

**Pendleton County Schools
Board of Education Meeting
September 21, 2017 6:00 PM
Sharp Middle School
District Training Room**

Attendance Taken at 6:03 PM:

Present Board Members:

Dr. Shawn Nordheim
Ms. Jolieen Bertram
Ms. Cheri Griffin
Mrs. Karen Delaney
Miss Amelia Franxman, Student Representative

Absent Board Members:

Mr. Elmer Utz

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 6:04 pm.

I.A. Approve Agenda

Order #17-408 - Motion Passed: Dr. Strong's recommendation to approve the agenda passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

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

Motion Carried

I.B. Pledge of Allegiance

Student Member, Amelia Franxman, led in the Pledge of Allegiance

I.C. Mission Statement

PHS student, Colten Crouch, read the Mission Statement

I.D. Moment of Silence

I.E. Great News

I.E.1. Student Recognition

Colten Crouch

- 1st Place Regionals for Masonry in Skills/USA
- 2nd Place State
- 4th Place Nationals

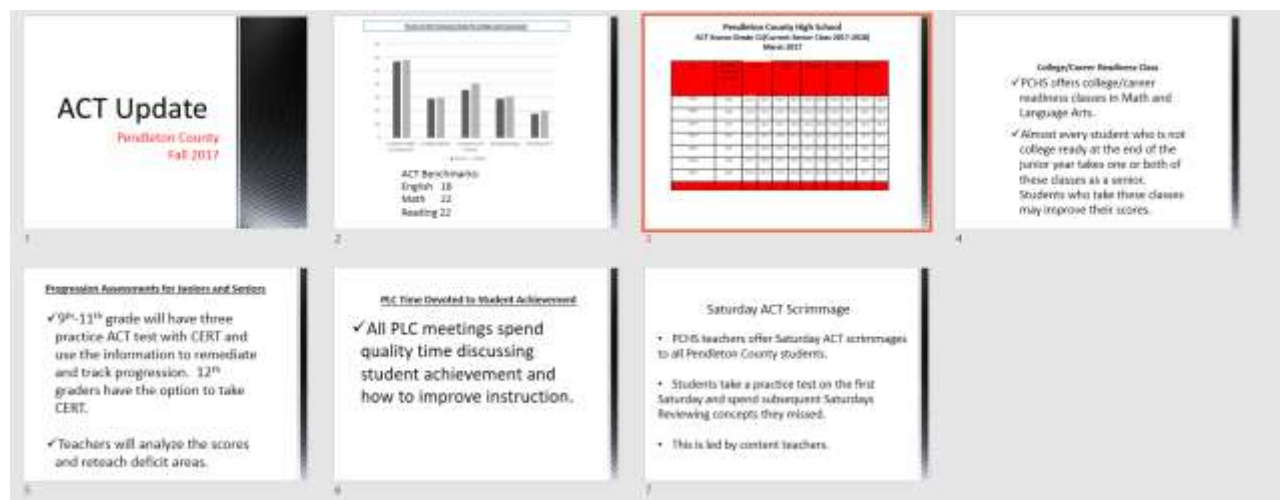
I.E.2. 2017-18 New Employees

Last Name	First Name	Group/BU	Work Location
ALBAUGH	ANGELA	CERT	070
AULICK	BRIANNA	CLAS	080
BESS	MICHAEL	CERT	070
BJORKLUND	CASSIE	PARA	061
BONEY-KING	STEPHANIE	CERT	080
BROWN	ANITA	CERT	061
CONRAD	MORIAH	CERT	080
CUMMINS	TONYA	CLAS	061
DUFFIE	COLIN	CERT	061
DUNCAN	BRIAN	CERT	061
ERNE	STACEY	CLAS	061
GLAHN	TAMI	CLAS	901
HOWARD	JEREMY	CERT	060
KITCHEN	MOLLY	CERT	080
KLINE	ALAN	CLAS	901
KOEHLER	KRISTA	CERT	080
PAEDA	JOHORA	CERT	080
PAPWORTH	BRITTANY	CLAS	060
PENICK-ZAPPA	ERIN	CLAS	070
PETTIT	KYLE	CERT	070
POWELL	ELIZABETH	PARA	061
PRINCE	STEPHANIE	CERT	080
RENCHEN	KAILA	CLAS	060
SLOVER	HALEY	CLAS	070
STEWART	MIKE	CLAS	901
TRAYLOR	SAMANTHA	CLAS	060
WILBURN	BRETT	CERT	061
WILSON	PAUL	CLAS	061
WOODS	SHELBY	CERT	060

I.F. Recess

II. Instruction/Curriculum Report

II.A. 2017 ACT Scores



III. Communications

III.A. Audience Comments

There were no comments

III.B. Board Member Comments

Delaney—So happy to see all of the new staff. Also very proud of all of our PC alumni who are now staff in our district. Congratulations to Colten on his accomplishments. We are very proud of you.

Griffin—I think it is very special when former student come back to teach in our district. We are so proud of Colten and his accomplishments. I ate at SMS and NES this month and the lunches were delicious. It's incredible of the savings with no cost for the meals at the schools. Seeing the kids when I go into the buildings reminds of why I sit here in this role. Also I attended the dedication of the weight room. The equipment that Hammer Strength donated is incredible and the students are very proud of it.

Franxman—Thank you for allowing me to be in this position. Also, congratulations to all of the new staff. PHS is very proud of Colten and his accomplishments.

Bertram—Congratulations to Amelia. I am so glad the seat has finally been filled. Congratulations to the new hires. Also to Colten—your accomplishments are amazing.

Nordheim—Congratulations to Amelia. Also welcome to each and every one of the new hires. No matter what your job is in the district you are very important. Congratulations to Colten on all of your accomplishments.

I think that we need to do everything that we can to support our counselors to make sure that they have the tools to help our kids.

