

Kentucky Board of Education Outside Employment Public Servant Request and Agency Response Form

Randy Poe

Public Servant Name (printed)

KBE Member

Title

Personnel
Number

Section I: Public Service Information

Department: Education

The requesting public servant is a member of the Kentucky Board of Education (KBE). The Executive Branch Code of Ethics defines KBE Members as "Officers" and prohibits a public servant from accepting outside employment from any person or business that does business with or is regulated by the KBE, unless approved by the appointing authority. Pursuant to KRS 156.060, the KBE shall meet not less than every three months but may meet more frequent based on regular meeting dates approved by the KBE, and special meetings called by the chair. By submitting this request, the requesting public servant represents that the requested outside employment will not substantially interfere with the time commitment required of KBE Members to prepare for and attend KBE meetings.

I am requesting approval for the following:

- Outside Employment (including self-employment and work as independent contractor)

Section II: Outside Employment Information

Northern Ky Education Council

Name of Employer

7310 Turfway Road Suite 115

Business Address

I am the Executive Director

Supervisor Name

Job Title

Non Profit

Type of Business

Florence

City

Ky

State

41042

Zip Code

(859)282-9214

Phone

Supervisor Title

July 1, 2020

Hire Date

Planned Termination Date (if applicable)

Description of Job Duties

My job as Executive Director is to oversee two staff members who work at the nonprofit that work to strengthen and unite community partners to advance children success and well being from early childhood through Post-secondary

Work Schedule

8

Hours per Day

9 AM

Workday Begins

5 PM

Workday ends

5

Days of the Week

40

Hours per Week

Section III: It is recommended that public servant seeks assistance from an agency representative with knowledge of contractual information when answering the questions below.

Description of contracts between the outside employer and the public servant's state agency:

The NKYEC does not have any contracts with the KDE

Description of regulatory relationship between the outside employer and public servant's state agency:

The Ky Board of Education does not regulate the Northern Ky Education Council

Public Servant's Initials RP

Specific factors which separate the public servant's state role from the agency's decisions concerning the outside employer:

Neither at the Ky Board of Education nor at NKYEC do I have decision making authority over contracts between NKYEC and the Ky Department of Education

<u>Randy Poe</u> <i>Public Servant's Name</i>	<u>KBE Member</u> <i>Title</i>	<u>[REDACTED]</u> <i>Personnel Number</i>
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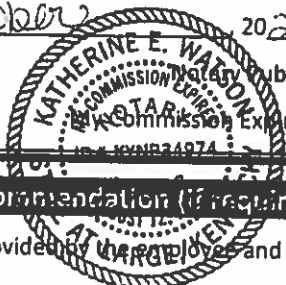
Section IV: Public Servant Statement

I formally request approval of off-duty employment with the aforementioned employer. As a public servant with the aforementioned job title, I am not involved in the Cabinet's or Department's decisions concerning the aforementioned employer. If this request is approved, I agree that if, in the future, I realize that I will be involved in such decisions, I will immediately notify my appointing authority (or his/her designee) and take steps to avoid any conflict of interest. Additionally, I understand that my outside employment cannot conflict with my duties as a public servant of the Commonwealth.

Further, I certify that my off-duty employment will not present an actual or perceived conflict of interest with my official duty for the state. If the appointing authority determines that there is an actual or perceived conflict, I will be advised in writing by the ethics officer within 10 days from the date that I submit this request to the KBE and it is acted upon.

<u>Randy Poe</u> <i>Requesting Public Servant's Signature</i>	<small>Digitally signed by Randy Poe Date: 2021.10.07 15:09:49 -04'00'</small> <u>KBE Member</u> <i>Title</i>	<u>10/7/21</u> <i>Date</i>
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Subscribed, sworn, and acknowledged before me by Randy Poe this the 7th day of October, 2021.



Katherine Watson
Notary Signature
8/12/2025
Commission Expires

Section V: Ethics Officer Recommendation (if required by agency)

I have reviewed the information provided by the employee and based upon the factors contained in 9 KAR 1:050, Section 2, I:

- Recommend Approval of Request Recommend Denial of Request

<u>[Signature]</u> <i>Ethics Officer Signature</i>	<u>General Counsel</u> <i>Title</i>	<u>11/8/21</u> <i>Date</i>
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Section VI: Appointing Authority Determination

As appointing authority for the agency, I have reviewed the request and considered, as applicable, the degree of separation between the public servant's state duties and decisions concerning the outside employer; the public servant's level of supervisory or administrative authority, if any; and whether the outside employment will interfere or conflict with the public servant's state duties; the duration of the outside employment; whether the outside employment would create an appearance of conflict of interest with state duties; and whether the public servant is an auditor, inspector or other regulatory personnel of a division which is currently auditing, inspecting or reviewing or has scheduled an audit, inspection or review of the outside entity for which the public servant requests approval to work.

