

## 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 January 12, 2026, 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  
Dr. Sarah Schobel, Asst 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  
Mrs. Lauren Steltenkamp, Special Ed Director  
Mr. Tim Lillard, Technology Director  
Mrs. Stephanie Layton, Business and University Liaison

Mr. Ryan Booth, Dir of Athletics/DPP  
Mrs. Ashley Ritchie, Gifted/Talented  
Mr. Brad Bentley, Guadian Angel  
Mrs. Kristi Ward, Finance Director  
Mrs. Lori Reed, Board Secretary  
Ms. Kristin Hetzel, High School Counselor  
Also in attendance: Board Attorney, Mary Ann Stewart

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

#### **I.C.1. January Superintendent Award Winner, Michael Murphy**

Mr. Murphy was nominated by teacher Christy Stevenson

#### **I.C.2. Virtual Presentation of Audit - Cloyd and Associates**

The 2025 audit was presented by Madgel Miller of Cloyd and Associates. Beechwood was presented with a clean opinion which is the highest statement.

## **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:

Parent, Sarah Wilson, commented on tuition increase.

## **II. Motion to amend the consent agenda to add the surplus of 2 school vans**

Motion to approve amending the consent agenda passed with a motion by Jeanne Berger and seconded by Amy Sleet

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

## **III. Reorganization of the Board**

Rationale:

At the first meeting of the Board of Education for the new year, the Board will elect a Chair, Vice-Chair, Secretary and Treasurer. The Secretary and Treasurer may be the same person. The Board Chair will turn the meeting over to the Superintendent while the Board Chair is selected. The meeting will be turned back over to the Board Chair.

Discussion:

Chairperson, Jeanne Berger turned the Board meeting over to Superintendent, Justin Kaiser and he opened the floor for nominations for Board Chair. Mrs. Laura Wooten nominated Amy Sleet , Mr. Kyle Burns seconded and all were in favor. The nominations for Board Chair was closed. Kyle Burns nominated Laura Wooten as Vice Chair and Mrs. Berger seconded. Mrs. Wooten was unanimously voted in as Vice Chair. The nominations for Vice Chair was closed. Jeanne Berger moved to appoint Mr. Justin Kaiser as the Board Secretary and Mrs. Sleet seconded the appointment and he was unanimously appointed the Board Secretary. Jeanne Berger nominated Mrs. Kristi Ward as Treasurer and Mr. Hood seconded, and Mrs. Ward was unanimously chosen as the Board treasurer.

## **IV. Discussion and Action Agenda**

### **IV.A. Set Monthly Regular Board Meetings, Dates, Time**

Rationale:

Regular Board meetings will be held on the 2nd Monday of each month at 6:00pm in Teacher Learning Center (TLC) with the exception of the August Board meeting. The August meeting will be held on August 17, 2026

**Motion Passed:** Motion to approve the Board meetings will be held on the 2nd Monday of each month at 6:00pm in the Teacher Learning Center (TLC) with the exception of the August Board meeting which will be held on August 17, 2026 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

#### IV.B. Set Monthly Work Sessions

Rationale:

Monthly work sessions scheduled for the 4th Monday of each month at 6:00pm in the Teacher Learning Center (TLC)

**Motion Passed:** Motion to set the Board's monthly work sessions for the 4th Monday of each month at 6:00pm in the Teacher Learning Center (TLC) passed with a motion by Mrs. Laura Wooten 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

#### IV.C. Finance Reviewer

Rationale:

Board Members shall review all checks prior to the checks being mailed. The Board will select a Board Member to be the "Finance Reviewer". The Finance Reviewer will review the electronic list of checks for payment within 24 hours and send a confirmation of review/questions to either the Finance Officer or the Superintendent. A complete list of checks will still be included with the Board packet for all to review.

**Motion Passed:** Motion to approve Kyle Burns as the Finance Reviewer 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

#### IV.D. SFCC offer

Rationale:

We are not accepting this offer due to the small amount of this offer and the restrictions that come with accepting it.

**Motion Passed:** Motion to reject the SFCC offer of \$2,025 is approved passed with a motion by Mrs. Jeanne Berger and a second by Mr. Kyle Burns.

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

#### IV.E. Calendar for 2026-2027 School Year

Rationale:

Updates made since first reading: High school early release days were added and change of paid holiday from May 31st to January 1st.

First reading was on December 1, 2025

**Motion Passed:** Motion to approve the 2026-2027 school calendar 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

#### IV.F. Comprehensive District Improvement Plan (CDIP)

**Motion Passed:** Motion to approve the Comprehensive District Improvement Plan (CDIP) passed with a motion by Mrs. Jeanne Berger and a second by Mr. Kyle Burns.