III.C. Superintendent's Report

Superintendent's Report /Activities August 18-September 21

Home Builders Association Meeting—Erlanger—Aug 23

Retired Teacher Luncheon- Falmouth—Sept 6

Longbranch Elementary Site Visit—Florence--Sept 8

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

- PCEF Meeting—Aug 22
- Student Advisory Group—Sept 5
- Tax Hearing/Special Board Meeting—Sept 5
- Maintenance Committee Meeting- Sept 6
- District Admin. Meeting—Sept. 11
- Girls Soccer Senior Night—Sept 11
- Staff Advisory Group—Sept 12
- Boys Golf Senior Activity—Sept. 18
- Cabinet Meeting— August 25, Sept 1, 8, 14
- Linda's Legacy—Sept 7
- Budget Committee Meeting—Sept 19
- Principal's Meeting, August 17
- Lt. Governor Visit/Challenge
- Variety of Sporting events

Other:

Shawn Cox—Northern KY Homebuilder's Assoc.

III.D. Personnel Actions

Personnel Changes Board Meeting

September 21, 2017

Last Name	First Name	Location	Position	Effective Date
Hire				
Albaugh	Angela	PHS	1/2 Day Business Teacher	8/18/2017
Bennett	Jacob	DSS	Student Bus Monitor	8/28/2017
Bjorklund	Cassie	SMS	21st CCLC Instructional Assistant	8/14/2017
Blades	Amy	SMS	Cook/Baker I	8/25/2017
Breeden	Brittany	DSS	Student Bus Monitor	8/28/2017
Brown	Rhoda	PHS	Custodain	9/7/2017
Crouch	Addison	DSS	Student Bus Monitor	8/28/2017
Haubner	Joseph	DSS	Student Bus Monitor	8/28/2017
Hollingshead	Leon	PHS	Custodial Supervisor	9/3/2017
Kline	Alan	DSS	Full Time Substitute Bus Driver	8/21/2017
Lawson	Macie	DSS	Student Bus Monitor	8/28/2017
Lelesch	Matthew	DSS	Student Bus Monitor	8/28/2017
Mickelson	Sara	SES	Instructional Assistant I	7/28/2017
Mullins	Denton (Sha	DSS	Student Bus Monitor	8/28/2017
Partin	Sydney	DSS	Student Bus Monitor	8/28/2017
Powell	Elizabeth	SMS	21st CCLC Instructional Assistant	8/17/2017
Sanning	Emma	DSS	Student Bus Monitor	8/28/2017
Sullivan	Victoria	DSS	Student Bus Monitor	8/28/2017
Vessing	Jake	DSS	Student Bus Monitor	8/28/2017
Whalen	Rachel	SMS	ESS Tutor	8/1/2017
Worthington	Jeremy	PHS	Coach Assistant Football	8/17/2017
Transferred				
Cooper	Tim	SMS	Teacher	8/17/2017
Resigned				
Beane	Steve	PHS	Custodian	8/28/2017

III.E. Written Communications & Reports

III.E.1. DPP Report

Director of Pupil Personnel:	Monthly Report:				Month 1: 8/3/17-3/3/17			
Schools:	NES	SES	PCHS	SMS				
Attendance Referrals:	NES	SES	PCHS	SMS				
Number of Home Visits	2	1	1	0				
Address Verifications	2	0	1	2				
Recommendations for Charges	0	0	0	0				
Number of Charges Filed	0	0	0	0				
Students' School Visits	0	3	4	6				
Students Transported	0	1	3	2				
Suspensions	0	0	11	9				
Recommended for Expulsion	0	0	1	0				
Expulsions	0	0	0	0				
Administrative Hearing	0	0	1	1				
Membership (K-12)	NES	SES	PCHS	SMS				
	488	502	762	542				
ADA: Month 3	468.87	486.81	717.35	518.73				
Percentage of ADA Month: Month 1	97.16	96.44	95.63	96.18				
District Summary:	Membership	ADA	Percentage of ADA Month 3:	YTD Suspensions	YTD Suspension Days			
Month 1	2,294	*****	96.26		50			
Drop Out Summary	2017-2018	2016-2017	2015-2016	2014-2015				
3rd Grade	0	0		1				
10th Grade	0	0	1	2				
11th Grade	0	0		1				
12th Grade	0	0		3				
YTD Total:	0	0	1	7				
					YTD Expulsions:			
					Current			
					2017-2018	0		

III.E.2. Transportation Report

ID	BUS NO	LNAME	FNANE	SCHOOL	ORGANIZATION SPONSORING	DATE	DESTINATION	PERSON IN CHARGE	#	TOTAL TIME	Miles traveled	AMT PAID	County Retirement	Social Security	Total Paid	CHARGE TO
2492	32	Dawson	Marvin	PHS	FFA	*****	Hardinburg, KY	Mann, J	10	8:50	352.5	\$119.34	\$22.89	\$9.13	\$151.36	FFA
2493	32	Dawson	Marvin	PHS	FFA	*****	Hardinburg, KY	Mann, J	10	8:50	361.2	\$119.34	\$22.89	\$9.13	\$151.36	FFA
2475	61	Gregg	Jim	PHS	Soccer Girls	08/11/17	Dixie	Myers, S	20	5:00	79	\$70.20	\$13.47	\$5.37	\$89.04	Soccer Girls
2478	96	Nahari	Joel	PHS	Soccer Girls	08/14/17	Bourbon Co	Myers, S	32	5:50	72	\$77.22	\$14.81	\$5.91	\$97.94	Soccer Girls
2476	507	Harper	Steve	PHS	Soccer Boys	08/16/17		Harper, A	22	4:50	70	\$63.18	\$12.12	\$4.84	\$80.14	Soccer Boys
2479	98	Nahari	Joel	PHS	Volleyball	08/16/17	Nicholas Co	Buck, L	22	6:00	92	\$84.24	\$16.16	\$6.45	\$106.85	Volleyball
2474	52	Lynn	Martha	PHS	Volleyball	08/17/17	Augusta H.S.	Buck, L	22	5:00	75	\$70.20	\$13.47	\$5.37	\$89.04	Volleyball
2477	98	Calvert	Todd	PHS	Soccer Girls	08/18/17	Villa Madonna	Myers, S	31	7:00	88	\$98.28	\$18.85	\$7.52	\$124.65	Soccer Girls
2483	507	Harper	Steve	PHS	Soccer Boys	08/19/17	Montgomery Co	Harper, A	22	3:00	135	\$42.12	\$8.08	\$3.23	\$53.43	Soccer Boys
2490	98	Nahari	Joel	PHS	Volleyball	08/21/17	Bracken Co	Buck, L	22	5:25	88	\$73.71	\$14.14	\$5.64	\$93.49	Volleyball
2484	507	Harper	Steve	PHS	Soccer Boys	08/22/17	Calvary Christian	Harper, A	0	2:50	0	\$35.10	\$6.74	\$2.69	\$44.53	Soccer Boys
2488	609	Haubner	Steve	PHS	FFA	08/23/17	KY State Fair	Mann, J	32	8:25	251	\$115.83	\$22.22	\$8.86	\$146.91	FFA
2491	98	Nahari	Joel	PHS	Soccer Girls	08/23/17	Boone Co	Myers, S	29	7:00	87	\$98.28	\$18.85	\$7.52	\$124.65	Soccer Girls
2489	709	Mortimer	Mike	PHS	Volleyball	08/24/17	Harrison Co H.S.	Buck, L	20	5:00	62	\$70.20	\$13.47	\$5.37	\$89.04	Volleyball
2481	61	Gregg	Jim	PHS	Volleyball	08/26/17	Bracken Co	Buck, L	15	13:50	68	\$189.54	\$36.36	\$14.50	\$240.40	Volleyball
2485	507	Harper	Steve	PHS	Soccer Boys	08/29/17	Villa Madonna	Harper, A	22	4:50	82	\$63.18	\$12.12	\$4.84	\$80.14	Soccer Boys
2480	308	Gabbar	Adrian	PHS	Volleyball	08/31/17	Grant Co	Buck, L	22	5:50	49	\$77.22	\$14.81	\$5.91	\$97.94	Volleyball
2482	8	Gregg	Jim	PHS	Football	08/31/17	Bracken Co	Buck, L	35	6:00	54	\$84.24	\$16.16	\$6.45	\$106.85	Football
2486	507	Harper	Steve	PHS	Soccer Boys	08/31/17	Campbell Co	Harper, A	31	2:00	42	\$28.08	\$5.39	\$2.15	\$35.62	Soccer Boys

