

**ANCHORAGE INDEPENDENT****BOARD OF EDUCATION****Anchorage Independent School District Board of Education****Regular Meeting**

October 22, 2025 6:00 PM

Anchorage Public School Library

11400 Ridge Road

Anchorage, Kentucky 40223

Link to request to speak:

<https://www.signupgenius.com/go/10C0A4FA5AF2BA1FCC25-58999076-anchorage>
**1. Approval of Agenda**

**The Vision of the Anchorage Board of Education:** "Launching Lifelong Learning, Through Inspiration, Exploration, and Connections"

**The mission of Anchorage Public School** is to unite with the Anchorage community to equip all students with the knowledge, skills, behaviors, and mindset that will inspire and empower them to make a positive impact on their community and world.

The Anchorage Board of Education Annual Calendar is attached for your reference.

**2. Student / Staff Recognition**

AISD Board

**Rationale:**

Ms. Wallingford will introduce a video by the new student government.

**3. Persons Addressing the Board****To address the Board of Education:**

Anyone wishing to address the Board of Education must sign in. You can sign in before the meeting at this [LINK](#) or upon arrival.

When it's your turn to speak, please stand, use the microphone, and state your name and any group(s) you represent. Direct your comments to the Board. Note that a time limit may be imposed based on the number of speakers.

**4. Member Reports****A. A.P.T.A. Report**Kate Weber,  
APTA President**B. City Council Report****C. Other Board Reports/ Announcements**

AISD Board

**D. Other Reports****5. Staff & Special Reports****A. Superintendent's Report**

Sharla Six

**Strategic Leadership and Strategic Plan Update**

In my superintendent training class, it is recommended that I share information about one of leadership standards each month. This month, I would like to focus on Strategic Leadership. It's important to communicate to board members and those in attendance information about the standard, but also its practical application in our work. Knowing the scope of the work we needed to begin this year, the board identified strategic leadership as one of the standards I should focus upon when moving our district forward.

The standard is defined:

The Superintendent leads the development and implementation of district vision, mission and goals while creating conditions to ensure that every student graduates high school with the knowledge and skills necessary to be successful in the 21st century.

PERFORMANCE INDICATORS:

1. With direction from the Board, the Superintendent facilitates a community process to develop and implement a shared vision that focuses on improving student achievement.
2. Empowers all stakeholders to reach high levels of performance and achieve the district's vision.
3. Communicates high expectations for student achievement while promoting academic rigor that focuses on learning and excellence.
4. Develops, implements, promotes and monitors continuous improvement processes.
5. Assists the Board in developing, implementing, and monitoring district goals.
6. Understands and demonstrates that district and school improvement goals are connected to student learning goals.

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To do the work we've determined is necessary, I wanted to share the concepts I've been reflecting upon as I work to become a better leader.

First, **discerning**. Commonly, leaders struggle to discern what is important through the noise of the day to day demands. The ability to discern helps leaders prioritize what is important and supports focus and intentionality.

In education, we talk a lot about **cultivating relationships**. Meaningful work happens when people have productive relationships with one another.

Strategic Leaders work to **understand context and history**. Every day, I navigate situations where the past informs the present. I want to do that skillfully, while still moving us forward.

I want to harness **power**, and not power in a negative sense--it's not about accumulating or wielding it. Doing those things would compromise effectiveness. I'm thinking a lot about where our power resides, what it looks like in action, and how we harness our power to get the work done.

Lastly, **think big, act small, learn fast**. Let's always keep the big picture in mind, think about the parts of the whole and the relationships and interactions among them. I don't want to think in big ways and never take action; I don't want to do lots of things without intention or a clear vision. I also want to learn from all of our work.

This topic leads to the update about our strategic planning work! We had a full day on Oct. 7 when we held a working meeting to draft our pillars and goals. Last Friday, I shared our draft with staff and I will share the feedback we receive. I'd also like to share with parents and neighbors next. I think they will appreciate hearing an update on our progress after their participation in focus groups. Once we analyze feedback, the next tasks for the strategic planning committee will be to begin designing the work we will need to do to meet our goals. It is my hope to bring a plan for board approval in December so we can begin implementation and measurement in January of 2026.

