

RECORD OF BOARD PROCEEDINGS (MINUTES)

Ft. Mitchell, KY, July 14, 2025

The BEECHWOOD Board of Education met in the Beechwood Performing Arts Center, with the following members present:

Attendance Taken at 6:00 PM:

Present Board Members:

Mrs. Jeanne Berger
Mr. Kyle Burns
Mr. Bradford Hood
Mrs. Amy Sleet
Mrs. Laura Wooten

I. Call to Order

The mission of Beechwood Independent School District is to provide innovative education grounded in tradition. Our educational vision is to inspire students to embrace responsibility, productivity and compassion of a global community. Our vision is communicated to students, faculty, and our community by various media from the printed word to the internet and is exemplified by our district slogan: Innovative education grounded in tradition.

I.A. Call to Order / Roll Call

I.B. Staff Members Present

Mr. Justin Kaiser, Superintendent
Mr. Alan Yanke, High School Principal
Mrs. Jana Bromley, Asst High School Principal
Mr. Zach Ashley, Elementary Principal
Mrs. Alicia Wittmer, Asst Elementary Principal
Dr. Sarah Schobel, Dir of Curriculum

Mrs. Lauren Steltenkamp, Special Ed Director
Mr. Tim Lillard, Technology Director
Mrs. Stephanie Layton, Business and University Liaison
Mrs. Kristi Ward, Finance Director
Mrs. Lori Reed, Board Secretary

I.C. Recognition of Guests

No guests were recognized.

I.D. Public Comment

Each Person wishing to address the Board of Education must sign in. When called upon to speak the person who speaks should stand, give his/her name and group he/she represents, and then address his/her comments directly to the Board of Education Chairperson.

Discussion:

Public comments were made by parents, Amanda Rosen, Korey Yelton, Anne Chikwenhere, Kristi Hiner, Andy Cullison, Lisa Meiman and teacher, Molly Seifert.

II. Discussion and Action Agenda

II.A. Change location of regular meetings

Rationale:

Meeting location change for months of August, September, October, November and December, 2025. Meeting to be in the Teacher Learning Center (TLC) instead of the Performing Arts Center. The dates and times remain the same.

Motion Passed: Motion to change the regular meeting location from the Performing Arts Center/auditorium to the Teacher Learning Center for the months of August, September, October, November and December, 2025 passed with a motion by Mrs. Laura Wooten and a second by Mr. Bradford Hood.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

II.B. Change location of working meetings

Rationale:

Change working meeting location to the Teacher Learning Center (TLC) instead of the Performing Arts Center. The dates and times will remain the same.

Motion Passed: Motion to change the working meeting location from the Performing Arts Center/auditorium to the Teacher Learning Center for the months of August, September, October, November and December, 2025 passed with a motion by Mr. Bradford Hood and a second by Mrs. Laura Wooten.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

II.C. Change date of the December Board meeting

Rationale:

Changing the December 8th board meeting to December 1, 2025. The start time and location to stay the same.

Motion Passed: Motion to change the December board meeting from December 8th to December 1, 2025 passed with a motion by Mrs. Amy Sleet and a second by Mrs. Laura Wooten.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

II.D. Revised BG-1 Phase 6B

Motion Passed: Motion to approve the Revised BG-1 for Phase 6B passed with a motion by Mrs. Laura Wooten and a second by Mr. Bradford Hood.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

II.E. Updated Policies and Procedures 2025-2026

Motion Passed: Motion to approve the updated the 2025-2026 updated policies and procedures passed with a motion by Mrs. Laura Wooten and a second by Mr. Bradford Hood.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

II.F. Traceable Communication Platforms

Rationale:

- Infinite Campus
- Microsoft Suite
- Google Suite
- ClassDojo
- Tabroom
- Remind (soon to be ParentSquare)
- SportsYou
- Canvas for NKU/TMU

Motion Passed: Motion to approve the following Traceable Communication platforms: Infinite Campus Microsoft Suite, Google Suite, ClassDojo, Tabroom, Remind (soon to be ParentSquare), SportsYou, Canvas for NKU/TMU passed with a motion by Mr. Bradford Hood and a second by Mrs. Amy Sleet.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

II.G. Assistant Superintendent

Motion Passed: Motion to create an Assistant Superintendent position passed with a motion by Mrs. Amy Sleet and a second by Mrs. Laura Wooten.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

II.H. Director of Athletics and Pupil Personnel

Motion Passed: Motion to create a Director of Athletics and Pupil Personnel position passed with a motion by Mr. Bradford Hood and a second by Mrs. Amy Sleet.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

II.I. Post Secondary Scholarship Program Development

Motion Passed: Motion to create a Post Secondary Scholarship Program Development position passed with a motion by Mrs. Amy Sleet and a second by Mr. Bradford Hood.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

III. Consent Agenda

Motion Passed: Approval to adopt consent agenda passed with a motion by Mr. Bradford Hood and a second by Mrs. Amy Sleet.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

III.A. Approval of Minutes

III.A.1. June 9, 2025 Finance Corporation Meeting

III.A.2. June 9, 2025

III.A.3. July 8, 2025 Special Working Board Meeting

III.B. Monthly Bills

III.C. Field Trip - Over 100 miles/overnight

III.C.1. Girls Volleyball - Knoxville, TN

III.D. Use of Facility Requests**III.D.1. Girl Scout Troop 2163**

Rationale:

Classrooms GL-7 Justice and GL-5 Ahlers

III.D.2. NKCES - SproutED**III.D.3. Fall ED Camp NKY 2025****III.D.4. Spartans****III.D.5. Cincy Shoots for a Cure - 8/23/2025****III.D.6. Cincy Shoots for a Cure - 9/28/2025****III.E. Revised 2025-2026 School Calendar**

Rationale:

Since prom will be held on Friday April 17th at Mega Corp Pavilion in Newport we would like to move our Early release date in April from Wednesday April 15th to Friday April 17th.