III.E.3. SBDM Minutes

III.E.4. FRYSC Reports

North Family Resource Youth Services Center

Center Report – September, 2017

Activities:

School Age Child Care Average Daily Attendance Morning Program - 12
Afterschool Program - 21

Clothing distribution
On site clothing closet distribution 38 Students

School Supplies Distribution
Supplies distributed on as need bases 41 students

Other direct services 21 students

Upcoming:

Nov. 10 Reality Store
Nov. 13, 14, 15, 18 Recipe for Life

Donations:

Mt. Moriah Christian Church \$150.00



III.E.5. Public Relations Report

III.E.6. Maintenance and Technology Report

III.E.7. Private Carrier Transportation

III.E.7.a. FBLA National Fall Leadership Meeting, New Orleans

FIELD TRIP/SCHOOL ACTIVITY REQUEST FORM

SCHOOL NURSE NEEDS TO BE INFORMED AT LEAST ONE WEEK PRIOR TO TRIP

TEACHER'S NAME Jennifer Hoover

DATE(S) OF ACTIVITY November 15-19, 2017

DEPARTURE TIME FROM HIGH SCHOOL parent will drop-off at airport

ARRIVAL TIME BACK AT HIGH SCHOOL parent will pick-up at airport

NUMBER OF STUDENTS ATTENDING 9

NAME OF FIELD TRIP/SCHOOL ACTIVITY FBLA National Fall Leadership Conf

HOW DOES THIS ACTIVITY SUPPORT OR ENHANCE THE CURRICULUM? provides leadership opportunities

IS A SUBSTITUTE TEACHER NEEDED IN YOUR ABSENCE? yes

CAN "IN-HOUSE" COVERAGE BE USED IN YOUR ABSENCE? _____

IF SO, PLEASE LIST BELOW THE PERIODS COVERAGE WILL BE NEEDED AND ANY OTHER SPECIAL DUTIES WHICH NEED COVERED? New Orleans, LA

Destination

if travel by bus, total round trip miles

One chaperone is required for each 30 students. Remember chaperones must be provided for both sexes if both boys & girls are on the trip. Overnight trips require one (1) chaperone per 20 students. Remember all chaperones must have completed the mandatory volunteer training. Nurses may also be required if this is an out of state trip.

Chaperones: _____

CHECK-LIST FOR REQUESTING FIELD TRIP/SCHOOL ACTIVITY

____ Fill out request form
____ Request transportation two weeks in advance
____ Have signed field trip forms on file
____ Submit fee to buses for medications

____ Tentative list of students to attend & staff 2 days or more in advance
____ Inform cafeteria manager total number of students attending activity
____ Submit form to Mr. Brattle for approval

After submitting this form to Mr. Shafer, give field trip/school activity date(s) to office secretary so that activity may be placed on master calendar and ample time will be given to secure a substitute teacher, if needed.

Approved (For Office Use Only)
Administrator's Signature Jennifer Hoover 9/11/17
DATE

Not Approved _____
*Copy to Mr. Shafer, Mrs. Wright, Harris and Staff Member Responsible

III.E.7.b. Spanish Class Trip to NYC

STUDENTS 09.36 AP.21

School-Related Student Trip Request Form

Submit this form TWO (2) weeks prior to the trip.

SCHOOL: Pendleton High School FACULTY MEMBER(S) SPONSORING TRIP: Lisa Pirtha

TYPE OF TRIP (CHECK ONE): Spanish Class Students

Common Field Trip Class (i.e., junior, senior) Trip, specify _____

Organization/Club Trip, specify _____ Other (athletic, band, if applicable) _____

DESTINATION: New York City ADDRESS _____ PHONE _____

Out of State Out of County Within County

Overnight, give name, address, phone of lodging: TBD

DATE(S) OF TRIP: 9/25-30/18 DEPARTURE TIME: 12:00pm (approx) RETURN TIME: 5:00am

PURPOSE/EDUCATIONAL VALUE: This is a Hispanic Culture Tour of NYC Proposed Itinerary attached

No student shall be denied the trip because of an inability to pay.

