

**Pendleton County Schools  
Board of Education Regular Meeting  
August 17, 2017 6:00 PM  
District Training Room  
Sharp Middle School**

**Attendance Taken at 6:01 PM:**

Present Board Members:

Dr. Shawn Nordheim  
Ms. Jolieen Bertram  
Mr. Elmer Utz  
Ms. Cheri Griffin  
Mrs. Karen Delaney

Updated Attendance:

Ms. Cheri Griffin was updated to present at: 7:35 PM  
Ms. Jolieen Bertram was updated to present at: 6:52 PM

**Pendleton County Schools Mission**

Pendleton County Schools is committed to graduating every student college and/or career ready by empowering staff to deliver high quality instruction and services in a safe and trusting environment.

**I. Call to Order**

Chairperson Nordheim called the meeting to order at 6:02 pm.

**I.A. Approve Agenda**

**Order #17-391 - Motion Passed:** Supt Strong's recommendation to approve the agenda with the exception of removing Item A under Action Items passed with a motion by Mrs. Karen Delaney and a second by Mr. Elmer Utz.

VOTE: Nordheim-Yes; Utz-Yes; Delaney-Yes

**Motion Carried**

**I.B. Pledge of Allegiance**

Board Member, Mrs. Karen Delaney, led in the Pledge of Allegiance.

### **I.C. Mission Statement**

Executive Director of Pupil Personnel/Student Services, Mr. Matt Compton, read the Mission Statement.

### **I.D. Moment of Silence**

### **I.E. 2016-17 Retirees Recognition**

<b>Name</b>		<b>Years</b>
Linda	Moore	28.5 yrs
Keith	Smith	27.5 yrs
Teri	Clos	27 yrs
Shirley	McClanahan	25 yrs
Ronda	Yelton	25 yrs
Ron	Stinson	21 yrs
Debbie	Glaza	20 yrs
Kenny	Roberts	15 yrs
Carol	Roberts	15 yrs
Virginia	Pribble	15 yrs
Pat	Trimble	10.5 yrs
Faye	Thornton	10 yrs

### **I.F. Recess**

## **II. Communications**

### **II.A. Audience Comments**

There were no audience comments.

### **II.B. Board Member Comments**

**Delaney**—Opening day went well. I appreciated attending and hearing so many good things. Thank you to those who had a hand in putting it together.

**Utz**---no comments

**Nordheim**—I echo Mrs. Delaney's comments regarding opening day. I thought it was well done.

## II.C. Superintendent Report

### Superintendent's Report /Activities August 1 - 17

KSBA Summer Conference—Lexington, KY, July 7-8

Northern KY Chamber—Education/Workforce Advocacy—Ft. Mitchell, KY, July 10

KDE—Facilities Meeting—Frankfort, KY, July 12

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

- PCEF Golf Outing—August 1
- Camp Wildcat—August 1
- Freshman Orientation—August 2
- Virtual School Meeting—August 2
- Cardinal Fest—August 3
- Opening Day Celebration
- Cabinet Meeting— August 7
- Ready Fest—August 7
- Construction Meetings, August 8
- Principal's Meeting, August 17

Other topics:

Tax Hearing – September 5, 2017, 6:00 p.m.

Special Board Meeting September 5, 2017, 6:15 p.m.

Topics: New Calendar Process

New CDIP Process

Others

Dr. Strong shared that ads will go in the paper next week for our tax hearing. We will have a special meeting after the tax hearing to set the tax rate.

Mrs. Aulick gave information regarding the preschool program for this coming school year.