III.F. School Resource Officer Agreement**III.G. Auditor's Contract (Cloyd and Associates, PSC)****III.H. Interagency Agreement between Beechwood and DCCH****III.I. Updated Salary and Stipend Schedule 2025-2026****III.J. Pay Applications #36 for Phase 6B****III.K. Change Order 202-17 to Rising Sun Development**

Rationale:

Additional cost to fireproof the lower corridor per the direction of the code official.

This is a non-recurring cost to construction fund. Change is consistent with priorities on DFP.

Discussion:

The Board approves Change Order 202-17 to Rising Sun Development in the amount of \$35,606.30

III.L. Latonia Storage Agreement**III.M. Buttermilk Bus Parking Agreement****III.N. Supplemental Transportation Services with Kenton County****III.O. Option 9 MOA with NKU****III.P. Related Services (OT/PT) Contract with Pediatric Specialists DBA Empower House****III.Q. Occupation Therapy Graduate Student MOA with NKU****III.R. 8 Extra Summer Work Days for Business/University Liaison (daily rate)****III.S. Certified Evaluation Plan (CEP)****III.T. Perkins Grant Consortium Contract****III.U. Updated Seasonal Worker job description****III.V. Superintendent Reimbursement**

Rationale:

Mileage reimbursement to KASS (July 9, 2025) and KSBA summer meeting (July 11, 2025)

III.W. Handbooks for 2025-2026**III.W.1. Emergency Action Plan****III.W.2. Crisis Response Plan****III.W.3. Safety Plan****III.W.4. Employee Handbook****III.W.5. Substitute Handbook****III.W.6. Volunteer Handbook****III.W.7. Athletics Handbook**

III.W.8. Coaches Handbook
III.W.9. Student-Athlete Handbook
III.W.10. Athletics Title IX Handbook
III.W.11. Gifted and Talented Handbook
III.W.12. Internship Handbook
III.W.13. High School Handbook
III.W.14. Elementary Handbook

IV. Information

IV.A. Superintendent's Report

Discussion:

Statement from superintendent, Justin Kaiser:

Good evening, I wanted to give a brief welcome statement from myself. When I applied for this role, I spoke on the priority of communication and transparency. I feel this is a strength of mine and an area of growth for our district. I aim to improve the perception AND reality of information flow.

I want to be clear that sustainable changes happen one step at a time and as a brand new superintendent, I urge you to share in my patience as we begin those first steps in creating a well-informed community. Steps such as Supt Advisory from last Monday and the next one coming in October. Another step would be to share an invite to anyone who would like to see us work and share in decision making at the next working meeting on July 28th. This is an open meeting with the opportunity to watch us work together.

I have been on this job for 13 days and the 30 days leading up to July 1 brought with it some significant challenges. There was complexity to that situation and ultimately caused restrictions in our communication and transparency.

With that said, I want to be clear about me. Me and the way that I operate.

Regarding the past reporting situation, as the principal, I was unaware this was not reported.

So, I do acknowledge fully that reporting situations such as those are vital to the health and safety of not just Beechwood students, but all students.

I can assure you that reporting will occur going forward as I am speaking for myself and my new role at Beechwood and any issues that come up that involve such occurrences it is also our duty to communicate to our families throughout the process. This may not include details or names, but communication just to make sure our families know what is going on.

Communication and transparency are only words until they are in action. We will move from telling you "what" we are doing, to "why" we are doing it.

Finally, in order to complete the circle of communication, we must provide opportunities to listen. Along with Supt Advisory, I invite anyone and everyone to please come meet with me or call me. Under my guidance, this district will always have open doors and open lines.

Mr. Kaiser also discussed Superintendent Advisory forum, The Summit, Cabinet Retreat and KASA Retreat. Construction projects discussed were the front steps (which will now be completely torn out and rebuilt) and the TV wall in the student center.

IV.A.1. Finance Report

IV.A.2. SBDM Meeting Minutes

IV.B. Personnel Report

New Hires:

Nicole Sparks, MS Science

V. Agenda in Official Board Minutes

Motion Passed: Approval of making the agenda part of the official board minutes passed with a motion by Mr. Bradford Hood and a second by Mrs. Jeanne Berger.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

VI. Other Business

VI.A. Board

VI.B. Staff

VI.C. Public

VII. Adjourn

Motion Passed: Motion to adjourn the meeting passed with a motion by Mrs. Jeanne Berger and a second by Mr. Bradford Hood.

Mrs. Jeanne Berger	Yes
Mr. Kyle Burns	Yes
Mr. Bradford Hood	Yes
Mrs. Amy Sleet	Yes
Mrs. Laura Wooten	Yes

ATTEST: _____
Secretary

APPROVED: _____
Chairman

Meeting Minutes July 14, 2025