

# **FORT THOMAS INDEPENDENT SCHOOLS**

## **Board of Education Special Meeting**

20 N. Grand Avenue – 1<sup>st</sup> Floor Convening Room

Fort Thomas, Kentucky 41075

January 14, 2019

6:30PM

### **Attendance Taken at 6:35 PM:**

#### Present Board Members:

Mrs. Karen Allen

Mr. Jeff Beach

Mrs. Lisa Duckworth

Mr. Bradley Fennell

Mrs. Ann Meyer

### **I. OPENING OF MEETING**

Board Chair Jeff Beach called the meeting to order at 6:35pm, immediately following the adjournment of the Finance Corporation meeting.

#### **A. Pledge of Allegiance**

#### **B. Recognition of Guests**

##### **1. HHS Dance Team - State Champions**

Congratulations to the HHS Varsity Dance Team for their state championship win in Pom.

Team members are:

Mallory Hill

Hannah Schwalbach

Emma Banks

Molly Ferring

Lauren Arnold

Caroline Buecker

Addy Cain

Keiley Schoellman

Lexi Fitters

Lizzy Roeding

Abby Rust

Kayla Bolling

Lauren Hellman

Katy Salmon

Elli Keefer

Peyton Downard

Rachel Hoffmann

Emmie Brewer

Lindsay Thompson

Lucy New

Olivia Hoffmann

Madeline Adams

Katie Wilson

Macy Kocher

Makena Weifering

Livi Ferring

The Board recognized and congratulated the students on their win and presented each with a "Champion" t-shirt.

## **B.2. We the People Team - State Champions**

Congratulations to the We the People team on their state championship win. Team members are:

Zoie Barth	Katarina Finseth	Stephen Lang
Michaela Brown	Alexander	Jacob Schuh
Sarah Cayton	Harrison	Elizabeth
Sydney Cooper	Garrett Harrison	Schwalbach
Catherine Dauer	Lily Hennigan	Colin Seith
Katherine Eckerle	Trevor Hewins	Betsy Sellers

The Board recognized and congratulated the team on their state win and presented each with a "Champion" t-shirt.

## **3. Portrait of a Graduate Global Leader Awards**

The FTIS Global Leader Award is given to individuals who exemplify one or more of the five FTIS Portrait of a Graduate competencies. Individuals must be nominated including a narrative describing the characteristic or activities that make them a candidate for the award. The following community members and teachers were recognized for their commitment to modeling and advancing our Portrait of a Graduate competencies.

Dan Gorman	Collin Shadwell	Kevin Nieporte
Nick Smith	Barry Petracco	Zach Deaton
Andrew Martin	Jeremy Smith	

Each was recognized for their individual demonstrations and given a Global Leader award.

## **4. School Board Recognition Month**

### **a. Presentation by FTEA to Board Members**

FTEA co-presidents Dawn Hils and Mary Kinsella thanked the Board for their service and presented each with a gift from FTEA.

## **C. Student Showcase: HHS - Art Program**

HHS students will present on the Art program, sharing how different aspects of the program correlate to the competencies identified in our Portrait of a Graduate. Students presenting were:

Caroline Buecker  
Ella Surrey  
Blake Egan

The Board thanked the students for their presentation and presented each with a "Rich in Tradition" t-shirt.

## **D. Community Forum**

## II. ACTION ITEMS

### A. Organization of Board

#### 1. Election of Officers

**Order #1942 - Motion Passed:** Appointment of Jeff Beach as Chairperson, Lisa Duckworth as Vice Chairperson, Karen Cheser as Secretary and Andrew Remlinger as Treasurer passed with a motion by Mr. Bradley Fennell and a second by Mrs. Ann Meyer.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

