

**Board of Education Regular Meeting
November 17, 2025, 6:00 PM
District Training Room
Sharp Middle School
35 Wright Road
Butler, KY 41006**

Attendance Taken at: 6:01 PM

Present Board Members:

Ms. Cheri Griffin--Chairperson
Mrs. Laura Schack—Vice Chairperson
Mr. Kevin Barnard
Mr. Derek Brown
Ava Wood—Student Board Member

Absent Board Members:

Mrs. Amber Beebe

Pendleton County Schools Mission

Pendleton County Schools is committed to graduating every student college and/or career ready by empowering staff to deliver high quality instruction and services in a safe and trusting environment.

I. Call to Order

Chairperson Griffin called the meeting to order at 6:01 pm.

A. Approve Agenda

Order #25-10657 - Motion Passed: Superintendent Buerkley's recommendation to approve the agenda passed with a motion by Mr. Derek Brown and a second by Mrs. Laura Schack.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.

Motion Carried

B. Pledge of Allegiance

Miss Ava Wood, Student Board Member, led the group in the pledge.

C. Mission Statement

Miss Ava Wood, Student Board Member, read the Mission Statement.

D. Moment of Silence

II. Communications

A. Audience Comments

B. Board Member Comments

C. Superintendent's Report

D. Personnel Actions

Personnel Changes Board Meeting

November 17, 2025				
Last Name	First Name	Location	Position	Effective Date
Hire				
Cummins	Cindy	DIST	Substitute Teacher	10/16/2025
McElfresh	Roger	DSS	Bus Monitor Special Education	10/26/2025
Patton	Susan	DIST	Substitute School Nurse	10/17/2025
Polley	Gary	SMS	Coach 8th grade girls Basketball	10/10/2025
Shaw	Courtney	NES	Instructional Assistant I	10/20/2025
Tackett	Josh	DSS	Substitute Bus Driver	10/13/2025
Teegarden	James	DSS	Substitute Bus Driver	10/14/2025
Toler	Tim	PHS	Coach - Assistant Softball	10/14/2025
Resigned				
Carson	Joyce	DIST	Substitute Teacher	10/28/2025
Daugherty	Rhonda	SMS	Spec Ed Teacher	10/31/2025
Hutchison	Ashley	PHS	Cheer Coach	11/5/2025
Lynch	Chris	SES	Custodial Supervisor	11/5/2025
McElfresh	Roger	SES	Custodian	10/25/2025

III. Written Communications & Reports

A. DPP Report

B. Transportation Monthly Trip Report

C. SBDM Minutes

D. FRYSC Reports

E. Quarterly Reports

F. PCHS Boys Basketball Trip Requests

G. PCHS FCCLA Trip Request

H. PCHS Band Trip Request

I. SES Field Trip Requests

J. Public Relations Report

K. Maintenance and Technology Reports

L. Monthly Financial Report

IV. Action Agenda

A. Vending Bid Approval

Order #25-10658 - Motion Passed: Superintendent Buerkley's recommendation to accept the vending services proposal from RG Vending passed with a motion by Mr. Kevin Barnard and a second by Mrs. Laura Schack.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion Carried

B. BG-1--NES HVAC Project

Order #25-10659 - Motion Passed: Superintendent Buerkley's recommendation of approval of the BG-1 for the Northern Elementary School – HVAC Upgrades project as presented passed with a motion by Mr. Derek Brown and a second by Mr. Kevin Barnard.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion Carried

C. Sharp Middle School Renovations and Stadium--Pay App #18 (final) Morel Construction Company

Order #25-10660 - Motion Passed: Superintendent Buerkley's recommendation to approve payment for Payment Application #18 to Morel Construction as submitted passed with a motion by Mr. Derek Brown and a second by Mr. Kevin Barnard.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion Carried

D. Sharp Middle School Renovations and Stadium--Certificate of Substantial Completion

Order #25-10661 - Motion Passed: Superintendent Buerkley's recommendation to grant permission to execute the certificate of substantial completion as presented passed with a motion by Mr. Derek Brown and a second by Mrs. Laura Schack.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion Carried