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As appointing authority for the aforementioned agency, I certify that as a public servant in the aforementioned job title, the aforementioned individual is not involved in this agency's decisions concerning the aforementioned outside employer. His/her off-duty employment by the aforementioned outside employer, in my opinion, will not create a real or perceived conflict of interest which would damage public confidence in government; and that I approve such off-duty employment.

KBE Chair

Appointing Authority (or Designee)

Title

Date

Kentucky Board of Education Outside Employment Public Servant Request and Agency Response Form

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Public Servant Name (printed)

KBE Member

Title



*Personnel
Number*

Section I: Public Service Information

Department: Education

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I am requesting approval for the following:

- Outside Employment (Including self-employment and work as independent contractor)

Section II: Outside Employment Information

National Center for Transformational Leadership Strategies

Name of Employer

504 Erlanger Road

Business Address

Self employed Owner

Supervisor Name

Co-Owner

Job Title

Professional Consulting Services

Type of Business

Erlanger

City

Ky

State

41081

Zip Code

Self Employed Owner

Supervisor Title

July 1, 2020

Hire Date

Planned Termination Date (if applicable)

(859)991-5750

Phone

Description of Job Duties

Provide professional consulting services to clients from coast to coast

Work Schedule

variable

Hours per Day

variable

Workday Begins

variable

Workday ends

variable

Days of the Week

15

Hours per Week

Section III: *It is recommended that public servant seeks assistance from an agency representative with knowledge of contractual information when answering the questions below.*

Description of contracts between the outside employer and the public servant's state agency:

The NCTLS does not have any contracts with the KDE

Description of regulatory relationship between the outside employer and public servant's state agency:

none

Public Servant's Initials RP

Specific factors which separate the public servant's state role from the agency's decisions concerning the outside employer:

Neither at the Ky Board of Education or at NCTLS do I have decision making authority over contracts between NCTLS and the Ky Department of Education

Randy Poe KBE Member [REDACTED]
 Public Servant's Name Title Personnel Number

Section IV: Public Servant Statement

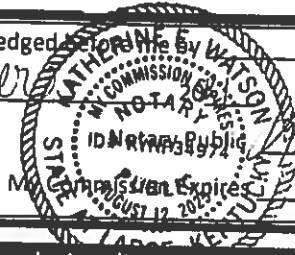
I formally request approval of off-duty employment with the aforementioned employer. As a public servant with the aforementioned job title, I am not involved in the Cabinet's or Department's decisions concerning the aforementioned employer. If this request is approved, I agree that if, in the future, I realize that I will be involved in such decisions, I will immediately notify my appointing authority (or his/her designee) and take steps to avoid any conflict of interest. Additionally, I understand that my outside employment cannot conflict with my duties as a public servant of the Commonwealth.

Further, I certify that my off-duty employment will not present an actual or perceived conflict of interest with my official duty for the state. If the appointing authority determines that there is an actual or perceived conflict, I will be advised in writing by the ethics officer within 10 days from the date that I submit this request to the KBE and it is acted upon.

Randy Poe KBE Member 10/7/21
 Digitally signed by Randy Poe Title Date
 Date: 2021.10.07 15:09:49 -04'00'
 Requesting Public Servant's Signature

Subscribed, sworn, and acknowledged before me by Randy Poe this the

7th day of October



Randy Poe

Katherine Watson
 8/12/2025

Section V: Ethics Officer Recommendation (if required by agency)

I have reviewed the information provided by the employee and based upon the factors contained in 9 KAR 1:050, Section 2, I:

- Recommend Approval of Request
- Recommend Denial of Request

Scott Allen

General Counsel

11/8/21

Ethics Officer Signature Title Date

Section VI: Appointing Authority Determination

As appointing authority for the agency, I have reviewed the request and considered, as applicable, the degree of separation between the public servant's state duties and decisions concerning the outside employer; the public servant's level of supervisory or administrative authority, if any; and whether the outside employment will interfere or conflict with the public servant's state duties; the duration of the outside employment; whether the outside employment would create an appearance of conflict of interest with state duties; and whether the public servant is an auditor, inspector or other regulatory personnel of a division which is currently auditing, inspecting or reviewing or has scheduled an audit, inspection or review of the outside entity for which the public servant requests approval to work.

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As appointing authority for the aforementioned agency, I certify that as a public servant in the aforementioned job title, the aforementioned individual is not involved in this agency's decisions concerning the aforementioned outside employer. His/her off-duty employment by the aforementioned outside employer, in my opinion, will not create a real or perceived conflict of interest which would damage public confidence in government; and that I approve such off-duty employment.

KBE Chair

Appointing Authority (or Designee)

Title

Date