## II.D. Personnel Actions

### Personnel Changes Board Meeting

August 17, 2017

Last Name	First Name	Location	Position	Effective Date
<b>Hire</b>				
Aulick	Lisa	DIST	Early Childhood Coordinator/Behaviorist	8/1/2017
Beane	Steve	DIST	Coach - Assistant Football	8/1/2017
Boney-King	Stephanie	SES	Teacher - Special Education	7/28/2017
Brown	Anita	SMS	Teacher	8/1/2017
Brunner	Matthew	SMS	Teacher	7/26/2017
Calvert	Todd	PHS	Coach - Assistant Soccer	7/26/2017
Duff	John	DIST	Coach - Assistant Football	8/1/2017
Duffie	Colin	PHS	Coach - Head Baseball coach	7/25/2017
Giblin	Tammy	DSS	Bus Driver	8/7/2017
Howard	Jeremy	NES	Teacher - Health/PE	7/31/2017
Jenkins	James	NES	21st OCL Instructional Assistant	7/25/2017
Jones	Ronette	SES	21st OCL Instructional Assistant	7/25/2017
Kitchen	Molly	SES	Teacher - Preschool	8/7/2017
Kline	Alan	DSS	Substitute Bus Driver	7/31/2017
Papayrith	Brittany	NES	Cook/Baker - PT	7/25/2017
Pollard	Donna	DIST	Director of Special Education/Preschool	7/21/2017
Powell	Elizabeth	SMS	21st OCL Instructional Assistant	8/9/2017
Slover	Hailey	PHS	Registrar	8/10/2017
Staggs	Troy	DSS	Substitute Bus Driver	8/3/2017
Taylor	Samantha	NES	Cook/Baker - PT	7/25/2017
Wilburn	Brett	SMS	Teacher	7/26/2017
Wood	Julie	SMS	Coach - Head Golf coach	8/7/2017
<b>Resigned</b>				
Bezold	Marissa	DIST	Substitute Teacher	8/8/2017
Brown	Anita	PHS	Registrar	8/1/2017
Hedenberg	Angela	NES	Teacher - Health/PE	7/21/2017
White	Lauren	DIST	Substitute Teacher	8/8/2017
Brunner	Matthew	SMS	Teacher	8/9/2017

## II.E. Written Communications & Reports

### II.E.a. FRYSC Reports

#### North Family Resource Youth Services Center

#### Center Report – August, 2017

##### Events:

August 1 <sup>st</sup>	Camp Wildcat – 154 incoming 6 <sup>th</sup> grade students in attendance
August 7 <sup>th</sup>	Camp Kindergarten- 58 incoming kindergarten students and parents in attendance
August 7 <sup>th</sup>	Ready Fest- 398 students and families in attendance
Back to School Mailings prepared for NES & SRS. NES envelopes mailed.	

##### Donations:

Mt. Moriah Christian Church	\$150.00
PC Cooperative of Churches	100.00
City of Butler	50.00
Pendleton County Fiscal Court	100.00
Butler Market	50.00
O'hara Trucking	100.00
Pendleton County Retired Teachers	School Supplies
24 Tables at Ready Fest distributing information and school supplies	



#### South Family Resource Youth Services Center Board Report- August 2017

##### Activities and Meetings

August 17 <sup>th</sup>	Athlete Drug Awareness Seminar (Make-up)
August 22 <sup>nd</sup>	Southern Elementary Truancy Meeting
August 24 <sup>th</sup>	PCHS Truancy Diversion Program
August 29 <sup>th</sup>	FRYSC Regional Meeting
September 10 <sup>th</sup>	Rising Spirit Pageant
September 18 <sup>th</sup>	Northern Kentucky Health Careers Showcase

##### Services

School Age Child Care Program:	Currently 6 are enrolled in the AM program and 2 in the PM Program
School Clothes:	We are currently taking clothing requests for the 2017-2018 school year.
School Supplies:	So far we have given school supplies to 20 students at SES & PCHS
Weekend Snack Pack Program:	This program is scheduled to start in September 2017
PCHS School Pantry:	Food Distribution Day TBA

##### Donations

Mr. Moriah Christian Church:	\$150.00
Gumlick Baptist Church:	\$150.00



### II.E.b. Attendance/Enrollment Update 17-18

### II.E.c. Monthly Financial Report

### II.E.d. Update on Data Security and Breaches 2017

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## BOARD MEMO

DATE: 8/8/17  
TO: Mr. Strong & Board Members  
RE: Update of Data Security Practices

Overview:

TO: Mr. Strong & Board Members  
RE: District Technology Committee

I will give a summary of the information that has been given to all schools in a variety of mediums and deliveries.

