

## RECORD OF BOARD PROCEEDINGS (MINUTES)

Ft. Mitchell, KY

The BEECHWOOD Board of Education met in the Beechwood Teacher Learning Center at 6:00 PM, on October 13, 2025, with the following members present:

### **Attendance Taken at 6:00 PM:**

#### Present Board Members:

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

#### Absent Board Members:

Mr. Bradford Hood

### **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  
Dr. Sarah Schobel, Asst Superintendent  
Mr. Alan Yanke, High School Principal  
Mrs. Jana Bromley, Asst High School Principal  
Mrs. Alicia Wittmer, Asst Elementary Principal  
Mr. Tim Lillard, Technology Director  
Mrs. Stephanie Layton, Business and University Liaison

Mr. Ryan Booth, Dir of Athletics/DPP  
Mrs. Ashley Ritchie, Gifted/Talented  
Mrs. Kristi Ward, Finance Director  
Mrs. Lori Reed, Board Secretary  
Also in attendance: Aaren Meehan, Board Attorney

### **I.C. Recognition of Guests**

#### **I.C.1. October Superintendent Award - Jay Hubbard**

Mr. Hubbard was nominated by teacher Amanda Klare.

### **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.

**No public comment was made.**

## II. Discussion and Action Agenda

### II.A. Contract with Adams Law, new School Board Attorneys

Rationale:

Approving the contract for new school board attorneys at Adams Law

**Motion Passed:** Motion to approve of hiring the Adams Law firm as School Board attorneys passed with a motion by Mr. Kyle Burns and a second by Mrs. Laura Wooten.

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

### III. Consent Agenda

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

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

### III.A. Approval of Minutes

#### III.A.1. September 8, 2025

#### III.A.2. September 15, 2025 Joint Session with SBDM

#### III.A.3. October 2, 2025 Special Meeting

### III.B. Monthly Bills

### III.C. Superintendent Reimbursement

### III.D. Field Trips over 100 Miles

#### III.D.1. COSI for 5th grade

#### III.D.2. Forensics Team to Murray State

#### III.D.3. Marching Band to KMEA in Bowling Green, KY

#### III.D.4. Marching Band to KMEA Regionals in London, KY

### III.E. Technology Activity Report (TAR)

### III.F. Leave without Pay

Brittany Everage - 10/1-10/3 and 10/13-10/31

Stephanie Harris - 11/7

### III.G. Pay Applications #37 for Phase 6B

### III.H. Change Orders for Phase 6B

#### III.H.1. Change Order # 207-05 to OK Interiors

Rationale:

Additional cost to frame, hang and finish drywall in the basement corridor to create a firewall per the building inspector's requirements as well as additional drywall work at the stage lifts and EIFS installation outside the front entry per the owner's request. This change order also include a credit in the amount of (\$7,879.27) which offsets previously approved Change Order 207-04

Non-recurring cost to construction fund. Change is consistent with priorities on DFP

**Board approves Change Order #207-05 to OK Interiors**

**III.H.2. Change Order 210-04 to Conley Painting**

Rationale:

Additional cost for re-painting and touch up of walls and doors following last semester occupancy by students.

Non-reoccurring cost to construction fund. Change is consistent with priorities on DFP

**Board approves Change Order #210-04 Conley Painting**

**III.H.3. Change Order 211-01-02 to Atlas Enterprises**

Rationale:

Additional cost to provide material for the collaboration area counter as well as additional hardware for doors per the direction of the building inspector

Non-reoccurring cost to construction fund. Change is consistent with priorities on DFP

**Board approves Change Order 211-01-02 to Atlas Enterprises**

**III.H.4. Change Order 211-02 to Atlas Companies**

Rationale:

Additional cost to install collaboration are counter. \$1,120. Material cost is on separate change order to the direct purchase order. Additional cost to modify door L105 to alter the swing of the door due to the spiral staircase per the building inspector \$1,176

Non-reoccurring cost to construction fund. Change is consistent with priorities on DFP

**Board approves Change Order 211-02 To Atlas Companies**

**III.I. Certificates of Substantial Completion****IV. Information****IV.A. Superintendent's Report**

- Mr. Kaiser discussed the bid process for the Phase C Construction project. Bids will be opened on October 28 with a special meeting scheduled for November 3 to accept/approve the bids and possible groundbreaking.
- Front lawn is having new sprinkler system installed and new trees to be planted in November. Feedback from tree removal was that most people were sad about the situation but understood the safety issue.
- Joint Session was held with SBDM and plans for the Superintendent "Town Hall" will have the same "round table" discussions format. Next joint session will be in January 2026.
- The SAT test is the official test for Juniors which will be given in March. We will also offer the ACT test to our students.
- Site visits: Dr. Randy Poe visited along with 6 superintendents/administrators from Pennsylvania to tour our building and discuss EDGE curriculum. Dr. Fletcher, KDE Commissioner, will be visiting on October 17<sup>th</sup> to tour our building and discuss vibrant learning.

#### IV.A.1. Internship & Postsecondary Preparation Update

Presentation by Stephanie Layton and Janelle Hawes

#### IV.A.2. Finance Report

#### IV.A.3. SBDM Meeting Minutes

#### IV.B. Personnel Report

##### New Hires

Sarah Parton- Elementary Future Problem Solving Coach

David Westrick- Elementary Archery Coordinator

Drew Moore- 6th Grade Girls Basketball Coach

Ally Schritzing - Middle School Academic coach

Chris Middendorf, Maintenance

Resignation - Jacob Gamble, Maintenance

Termination - Chris Middendorf

##### Leave Without Pay

Brittany Everage - 10/1-10/3 and 10/13-10/31

Stephanie Harris - 11/7

#### V. Agenda in Official Board Minutes

**Motion Passed:** Approval of making the agenda part of the official board minutes passed with a motion by Mrs. Laura Wooten and a second by Mrs. Amy Sleet.

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

#### VI. Adjourn

**Motion Passed:** Motion to adjourn the meeting passed with a motion by Mr. Kyle Burns and a second by Mrs. Amy Sleet.

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

**ATTEST:** \_\_\_\_\_  
Secretary

**APPROVED:** \_\_\_\_\_  
Chairman

Meeting Minutes October 13, 2025