SOURCE OF FUNDING FOR TRIP: Personal & fundraisers

RELA. TRIP EXPENSES TO: Spain Club

SPONSORING ORGANIZATION: SCHOOL COUNCIL ORGANIZ. OTHER, SPECIFY _____

SUPERVISION (ATTACH LIST OF NAMES OF ADULTS ACCOMPANYING STUDENTS ON TRIP.)

NUMBER OF: STUDENT 20 FACULTY/STAFF 1 OTHER CHAPERONES 1

TOTAL # OF PARTICIPANTS 22

ALL CHAPERONES HAVE UNDERGONE THE REQUIRED RECORDS CHECK AND BEEN DESIGNATED BY THE PRINCIPAL/PRINCIPAL SUPERVISOR? YES NO

MODE OF TRANSPORTATION:

IS DIRECT TRANSPORTATION NEEDED? YES NO (SEE PROCEDURE 09.36 AP.212)

CERTIFICATED COMMON CARRIER, SPECIFY TBD

PRIVATE VEHICLE, IF ALLOWED BY POLICY (SEE PROC. DRIVER)

Lisa Pirtha 9/25/17
Signature of Faculty Sponsor Date

Trip has been approved disapproved. Reason for disapproval _____

Signature of Superintendent/Director _____ Date _____

Per overnight and/or out-of-state trips, approval of this Superintendent and/or Board may be required by policy 09.36.

RELATED PROCEDURES: 09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised: 9/20/11

Page 1 of 1



TOUR QUOTE

To: Lisa Pirtha
Pendleton County High School

From: Steven Hayet
Executive Tour Director - Junior Tours

Date: August 16, 2017

Thank you for your interest in Junior Tours, an educational tour company with 45 years experience successfully planning tours for students. We pride ourselves on meticulous planning and extraordinary personal service. Please review the proposal you requested and call us today to get started.

# of DAYS	TOUR PACKAGE	MINIMUM # PAYING	TOUR FARE
3 Days	Chicago Spanish Cultural Tour	25+	\$749 per person
3 Days	New York City Spanish Cultural Tour	25+	\$849 per person

- Included in this proposal are the following:
- ★ CHAPERONES TRAVEL FREE in the ratio of 1 to 20 in double occupancy
 - ★ \$500 CASH TRAVEL STIPEND paid to you before the tour for your administrative assistance
 - ★ ROUND TRIP TRANSPORTATION
 - ★ PRIVATE MOTORCOACH FOR ALL LOCAL TOURING
 - ★ YOUR OWN PERSONAL TOUR GUIDE/ ESCORT to stay with your group 24 hours/day to handle all details of the tour
 - ★ DELUXE HOTEL ACCOMMODATIONS in dual occupancy for paying participants and double occupancy for free chaperones
 - ★ HOT BUFFET BREAKFASTS at your hotel each morning
 - ★ DINNERS at restaurants each night with menu selection
 - ★ HIGHLIGHTS AND ADMISSIONS IN THE CITY day and night as per the itinerary (attached)
 - ★ NIGHT TIME SECURITY
 - ★ PROFESSIONAL LIABILITY INSURANCE COVERAGE!
 - ★ TOUR COORDINATOR to provide personal planning assistance
 - ★ FREE PROMOTIONAL MATERIALS
 - ★ ALL TAXES

835 Route 34, Suite 3C • Millawan, New Jersey 07747 • 800-631-2241 • 732-966-0050 • Fax: 732-568-0216
E-Mail: tourer@junortours.com • Web: www.junortours.com

III.E.8. Monthly Financial Report

IV. Action Agenda

IV.A. Payment Application 1R for Triton Services--SMS Cooling Tower

ROBERT SHMET HAYES & ASSOCIATES, PLLC ARCHITECTS
2512 DIXIE HIGHWAY, CANTAMITA BL. Meigs, KENTUCKY 41017-3094 959-251-1211
Fax: 959-251-3226
www.rshmet.com

September 8, 2017

VA EMAIL and USPS

To: Dr. Anthony Strong, Superintendent
Pendleton County Schools

RE: Spain Middle School - Cooling Tower
9/8/17/2017 10:01 AM

Enclosure: Application and Certificate for Payment No. 1R submitted by Triton Services for referenced Project.

Action Requested:

1. Review Application
2. Obtain Board approval
3. Issue payment to Contractor.

Ry
Ertan Ertes

CONTRACTOR'S APPLICATION FOR PAYMENT

PROJECT: Spain Middle School Cooling Tower CONTRACT NO.: 2017-0001

DATE OF APPLICATION: 9/8/17 PROJECT NO.: 2017-0001

CONTRACT VALUE: 425,000.00 CONTRACT DATE: 08/01/17

PERCENTAGE OF WORK COMPLETED: _____

AMOUNT REQUESTED: 200,000.00

DATE OF PAYMENT: _____

CONTRACTOR'S SIGNATURE: [Signature] DATE: 9/8/17

CERTIFICATE OF PAYMENT

THIS CERTIFICATE IS VALID FOR THE WORK COMPLETED AND THE AMOUNT REQUESTED AS SHOWN ABOVE.

APPROVED: _____ DATE: _____

ARCHITECT'S CERTIFICATE OF PAYMENT

I, the undersigned, certify that the work shown on the above application and certificate has been completed and the amount requested is due and payable to the contractor.

DATE: 9/8/17

ARCHITECT'S SIGNATURE: [Signature]

ARCHITECT'S FIRM: Robert Shmet Hayes & Associates, PLLC

MEMBER: American Institute of Architects (AIA)

Order #17-409 - Motion Passed: Dr. Strong's recommendation to accept Payment Application 1R for Triton Services--SMS Cooling Tower passed with a motion by Mrs. Karen Delaney and a second by Ms. Jolien Bertram.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.B. Payment Applications 3 for PHS Doors/Rekeying

ROBERT BHMET HAYES & ASSOCIATES, PLLC
 ARCHITECTS
 899-201-3191
 2512 DORR HIGHWAY, COVINGTON KY, MICHIGAN, KENTUCKY 41017-0204
 Fax: 899-201-3209
 www.bhmethayes.com
 www.rhmet.com

September 8, 2017

TO: Dr. Anthony Strong, Superintendent
 Pendleton County Schools

RE: Pendleton County High School - Improvements
 BG #17-142 / RER #209-916-A

Enclosure: Application and Certificate for Payment No. 4, which is the final application on referenced Project with accompanying Contractor's Affidavit of Payment of Debts and Claims (0706) and Consent of Surety to Final Payment (0202).