#### 2. Schedule of Regular Meetings for 2019

**Order #1943 - Motion Passed:** Approval to hold the regular monthly Board meetings for 2019 at 6:30pm on the second Monday of each month and hold regular monthly working meetings at 8:15am on the Thursday prior to each monthly meeting, with exceptions as listed on the 2019 Board Meeting Dates list, and to permanently change the location of all meetings to the Launch Building at 20 N. Grand Avenue passed with a motion by Mrs. Lisa Duckworth and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

#### 3. Board Member Per Diem as Per Policy 01.821

**Order #1944 - Motion Passed:** Approval to donate stipends for regular monthly meetings to be divided between two scholarship funds, one for students and another for the Gail Federle Memorial Teacher Scholarship for teachers passed with a motion by Mrs. Karen Allen and a second by Mrs. Lisa Duckworth.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

#### 4. Appointment of Board Members to Committees

**Order #1945 - Motion Passed:** Approval of the 2019 committee list passed with a motion by Mrs. Karen Allen and a second by Mr. Bradley Fennell.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

## **B. Johnson Elementary Replacement**

### **1. Project Update**

Jerry Wissman provided the Board with an overview of the project, noting that demolition of the existing buildings would begin after spring break.

### **2. Demolition Bid Documents**

**Order #1946 - Motion Passed:** Approval of the Bid Documents for Demolition for the Johnson Elementary Replacement project passed with a motion by Mrs. Karen Allen and a second by Mrs. Ann Meyer.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

### **3. Hazardous Materials Abatement**

**Order #1947 - Motion Passed:** Approval of the specifications for Hazardous Materials Abatement for the Johnson Elementary Replacement project passed with a motion by Mrs. Lisa Duckworth and a second by Mr. Bradley Fennell.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

### **4. Board Resolution**

**Order #1948 - Motion Passed:** Adoption of a Resolution of the Board of Education of Fort Thomas Independent School District, Fort Thomas, Kentucky; authorizing and approving certain architects' plans for the construction of certain school building projects; approving the plan of financing the cost of said projects; confirming the acceptance of an offer of assistance from the Kentucky School Facilities Construction Commission; authorizing and approving the execution of a participation agreement with said commission; authorizing the execution of a contract, lease and option with the Fort Thomas Independent School District Finance Corporation and any further necessary instruments; passed with a motion by Mrs. Karen Allen and a second by Mrs. Lisa Duckworth.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

## **5. Building Fund Resolution**

**Order #1949 - Motion Passed:** Adoption of the Building Fund Resolution to dedicate an amount not to exceed 2.2 cents on each one hundred dollars (\$100) valuation of property from the Board's General Fund to provide for major renovation of existing school facilities, new construction, and debt service passed with a motion by Mrs. Karen Allen and a second by Mr. Bradley Fennell.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

## **6. Revised BG-1**

**Order #1950 - Motion Passed:** Approval of the Revised BG-1 in the amount of \$23,741,913.00 for the Johnson Elementary Replacement project passed with a motion by Mrs. Lisa Duckworth and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

## **C. Johnson Elementary Temporary Relocation Project**

### **1. Revised BG-1**

**Order #1951 - Motion Passed:** Approval of the Revised BG-1 in the amount of \$648,350.00 for the Johnson Elementary Temporary Relocation project passed with a motion by Mrs. Karen Allen and a second by Mrs. Lisa Duckworth.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

## **D. Tuition Rates for 2019-20 School Year**

Tuition rates must be approved annually. A positive benefit of accepting tuition students is the additional revenue. Since each request is reviewed on an individual basis, a student is not accepted if additional staff is required. Parent requests for a particular school are not honored unless the child has an older sibling in the school. In that case, an effort is made to place the children in the same school if numbers allow. All applicants are considered under our enrollment policy. We take into consideration academic, behavior and attendance records, but we cannot discriminate based on gender, race, disability, ethnic background, etc.

### **CHILDREN OF EMPLOYEES**

In previous years the rate for children of employees has been one half of the tuition amount. It is recommended that you continue this practice for full-time certified and classified employees.

