

# **FORT THOMAS INDEPENDENT SCHOOLS**

## **Board of Education Regular Meeting**

219 Highland Avenue – Moyer Elementary Library

Fort Thomas, Kentucky 41075

January 9, 2023

6:30PM

### **Attendance Taken at 6:29 PM:**

#### **Present Board Members:**

Mr. Jeff Beach

Mrs. Julie Kuhnhein

Mr. Clem Fennell IV

Mrs. Ann Meyer

Mrs. Sarah Foster

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

Board Chair Ann Meyer called the meeting to order at 6:30pm.

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

#### **B. Recognitions**

##### **1. School Board Recognition Month**

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

FTEA president Kelly Pratt-Booth recognized and expressed appreciation for their service and commitment to the district. A gift from FTEA was given to each board member.

##### **2. Board Bravos and Updates**

Board members shared the following information:

- HMS production of Cinderella runs 1/26-29
- HHS Dance fundraiser is Saturday 10-3
- Booster Bash is 1/20
- Kindergarten Registration is 1/17-19
- Athletic Hall of Fame nominations are accepted now to March 15

##### **3. Tradition of Excellence Award - Ron Rosel**

Ron Rosel was given a Tradition of Excellence award in recognition of his selection as Teacher of the Year for Engineering by the Kentucky Engineering Technology Education Association.

### C. Student Showcase: Moyer - Community Art

Moyer students showcased projects in their Community Art program, sharing about creating artwork for local businesses, making holiday cards for soldiers overseas, and a community weaving piece. Students presenting were:

- Evangeline Hine
- Addie Hood
- Ezra Smith
- Olivia Soler
- Katherine Rayner
- Anna Reynolds
- Reese Winkler

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

### D. Community Forum

## II. ACTION ITEMS

### A. Organization of Board

#### 1. Election of Officers

**Order #2383 - Motion Passed:** Appointment of Ann Meyer as Chairperson, Julie Kuhnhein as Vice Chairperson, Brian Robinson as Secretary and Andrew Remlinger as Treasurer passed with a motion by Mr. Jeff Beach and a second by Mrs. Sarah Foster.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

#### 2. Schedule of Regular Meetings for 2023

**Order #2384 - Motion Passed:** Approval to hold the regular monthly Board meetings for 2023 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 identified on the 2023 Board Meeting Dates list passed with a motion by Mrs. Julie Kuhnhein and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

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

**Order #2385 - Motion Passed:** Approval to donate stipends for regular monthly meetings into a special fund for targeted purposes to be identified by the Board passed with a motion by Mrs. Julie Kuhnhein and a second by Mrs. Sarah Foster.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

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

**Order #2386 - Motion Passed:** Approval of the 2023 Board Committees List passed with a motion by Mr. Clem Fennell IV and a second by Mrs. Sarah Foster.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

#### **B. Johnson Elementary Replacement**

**Order #2387 - Motion Passed:** Approval of the 2023 Board Committees List passed with a motion by Mr. Clem Fennell IV and a second by Mrs. Sarah Foster.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

##### **1. Project Update**

Jerry Wissman provided the Board with an update noting that the project has been completed. Documents required to formally close the project will be presented at the February meeting.

##### **2. Paul Michels & Sons Final Pay App**

**Order #2388 - Motion Passed:** Approval of Final Pay Application #4 to Paul Michels & Sons in the amount of \$12,416.25 for the Johnson Elementary Replacement-Fieldhouse Parking Lot project passed with a motion by Mr. Jeff Beach and a second by Mrs. Julie Kuhnhein.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

#### **C. Highlands Roof Replacement**

##### **1. Project Update**

Jerry Wissman provided an overview of the start of this project.

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

**Order #2389 - Motion Passed:** Approval of the BG-1 in the amount of \$1,334,403.00 for the Highlands Roof Replacement project passed with a motion by Mr. Jeff Beach and a second by Mrs. Julie Kuhnhein.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

**D. Draft Working Budget for 2023-24 School Year**

**Order #2390 - Motion Passed:** Approval of the Draft Working Budget for the 2023-24 School Year passed with a motion by Mr. Jeff Beach and a second by Mrs. Sarah Foster.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

**E. Establish Middle School Cafeteria Manager Position**

**Order #2391 - Motion Passed:** Approval to establish a Middle School Cafeteria Manager position passed with a motion by Mr. Clem Fennell IV and a second by Mrs. Julie Kuhnhein.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

**F. Establish Interim Food Service Director Stipend**

**Order #2392 - Motion Passed:** Approval to establish an interim Food Service Director stipend in the amount \$3,800.00 passed with a motion by Mr. Jeff Beach and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

**G. Transportation Waiver Request for 2023-24**

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 #2393 - Motion Passed:** Approval to request a waiver from KDE to allow our district board to approve all certified common carriers for the 2023-24 school year passed with a motion by Mrs. Julie Kuhnhein and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