Action Requested:
 1. Review application
 2. Obtain Board approval
 3. Issue payment to Contractor

The BG-4 and BG-5 will be presented for approval at a future Board meeting (once all three bid packages under the BG are complete).

[Signature]
 Robert Hayes
 EPH:es

CONTRACTOR'S AFFIDAVIT FOR PAYMENT

1. ORIGINAL CONTRACT DATE: 08/28/15
 2. MODIFICATION BY CHANGE ORDER: 08/28/15
 3. CONTRACT DATE TO DATE: 08/28/15
 4. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 5. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 6. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 7. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 8. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 9. TOTAL DEDUCTIBLE AMOUNT: 08/28/15

CONTRACTOR'S AFFIDAVIT FOR PAYMENT

1. ORIGINAL CONTRACT DATE: 08/28/15
 2. MODIFICATION BY CHANGE ORDER: 08/28/15
 3. CONTRACT DATE TO DATE: 08/28/15
 4. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 5. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 6. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 7. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 8. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 9. TOTAL DEDUCTIBLE AMOUNT: 08/28/15

CONTRACTOR'S AFFIDAVIT FOR PAYMENT

1. ORIGINAL CONTRACT DATE: 08/28/15
 2. MODIFICATION BY CHANGE ORDER: 08/28/15
 3. CONTRACT DATE TO DATE: 08/28/15
 4. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 5. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 6. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 7. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 8. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 9. TOTAL DEDUCTIBLE AMOUNT: 08/28/15

Order #17-410 - Motion Passed: Dr. Strong's recommendation to accept Payment Applications 3 for PHS Doors/Rekeying passed with a motion by Ms. Jolien Bertram and a second by Ms. Cheri Griffin.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.C. Payment Application 4 for PHS Doors/Rekeying

ROBERT BHMET HAYES & ASSOCIATES, PLLC
 ARCHITECTS
 899-201-3191
 2512 DORR HIGHWAY, COVINGTON KY, MICHIGAN, KENTUCKY 41017-0204
 Fax: 899-201-3209
 www.bhmethayes.com
 www.rhmet.com

September 8, 2017

TO: Dr. Anthony Strong, Superintendent
 Pendleton County Schools

RE: Pendleton County High School - Improvements
 BG #17-142 / RER #209-916-A

Enclosure: Application and Certificate for Payment No. 4, which is the final application on referenced Project with accompanying Contractor's Affidavit of Payment of Debts and Claims (0706) and Consent of Surety to Final Payment (0202).

Action Requested:
 1. Review application
 2. Obtain Board approval
 3. Issue payment to Contractor

The BG-4 and BG-5 will be presented for approval at a future Board meeting (once all three bid packages under the BG are complete).

[Signature]
 Robert Hayes
 EPH:es

CONTRACTOR'S AFFIDAVIT FOR PAYMENT

1. ORIGINAL CONTRACT DATE: 08/28/15
 2. MODIFICATION BY CHANGE ORDER: 08/28/15
 3. CONTRACT DATE TO DATE: 08/28/15
 4. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 5. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 6. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 7. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 8. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 9. TOTAL DEDUCTIBLE AMOUNT: 08/28/15

CONTRACTOR'S AFFIDAVIT FOR PAYMENT

1. ORIGINAL CONTRACT DATE: 08/28/15
 2. MODIFICATION BY CHANGE ORDER: 08/28/15
 3. CONTRACT DATE TO DATE: 08/28/15
 4. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 5. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 6. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 7. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 8. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 9. TOTAL DEDUCTIBLE AMOUNT: 08/28/15

CONTRACTOR'S AFFIDAVIT FOR PAYMENT

1. ORIGINAL CONTRACT DATE: 08/28/15
 2. MODIFICATION BY CHANGE ORDER: 08/28/15
 3. CONTRACT DATE TO DATE: 08/28/15
 4. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 5. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 6. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 7. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 8. TOTAL DEDUCTIBLE AMOUNT: 08/28/15
 9. TOTAL DEDUCTIBLE AMOUNT: 08/28/15

Order #17-411 - Motion Passed: Dr. Strong's recommendation to accept Payment Application 4 for PHS Doors/Rekeying passed with a motion by Ms. Jolieen Bertram and a second by Mrs. Karen Delaney.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.D. 2017-18 Working Budget

Order #17-412 - Motion Passed: Dr. Strong's recommendation to accept the 2017-18 Working Budget passed with a motion by Mrs. Karen Delaney and a second by Ms. Cheri Griffin.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.E. 2017-18 Staffing Allocation Adjustments

Order #17-413 - Motion Passed: Dr. Strong's recommendation to accept the 2017-18 Staffing Allocation Adjustments passed with a motion by Mrs. Karen Delaney and a second by Ms. Jolieen Bertram.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.F. 2017-18 Final SBDM Allocations

Order #17-414 - Motion Passed: Dr. Strong's recommendation to accept the 2017-18 Final SBDM Allocations passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.G. 5/3 Pro Card Agreement

This item was tabled until more information can be gathered and reviewed at the next board meeting.

BOARD MEMO

DATE: September 21, 2017
TO: Dr. Strong & Board Members
FR: Jan Johnston
RE: Fifth Third Bank Pro Card

As a way to bring in additional revenue into the district, we have worked with Fifth Third Bank to begin using their ProCard. By using their ProCard to pay for various items, the district will receive a rebate based on the volume spent by the Kentucky Co-op Education. Last year, the total spent was over \$20,000,000 which could potentially produce a rebate of 1.20% (or approximately \$16,900) to the district. Some of the entities already members of the Kentucky Co-op Education are University of Kentucky, University of Louisville, Kenton County Schools, Fayette County Schools and Jefferson County Schools.

I recommend that the Board approve.

Name: Jan Johnston
Title: Executive Director of Finance/Human Resources

IV.H. Emergency Certification

BOARD MEMO

DATE: September 21, 2017
TO: Dr. Strong & Board Members
FR: Jan Johnston
RE: Emergency Certification

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, leave by from the EPSP and the KDE has been granted to school district to hire teachers under an emergency certificate.