Please be advised that the Pendleton County Public School District has reviewed and implemented best practices regarding data security and privacy, pursuant to 702 KAR 1:170.

Among the best practices in place are:

- Annual staff training on data security and privacy through online portal
- Limit access to data based on “need to know”
- Various network and file server security measures
- Review of security breach procedures
- Review of third party data applications for proper use of student data and protection of PII

I will be happy to answer any additional questions you may have.

Thank you,

*Michele Crowley*  
Name: Michele Crowley  
Title: Chief Information Officer

### III. Action Agenda

### III.A. Change Order #1--Improvements Site work and Paving--PHS

**FORBETT BOWEN HAYES & ASSOCIATES, PLLC**  
2012 BANKWAY DRIVE, CHARLOTTE, NC 28202  
Tel: 704.336.7000  
www.forbetta.com

**AIAA 750210**  
2012 BANKWAY DRIVE, CHARLOTTE, NC 28202  
Tel: 704.336.7000  
www.aiaa.com

**Project:** PHS  
**Contract No.:** 17-01  
**Change Order No.:** 1

**TO:** Dr. Andrew Clark, Superintendent  
Pendleton County Schools

**FROM:** Michele Crowley, Chief Information Officer  
Pendleton County Public School District

**DATE:** August 10, 2017

**DESCRIPTION:** This is a Change Order #1. Please note that there is no cost to this Change Order but that AIAA will invoice upon completion.

**TERMS AND CONDITIONS:**

1. I hereby accept the terms and conditions of the Change Order #1.
2. I agree to pay for the cost of the Change Order #1.
3. I agree to pay for the cost of the Change Order #1.
4. I agree to pay for the cost of the Change Order #1.
5. I agree to pay for the cost of the Change Order #1.
6. I agree to pay for the cost of the Change Order #1.

**BY:** [Signature of Michele Crowley]

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Tel: 704.336.7000  
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**Change Order #1: Improvements Site work and Paving--PHS**

**Contract No.:** 17-01  
**Change Order No.:** 1

**DATE:** August 10, 2017

**PROJECT:** PHS

**CONTRACTOR:** Forbetta Bowen Hayes & Associates, PLLC

**OWNER:** Pendleton County Public School District

**DESCRIPTION:** This Change Order #1 is for site work and paving at PHS. The cost of this Change Order is \$0.00. The contractor will invoice the school district upon completion of the work.

**TERMS AND CONDITIONS:**

1. I hereby accept the terms and conditions of this Change Order #1.
2. I agree to pay for the cost of this Change Order #1.
3. I agree to pay for the cost of this Change Order #1.
4. I agree to pay for the cost of this Change Order #1.
5. I agree to pay for the cost of this Change Order #1.
6. I agree to pay for the cost of this Change Order #1.

**BY:** [Signature of Michele Crowley]

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**Change Order #1: Improvements Site work and Paving--PHS**

**Contract No.:** 17-01  
**Change Order No.:** 1

**DATE:** August 10, 2017

**PROJECT:** PHS

**CONTRACTOR:** Forbetta Bowen Hayes & Associates, PLLC

**OWNER:** Pendleton County Public School District

**DESCRIPTION:** This Change Order #1 is for site work and paving at PHS. The cost of this Change Order is \$0.00. The contractor will invoice the school district upon completion of the work.

**TERMS AND CONDITIONS:**

1. I hereby accept the terms and conditions of this Change Order #1.
2. I agree to pay for the cost of this Change Order #1.
3. I agree to pay for the cost of this Change Order #1.
4. I agree to pay for the cost of this Change Order #1.
5. I agree to pay for the cost of this Change Order #1.
6. I agree to pay for the cost of this Change Order #1.