## H. Tuition Rates for 2023-24 School Year

	In State	Out of State
Grades K-12	\$3500	\$6440 (\$3500+\$2940)
Preschool	\$285 monthly	

Description	Fee
Employees	
Grades K-12	\$1500
Grades K-12 Out of State	\$3000

### 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 #2394 - Motion Passed:** Approval of the tuition rates for the 2023-24 school year for Grades K-12 at \$3500 In State and 6440 Out of State, an additional tuition charge for Preschool of \$285 per month, and 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 an FTIS school) passed with a motion by Mrs. Sarah Foster and a second by Mrs. Julie Kuhnhein.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

## I. Calendar for 2023-24 School Year

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

SCHOOL	SCHOOL DAY	STAFF DAY
HHS	8:00am – 2:45pm	7:45am-3:00pm
HMS	8:00am – 2:45pm	7:45am-3:00pm
JES	8:15am – 3:00pm	8:00am-3:15pm
MES	8:15am – 3:00pm	8:00am-3:15pm
WES	8:15am – 3:00pm	8:00am-3:15pm

The day at each school includes 375 minutes of instruction and 30 minutes for lunch for a total of 405 minutes for each day. 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. All late arrival days will be on a Wednesday and there will be three per semester. The proposed dates are: September 20, October 18, December 6, January 17, February 21, and March 20.

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. 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.

The Preschool Program Calendar will consist of a 3-hour day, 4 days per week. During the 23-24 school year, the preschool program will be placed at Moyer Elementary. The recommended instructional day for preschool is Monday through Thursday from 8:00am to 11:00am for the morning session and 11:45am to 2:45pm for the afternoon session. It is recommended that preschool begin on August 29, 2023 with two transition days (August 30 and 31), and end on May 9, 2024, to allow time for required screenings, testing, and parent meetings.

**Order #2395 - Motion Passed:** Approval of the 2023-2024 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 shortened days for PD at all five schools passed with a motion by Mr. Jeff Beach and a second by Mrs. Sarah Foster.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

### **III. DISCUSSION ITEMS**

#### **A. Resiliency Poll**

Jamee Flaherty shared and discussed data and trends from the Fall 2022 Resiliency Poll.

#### **B. Comprehensive District Improvement Plan (CDIP)**

Keith Faust shared and explained the components of the current phase of our Comprehensive District Improvement Plan (CDIP).

- 1. Professional Development Plan for Districts**
- 2. Comprehensive School Improvement Plans**
- 3. Executive Summary for Districts**
- 4. Superintendent Gap Insurance**

### **C. Board Committee Updates**

Julie Kuhnhein shared that the HHS Athletic Hall of Fame committee met and the member nomination process for 2023 is now open.

Ann Meyer shared that the Breakfast committee continues providing breakfast treats to faculty and staff throughout the year, with the next scheduled for the late arrival day on January 18.

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

**Order #2396 - 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 Mrs. Julie Kuhnhein and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Yes
Mrs. Ann Meyer	Yes

**A. Minutes of Regular Meeting of December 12, 2022; and Working Board Meeting of January 2, 2023**

**B. Financial Report for Month of December 2022**

**C. Food Service Report for December 2022**

**D. Revised Attendance Report for 4th Month of 2022-23**

**E. Revised Classified Salary Schedule for 2022-23**

**F. Cafeteria Manager - Revised Job Description**

**G. District Technology Report - 2nd Quarter**

**H. Authorization for Payment of Claims**

**I. Notification and Approval of Student Trips**

- 1. JES All State Choir - Louisville KY - February 8-10, 2023**
- 2. HMS All State Choir - Louisville KY - February 8-9, 2023**
- 3. HHS All State Choir - Louisville KY - February 8-11, 2023**
- 4. HHS All State Band - Louisville KY - February 8-11, 2023**
- 5. HHS Wrestling Team - Winchester KY - February 24-25, 2023**

**J. Approval of Adjunct Instructor Application for Rebecca Manyet**

**K. Personnel Action Taken Since December 12, 2022**

Employment of the following Classified Employee

Melissa Lewis - Instructional Assistant - JES

Employment of the following Extra-Curricular Position

Andrew Martin - Drama Technical Director - HHS

Employment of the following Paraprofessional Employees

Jim Delong - Volleyball Head Coach - HHS

Mark Dill - 60-Minute Club - HHS

Erin Riggs - Volleyball Varsity Assistant Coach - HHS

Retirement of the following Classified Employee

Gina Sawma - Food Service Director - District

Resignation of the following Classified Employees

Lauralee Foley - Instructional Assistant - JES

Brandon Ponchak - Instructional Assistant - HHS

Carrie Baioni - Instructional Assistant - HHS

Resignation of the following Paraprofessional Employee

Sarah Hoffman - Boys Assistant Tennis Coach - HHS

**V. OTHER BUSINESS**

**VI. ADJOURNMENT**

Board Chair Ann Meyer adjourned the meeting at 8:06pm.

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Chairperson

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Superintendent