesn't have the requirements for them to sub that would allow a district to provide training and use them as subs. PCEA officers are working on a proposal thru KEA that when a teacher gives up a plan period to cover a class that one additional sick day be given to that teacher when their total coverage time reaches one work day. Dr. Strong has asked the Board Attorney to look into this proposal.

Monitoring Student Attendance - The district has been looking at the historical trends in student attendance. The district has very good attendance percentages across the district but always looking at incentives to improve.

Budget-Needs – The budget-needs process has started with the schools and departments.

KEA Proclamation for support of the retired teachers - Dr. Strong reported that he has had discussion with the PCEA representatives and regional KEA representative along with individuals in Frankfort who helped draft the proclamation. What Mr. DeMarcus said might happen could happen, in that they

were interested in the number of districts in support of finding ways to fix the retirement system. If our board wanted to take the proclamation and reword it, KEA would be happy with that. Since last board meeting we have had a new governor elected and a task force has been working on the teacher retirement system. This may not be an issue that our board wants to take back up, but KEA was more than welcoming if our district wanted to modify the original proclamation, and if nothing else share with our own legislatures. Dr. Strong reported that if at this point the board wanted to share individually or give him some ideas, he would be more than glad to put together a draft or if the board chooses not to do anything that would be fine too. The board still has some time in December to get something together.

III.D. Personnel Actions

Last Name	First Name	Location	Position	Effective Date
Hire				
Hanna	Scott	PHS	NJROTC Teacher	10/26/2015
Hundley	Nicole	DIST	Substitute Instructional Assistant I	10/27/2015
Maynard	Kayla	DIST	Substitute Nurse	10/16/2015
Pettit	Mary	NES	Instructional Assistant I	11/2/2015
Wilson	Sue	DSS	Substitute Bus Monitor	11/9/2015
Zappa	Robin	DIST	Substitute Teacher	10/23/2015
West	Andrea	DIST	Substitute Teacher	11/12/2015
Reclassification				
Boden	Donna	DSS	Administrative Secretary II	11/20/2015
Transfer				
Gibson	Margo	NES	Cook/Baker	11/30/2015
Retire				
Ashcraft	Cathy	NES	Cook/Baker	10/30/2015
Resigned				
Shelton	James	NES	Custodial Supervisor	11/10/2015
Terminated				
Clayton	Tammy	NES	Custodian	11/10/2015

III.E. Written Communications & Reports

III.E.1. DPP Report

III.E.2. Transportation Monthly Trip Report

III.E.3. SBDM Minutes

- Northern Elementary 9/21/2015
- Northern Elementary 10/19/2015
- Southern Elementary 9/22/2015
- Sharp Middle School 9/24/2015

III.E.4. FRYSC Reports

III.E.5. Public Relations Report

III.E.6. Maintenance Report

III.E.7. Monthly Financial Report

IV. Action Agenda

IV.A. Approval of Emergency Certification

Order #15-283 - Motion Passed: Superintendent Strong's recommendation to approve the emergency certifications for Ms. Megan Richards as a special education teacher at Northern Elementary and Mr. Brent Yelton as a special education teacher at Sharp Middle School 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.B. 2015-16 Contracts with Bracken County and Grant County

Order #15-284 - Motion Passed: Superintendent Strong's recommendation to approve the 2015-16 non-resident contracts with Grant County and Bracken County 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.

IV.C. ADA Contract- Road with Grant County

Order #15-285 - Motion Passed: Superintendent Strong's recommendation to approve a contract with Grant County Schools pertaining to the section of Mann

Road that Pendleton County transportation system does not service at this time 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.D. 2016-17 District Calendar

Order #15-286 - Motion Passed: Superintendent Strong's recommendation to approve the 2016-17 district calendar passed with a motion by Dr. Shawn Nordheim and a second by Ms. Jolieen Bertram.

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

*After Agenda item IV.D, Chairman Tony Spence requested to re-open agenda item **IV.C. ADA Contract- Road with Grant County**. Mr. Spence continued by making a motion to reconsider this agenda item; Dr. Nordheim seconded the motion. Mr. Spence expressed concern that due to the automatic renewal, the contract could get lost in future years. After much discussion, Mr. Spence proceeded to take a vote.*

Order #15-287 - Motion Passed: A motion to reconsider agenda item, ADA Contract – Road with Grant County, passed with a motion made by Mr. Tony Spence and a second by Dr. Shawn Nordheim

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

After this vote, the board moved on in the agenda and did not vote on the motion that they wished to re-open, taking for granted that they had voted.

