



NKCES Monthly Board of Directors Meeting
November 09, 2016

10:00 AM

NKCES, 5516 E Alexandria Pike Cold Spring, KY 41076
Professional Development Room

Member Districts

Beechwood Independent ▪ Bellevue Independent ▪ Boone County ▪ Bracken County
Covington Independent ▪ Dayton Independent ▪ Erlanger-Elsmere Independent ▪ Ft. Thomas Independent
Gateway Community and Technical College ▪ Kenton County ▪ Ludlow Independent ▪ Newport Independent
Northern Kentucky University ▪ Pendleton County ▪ Silver Grove Independent ▪ Southgate Independent
Walton-Verona Independent ▪ Williamstown Independent

Attendance Taken at 10:05 AM:

Present Board Members:

Mr. Jeff Aulick
Mr. Mike Borchers
Mr. Jay Brewer
Dr. Kathy Burkhardt
Mr. Greg Duty
Mr. Alvin Garrison
Mr. Gene Kirchner
Dennis Maines
Mr. Kelly Middleton
Misty Middleton
Dr. Randy Poe
Dr. Cindy Reed
Dr. David Rust
Mr. Robb Smith
Dr. Robert Storer
Dr. Anthony Strong

Absent Board Members:

Dr. Mike Stacy

Updated Attendance:

Mr. Greg Duty was updated to present at: 10:05 AM
Dr. Mike Stacey was updated to present at: 11:30 AM

I. Call to Order

II. Roll Call

III. Consent Agenda

Motion Passed: Approve and accept the items on the Consent Agenda. Dr. Anthony Strong made a motion and was second by Jeff Aulick. All in favor. Passed with a motion by Dr. Anthony Strong and a second by Mr. Jeff Aulick.

Mr. Jeff Aulick	Yes
Mr. Mike Borchers	Yes
Mr. Jay Brewer	Yes
Dr. Kathy Burkhardt	Yes
Greg Duty	Absent
Mr. Alvin Garrison	Yes
Mr. Gene Kirchner	Yes
Dennis Maines	Yes
Misty Middleton	Yes
Mr. Kelly Middleton	Yes
Dr. Randy Poe	Yes
Dr. Cindy Reed	Yes
Dr. David Rust	Yes
Mr. Robb Smith	Yes
Dr. Mike Stacy	Absent
Dr. Robert Storer	Yes
Dr. Anthony Strong	Yes

III.A. Approval of Prior Minutes

III.B. Approval of Treasurer's Report

III.C. Personnel Report

IV. Instructional Spotlight - Vander Ark Planning Committee

Discussion:

Reviewed twitter feed from Vander Ark events (3) - discussed experiences amongst the group.

Thank you to committee for their work in putting the event together.

Look forward to follow up on this event, to continue the work.

V. Communication Items and Discussion

V.A. NKU - Dr. Cindy Reed

Rationale:

Carol Ryan present for Dr. Cindy Reed.

Flyers attached

Discussion:

Gave updates and encouraged all to complete application and register for "Think Tank"

V.B. KDE- Dr. Kelly Foster

Discussion:

Dr. Foster gave an update.

V.C. NKCES Monthly Review - October

Rationale:

Monthly review link: <https://youtu.be/YUe60azk7LQ>

Discussion:

Reviewed video for all events occurring with NKCES since last board meeting.

V.D. NKY Manufacturer Visit - January 13th

Discussion:

Discussed event. Karen Cheser gave an update.

Calendar event will be sent to all board members to put this date on schedule.

Contact is Debby Combs, Director, AMWDC

V.E. PL Updates

Discussion:

Review LiveBinder with group and the ease of use.

V.F. Publicity for NKCES

Rationale:

Date for Superintendent Manufacture Visit is January 13, 2017.

V.F.1. NKY Chamber Advertisement

Rationale:

Ad attached to agenda

VI. Old Business

VI.A. Facility Report

Rationale:

Executive Committee to meet and decide on next steps in moving forward with facility plan. Will have an update on moving forward for December meeting.

VII. New Business

VIII. Action Items

VIII.A. NKCES Audit - George Sparks, Barnes Dennig

Rationale:

We had the exit interview for our audit with Mr. George Sparks at Barnes Dennig and Ms. Razor was very pleased with the results. The auditor will be at the November board meeting to share an overview of the draft audit as he does not anticipate anything will change.

Audit Highlights:

I had shared that I felt the operations budget was approximately running at a \$200,000 deficit. You will see that in the statements that is now (\$20,000) as a result of better management on everyone's part of our financial resources.

