

**Board of Education Meeting
May 13, 2021
Erlanger-Elsmere Board of Education**

The Erlanger-Elsmere Board of Education met at Dietz Auditorium, 450 Bartlett Avenue, Erlanger, Kentucky at 7:00 p.m. on the 13th day of May 2021 with the following members present: (1) Robin Cooper; (2) Jeff Miller; (3) Sarah Shackelford; (4) Serena Owen
Chad Molley, Lisa Goetz, FBT Attorney Mike Nitardy

1. **Open Meeting:** Robin Cooper opened the meeting.
2. **Pledge to the Flag:** Robin Cooper led the board in the pledge to the flag.
3. **Recognitions:**
 - Addison Musk was nominated by Ms. Jennifer Glass, LHMS Counselor, for recognition by the Erlanger-Elsmere Board of Education. Congratulations to Addison Musk, a junior at Lloyd Memorial High School, who was accepted into this summer's Commonwealth Academy Program at Murray State University over the summer. This is a newer program offered to Kentucky students and Addison is the first Lloyd Memorial student that has been accepted. The mission of the Commonwealth Honors Academy (CHA) is to challenge, educate, enlighten, and nurture the next generation of civic, academic, and business leaders of the region.
The Commonwealth Academy Program is a challenging three-week academic enrichment program for outstanding high school students who have completed their junior year and will return to high school as a senior in the fall following the Academy. Students take two honors-level college courses while at the Academy, which is offered at no cost.
 - Brooke Washington was nominated by the Erlanger-Elsmere Board of Education for recognition by the Erlanger-Elsmere Board of Education. Brooke Washington, a senior at Lloyd Memorial High School, has served as a student representative to the Board of Education this year and provided us with information on academic, athletic, and extracurricular activities at each of our meetings. She has also provided the unique student perspective to our discussions related to school reopening, the virtual learning experience, and our hybrid-learning model. Her input has been invaluable to our decision-making process this year.
We appreciate Brooke's leadership, commitment, and voice on behalf of the students of Lloyd Memorial High School. Thank you for your service to the Erlanger-Elsmere Board of Education and Lloyd Memorial High School. Congratulations on your upcoming commencement and we wish you well in your future endeavors!
 - District and School Leadership: The following were nominated by Mr. Chad Molley for recognition by the Erlanger-Elsmere Board of Education.
 - Matt Engel, Assistant Superintendent
 - Michael Goodenough, Director of District-wide Programs
 - Shawn Neace, Director of Pupil Personnel
 - Stefanie Stubblefield, Instructional Coordinator – Technology
 - Al Poweleit, Instructional Coordinator - Student Services
 - Laura Deters - Chief Information Officer
 - Lisa Goetz - Finance Director
 - Chris Klosinski - Director of Special Education
 - Donna Schulte - Preschool Director
 - Bill Pilgram - District Director of Athletics

District and School Leadership cont.:

- Nichole Neuhard - EL Program Coordinator
- Melanie Dowdy - District Health Coordinator
- Amanda Ponchot - Food Service Director
- Joe Lewis - Maintenance Director
- Mike Key - Principal, Lloyd Memorial High School
- Mac Cooley - Principal, Tichenor Middle School
- Darrell Cammack - Principal, The Bartlett Education Center
- Amanda New - Principal, Arnett Elementary
- Renee Boots - Interim Principal, Howell Elementary
- Angie Gabbard - Principal, Lindeman Elementary
- Josh Jackson - Principal, Miles Elementary

I would like to publicly thank each and every one of these leaders for the exemplary work they have done this year and their tireless dedication to our students, families, and the Erlanger-Elsmere School District. I could not be more proud of the manner in which this group responded to every obstacle they faced. There is not a more knowledgeable, skillful, dedicated, resilient, student and family centered group of educators anywhere. For more than a year now they have literally done whatever it took to guide the staff, students, and families of the Erlanger-Elsmere Schools through these uncharted waters. You have consistently embodied the mission and vision of this school district under the most trying of circumstances.

As we close out our school year and begin our transition to more familiar and traditional activities and am reminded of just how far we have come in a relatively short period of time. None of this would have been possible without the leadership of this group. I have said it many times to many people - I am proud to serve as your superintendent and to call each of you a friend and colleague. I appreciate you more than can be expressed in words or acts. Thank you for all you do each day to make the Erlanger-Elsmere Schools a great place to work, learn, and grow.

- Retirees: Paul Doll, Laura Gessner, Melissa Rolf, Cheryl Schmitz, and Richard Tyler were recognized by the Board of Education and thanked for their service to the EES District. Together, they have a total of 106.5 years of service to our district!