## PRESCHOOL TUITION

The preschool program accepts a limited number of children who do not qualify for free lunch or have an identified disability. These children serve as peer models for the children with disabilities. It is recommended that you continue this practice and charge a monthly tuition of \$255.

## ALL DAY KINDERGARTEN

It is recommended the elementary schools continue to offer an optional all day program for kindergarten students with parents paying tuition for  $\frac{1}{2}$  of the day. Since the program is optional, it is recommended that no discounts be offered. A deposit of \$150 is required to be considered for this program.

	ADA Contract	No ADA Contract
Kindergarten (1/2 day)	\$1350	\$2700
Grades 1-12	\$2650	\$5300
All Day Kindergarten	\$4150	\$5400
All Day Kindergarten (residents)	\$2700	
Preschool	\$255 Monthly	

## ADDITIONAL PROCEDURES

A non-refundable fee of \$50 must be submitted with all tuition applications. Any new tuition student participating in athletics or a school sponsored extracurricular activity must pay a \$250 non-refundable deposit before attending the first practice/event. All fees will be applied to tuition if the student actually attends a FTIS school.

Parents who have a history of three late payments will be required to pay tuition in full prior to the beginning of the school year. A general letter notifying all tuition parents of this change will be sent in mid-February to give them time to save money for an August payment.

**Order #1952 - Motion Passed:** Approval to continue accepting tuition students and to approve the tuition rates for the 2019-20 school year for Half-day Kindergarten at \$1350 with ADA contract and \$2650 with no ADA contract; All-Day Kindergarten at \$4050 with ADA contract and \$5300 with no ADA contract; All-Day Kindergarten for residents at \$2700; Grades 1-12 at \$2650 with ADA contract and \$5300 with no ADA contract; an additional tuition charge for Preschool of \$255 per month, to require a non-refundable application fee of \$50 and continue the procedure to require a \$250 non-refundable deposit for new tuition students to begin participation in athletics/extracurricular activities (All fees will be applied to tuition if the student attends a FTIS school) passed with a motion by Mr. Bradley Fennell and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

**E. Amend 2018-19 School Year Calendar**

The recommended beginning and ending times for the school day from April 8, 2019 - May 24, 2019 are as follows:

SCHOOL	SCHOOL DAY	STAFF DAY
HHS	8:15am – 3pm	8am – 3:15pm
HMS	8:15am – 3pm	8am – 3:15pm
JES	7:45am – 2:30pm	7:30am – 2:45pm
MES	8am – 2:45pm	7:45am – 3pm
WES	8am – 2:45pm	7:45am – 3pm

**Order #1953 - Motion Passed:** Approval of the amended 2018-19 school calendar passed with a motion by Mrs. Karen Allen and a second by Mrs. Lisa Duckworth.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

**F. Calendar for 2019-20 School Year**

The recommended beginning and ending times for the school day are as follows:

SCHOOL	SCHOOL DAY	STAFF DAY
HHS	8:15am – 3pm	8am – 3:15pm
HMS	8:15am – 3pm	8am – 3:15pm
JES	7:45am – 2:30pm	7:30am – 2:45pm
MES	8am – 2:45pm	7:45am – 3pm
WES	8am – 2:45pm	7:45am – 3pm

The day at each school includes six hours and ten minutes of instruction and 30 minutes. The instructional day for kindergarten at Moyer and Woodfill will be from 8:00am to 11:05am for the morning session and 11:40am to 2:45pm for the afternoon session. Johnson's all day kindergarten schedule will be 7:45am to 10:50am for the morning session and from 11:25am to 2:30pm for the afternoon session. The high school will have 2 shortened days during the exam schedule for a total of no more than 2 hours each day.

This school year, we continue to include 6 shortened days when classes will begin one hour later than the typical schedule. The time will be used for Professional Development and will allow teachers time to collaborate on common issues, including curriculum and assessment across grade level and to address school-wide issues. The elementary schools will have classified staff available to work with students whose parents need to keep them on a regular schedule.