I am requesting approval for Ms. Stephanie Honey-King to be hired as the Exceptional Child Instructor at Southern Elementary and Mr. Colin Duffie as the Health/PE teacher at SMS under emergency certification. Both employees have a CA-TP form in the works to be submitted to EPSP which would override their emergency certification. However, in case something happens that their full certifications do not take place prior to school starting, I would like to have them covered under an emergency certificate. Both employees are also aware that if they have to use this emergency certification for a time span during the 2017-18 school year, their pay will be adjusted accordingly.

I recommend that the Board approve.


Name: Jan Johnston
Title: Executive Director of Finance/HR

Order #17-415 - Motion Passed: Dr. Strong's recommendation to accept the Emergency Certification passed with a motion by Ms. Jolieen Bertram and a second by Mrs. Karen Delaney.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.I. Fast ForWord Agreement

BOARD MEMO

DATE: 9-14-2017
TO: Dr. Strong & Board Members
RE: Fast ForWord Agreement

Fast ForWord is a research-based reading intervention program. Several states have named it the top intervention program and the districts in NKY that utilize the program have experienced a great deal of success as well. Dr. Nordheim, Mrs. Griffin, Dr. Strong, Mr. Hegyi, Mr. Pugh, Mrs. Stalki and I had the opportunity to visit a Boone County elementary school that uses the program and we were impressed with what we saw. The initial investment is substantial; however, the annual renewal would be less than we are currently paying for another reading intervention program. Research tells us that we need to do everything we can to make sure our students are reading at grade level by the end of third grade and early intervention is key to making that happen. On average, this particular program helps students gain 2 years growth in a six to ten month period if the program is implemented with fidelity and after discussing with the elementary principals, we believe we can implement this program with fidelity.

We do not anticipate paying for any part of this program with monies from the general fund. We will pull funding from multiple federal and state grants in order to cover the cost.

Mr. DeMarcus has reviewed the agreement and the Teaching and Learning Committee recommends that the Board approve the Fast Forward Agreement.

Laura Pugh

Name: Laura Pugh
Title: Executive Director of Teaching and Learning

Order #17-416 - Motion Passed: Dr. Strong's recommendation to accept the Fast ForWord Agreement passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.J. Approval Partner Agreement--Work Ready Skills Initiative

DRAFT RESOLUTION FOR BOARD MEMBER DISTRICTS PARTNERING IN THE KWRSI GRANT

Whereas, the Board of Education of Pendleton County in Falmouth, KY, believes that school districts which offer a diverse array of educational programs are essential to prepare future generations to be productive members of society, to develop an educated work force to fuel the economy of our Commonwealth, to support safe and healthy communities, and to provide educational opportunities which provide for a variety of career paths, and,

Whereas, this Board of Education recognizes that the goal of our school district is to have a positive impact in the everyday lives of our students, and helping students of all pursuits to achieve their career goals and we are dedicated to building the character of all students, and,

Whereas, working with community partners, the Commonwealth and other school districts provides for programming and educational opportunities heretofore not available to our students

Therefore, Be It Resolved that the Pendleton County Board of Education does hereby affirm that we join in the regional partnership with the Home Builders Association of Northern Kentucky dba: Building Industry Association of Northern Kentucky / Enzeviler Building Institute to participate and help facilitate the execution of the Kentucky Work Ready Skills Initiative grant, in order to provide a unique and valuable learning experience for our students wishing to learn about and possibly pursue a rewarding career in the skilled trades.

Date : _____

Board Chair Signature:

Board Chair Printed Name:

Board Secretary Signature:

Board Secretary Signature:

Order #17-417 - Motion Passed: Dr. Strong's recommendation to accept the Approval Partner Agreement--Work Ready Skills Initiative passed with a motion by Mrs. Karen Delaney and a second by Ms. Jolieen Bertram.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.K. Appointment Local Calendar Committee--Board Representative

Order #17-418 - Motion Passed: Dr. Strong's recommendation to accept the Appointment Local Calendar Committee--Board Representative passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.L. Appointment of Local Calendar Committee--Representatives

Anthony Strong	Supt		Anthony.strong@pendleton.kyschools.us
Matt Compton	DPP/Transportation Director		Matt.compton@pendleton.kyschools.us
Karen Delaney	Board Member		Mrskaren.delaney@gmail.com
Darell Pugh	Principal	NES	Darell.pugh@pendleton.kyschools.us
Margi Steele	Elementary Teacher	NES	Margi.steele@pendleton.kyschools.us
Adam Hall	Secondary Teacher	PCHS	Adam.hall@pendleton.kyschools.us
Sheila Wright	Classified	PCHS	Sheila.wright@pendleton.kyschools.us
Ramona Miller	Classified	SMS	Ramona.miller@pendleton.kyschools.us
Brooke Anderson	Parent	SES	brooklynanderson@twc.com
Kenni King	Parent	SMS	Kenni.king@pendleton.kyschools.us
Alex Carson	Community	Southern PC Area	acarson@CityofFalmouth.com
Amber Beebe	Community	Northern PC Area	amberbeebe@hotmail.com

Order #17-419 - Motion Passed: Dr. Strong's recommendation to accept the Appointment of Local Calendar Committee--Representatives passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

IV.M. Appointment of CDIP Committee

◆
BOARD MEMO

DATE: September 15, 2017
TO: Board Members
RE: CDIP Committee Members

In accordance with district policy 01.111, I am submitting the names of the representatives appointed by Dr. Strong to serve on the District Planning Committee. This group will be representative of the community and the school district and will be responsible for developing our Comprehensive School Improvement Plan (CDIP.)

I recommend the approval of the CDIP Committee members.

M. Laura Pugh
Name: Laura Pugh
Title: Executive Director of Teaching and Learning

Order #17-420 - Motion Passed: Dr. Strong's recommendation to accept the Appointment of CDIP Committee passed with a motion by Ms. Jolieen Bertram and a second by Mrs. Karen Delaney.