4. Reports:

Student Board Members Report: Brooke Washington was not present

Schools, District Personnel and Departments:

Arnett Elementary

- Arnett and Howell were partners in welcoming some of our upcoming kindergarten students at Howell last Monday for an Amazing Race Event. It was well attended and everyone seemed to enjoy the evening.
- Our academic team recently wrapped up their season with our district elementary schools. We were so happy that they could get this season in and all of our students did a fine job being brave to join and participate!
- Last week, our school went into “K-PREP Test Practice Mode” and helped set the tone for our upcoming test sessions. Our students have been working on test taking strategies and had the chance to feel what this test will look like.
- Arnett Elementary School has been celebrating College and Career Week by dressing up as career choices and wearing our favorite college t-shirts.

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THE Bartlett Educational Center

- Bartlett's most recent April 2021 graduates are: Devin Collins, Giavonni Halsell, Dylan Irwin and Kaitlyn Walker.
- Bartlett Educational Center had three students at the Kenton County Cooperative Extension Durr Educational Center located across from the library on Kenton Lands Road to clear trails and help create outdoor learning stations. We are very proud of Austin Boden, Peyton Funston and LJ Lancaster for their willingness to help and contribution to our community.

Howell Elementary

- Howell was the host site for the Amazing Race for Kindergarten, giving incoming kindergarten students from Howell and Arnett a chance to meet staff and gain familiarity with the school and grounds in a fun, educational environment.

Lindeman Elementary

- Lindeman recently got the good news that we received RAMP (Recognized ASCA Model Program). In order to achieve this level of recognition the school's counseling program must fit within their guidelines and be evidence based. It is a very difficult to receive and we are super proud of our program and the work that Mrs. Koerner has put into making our counseling program a success.
- The elementary schools finished up their Academic Team season. All schools had a great time participating and our students loved competing. The elementary schools are also doing a modified volleyball and cross country season. Both are currently underway.
- Lindeman students continue to work to earn their monthly PBIS rewards. Students celebrated on Friday with an Earth day activity or a snack and movie. Students continue to set goals and work to achieve this monthly reward.
- Our Site Based council is working on updating our current policies, reviewing the budget, and is focused on academic achievement.

Lloyd Memorial High School

- Lloyd Memorial High School was selected as Kentucky Senior School of the Year and National Senior School of the Year through the Kentucky NEED (National Energy Education Development) project.
- Prom - May 14th at Newport Aquarium.
- Plans are being made for In-person graduation on May 28th at 8 pm.
- Band and Choir Programs are planning for a Concert on May 18th at 6 pm. This will be an outside concert (weather permitting).
- Map testing May 4th and 6th; K-Prep - May 11th and 12th In-person, Virtual Students May 18th and 19th; AP Testing, AP Environmental Science, AP World History, AP literature; All Make up ACT tests have been completed.
- Students have registered for 21-22 classes at this time and we are busy building a master schedule to meet student needs. Seniors and Juniors have options including Vocational School, Gateway Certification and General Ed Classes, and NKU School Based Scholars.
- We celebrated Staff Appreciation week May 3-7.

Miles Elementary

- One of our students and her family were recently highlighted in a May 2nd Northern Kentucky Tribune article focused on advocating for children who have Apraxia and finding support for their families. Our entire school community will be wearing blue on May 14th in support of Apraxia awareness.
- Throughout the week of April 26th - 30th, our Student Government sponsored a food drive for Go Pantry in support of their school break go boxes and weekend go bags. Students and their families collected ravioli and Spaghetti-Os canned pasta as well as four packs of fruit cups. Though our students and families benefit from the generosity of Go Pantry, we wanted to say thank you by assisting them in replenishing their pantry shelves.
- Our school is currently working on the development of our 2021-2022 Professional Learning Plan. We are excited about what the next school year holds for our students and staff, yet are focused on finishing this school year strong. Please see the below message to our staff at Miles in regards to how we are approaching professional learning for the 2021-2022 school year.
 - Professional Learning Plan Survey Message

To say thank you to all of our faculty and staff at Miles during Teacher Appreciation Week, our leadership team has collaborating with our students' families to provide each of them with the best week we can.
- Our Miles SBDM Council has completed our yearly review of our policies and bylaws, approved our Section 4 and 5 allocations, and has approved our school's operating budget for the 2021-2022 school year. Our next SBDM meeting will be held virtually on Wednesday, May 19th at 4:00.

Tichenor Middle School

- This week TMS is celebrating a Kickoff to K-PREP Spirit Week. We have dress-up themed days and a door decorating contest to have some fun and bring some attention to K-PREP test week.
- TMS is celebrating Teacher Appreciation week. TMS parents and families have planned something special for the staff every day this week. The EEBOE has also planned several treats and special things for the staff this week. The TMS admin team will be making breakfast for the TMS staff this Thursday
- Spring MAP testing is finished. All students were tested in reading and math.
- K-PREP testing May 11 – May 13
- One of our student teachers, Grace Frecke, was named NKU's student teacher of the year. Grace will be working at TMS next year teaching math.
- The TMS boys track team has taken 1st place in 3 meets this spring.