IV.E. Approval of 2014-15 Audit

Order #15-288 - Motion Passed: Superintendent Strong's recommendation to approve the 2014-15 audit 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. Accept Bids

Order #15-289 - Motion Passed: Superintendent Strong's recommendation to dispose of 2000 Chev and 1988 box truck as scrap since no bids were submitted

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. Approval of Shortened Day/Week for Student

Order #15-290 - Motion Passed: Superintendent Strong's recommendation to approve a shortened school day and week for a student at Southern Elementary School, due to health conditions that compromise his/her ability to physically tolerate and attend a full school day and week, 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.

IV.H. Elimination of Administrative Secretary II position

Order #15-291 - Motion Failed: A motion to eliminate the Administrative Secretary II to Teaching/Learning Department position in the District Office failed with a motion by Dr. Shawn Nordheim and a second by Mr. Elmer Utz.

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

V. Consent Agenda

Order #15-292 - Motion Passed: Superintendent Strong's recommendation to approve the Consent Agenda Items A-D 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.

V.A. Board Meeting Minutes

— Regular Board Meeting October 15, 2015

V.B. Orders of the Treasurer

V.C. Treasurer' Report

Balances per MUNIS	Balance Sheet Balance
Fund 1 - General Fund	\$918,833.15
Fund 2 - Special Projects	\$101,983.24
Fund 21 - District Activity Funds	\$167,422.28
Fund 310 - Capital Outlay	\$288,246.90
Fund 320 - Building Fund	\$391,704.54
Fund 360 - Construction Fund	-\$32,691.03
Fund 400 - Bond Indebtedness	-\$362,817.44
Fund 51 - Food Service	\$376,668.83
Fund 52 - After School Care	\$24,377.32
Fund 54 - Adult Education	\$1,070.52
Total General Checking in MUNIS	\$1,874,798.31

Ending Monthly Bank Balance **\$2,257,139.99**

Plus Restricted Debt Service **\$2.04**

Minus Outstanding Checks

Outstanding ACH Payments	\$153,737.77
AP Outstanding Checks	\$118,053.10
Payroll Outstanding Checks	\$110,552.85

Balance per Bank **\$1,874,798.31**

OBJ	OBJ DESCRIPTION	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
6101	CASH IN BANK	-1,103,716.96	1,726,215.67
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 KETS	.00	3,710,174.67
6232	ACCUMULATED DEPR-TECH EQUIP	.00	-3,235,252.08
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
	TOTAL ASSETS	<u>-1,103,716.96</u>	<u>44,784,670.82</u>
=====			
LIABILITIES			
7421	ACCOUNTS PAYABLE	-2,125.57	-3,180.85
7461	ACCR SALARIES & BENEFIT PAYABLE	-7,802.07	-53,018.61
7481	UNEARNED REVENUES	.00	-24,817.65
7603	PURCHASE OBLIGATIONS	-172,039.10	1,838,914.41
	TOTAL LIABILITIES	<u>-181,966.74</u>	<u>1,757,897.30</u>
=====			
FUND BALANCE			
6302	REVENUES CONTROL	-1,135,442.97	-5,500,458.45
7602	EXPENDITURES CONTROL	2,249,087.57	5,917,165.58
8710	INVESTMENT IN GOVERT ASSETS	.00	-43,028,141.61
8732	RESTRICTED - SICK LEAVE	.00	-217,082.68
8736	RESTRICTED-SFCC ESCROW-CURRENT	.00	-859,738.69
8739	RESTRICTED-NET ASSETS(FOOD SER	.00	-22,922.09
8753	ASSIGNED-PURCH OBL - CURRENT	172,039.10	-1,838,914.41
8770	UNASSIGNED FUND BALANCE	.00	-992,475.77
	TOTAL FUND BALANCE	<u>1,285,683.70</u>	<u>-46,542,568.12</u>
=====			
	TOTAL LIABILITIES + FUND BALANCE	<u>1,103,716.96</u>	<u>-44,784,670.82</u>
=====			

V.D. Leave of Absence Requests

Carol Kyle – SES Instructional Assistant I – The request for FMLA intermittent leave of absence will begin approximately 10/15/2015 and will end approximately 10/15/2016.

Carol Roberts – SES Instructional Assistant I – The request for FMLA leave of absence will begin approximately 11/17/2015 and will end approximately 2/26/2016

VI. Executive Session

VI.A. Per KRS 156.557(6)(c)-Superintendent Evaluation - Formative

Order #15-293 - Motion Passed: A motion to enter into Executive Session per KRS 156.577(6)(c)-Superintendent Evaluation - Formative 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 #15-294 - Motion Passed: A motion to return from Executive Session 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.

VIII. Adjournment

Order #15-295 - 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; Utz-Yes;
MOTION CARRIED.

Board Chairperson

Board Secretary