### **Concession Stand Fundraiser**

Update: APTA officers support the possibility of school groups being given the opportunity to raise funds at events with an open concession stand. They do not believe this action will interfere with their fundraising efforts and are very appreciative of being consulted before making the decision. Based on this information, I am recommending that we utilize the created Google Form to reserve the concession stand events. The assistant principal and athletic director will be responsible for assignments, training and communication regarding Redbook requirements and liability.

### **Workplace Ethics--Follow up to last month's discussion**

Last month, we discussed the reporting of workplace ethics data to the commissioner of education (required every two years). As former superintendent Ransdell began the initial partnership with Kentuckiana Works, I followed up with her contact who provided

the most recent version she has from Jefferson County Public Schools. We are doing some additional research and hope to present our plan to address how we'd like to move forward in meeting the requirements.

## HB190

Next month, we will share our school draft of the Advanced Coursework policy to align with our current board policy 08.1122 (see attached). KRS 160.348(2) requires this policy to be published by December 1, 2025 on our website and addresses the acceleration plan in reading, math, science, and social studies. (Grades 4-8). I have consulted with JCPS, Oldham County, Beechwood Independent, Frankfort Independent, Kentucky Association of School Councils, and our Board Attorney, Eric Farris, to ensure we will submit an excellent policy consideration for your review and feedback.

## Calendar Committee

Per attached policy 08.3, I recommend the appointment of calendar committee members. These members will meet on Monday, November 10 to discuss the draft 26-27 calendar created last year. The committee will make suggestions for revisions, if needed, for your approval. Please advise if you would like district staff to collect any type of particular feedback before the 11-10-25 meeting and whether you'd like the committee to also recommend the 27-28 calendar.

## HR/Payroll

Later in the agenda, you will find my recommendation to create a part-time classified position (up to 60 days) to assist with ongoing clerical needs in the Finance and Human Resources Departments. As we work to rebuild and refine our systems, build capacity in others, while better serving the employees of the district, we have identified a need to create this part-time position.

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We have not received any Open Records Requests this month.

## I. Personnel Report

Sharla Six

### Rationale:

This should serve as notification to the Board that I have taken the following personnel actions:

### Open Positions:

- Custodian
- 4 Hour Baker/Cook
- 5th Grade Boys Head Basketball Coach
- 7th Grade Boys Head Basketball Coach

### Appointments:

- 7/8th Girls Basketball - Kent Taylor, Nina Scott, Mitchel Denham
- 6th Girls Basketball - \*Eric Scott, Matt Akridge
- 5th Girls Basketball - Alex Wrinkles\*, Curt Graham
- 3/4th Girls Basketball - Greg Mullaney, **Andrew O'Brien**
- 8th Boys Basketball - Craig Alexander, \*Tommy Kinnaird
- 6th Boys Basketball - \*Greg Virgin, \*Taylor Broughton
- 5th Boys Basketball - \*Colgan Tyler, \*Neil Patil, Jeremiah Bell, Clay Bostic, Kristal Magers
- 4th Boys Basketball - **Brian Tyler**, Neil Patil
- 3rd Boys Basketball - Greg Virgin, Jason Lucas

**Bold** names are volunteers only with no stipends and \*names have donated funds back to the program. This will be reflected in the contracts as they are completed and presented to the Board.

Contracts are in process in PowerSchool Records - will provide copies as they are completed

**Coaches' Contracts:**

- Mary Burtel - Assistant Cross Country
- Jeremy Burtel - Assistant Cross Country
- Beau Arney - Fall Sports Field Maintenance
- Riley Saunders - 5th Grade Head Soccer Coach
- Hayden Beaver - 6/7th Grade Head Soccer Coach

**II. Conference / Professional Development Schedule**

Sharla Six

**III. Review of Superintendent's Itemized Travel Reimbursement Request**

Sharla Six

**Rationale:**

Per Board Policy 03.125, prior to granting approval for payment, the Board shall review itemized reimbursement requests for the Superintendent's travel expenses in an open Board meeting. This item does not require consideration of approval as the Board will have the opportunity under the approval of vouchers to consider whether to approve the request for reimbursement.