Our total instructional time exceeds the state minimum requirement of 1062 instructional hours. The number of hours above the state minimum is at least 25 hours at all schools. The extra time for kindergarten is approximately 10 hours. Although the state no longer allows districts to bank time for early dismissals and school closures, the time does allow the district flexibility in case delays are needed. All late arrival days will be on a Wednesday and there will be three per

semester. The proposed dates are: September 18, October 23, December 11, January 22, February 19 and March 18.

Please approve the preschool calendar to consist of a 3 hour day, 4 days per week. The recommended instructional day for preschool is Monday through Thursday from 8:15am to 11:15am for the morning session and 12pm to 3pm for the afternoon session. It is recommended that the preschool begin on August 26, 2019, and end on May 14, 2020, to allow time for required screenings, testing and parent meetings.

**Order #1954 - Motion Passed:** Approval of the 2019-20 school calendar, the length of the day at each school, the beginning and ending times for each school, the preschool calendar, and the shortened exam days at HHS and the shortened days for PD at all five schools passed with a motion by Mrs. Lisa Duckworth and a second by Mrs. Ann Meyer.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

#### **G. Transportation Waiver Request for 2019-20**

Each year we must request a waiver from KDE to allow our district board to approve all certified common carriers for the following school year.

**Order #1955 - Motion Passed:** Approval to request a waiver from KDE to allow our district board to approve all certified common carriers for the 2019-20 school year passed with a motion by Mr. Bradley Fennell and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

#### **H. Draft Working Budget for 2019-20 School Year**

**Order #1956 - Motion Passed:** Approval of the Draft Working Budget for the 2019-20 School Year passed with a motion by Mrs. Karen Allen and a second by Mr. Bradley Fennell.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

**I. KSBA POLICY AUDIT**

**1. Chapter 3**

**Order #1957 - Motion Passed:** Adoption of Chapter 3 revisions to Policies 03.11, 03.121, 03.122, 03.123, 03.12321, 03.125,03.1311, 03.17, 03.19, 03.1911, 03.21, 03.221, 03.223, 03.225 and 03.2911; Implementation of Policies 03.1, 03.114, 03.172, 03.174 and 03.3; and Rescind Policies 03.13211, 03.13213, 03.1322, 03.1323, 03.2322, 03.23211, 0323213, 03.2323 and 03.193 as presented for a 2nd Reading passed with a motion by Mrs. Karen Allen and a second by Mr. Bradley Fennell.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

- a. Revision to Policies 03.11, 03.121, 03.122, 03.123, 03.12321, 03.125, 03.1311, 03.17, 03.19, 03.1911, 03.21, 03.221, 03.223, 03.225 and 03.2911**
- b. Implementation of Policies 03.1, 03.114, 03.172, 03.174 and 03.3**
- c. Rescind Policies**

**III. DISCUSSION ITEMS**

**A. Comprehensive Improvement Plans**

Bill Bradford shared information from the Comprehensive District Improvement Plan as well as School Improvement plans.

- 1. Comprehensive School Improvement Plans (CSIP)**
- 2. Comprehensive District Improvement Plan (CDIP)**

**B. Superintendent Gap Assurance**

Bill Bradford shared that no school in our district has failed to meet their gap target for two consecutive years. This is information we are required to report to KDE.

**C. Superintendent's Report**

**1. HHS Counselors' Report**

HHS counselors Trinty Walsh, Laura Schnitzler, Erica Thomas and Ann Listerman reported on the increased range of services the counseling department has been able to offer this year as a result of adding a 4th counselor.

**2. HMS Counselors' Report**

HMS counselors Lori Maines and Britane Bednar shared information about the expanded services now available to middle school students with the addition of a 2nd counselor.

**3. Dual Credit Credentialing for HHS Teachers**

Bill Bradford shared that we currently have high school teachers who are in the process of earning the credentials needed to teach dual-credit courses at HHS.

#### **D. Board Committee Updates**

Jeff Beach shared that the Budget Committee met to review the draft working budget for 2019-20.