**BY:** [Signature of Michele Crowley]

**AIA Document G701 - 2001**

**Change Order**

PROJECT: 2017-0001 and addendum: 2017-0001-0001 Date: 04/11/17 OWNER:  OWNER  
 Location: Madison County High Date: 04/11/17 ARCHITECT:  ARCHITECT  
 Project No.: 17-0001 CONTRACTOR:  CONTRACTOR  
 CONTRACTOR'S PROJECT NUMBER: 17-0001 FIELD:  FIELD  
 CONTRACTOR'S PROJECT NUMBER: 17-0001 DATE: April 11, 2017 DATE  
 CONTRACTOR'S PROJECT NUMBER: 17-0001 DATE: April 11, 2017 DATE

THE CONTRACT IS CHANGED AS FOLLOWS:  
 Section 1 - Addendum 01 shall apply to the work under the contract number 17-0001.  
 Section 2 - Check for the difference between the amount shown on this Change Order and the amount 17-0001-0001.

TOTAL CHANGES (POSITIVE AMOUNT) 400.00 LESS 0.00

The amount shown on this Change Order is 400.00.  
 The amount to be paid to the contractor is 400.00.  
 The amount to be paid to the contractor is 400.00.  
 The amount to be paid to the contractor is 400.00.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER

Architect: [Signature] Contract Administrator: [Signature]  
 Owner: [Signature] Superintendent: [Signature]

**AIA Document G701 - 2001**

**Change Order**

PROJECT: 2017-0001 and addendum: 2017-0001-0001 Date: 04/11/17 OWNER:  OWNER  
 Location: Madison County High Date: 04/11/17 ARCHITECT:  ARCHITECT  
 Project No.: 17-0001 CONTRACTOR:  CONTRACTOR  
 CONTRACTOR'S PROJECT NUMBER: 17-0001 FIELD:  FIELD  
 CONTRACTOR'S PROJECT NUMBER: 17-0001 DATE: April 11, 2017 DATE  
 CONTRACTOR'S PROJECT NUMBER: 17-0001 DATE: April 11, 2017 DATE

THE CONTRACT IS CHANGED AS FOLLOWS:  
 Section 1 - Addendum 01 shall apply to the work under the contract number 17-0001.  
 Section 2 - Check for the difference between the amount shown on this Change Order and the amount 17-0001-0001.

TOTAL CHANGES (POSITIVE AMOUNT) 400.00 LESS 0.00

The amount shown on this Change Order is 400.00.  
 The amount to be paid to the contractor is 400.00.  
 The amount to be paid to the contractor is 400.00.  
 The amount to be paid to the contractor is 400.00.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER

Architect: [Signature] Contract Administrator: [Signature]  
 Owner: [Signature] Superintendent: [Signature]

**KENTUCKY DEPARTMENT OF EDUCATION**

**CHANGE ORDER SUPPLEMENTAL INFORMATION FORM**

Form # 17-0001 Change Order No. 0001 Change Project No. 17-0001

Project: Madison County High Location: 17-0001 County: Madison District: 17-0001

1. The Requested Change Order Amount is: 400.00

2. Estimated Contingency Reserve (including the 1 percent): 10.00

3. Change in A-E Fee for this Change Order is: No change

4. Change in C-E Fee for this Change Order is: No change

Note: Change Order is valid for a maximum of \$50,000 and is subject to KDC with design and construction phase approval.

Contract Change Approved by:  Superintendent of Education  School Director  Assistant Superintendent

Contract Manager:  School Director/Assistant  Other: \_\_\_\_\_

Contract Change Reason Code:  Addition of Scope  Expansion of Scope  Improvement/Repair/Replace

Contract Condition:  New Construction  Other: \_\_\_\_\_

Change Order Description and Justification: Improvements to site work and paving--PHS

This Change Order is a result of the difference between the amount shown on this Change Order and the amount 17-0001-0001.

Has this Change Order been approved by the Superintendent of Education with this change order?  Yes  No

Has this Change Order been approved by the Superintendent of Education with this change order?  Yes  No

**KENTUCKY DEPARTMENT OF EDUCATION**

**CHANGE ORDER SUPPLEMENTAL INFORMATION FORM**

Form # 17-0001 Change Order No. 0001 Change Project No. 17-0001

Project: Madison County High Location: 17-0001 County: Madison District: 17-0001

1. The Requested Change Order Amount is: 400.00

2. Estimated Contingency Reserve (including the 1 percent): 10.00

3. Change in A-E Fee for this Change Order is: No change

4. Change in C-E Fee for this Change Order is: No change

Note: Change Order is valid for a maximum of \$50,000 and is subject to KDC with design and construction phase approval.