**Recommendation:**

Superintendent Six has no new reimbursement requests.

**B. Facilities Report**

Tommy Kinnaird

**HVAC Repairs in the following areas:**

- Room 108
- Room 212

**General Building Maintenance in the following areas:**

- Trimmed trees around front parent walk-up area
- Repurposed cabinets from Innovation Lab in Rooms 212 and 201
- Continual roof work, last storm presented at least 7 leaks
- Vertical gutter in courtyard and on outside corner of Room 201 is in process of repair
- Electricity / Light by sports court is being repaired
- Elevator Repair - doors opening/closing slowly - utilized new elevator maintenance contracts

**Larger projects:**

- Quotes being considered for concrete work in side parking lot
- Water seal for basement is being investigated
- Prep for starting the boiler along with repairs in Staff Lounge and Room 204A

Fire system was successfully tested.

Quote is being prepared for Snow Removal.

**C. Kindergarten Readiness Scores**

Kristy Clark

**D. APS Administration / School Council Report**

Beth Wallingford

[LINK](#) to Principal's Report

[LINK](#) to 09/03/2025 School Council Minutes

**E. Treasurer's Report**

Prindle Hinton

**I. Commonwealth of Kentucky FY2024 Cost Settlement**

**Rationale:**

The Kentucky Department for Medicaid Services (DMS), through its contractor Fairbanks, has completed the *FY 2024 Medicaid Cost Report* and calculated the final cost settlement for Anchorage Independent School District.

Based on the review and reconciliation of allowable costs for direct services, DMS has determined that the district is entitled to a reimbursement payment of **\$6,908.91**, which will be electronically transferred to the district's account within 30 days of the settlement notification date. This payment reflects the eligible amount due to the district under the FY 2024 Cost Settlement for the direct service program.

A detailed illustration of the district's individual settlement calculation has been provided by DMS/Fairbanks for reference and review.

## **II. Monthly Donation Report**

Prindle Hinton

### **6. Items for Action**

#### **A. Consent Items for Approval**

##### **I. APPROVAL - Expenditures & Salaries**

###### **a. Regular Monthly Expenditures**

###### **b. School Activity Funds Report**

#### **Rationale:**

Per Board Policy 04.312, the board shall review the status of school activity funds based on a schedule developed by the Superintendent. Please find attached a report confirming the school activity funds have been reconciled.

##### **II. APPROVAL - September 24, 2025 Regular Board Meeting Minutes**

##### **III. APPROVAL - October 7, 2025 Special Called Board Meeting Minutes**

##### **IV. APPROVAL - Section 125 Cafeteria Plan Administrator**

#### **Rationale:**

A Cafeteria Plan is an employee benefits program designed to take advantage of Section 125 of the Internal Revenue Code. A Cafeteria Plan allows employees to pay certain qualified expenses (such as health insurance premiums) on a pre-tax basis, thereby reducing their total taxable income and increasing their spendable/take-home income. Funds set aside for these benefits under Section 125 Plans are not subject to federal, state, or Social Security taxes.

In a Section 1265 Benefits Plan, employees may use funds on a pre-tax basis to purchase the benefits.

The Department of Labor requires that an administrator be designated for our Section 125 Cafeteria Plan. American Fidelity is currently responsible for the administration of the plan and the filing of the appropriate required federal reports. American Fidelity staff have been responsive and proactive in their administration of our Section 125 Cafeteria Plan and additionally administer our 403b accounts at no cost to our district or employees.

#### **Recommendation:**

Approve American Fidelity to continue to serve as the plan administration for the Anchorage Independent School District Section 125 Cafeteria Plan.