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

#### IV.G. Comprehensive School Improvement Plan (CSIP) for Beechwood High School

**Motion Passed:** Motion to approve the Comprehensive School Improvement Plan (CSIP) for Beechwood High School 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

#### IV.H. Comprehensive School Improvement Plan (CSIP) for Beechwood Elementary

**Motion Passed:** Motion to approve the Comprehensive School Improvement Plan (CSIP) for Beechwood Elementary passed with a motion by Mrs. Jeanne Berger 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

**IV.I. 09.124 Amend Policy - 1st reading****IV.J. 09.124 AP.21 Amend Procedure****IV.K. Draft Budget for 2026-2027**

Rationale:

For review only

**V. Consent Agenda**

**Motion Passed:** Approval to adopt consent agenda passed with a motion by Mrs. Jeanne Berger 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

**V.A. Approval of Minutes****V.A.1. December 1, 2025****V.B. Monthly Bills****V.C. Student Accident Insurance**

Rationale:

Recommending Zurich (which is our current provider). Small increase of .64%

**V.D. Superintendent Reimbursement Learning Forward****V.E. Leave without Pay**

Rationale:

Kendra Stanley - .5 on 2/4 and full days on 2/9-2/27

**V.F. Greater Cincinnati STEM Collaborative Education Grant (STEM Bicycles)**

Rationale:

2025- 2026 Grant Terms GCSC will provide the following resources to Beechwood Independent Schools - STEM Bicycle Club: professional development, STEM Bicycle Club curricula, bicycles, helmets and locks for the participating students (up to 20), and attendance to the STEM Bicycle Club Celebration on Saturday, May 9th , 2026.

To maximize the quality of this program, in 2025 - 2026 and in future years, GCSC expects club leaders to: 1. participate in a region-wide learning community and 2) participate in the post-program evaluation process that includes post-program student and leader surveys, and an in-person debrief meeting. Note that your club teacher will not receive a stipend from GCSC if they and club students do not participate in the program evaluation process that includes post-program student and teacher surveys and in-person debrief meeting.

**V.G. Facility Requests****V.G.1. Legacy Baseball Club****V.G.2. NKY Bandits Baseball club****V.G.3. ATY 12u Baseball team****V.H. Field Trips over Overnight and/or 100 miles****V.H.1. FTC/Robotics Team - Hazard Community & Technical College****V.H.2. Conner Prairie - 2nd grade****V.H.3. Honor Band to UK****V.I. Performing Arts Center Rental Agreement****V.J. Cell Service Quote/RFP****V.K. Technology Surplus**

## **V.L. Lower Field Bleacher Extension**

### Rationale:

Extends seating and brings the bleachers up to safety code

Recommending Option A

## **V.M. Surplus of 2 School Vans**

### Rationale:

Current law allows for 9 passenger (including the driver) vans. The proposed legislation would raise the passenger limit to 10 (including driver). The proposed legislation is expected to pass. We need to trade in our current 12 passenger vans for 10 person vans. Anything more than 10 passenger vans is considered a school bus under federal rules.

## **VI. Information**

### **VI.A. Committees**

#### Discussion:

Title 9 Committee - Kyle Burns; Local Planning Committee- Amy Sleet;  
Calendar Committee - Laura Wooten; Safety Committee - Brad Hood;  
Charitable Funds Committee - Amy Sleet and Jeanne Berger;  
Finance committee - Kyle Burns

### **VI.B. Superintendent's Report**

#### Discussion:

It is Board of Education Appreciation month. Thank you to our Board members for their time and service to Beechwood Schools.

#### **VI.B.1. Finance Report**

#### **VI.B.2. SBDM Meeting Minutes**

#### **VI.B.3. Guardian Angel Presentation by Brad Bentley**

#### **VI.B.4. EDGE 13 Presentation by Alan Yanke and Michelle Klein**

#### Rationale:

Also in attendance were the other members of the EDGE13 committee: Stephanie Layton, Ryan Booth, Kristin Hetzel and Jana Bromley

### **VI.C. Personnel Report**

#### Resignation

Stacie Wethington, School Nurse

#### Leave without Pay

Kendra Stanley - .5 on 2/4 and full days on 2/9-2/27

## **VII. Agenda in Official Board Minutes**

**Motion Passed:** Approval of making the agenda part of the official board minutes 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

**VIII. Adjourn**

**Motion Passed:** Motion to adjourn the meeting 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

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

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

Meeting Minutes January 12, 2026