E. Sharp Renovations and Stadium--BG4 Morel Construction

Order #25-10662 - Motion Passed: Superintendent Buerkley's recommendation to approve the BG-4 for the Sharp Stadium and Renovations BG4 Morel Construction project passed with a motion by Mr. Kevin Barnard and a second by Mr. Derek Brown.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown--Yes.
Motion Carried

F. Sharp Renovations and Stadium--BG4 Motz Group

Order #25-10663 - Motion Passed: Superintendent Buerkley's recommendation to approve the BG-4 for the Sharp Stadium and Renovations BG4 Motz Group project passed with a motion by Mr. Derek Brown and a second by Mrs. Laura Schack.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown--Yes.
Motion Carried

G. 2026-27 District Calendar

Order #25-10664 - Motion Passed: Superintendent Buerkley's recommendation to approve the 2026-2027 school calendar as presented passed with a motion by Mrs. Laura Schack and a second by Mr. Derek Brown.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown--Yes.
Motion Carried

H. Advanced Coursework Plan

Order #25-10665 - Motion Passed: Superintendent Buerkley's recommendation to approve the Advanced Coursework plan as submitted passed with a motion by Mrs. Laura Schack and a second by Mr. Derek Brown.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown--Yes.
Motion Carried

I. Technology Surplus

Order #25-10666 - Motion Passed: Superintendent Buerkley's recommendation to approve the request to surplus the technology items listed passed with a motion by Mrs. Laura Schack and a second by Mr. Derek Brown.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown--Yes.
Motion Carried

J. Shortened School Week for Student

Order #25-10667 - Motion Passed: Superintendent Buerkley's recommendation to approve a shortened school week for this student at this time passed with a motion by Mr. Kevin Barnard and a second by Mrs. Laura Schack.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion

V. Consent Agenda

Order #25-10668 - Motion Passed: Superintendent Buerkley's recommendation to accept the Consent Agenda passed with a motion by Mr. Kevin Barnard and a second by Mr. Derek Brown.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion Carried

A. Board Meeting Minutes

B. Orders of the Treasurer

C. Treasurer's Report

D. Leave Requests

BOARD MEMO

DATE: 11/17/2025
TO: Mr. Buerkley & Board Members
FR: Jennifer K. Pierce
RE: Request for Leaves

A request for Leave of Absence has been received from the following:

Sierra Bowin – NES– Special Education Teacher- The request for Maternity Leave of Absence will begin approximately March 3, 2026, and end approximately April 14, 2026.

Della Spencer – SES– Instructional Assistant I- The request for Maternity Leave of Absence will begin approximately February 6, 2026, and end approximately March 20, 2026.

Ashley Messmer – PHS – Cook/Baker - The request for Family Medical Leave will begin approximately October 13, 2025, and end approximately October 24, 2025.

Chelsea Griess – SES – Instructional Assistant - The request for Family Medical Leave will begin approximately November 17, 2025, and end approximately January 5, 2026.

I recommend approval by the Board.



Name: Jennifer K. Pierce
 Title: Director of Finance and Human Resources

VI. Executive Session

Order #25-10669 - Motion Passed: A recommendation to go into Executive Session passed with a motion by Mr. Derek Brown and a second by Mrs. Laura Schack.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion Carried

A. Per KRS 61.810 (1)(C)--Discussions of Proposed or Pending Litigation Against
or on Behalf of the Public Agency

VII. Return From Executive Session

Order #25-10670 - Motion Passed: A recommendation to return from executive session passed with a motion by Mrs. Laura Schack and a second by Mr. Kevin Barnard.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion Carried

VIII. Adjournment

Order #25-10671 - Motion Passed: A recommendation to adjourn passed with a motion by Mr. Derek Brown and a second by Mrs. Laura Schack.

VOTE: Griffin-Yes; Schack-Yes; Beebe-Yes; Brown–Yes.
Motion Carried

_____ Board Chairperson

_____ Board Secretary