Michael Goodenough-Director of District-Wide Programs

- The district will be working with Thinking Collaborative and NKCES to bring Cognitive Coaching training to all district and school administrators next year. This is a commitment to growing our administrators which will in turn, grow our teacher and students.
- Gifted and Talented end of year reports are due to KDE May 31st. As of now, all data is clean thanks to the enrollment secretaries and the instructional coaches.
- 50/50 Committee met on 4-22. No changes to the district evaluation plan were decided. We will make sure that more resources are provided in the platform to help address some of the differences in job duties. There are no changes by regulation or statute for next year either.
- I will be working with a couple of the grant directors in the district to examine the effectiveness and function of the CART tool used in the district. We moved to an electronic format this school year which has been great for tracking and monitoring. Our next step is to complete some mile marker follow up as it pertains to services.

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Matt Engel--Assistant Superintendent

- The Kentucky School Safety Marshal's Office concluded its unannounced tours of all district school buildings after a three-week window. The district performed very well, and is being used as a model for schools and districts across the state. Similarly, the Kenton County Office of Emergency Management/Homeland Security will be using the district Emergency Action Plan as a model for teaching other schools, Police/Fire/EMS agencies and County EMAs how to create their own improved school emergency response plans at a training later this summer.
- All schools have completed their preparation for the annual K-PREP testing—the collaborative spirit of all building administrators has helped each of us prepare for this unique testing window.
- Our Non-Traditional Instruction Plan (NTI) has been completed/approved/uploaded to the state's tracking system for the 2021-2022 school year.
- Our schools are winding down their involvement in the Innovative Approaches to Literacy grant--this grant has brought thousands of books to our students and our libraries, while also spurring the overall improvement of our media centers. This three- year grant would not have been possible without the collaboration of the N. KY Cooperative for Educational Services, our library/media clerks, our Instructional Coaches, and our wonderful Accounts Payable staff that ordered/tracked this influx of materials to our district and our students

Grants Report – ADDENDUM A

5. Individuals Desiring to Speak to the Board: No one present had a statement.

6. Approve April 15, 2021 Monthly Board Meeting Minutes.

Motion: Sarah Shackelford

Second: Serena Owen

Vote: Cooper, yes; Miller, yes; Shackelford, yes; Owen, yes.

7. Approve April 27, 2021 Special Board Meeting Minutes.

Motion: Jeff Miller

Second: Sarah Shackelford

Vote: Cooper, yes; Miller, yes; Shackelford, yes; Owen, yes.

8. Consent Agenda:

- a. Authorize Treasurer to pay bills from General Funds and Special Programs. **ADDENDUM B**
- b. Authorize Treasurer to pay May Salaries in the amount of \$3,029,036.67.
- c. Approve Detailed Monthly Report and Balance Sheet for April 2021 to be posted on the District website for a six-month period (House Bill 154).

- d. Approve Student #051321a Educational Enhancement Opportunity Request for April 29, 2021 – May 8, 2021 per Board Policy 09.123.
- e. Approve Student #051321b Educational Enhancement Opportunity Request for April 29, 2021 – May 8, 2021 per Board Policy 09.123.
- f. Approve Tiffany Rheude's Request for Unpaid Family Medical Leave of Absence for April 28, 2021 – June 1, 2021.
- g. Approve Karie Stein's Request for Unpaid Family Medical Leave of Absence for May 14, 2021 – June 1, 2021.
- h. Approve AssuredPartners/Crawford Insurance for Property (Package), Fleet (Auto), and Umbrella Coverage in the amount of \$155,000 for the 2021-2022 School Year.
- i. Approve the Workers Compensation Quote from Kentucky Employers Mutual Insurance in the amount of \$58,339 for the 2021-2022 School Year.
- j. Approve Employment of Chamberlin Owen & Co., Inc./John Chamberlin, CPA, MBA to Audit the 2020-2021 District and School Accounts.
- k. Approval of 2021 Capital Funds Request (CFR form).
- l. Approve Revised Preschool Director Job Description effective 7/01/2021.
- m. Approve Assistant Preschool Director Job Description effective 7/01/2021.
- n. Approve 2021-2022 Certified Salary Scale. **ADDENDUM C**
- o. Approve 2021-2022 Classified Salary Scale. **ADDENDUM D**
- p. Notification of the Superintendent that Card Catalog Cabinets located at the Ensor Annex building are no longer needed for Public School Purposes.
- q. Board Declares that the Card Catalog Cabinets located at the Ensor Annex building as Surplus Property and Authorizes the Superintendent to advertise for sale.
- r. Approve Application and Certificate for Payment #1 to Century Construction in the amount of \$36,360.00 for Lloyd High School – Gym Door Upgrades (BG #21-032/REH #127-720).
- s. Approve Application and Certificate for Payment #2 to Lithko Restoration in the amount of \$25,385.70 for Ensor-Annex Masonry Restoration (BG #21-023/REH #127-919).
- t. Approve Application and Certificate for Payment #14 (Final Payment) to Leo J. Brielmaier in the amount of \$74,162.00 for Erlanger-Elsmere Schools – Security Vestibules and Windows (BG #19-134/REH #127-1018-B).