Ann Meyer and Jeff Beach shared that the Teacher Scholarship Committee met and awarded five scholarships for 2018-19.

#### **IV. APPROVAL OF CONSENT AGENDA**

**Order #1958 - Motion Passed:** With all Board members having had the opportunity to review and pursue any questions about all of the items contained therein, approval of the consent agenda passed with a motion by Mr. Bradley Fennell and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mrs. Ann Meyer	Yes

#### **A. Minutes of Regular Meeting of December 10, 2018; Special Meeting of December 22, 2018, and Working Meeting of January 10, 2019**

Minutes of the December 10, 2018, Board Meeting were amended as follows:

##### **B. Johnson Elementary Temporary Relocation Project**

###### **1. BG-1**

Order #1935 - Motion Passed: Approval to declare the project as an emergency and approve a BG-1 in the amount of \$648,350.00 for the Johnson Elementary Temporary Relocation Project passed with a motion by Mrs. Lisa Duckworth and a second by Mrs. Karen Allen.

#### **B. District Technology Report for December 2018**

#### **C. Financial Report for Month of December 2018**

#### **D. Food Service Report for December 2018**

#### **E. Attendance Report for 4th Month of 2018-19**

#### **F. Authorization for Payment of Claims**

#### **G. Notification of Procedure Updates**

##### **1. Procedure 08.132 AP.1**

##### **2. Chapter 3 Procedure Updates**

###### **2.a. Implementation of Procedure 03.121 AP.24**

**b. Revision of Procedures 03.11 AP.1; 03.11 AP.242; 03.11 AP.251; 03.121 AP.1; 03.21 AP.25; 03.221 AP.23; and 03.225 AP.2**

**c. Rescind Procedures 03.11 AP.24; 03.11 AP.241; 03.11 AP.26; 03.112 AP.21; 03.121 AP.22; 03.121 AP.23; 03.123 AP.2; 03.124 AP.21; 03.1321 AP.2; 03.17**

AP.21; 03.19 AP.21; 03.21 AP.26; 03.2311 AP.2; 03.27 AP.22; 03.2711 AP.21; 03.6 AP.21 and 03.6 AP.22

**H. Notification of Approval of Student Trips**

1. MES All State Chorus - Louisville KY - February 6-7, 2019
2. WES All State Chorus - Louisville KY - February 6-7, 2019
3. HMS All State Choir - Louisville KY - February 6-7, 2019
4. HHS All State Choir - Louisville KY - February 6-7, 2019
5. HHS - All State Band - Louisville KY - February 6-9, 2019
6. HHS Dance Team - Orlando FL - February 21-25, 2019
7. HHS Baseball Team - Bowling Green KY - March 22-23, 2019
8. Approval of Use of Public Transportation
  - a. HHS Cheer Team - Orlando FL - February 7-11, 2019
  - b. HHS Dance Team - Orlando FL - February 21-25, 2019

**I. Personnel Action Taken Since December 10, 2018**

Change in Position for the following Classified Employee

Jessica Delaney - From Cafeteria Worker - HMS to Attendance Secretary/Nurse Asst. - HMS

Employment of the following Extra Service Positions

Marlee Barton - FCCLA Club Sponsor - HMS

Employment of the following Paraprofessionals

Jeremy Baioni - Baseball Field Maintenance - HHS

Rob Coffey - Softball Field Maintenance (1/2) - HHS

Milt Horner - Softball Field Maintenance (1/2) - HHS

Resignation of the following Paraprofessional

Lindsey Scaggs - Girls Track Asst. Varsity Coach - HHS

**J. Grant Extended Leave**

1. Jennifer Aseere - (Medical - December 21, 2018 through March 15, 2019)

**V. OTHER BUSINESS**

**VI. ADJOURNMENT**

Board Chair Jeff Beach adjourned the meeting at 8:48pm.

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Chairperson

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Superintendent