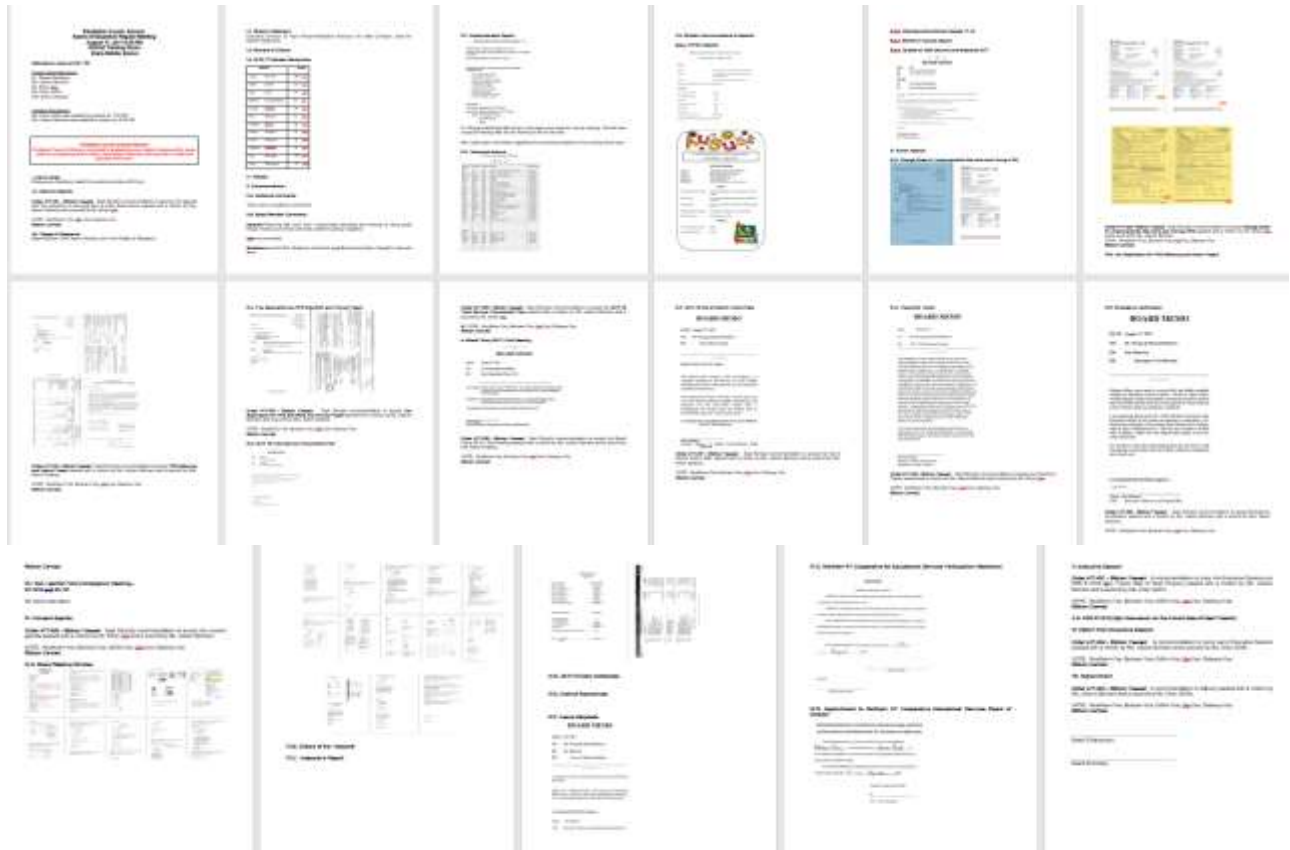
VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

V. Consent Agenda

Order #17-421 - Motion Passed: Dr. Strong's recommendation to accept consent agenda along with Dr. Nordheim to serve on the Wellness Committee passed with a motion by Ms. Cheri Griffin and a second by Ms. Jolieen Bertram.

VOTE: Nordheim-Yes; Bertram-Yes; Griffin-Yes; Delaney-Yes;
Motion Carried

V.A. Board Meeting Minutes



Fendleton County Schools
Board of Education Special Meeting
September 06, 2017 8:00 PM
District Training Room
Sharp Middle School

Fendleton County Schools Mission
Fendleton 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, Dr. Shawn Nordheim, called the meeting to order.

I.A. Approve Agenda

Order #17-404 - Motion Passed: The recommendation from Dr. Strong passed with a motion by Ms. Chen Griffin and a second by Ms. Joleen Bortman.

VOTE: Nordheim-Yes; Bortman-Yes; Griffin-Yes; **U/A**-Yes; Delaney-Yes;
Motion Carried

I.B. Pledge of Allegiance

Mrs. Donna Polard led the group in the Pledge of Allegiance.

I.C. Mission Statement

Mrs. Lisa Aulick read the Mission Statement.

I.D. Moment of Silence

II. Action Agenda

I.A. Set 2017-18 Tax Rate

Order #17-405 - Motion Passed: The recommendation from Dr. Strong to approve the Real Estate Property Tax 66.5 cents; Tangible Property Tax 66.5 cents; .1 cent has been added to above property rates to recover prior year losses due to corrections and Motor Vehicle Tax 55.0 cents passed with a motion by Ms. Joleen Bortman and a second by Mrs. Karen Delaney.

VOTE: Nordheim-Yes; Bortman-Yes; Griffin-Yes; **U/A**-Yes; Delaney-Yes;
Motion Carried

II.B. Wool Festival Contract

Order #17-406 - Motion Passed: The recommendation from Dr. Strong passed with a motion by Ms. Joleen Bortman and a second by Mrs. Karen Delaney.

VOTE: Nordheim-Yes; Bortman-Yes; Griffin-Yes; **U/A**-Yes; Delaney-Yes;
Motion Carried

III. Discussion

III.A. CDEP Process

Mrs. Pugh presented to the board changes in the CDEP process and how we will move forward as a district with this and how this changes our accountability measures.

III.B. Calendar Process

Mr. Compton presented the new calendar process and timeline involved that are recommended for setting the calendar for 2018-19 school year.

IV. Adjournment

Order #17-407 - Motion Passed: A recommendation to adjourn passed with a motion by Ms. Joleen Bortman and a second by Ms. Chen Griffin.