Contract Change Approved by:  Superintendent of Education  School Director  Assistant Superintendent

Contract Manager:  School Director/Assistant  Other: \_\_\_\_\_

Contract Change Reason Code:  Addition of Scope  Expansion of Scope  Improvement/Repair/Replace

Contract Condition:  New Construction  Other: \_\_\_\_\_

Change Order Description and Justification: Improvements to site work and paving--PHS

This Change Order is a result of the difference between the amount shown on this Change Order and the amount 17-0001-0001.

Has this Change Order been approved by the Superintendent of Education with this change order?  Yes  No

Has this Change Order been approved by the Superintendent of Education with this change order?  Yes  No

**Order #17-392 - Motion Passed: Supt Strong's recommendation to accept Change Order #1--Improvements Site work and Paving--PHS passed with a motion by Mr. Elmer Utz and a second by Ms. Jolleen Bertram**

**VOTE: Nordheim-Yes; Bertram-Yes; Utz-Yes; Delaney-Yes**

**Motion Carried**

**III.B. Pay Application #2--PHS Rekeying and Doors Project**

**ROBERT EBERT HAYES & ASSOCIATES, PLLC**  
 485-4512121  
 10000 RIVERCHASE DRIVE, SUITE 200  
 FARMINGDALE, NY 11735  
 Fax: 516-485-4512

Project # 3017

NY STATE AND LOCAL

To: Mr. Anthony Strong, Superintendent  
 Westchester County Office

NY State Office: 160 West Street, Room 400  
 Albany, NY 12240

Subject: **Supervisor and Teachers for Porters No. 4, Contracted by Westchester Co.**

Author: *[Signature]*

Date: 3/15/2011

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**SUB-CONTRACTOR  
 INTERIM WAIVER AND RELEASE UPON PAYMENT**

State of NY #2  
 County of Cattaraugus

The undersigned hereby do hereby release and waive any and all claims or causes of action against **Robert Ebert Hayes & Associates, PLLC** (Company Contracted to furnish painting and doors for the construction of improvement known as **Westchester County High School Improvements, 20090306, 216-A** and is located at the City of Farmingdale, State of New York, and is located at **2350 Highway 27 North, Farmingdale, NY 11735** (Property).

I, the undersigned, do hereby release and waive any and all claims or causes of action against **Robert Ebert Hayes & Associates, PLLC** and the owner of said Property, including but not limited to, any and all claims or causes of action for workmanship, material, or other claims or causes of action, in any amount, on account of labor or materials, or both, performed by me or my subcontractors or any other person or persons in connection with the work on said Property.

Signed and entered into and read the 25 day of July, 2011.

Contract amount 32,637.00  
 Previous checks received 1,850.00  
 Current Payment due 30,787.00  
 Amount Retained by the P.O. 18,276.00

**WEASTE BUILDERS, INC.**  
**KARL WEASTE, PRESIDENT**  
*[Signature]*  
 CONTRACTOR

Signed by and submitted to the P.O. 25 day of July, 2011.  
*[Signature]*  
 SUPERVISOR 3/15/2011

**Order #17-393 - Motion Passed:** Supt Strong's recommendation to accept **PHS Rekeying and Doors Project** passed with a motion by Ms. Jolieen Bertram and a second by Mrs. Karen Delaney.