##### **V. APPROVAL - School Calendar Planning Committee Members**

#### **Rationale:**

KRS 158.070 requires the local board of education, upon recommendation of the local school district superintendent, to annually appoint a school district calendar committee to review, develop, and recommend school calendar options. The required committee membership is outlined in section 1(d) of the statute. Upon approval of a committee, members will begin meeting to review draft proposals and to consider feedback provided by School Council and other school stakeholders.

The following school calendar rules include the following:

1. The superintendent must recommend for approval by the local board a calendar committee, following the committee makeup that is listed in new Section (2)(b) of KRS 158.070.

2. The committee will propose the Original calendar options for the 2025-26 school year, and all original school calendars thereafter. This Committee must review, develop, and recommend school calendar options for the superintendent to present to the local board, per new section (2)(a) of KRS 158.070.
3. A local board may adopt a variable instruction school year calendar with the first student day starting no earlier than the Monday closest to August 26, but student days can be no longer than 420 minutes. The school year shall still meet the 1,062 student instructional hour requirement (Section 9).

**Recommendation:**

In accordance with our school calendar policy 08.3, the Board, upon recommendation of the Superintendent, shall annually appoint a District Calendar Committee to review, develop, and recommend school calendar options. It is my recommendation the following stakeholders be approved to serve on our District Calendar Committee:

- One (1) District Principal -Beth Wallingford
- One (1) District office administrator other than Superintendent - Kristy Clark
- One (1) local Board member - Sara Tyler
- Two (2) parents of students attending a school in the District - Mills Sublett & Courtenay Wilson
- One (1) District elementary teacher - Brigid Breetz
- One (1) District middle or high teacher - Vicky Johnston
- Two (2) District classified employees - Roxane Grayson & Vicki Roberson
- Two (2) community members from the local chamber of commerce, business community, or tourism commission - Melanie Galloway & Patrick McMahon

**VI. APPROVAL - BG #24-317 Anchorage Ind Auditorium Renovation - American Sound Pay Apps**

**Rationale:**

Please find attached American Sound's approved Pay App #5, in the amount of \$567.00. There are no DPOs on this contract.

**Recommendation:**

Approve American Sound's Pay App #5, in the amount of \$567.00

**VII. APPROVAL - BG #24-317 Anchorage Ind Auditorium Renovation - AES Pay Apps**

**Rationale:**

Please find attached AES' approved DPO Payment to Graybar in the amount of \$944.84. This is the final payment for this DPO and zeroes it out.

**Recommendation:**

Approve AES' approved DPO Payment to Graybar in the amount of \$944.84.

**VIII. APPROVAL - KETS First Offer of Assistance and District Match of \$4,308.00**

**Rationale:**

The School Facilities Construction Commission (SFCC) has made their first official KETS Offer of Assistance to Anchorage Independent Board of Education. Our deadline for submitting approval of the offer is 12/16/2025. KETS offers of assistance must be matched equally by the Board of Education or can be escrowed for up to three (3) years.

If approved, we will match the offer from General Fund monies already budgeted for technology expenditures. Funds will be transferred from the general fund to the Fund 2, Project 162L EdTech account as now required by SFCC to receive the offer of assistance.

Item	Amount	Funding Source	Recurring/Nonrecurring	Purpose
FY26 KETS Offers	\$4,308.00	KETS	Recurring	Continued support for technology in Anchorage Public School

**Recommendation:**

Approve the FY 26 School Facilities Construction Commission (SFCC) KETS First Offer of Assistance for \$4,308.00 (four thousand three hundred eight dollars), with the required match being contributed from General Fund monies budgeted for technology expenditures.

**B. APPROVAL - Job Description****Rationale:**

The Anchorage Independent School District currently operates with a Finance Director and a Human Resources Director who manage all fiscal, payroll, and personnel functions for the district. At this time, both departments have limited administrative support with the ECE Admin Assistant and the Admin Assistant to the Superintendent adding on duties as they can, but it is still creating challenges in maintaining timely data entry, document processing, and overall workflow efficiency.