\$143,000 positive cash difference (\$615,160 cash and cash equivalents end of the year this is not necessarily something that is part of the audit but something I believe is important to note for our growth as coop).

Prior Audit Findings (as noted by current year follow-up) efficiently meets expectations of auditor

One finding: Lack of review on certain invoices for end of year adjustments. This has already been addressed with training (this month) and will be monitored throughout the year (The root problem is that dates are used from the invoice rather than using the date of service).

We completed the review in October vs. the December 31st date of the previous year! J J

Discussion:

Mr. George Sparks handed out flyer that will be added to the agenda for future reference.

Reviewed the audit findings with the board.

Motion Passed: Motion made by Dr. Kathy Burkhardt to approve the audit as prepared by Barnes Dennig, Second by Mr. Mike Borchers. All in favor passed with a motion by Dr. Kathy Burkhardt and a second by Mr. Mike Borchers.

Mr. Jeff Aulick	Yes
Mr. Mike Borchers	Yes
Mr. Jay Brewer	Yes
Dr. Kathy Burkhardt	Yes
Greg Duty	Yes
Mr. Alvin Garrison	Yes
Mr. Gene Kirchner	Yes
Dennis Maines	Yes
Misty Middleton	Yes
Mr. Kelly Middleton	Yes
Dr. Randy Poe	Yes
Dr. Cindy Reed	Yes
Dr. David Rust	Yes
Mr. Robb Smith	Yes
Dr. Mike Stacy	Absent
Dr. Robert Storer	Yes
Dr. Anthony Strong	Yes

VIII.B. OVR Grant

Discussion:

Detailed information attached. Linda Alford and Kim Weber discussed the details surrounding grant opportunity.

Motion Passed: Motion to approve made by Dr. Robert Storer and 2nd by Dr. David Rust. all in favor passed with a motion by Dr. Robert Storer and a second by Dr. David Rust.

Mr. Jeff Aulick	Yes
Mr. Mike Borchers	Yes
Mr. Jay Brewer	Yes
Dr. Kathy Burkhardt	Yes
Greg Duty	Yes
Mr. Alvin Garrison	Yes
Mr. Gene Kirchner	Yes
Dennis Maines	Yes
Misty Middleton	Yes
Mr. Kelly Middleton	Yes
Dr. Randy Poe	Yes
Dr. Cindy Reed	Yes
Dr. David Rust	Yes
Mr. Robb Smith	Yes
Dr. Mike Stacy	Absent
Dr. Robert Storer	Yes
Dr. Anthony Strong	Yes

IX. Acknowledgement of Written Reports

IX.A. NKCES Executive Director Report

Rationale:

Executive Director Report, Top Ten-November, and PL Coaches Activity Log attached

Discussion:

Amy Razor reviewed the Executive Director report. Documentation attached. Reviewed important events on TOP TEN.

IX.B. English Language Dashboard

Rationale:

Report attached

Discussion:

No one present but report is attached.

IX.C. Regional School Program

Rationale:

Report attached

Discussion:

Stephanie Turner present gave updates. Report attached.

X. Written Reports from External Agencies

Discussion:

Guest in attendance:

Polly Page - NKYEC

Kerri Schelling -KSBA

Lisa Collins - Ameresco

Mark Sunier - Performance Services Inc.

X.A. EPSB - Jimmy Adam/Ben Boggs

Discussion:

Not present - Report attached.

X.B. GSIPL/Prichard - Helen Carroll

Discussion:

Not present but report attached.

X.C. NKYEC - Polly Page

Discussion: Polly Page present. Gave update and handed out 3 flyers which are to be added to agenda after meeting.

XI. Next Meeting Schedule for Wednesday, December 14th, NKCES Professional Development Room beginning at 10am

XII. Adjournment

Motion Passed: Mr. Robb Smith made motion to adjourn and Dr. Anthony Strong 2nd. All in favor.

Passed with a motion by Mr. Robb Smith and a second by Dr. Anthony Strong.

Mr. Jeff Aulick Yes

Mr. Mike Borchers Yes

Mr. Jay Brewer Yes

Dr. Kathy Burkhardt Yes

Greg Duty Yes

Mr. Alvin Garrison Yes

Mr. Gene Kirchner Yes

Dennis Maines Yes

Misty Middleton Yes

Mr. Kelly Middleton Yes

Dr. Randy Poe	Yes
Dr. Cindy Reed	Yes
Dr. David Rust	Yes
Mr. Robb Smith	Yes
Dr. Mike Stacy	Absent
Dr. Robert Storer	Yes
Dr. Anthony Strong	Yes