VOTE: Nordheim-Yes; Bertram-Yes; Utz-Yes; Delaney-Yes  
**Motion Carried**

### III.C. Pay Application #2--PHS Site Work and Paving Project

<b>ROBERT BRYANT HAYES &amp; ASSOCIATES, PLLC</b> ARCHITECTS 2015 E. HIGHWAY 40, SUITE 200, FARMERSVILLE, VA 22431 PHONE: 540-851-0101 FAX: 540-851-0102 www.rbhayes.com		PROJECT NUMBER: 17-394 PROJECT NAME: PHS Site Work and Paving Project DATE: 08/17/17	
PROJECT: PHS Site Work and Paving Project CLIENT: Pulaski County Schools ADDRESS: 1000 N. MAIN ST., PULASKI, VA 24753 PHONE: 540-625-1000		CONTRACT NO.: 17-394 CONTRACT DATE: 08/17/17 CONTRACT VALUE: \$1,000,000.00	
TO: Dr. Anthony Strong, Superintendent Pulaski County Schools		CHECK NO.: 17-394-001 CHECK DATE: 08/17/17	
NO: PHS Site Work and Paving Project 1000 N. MAIN ST., PULASKI, VA 24753 TEL: 540-625-1000		CONTRACT TYPE: LUMP SUM PAYMENT METHOD: MONTHLY	
WORK ORDER NO.: 17-394-001 WORK ORDER DATE: 08/17/17		CONTRACT STATUS: <input checked="" type="checkbox"/> OPEN <input type="checkbox"/> CLOSED	
NOTES: 1. Application and Certificate for Payment No. 2, submitted by Lee Rieger Steinhilber which reflects a reduction in P% coverage for labor and Project. 2. Consent of Surety to Reduction in Retention (200%)		CONTRACT VALUE: \$1,000,000.00 PAYMENT METHOD: MONTHLY	
ACTION: 1. Review application 2. Obtain Board approval 3. Issue payment to Contractor and A/E approval of Change Order No. 1 has been received.		CONTRACT VALUE: \$1,000,000.00 PAYMENT METHOD: MONTHLY	
 Robert Bryant Hayes Director		CONTRACT VALUE: \$1,000,000.00 PAYMENT METHOD: MONTHLY	

**Order #17-394 - Motion Passed:** Supt Strong’s recommendation to accept **Pay Application #2--PHS Site Work and Paving Project** passed with a motion by Ms. Jolien Bertram and a second by Mrs. Karen Delaney.

VOTE: Nordheim-Yes; Bertram-Yes; Utz-Yes; Delaney-Yes  
**Motion Carried**

### III.D. 2017-18 Food Service Procurement Plan

**BOARD MEMO**

**DATE:** 08-05-2017  
**TO:** Dr. Strong & Board Members  
**BY:** Lisa Mickel  
**RE:** 2017-2018 Food Service Procurement Plan

The Board of Education is pleased to announce the 2017-2018 Food Service Procurement Plan. This plan is designed to ensure compliance with state and federal laws, while also ensuring the best value for the district.

The plan is designed to ensure compliance with state and federal laws, while also ensuring the best value for the district.

I recommend that the Board approve this plan.

Lisa Mickel  
 Director of Pulaski County Food Services



**Order #17-395 - Motion Passed:** Supt Strong's recommendation to accept the **2017-18 Food Service Procurement Plan** passed with a motion by Ms. Jolieen Bertram and a second by Mr. Elmer Utz.

**III. VOTE:** Nordheim-Yes; Bertram-Yes; Utz-Yes; Delaney-Yes  
**Motion Carried**

**E. Board Policy 09.211 2nd Reading**

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**BOARD MEMO**

**DATE:** August 17<sup>th</sup>, 2017  
**TO:** Dr. Strong and Board Members  
**RE:** Policy Update-Board Policy 09.211

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In accordance with the newly revised 702 KAR 001:-160, students enrolled in a Kentucky public school must have an immunization record on file prior to or upon enrollment in the school system.

Attached is a recommended update to board policy 09.211, reflecting the changes that an immunization record must be on file prior to or upon enrollment.

I recommend the board approve the policy update for board policy 09.211.

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**Matt Compton**  
Executive Director of Student Services/Director Pupil Personnel

**Order #17-396 - Motion Passed:** Supt Strong's recommendation to accept the Board Policy 09.211 2nd Reading passed with a motion by Ms. Jolieen Bertram and a second by Mrs. Karen Delaney.