To ensure continuity of critical financial and human resources operations, such as payroll processing, vendor payments, personnel file maintenance, and compliance reporting, the administration recommends approval of a part-time Accounting and HR Clerk position for up to 60 days. This part-time support will help with the heaving lift of sustaining accuracy, compliance, and timely reporting to the Board and other agencies.

**Recommendation:**

Approve Accounting and HR Clerk Job Description as presented.

**C. APPROVAL - Athletics Concession Stand Fundraiser****Rationale:**

To ensure consistent coverage and maintain the quality of service provided to our students, families, and visitors, APSAP is requesting approval of a process that would allow other school sponsored groups or grade levels to sponsor the athletic concession stand and share profits with APSAP as a fundraiser for their cause.

This approach would increase volunteer availability while allowing parents of students participating in athletic events to fully enjoy and support those activities. It also promotes shared ownership and school spirit, potentially bringing new audiences out to cheer on APSAP teams. Most importantly, the goal is to provide consistent operations and clear expectations for all home events.

APTA was consulted to ensure this proposal does not conflict with their existing fundraising efforts and goals. They expressed full support and felt this opportunity would be a valuable way for younger grades to begin fundraising for the 8th Grade Trip.

Participation would be limited to school sponsored groups and grade levels; outside groups would not be eligible to sponsor the concession stand.

APSAP would continue to handle purchases, inventory, and cash box management. Interested groups would submit the [FORM](#) to request an opportunity to sponsor the concession stand. The Assistant Principal and Athletic Director would oversee group selection and scheduling.

Profits would be determined as the amount remaining after the cost of goods. APSAP would retain a portion of the profits to cover operational support and administrative oversight.

**Recommendation:**

Approve the fundraising opportunity allowing school sponsored groups or grade levels to sponsor the APSAP Concession Stand in partnership with APSAP.

**D. Memo regarding BG# 24-317(Auditorium) and BG# 25-419(Innovation Lab)**

**I. APPROVAL - BG#25-419 Innovation Lab Change Order**

**Rationale:**

There was a small error in the amount of one of the DPOs. The original amount of the US Specialties DPO was for \$22,490. This amount should have been \$22,940. Thus, we need to moved \$450 from the General Contract with Derek Engineering to the US Specialties. Making the US Specialties DPO amount \$22,940 and the Derek Engineering contract amount \$146,370 (that contract amount was previously \$146,820). The construction amount on this job does not change, we are just moving \$450 from the General Contract to the DPO. This will need two change orders: one to the DPO and one to the General Contract.

*Sample Board Actions:*

"Move to submit a change order to the US Specialties' DPO in the amount of \$450, and also to submit a credit change order to the Derek Engineering contract amount for (\$450), due to an error in the original DPO amount."

**II. APPROVAL - Innovation Lab**

Item was stricken from the agenda per the Motion to Approve the Agenda.

**7. Other**

**8. Looking Ahead**

**Upcoming Events:**

- October 23 - Crocs House Spirit Day
- October 24 – Halloween Parade & Carnival, 5:00-7:00 pm
- October 28 - Picture Day Retakes 7:30-10:00 am
- October 29 - Rising Anchors - Session 1: Early Childhood and Primary with Dr. Steve Johnson, Library, 6 PM
- November 5 – School Council Meeting, 3:30pm
- November 5 – APTA Board Meeting, 9:30am
- November 12 – End of 1st Trimester Grading Period
- November 14 - Veteran's Day Program (5th grade performance), 9:00am
- November 17 - "Dinovember" - Ridge House Spirit Day
- November 18 – Special Called School Board Meeting, 6:00pm
- November 20 – Thanksgiving Luncheon, schedule TBA
- November 20: Rising Anchors - Session 2: Speech, Language & Family Engagement with Brenda MacMillan, Library, 6 PM

**9. CLOSED SESSION** pursuant to KRS 61.810(1)(f) for discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee

**10. Items for Action Resulting from Closed Session (if any)**

No action taken

**11. Adjournment**

**A.** Next meeting is a Special Called meeting is November 18, 2025 at 6:00pm, replacing the regular scheduled meeting on November 19, 2025.