Motion: Jeff Miller

Second: Sarah Shackelford

Vote: Cooper, yes; Miller, yes; Shackelford, yes; Owen, yes.

9. Personnel Changes:

HIRE - CERTIFIED (Effective 21/22 Year)

Morgan Saylor - LBD Teacher - Lloyd

Mary Grace Trogdon - Preschool Speech Therapist - Arnett

Elsy Verdugo - Spanish Teacher - Lloyd

RESIGNATION - CERTIFIED (Effective 6/30/2021)

Lori Brinkman - Lindeman - Guidance Counselor

Rebecca Nooe - Arnett - Teacher

RETIREMENT - CERTIFIED (Effective 6/30/2021)

Melissa Rolf - Howell - Teacher

Cheryl Schmitz - Howell - Teacher

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HIRE - PARAPROFESSIONALS

John Dettor - Basketball Statistician Girls

VOLUNTEERS - ASSIGN

Jacob Bertke - Varsity Baseball Asst Coach - Lloyd

John Dettor - Girls Basketball Announcer

Kerry McHugh - Volleyball 4th/5th Grade Girls Asst. Coach - Lindeman

ESS TUTORING HIRE

Rejeana Bernard

Kayla Geisen

Cara Lawson

Lauren Rainone

Paige Sterling

Michelle Willoughby

SUBSTITUTES – UPON PROPER CERTIFICATION

Grace Frecke

Cecily Hunt

10. Facility Fundraising Requests:

Lloyd – Youth Basketball Camp – LHS Boys & Girls Basketball Teams

11. Discussion and Action Agenda:

- a. **Staff Appreciation:** Mr. Molley shared a note of thanks written to the Board of Education from an EES Teacher.
- b. **School Reopening and Next Steps:** Vaccine Clinic scheduled for May 21, 2021 at Dietz Auditorium. Event will be open to students age 12 and older, staff, and community members.
- c. **May 22, 2021 Special Meeting at 10 AM – Superintendent Evaluation Training:** A reminder about his scheduled special meeting and training.
- d. **Reminder of June 9, 2021 Special Meeting 6:30 PM – Superintendent Capstone Presentation:** A reminder of this special meeting.
- e. **June Monthly Board Meeting Date:** The Board agreed to have the June monthly meeting on June 17, 2021 at 7 PM.

Motion: Jeff Miller

Second: Serena Owen

Vote: Cooper, yes; Miller, yes; Shackelford, yes; Owen, yes.

- f. **SB 128:** Applications for SB 128 Supplemental School Year Program (SSYP) were discussed. The recommendation of the superintendent, after consultation with district and school administrators, was to not accept applications for SB 128 SSYP.

A motion to approve/accept SB 128 SSYP applications was made by Board Member Serena Owen and a second came from Board Chairperson Robin Copper.

Motion: Serena Owen

Second: Robin Cooper

Vote: Cooper, yes; Miller, no; Shackelford, yes; Owen, yes.

g. **Board Vacancy:**

- **Review of Process to Select a New Board Member and Legal Requirements:** Mr. Nitardy reviewed the applicable KR, KAR, and Board Policies to fill a vacancy on the Board with the current Board Members.
- **Best Practice for Interviews and Legal Implications:** Mr. Nitardy provided guidance on questions and topics that must be avoided in the interview process.
- **Discuss, Develop, and Approve Timeline for Board Member Selection:** Vacancy has been posted in accordance with KRS, KAR, and Board Policy. Applications are due by May 21, 2021.
- **Discuss, Develop, and Approve Interview Questions:** Questions that were developed for a previous vacancy were reviewed, discussed, and approved. **ADDENDUM E**

Motion: Sarah Shackelford

Second: Serena Owen

Vote: Cooper, yes; Miller, yes; Shackelford, yes; Owen, yes.

- **Select and Approve Date(s) needed for possible upcoming Special Meeting(s) Related to Timeline:** The Board selected June 3, 2021 at 6 PM for a special meeting to interview candidates. Other dates may be added.

12. **Adjourn.**

Motion: Sarah Shackelford

Second: Jeff Miller

Vote: Cooper, yes; Miller, yes; Shackelford, yes; Owen, yes.

Board Chairperson

Secretary