**VOTE:** Nordheim-Yes; Bertram-Yes; Utz-Yes; Delaney-Yes  
**Motion Carried**

### III.F. 2017-18 Out of District Tuition Rate

## BOARD MEMO

**DATE:** August 17<sup>th</sup>, 2017

**TO:** Dr. Strong and Board Members

**RE:** Out of district tuition

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Board Policy 09.124 states:

*The Board shall charge a fee, according to a schedule adopted by the Board, for each student attending its schools whose parent is not a bona fide resident of the District.*

The tuition fee for the 2016-2017 school year was set at \$5,500.00. Based on SEEK calculations and forecasts for the 2017-2018 school year, I recommend the board keep the tuition rate at \$5,500.00 for the 2017-2018 school year.

**I recommend the out-of-district tuition fee be set at \$5500 for the 2017-2018 school year.**

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**Matt Compton**  
Executive Director of Student Services/Director Pupil Personnel

**Order #17-397 - Motion Passed:** Supt Strong's recommendation to accept the Out of District Tuition Rate passed with a motion by Ms. Jolieen Bertram and a second by Mrs. Karen Delaney.

**VOTE:** Nordheim-Yes; Bertram-Yes; Utz-Yes; Delaney-Yes  
**Motion Carried**

### III.G. Preschool Tuition

## BOARD MEMO

Date: 08/09/2017  
To: Dr. Strong and Board Members  
Re: 2017-2018 Preschool Tuition

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The Pendleton County School District may provide a limited number of preschool tuition-based slots to four-year-old children who are not eligible to participate in the program free of charge (i.e., via disability or economic status). The number of tuition-based slots is limited (to ensure slots are available throughout the year for children who qualify via disability or economic status), and slots are available on a first-come, first-served basis. Furthermore, it is understood that if at some point during the school year a classroom reaches capacity and newly-qualified students are about to enroll, the last tuition-based student will be exited from the program if other options are not available (e.g., transfer to the neighboring preschool classroom at that school). Tuition-based slots are \$1,200 per year or \$150.00 per month for full day program and \$600.00 per year or \$75.00 per month for the half-day program (with a 20% discount for district employees who reside within the district, as per local policy).

Given the educational, developmental, and child care opportunities for our students and families, I recommend that the Board approve preschool tuition-based slots at the rates listed above.

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Donna Pollard  
Director of Special Education  
Pendleton County Schools

**Order #17-398 - Motion Passed:** Supt Strong's recommendation to accept the Preschool Tuition passed with a motion by Ms. Jolieen Bertram and a second by Mr. Elmer Utz.

VOTE: Nordheim-Yes; Bertram-Yes; Utz-Yes; Delaney-Yes

**Motion Carried**

### III.H. Emergency Certification

# BOARD MEMO

**DATE:** August 17, 2017

**TO:** Dr. Strong & Board Members

**FR:** Jan Johnston

**RE:** Emergency Certification

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Diligent efforts were made to recruit fully and highly-qualified teachers for Pendleton County Schools. However, when a fully-certified teacher cannot be located for a particular position, leeway from the EPSB and the KDE has been granted to school districts to hire teachers under an emergency certificate.

I am requesting approval for Ms. Molly Kitchen to be hired as the Preschool teacher at SES under an emergency certification. Ms. Kitchen has a Bachelor of Arts degree from Thomas More College, with an Early Childhood focus. She has also worked at Walnut Hills Academy, where she was named lead teacher in the pre-school classroom.

Ms. Kitchen is under the understanding that she will need to seek educational courses before she can be fully certified or reemployed next school year.

**I recommend that the Board approve**



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Name: Jan Johnston

Title: Executive Director of Finance/HR

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**Order #17-399 - Motion Passed:** Supt Strong's recommendation to accept Emergency Certification passed with a motion by Ms. Jolieen Bertram and a second by Mrs. Karen Delaney.