VOTE: Nordheim-Yes; Bortman-Yes; Griffin-Yes; **U/A**-Yes; Delaney-Yes;
Motion Carried

Board Chairperson

Board Secretary

Fendleton County Schools
Board of Education Tax Hearing
September 06, 2017 8:00 PM
District Training Room
Sharp Middle School

Attendance Taken at 5:52 PM:

Present Board Members:

Dr. Shawn Nordheim
Ms. Joleen Bortman
Mr. Elmer **U/A**
Ms. Chen Griffin
Mrs. Karen Delaney

Fendleton County Schools Mission
Fendleton 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 Tax Hearing to order.

II. Presentation by Superintendent Strong

III. Audience Comments

There were no audience comments.

IV. Board Member Comments

There were no board member comments.

V. Adjournment of Public Hearing

The hearing was adjourned.

Board Chairperson

Board Secretary

V.B. Orders of the Treasurer

V.C. 2017-18 Indirect Cost

BOARD MEMO

DATE: September 21, 2017
TO: Dr. Strong & Board Members
FR: Jan Johnston
RE: Indirect Cost Rate

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 FY18 began July 1, 2017.

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 FY18 the indirect cost rate for Pendleton County Schools is 14.75. For FY17, the indirect cost rate was 14.09. Even though there is an increase in the indirect cost percentage, the revenue budgeted in the working budget remained the same as set in the tentative budget to be conservative in the anticipated revenue.

I recommend that the Board approve

Name: Jan Johnston
Title: Executive Director of Finance/Human Resources

V.D. 2017-18 Allocation of Field Trip Mileage/Bus Usage Charges

BOARD MEMO

DATE: September 15, 2016
TO: Dr. Strong & Board Members
FR: Jan Johnston
RE: 2016-2017 Mileage for Schools


The mileage for each school for field trips has been finalized. The mileage for each school is based on September 14 student enrollment for each school since the 2nd month has not ended.

The cost for field trips for the 2017-2018 school year for the use of the bus will be set at \$1.23 per mile. The cost for the use of other vehicles beside the bus will be set at the State's quarterly mileage reimbursement rate.

The Field Trip bus driver cost over the mileage allotment for schools will be \$22.26 per hour (which includes the cost of the driver and fringes).

Any organization using buses outside of the school district will be charged \$1.41 per mile + \$20.00 per hour for driver if there is over a two (2)-hour wait time. This amount includes both the driver and fuel expenses.

I recommend that the Board approve


Name: Jan Johnston
Title: Executive Director of Finance/HR

V.E. KAE- Adult Education Contract for FY 17-18

V.F. Approval for Shortened Day/Week

BOARD MEMO

Date: September 13, 2017
To: Dr. Strong and Board Members
Re: Board Approval for Shortened School Day and/or Week

The purpose of this memo is to request Board approval for a shortened school day and/or week for three students enrolled in Pendleton County Schools.

Medical and educational records indicate that three students have been diagnosed with health/behavior conditions that compromise his/her ability to physically tolerate and attend a full school day and week. These students are participating in ongoing treatments and therapies, and his/her condition is being monitored closely by a team of medical and educational professionals. After considering all relevant information, including input from the physician, the family, and educators, the Admissions and Release Committee (ARC) has recommended a shortened day and/or week for these students (i.e., approximately two-three hours per day, two-four days per week).

I recommend that the Board approve a shortened school day and/or week for these students at this time. The director of special education and the staff at the schools will continue to work closely with the student, the family, and other pertinent professionals in an effort to gradually increase length of days and days per week, as appropriate, given his/her individual situation.

Donna Pollard
Director of Special Education
Pendleton County Schools

V.G. Pendleton County CECC Continuation Application FY 18

V.H. Wellness Committee Appointment

BOARD MEMO

DATE: 09/12/2017
TO: Dr. Strong & Board Members
FR: Lisa Mitchell
RE: Appoint board member to represent Wellness Committee

Request the student board representative also represent our Wellness Committee

Pendleton County Schools Wellness Committee would like for you the Board to appoint a Board Member to represent the Wellness Committee for the school year 2017-2018

Would also like to request our student board representative (Miss Ameila ~~Franzman~~) represent the Wellness Committee for the 2017-2018 school year.

I recommend that the Board approve

Lisa Mitchell

Name: Lisa Mitchell
Title: Director of Pendleton County Food Services

V.I. Civics Test Approval

BOARD MEMO

DATE: 09-08-2017
TO: Dr. Strong & Board Members
RE: High School Civics Test

Senate Bill 159 passed into law and requires any student who graduates from a Kentucky public high school with a regular diploma to pass a civics test beginning on July 1, 2018. To meet this requirement, the local board of education shall "prepare or approve" the civics test that will be used in the high school(s). This test must have 100 questions taken from the civics test that is given by the United States Citizenship and Immigration Services. Students may take the test as many times as needed until they earn 60% or higher.

After meeting with PCHS teachers and administration, we recommend the test that is provided by digitaldrive.com (a Kentucky approved format). The test will be administered in U.S. History classes and a label will be attached to the student's cumulative file indicating he or she has passed the test.

Mrs. Rhonda Moore

Name: Rhonda Moore
Title: Director of Secondary Curriculum/Assessment

V.J. Treasurer's Report

V.K. Leave of Absence Requests

BOARD MEMO

DATE: 9/21/2017
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:

Louise Beowang - DSS Bus Monitor- The request for intermittent FMLA leave of absence will begin approximately August 22, 2017 and end approximately August 22, 2018.

Scott Collins - SMS Teacher - The request for FMLA leave of absence will begin approximately August 4, 2017 and end approximately November 10, 2017.

I recommend that the Board approve

Name: Jan Johnston
Title: Executive Director of Finance/Human Resources

VI. Executive Session

Order #17-422 - Motion Passed: A recommendation to go into Executive Session passed with a motion by Ms. Jolieen Bertram and a second by Ms. Cheri Griffin.

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

Motion Carried

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

VII. Return from Executive Session

Order #17-423 - Motion Passed: A recommendation to return from Executive Session passed with a motion by Ms. Cheri Griffin and a second by Mrs. Karen Delaney.

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

Motion Carried

VIII. Adjournment

Order #17-424 - 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; Delaney-Yes;

Motion Carried

Board Chairperson

Board Secretary