VOTE: Nordheim-Yes; Bertram-Yes; Utz-Yes; Delaney-Yes

## Motion Carried

### III.I. Sub Teacher Policy Emergency Reading-- 03.1232 and 03.121

No action was taken

## IV. Consent Agenda

**Order #17-400 - Motion Passed:** Supt Strong's recommendation to accept the consent agenda passed with a motion by Mr. Elmer Utz and a second by Ms. Jolleen Bertram.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Utz-Yes; Delaney-Yes

## Motion Carried

### IV.A. Board Meeting Minutes





Ventilation County Schools Bank Reconciliation July, 2017	
<b>Balances per MUNS</b> Fund 1 - General Fund Fund 2 - Special Projects Fund 21 - District Activities Funds Fund 22 - Capital Outlay Fund 23 - Building Fund Fund 300 - Construction Fund Fund 51 - Food Service Fund 52 - After School Care Fund 53 - Adult Education <b>Total General Checking in MUNS</b>	<b>Balance Sheet Balances</b> \$1,341,363.54 276,700.88 2,191,500.18 510,000.00 233,034.40 366,843.22 245,148.93 118,180.20 567.22 <b>\$5,932,842.28</b>
<b>Ending Monthly Bank Balance</b>	<b>\$5,287,868.93</b>
<b>Minor Outstanding Checks</b> Outstanding ACH Payments AP Outstanding Checks Payroll Outstanding Checks <b>Balance per Bank</b>	\$0.00 180,000.00 215,111.87 <b>\$5,192,978.80</b>
<b>Minor MUNS and Bank Statement are in Agreement</b>	<b>\$0.00</b>
Signature: <u>Jan Johnston</u> Proposed By	<u>8/17/2017</u>

#### IV.D. 2017-18 Daily Schedules

#### IV.E. District Assurances

#### IV.F. Leave Requests

### BOARD MEMO

**DATE:** 8/17/2017

**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:

Kelly Veirs – DSS Bus Driver - The request for intermittent FMLA leave of absence will begin approximately August 4, 2017 and end approximately at the end of the school year.

**I recommend that the Board approve**

**Name:** Jan Johnston

**Title:** Executive Director of Finance/Human Resources

## IV.G. Northern KY Cooperative for Educational Services Participation Resolution

### RESOLUTION

Pendleton County School District

WHEREAS, the Board having previously authorized participation in the Northern Kentucky Cooperative for Educational Services, Inc., and

WHEREAS, it now appears that it is in the best interest of the Board to continue to participate as a member of the Northern Kentucky Cooperative for Educational Services, Inc.,

NOW, THEREFORE, be it resolved that the Board shall continue to participate as a member in the Northern Kentucky Cooperative for Educational Services, a separate administrative board created by Interlocal Cooperative Agreement.

IN WITNESS WHEREOF, I have hereunto set my hand this 17<sup>th</sup> day of

August, 2017.

\_\_\_\_\_  
BOARD CHAIR

ATTEST:

\_\_\_\_\_  
BOARD SECRETARY

## IV.H. Appointment to Northern KY Cooperative Educational Services Board of Director

### NORTHERN KENTUCKY COOPERATIVE FOR EDUCATIONAL SERVICES NOTIFICATION OF REPRESENTATIVE TO THE BOARD OF DIRECTORS

The undersigned member in accordance with the By-Laws hereby designates Anthony Sitony as its representative, and Laura Pugh as second alternate representative to serve until a successor is duly appointed and the Secretary of the corporation is notified in writing.

IN WITNESS WHEREOF, the undersigned member has hereunto set its hand pursuant to resolution duly adopted this 17 day of August, 2017.

Pendleton County School District

By: \_\_\_\_\_

Title: Board Chairperson



## V. Executive Session

**Order #17-401 - Motion Passed:** A recommendation to enter into Executive Session per KRS 61.810(1)(b)- Future Sale of Real Property passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Utz-Yes; Delaney-Yes;

**Motion Carried**

### V.A. KRS 61.810(1)(b) Discussion on the Future Sale of Real Property

## VI. Return from Executive Session

**Order #17-402 - Motion Passed:** A recommendation to come out of Executive Session passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Utz-Yes; Delaney-Yes;

**Motion Carried**

## VII. Adjournment

**Order #17-403 - Motion Passed:** A recommendation to adjourn passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Utz-Yes; Delaney-Yes;

**Motion Carried**

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Board Chairperson

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Board Secretary