

FORT THOMAS INDEPENDENT SCHOOLS

Board of Education Meeting

28 N. Fort Thomas Avenue
Fort Thomas, Kentucky 41075

March 12, 2012
7:00PM

Attendance Taken at 6:58 PM:

Present Board Members:

Mrs. Karen Allen

Mr. Bradley Fennell

Mr. Jeff Beach

Mr. Scott Johnson

Mrs. Lisa Duckworth

I. OPENING OF MEETING

A. Pledge of Allegiance

B. Community Forum

C. Recognition of Guests

1. Dance Team

The Board recognized and congratulated the HHS Dance Team for their state championship win for Hip Hop.

Members of the team are:

Becky Agard	Stephanie Holstein	Samantha
Meaghan Allen	Hilary Gadd	Reynolds
Peyton Bankemper	Brittany Gilb	Tori Simons
Anna Bardgett	Rachel Dupont	Libbie Sparks
Alyssa Farley	Maddie Keefer	Chelsea Swango
Maddie Farley	Madison Klump	Bethany West
Macy Fennell	Maria Massa	Jenna Weyer
Alli Foellger	Nicole Nurre	Courtney
Carly Hill		Wiseman

Each member of the team was presented with a certificate of achievement and a "Champions" t-shirt.

D. Student Showcase: Moyer Elementary Wax Museum

4th grade students from Moyer Elementary presented characters from their Kentucky Wax Museum. Students presenting were:

Annalee Barrett

Taylor Hosea

Adam Weyer

Each student presenting was given a "Taking Tradition to the Next Level" t-shirt.

II. ACTION ITEMS

A. Highlands High School Renovation - Phase 2

1. Project Update
2. Envelope Project

a. Pay Application to Hemmer Industries, Inc.

Order #976 - Motion Passed: Approval of Pay Application #7 in the amount of \$25,000.00 to Hemmer Industries Inc. for the Highlands High School Phase 2 Envelope passed with a motion by Mr. Bradley Fennell and a second by Mrs. Lisa Duckworth.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

3. ReRoof Project

a. Pay Application to Imbus Roofing

Order #977 - Motion Passed: Pay Application #8 in the amount of \$8,280.98 to Imbus Roofing Co. for the Highlands High School Phase 2 Reroof project passed with a motion by Mr. Jeff Beach and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

4. Highlands High School HVAC Project

a. Cost Estimate and Project Intent

Order #978 - Motion Passed: Approval to enter into an Agreement with Robert Ehmet Hayes and Associates, K.L.H. Engineering, and other necessary firms to perform cost estimates, schematic design and design development drawings for the continuation of Phase 2 (HVAC and Electrical Installation and Upgrades, and Common Space Renovations) of the Renovation of Highlands High School, with the firms performing this work at the rates approved by the Kentucky Department of Education for such work passed with a motion by Mr. Scott Johnson and a second by Mr. Jeff Beach.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

B. Highlands High School Soccer Field Turf Project

1. Board-Soccer Club Agreement

Order #979 - Motion Passed: Approval of the Agreement between the Board and the Soccer Club for the HHS Soccer Field Turf Project 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
Mr. Scott Johnson	Yes

C. YMCA Agreement

Order #980 - Motion Passed: Approval to authorize the superintendent to enter into a Lease Agreement with the YMCA passed with a motion by Mrs. Lisa Duckworth and a second by Mr. Jeff Beach.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

D. Calendar for 2012-13 School Year

The attached 2012-13 calendar was developed based on results of recent surveys that were available for faculty, staff, parents, students and community members. 693 people responded. Survey results were considered during the development of this recommended. However, it was impossible to propose a calendar that would please everyone.

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

SCHOOL	SCHOOL DAY	STAFF DAY
HHS	8am – 2:45pm	7:40am – 3pm
HMS	8am – 2:45pm	7:45am – 3pm
JES	8:15am – 3 pm	8am – 3:15pm
MES	8:15am – 3pm	8am – 3:15pm
WES	8:15am – 3pm	8am – 3:15pm

PLEASE NOTE: Administration is recommending a change for the beginning and ending times at Highlands Middle School. After thorough discussion and study, this change is being recommended to allow HHS and HMS the flexibility to share faculty and keep students on the same bell schedule. The recommendation has been discussed by both SBDM Councils and both support the recommended change. While there are some issues with this proposal, such as traffic patterns, the benefits of this plan outweigh the negative issue(s).

The day at each school includes six hours and ten minutes of instruction, 30 minutes for lunch and 5 minutes for announcements. The instructional day for kindergarten at all three elementary schools will be from 8:15 a.m. to 11:20 p.m. for the morning session and 11:55

a.m. to 3:00 p.m. 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.

Our total instructional time exceeds the state minimum requirement of 1062 instructional hours. The number of hours above the state minimum is approximately 26 hours at HHS and approximately 29 hours at HMS, JES, MES, and WES. The extra time for kindergarten is approximately 15 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.

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 8:15 a.m. to 11:15 a.m. for the morning session and 12 noon to 3:00 p.m. for the afternoon session. It is recommended that the preschool begin on September 4, 2012 and end on May 23, 2013 to allow time for required screenings, testing and parent meetings.

Order #981 - Motion Passed: Approval of the 2012-13 school calendar, the length of the day at each school, the beginning and ending times for each school, the preschool calendar, and the shortened days at the high school passed with a motion by Mr. Scott Johnson and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

E. Draft Calendar for 2013-14 School Year

Tentative Approval of 2013-14 School Calendar

Please approve a TENTATIVE calendar for the 2013-14 school year. Results of the survey conducted last month were considered in the development of the proposed calendar.

A proposed 2013-14 school calendar will be submitted to you for final approval at this time next year. It is very possible that revisions will be necessary. Tentative approval at this time allows our constituents to have information for planning for the opening of school and the major breaks.

Order #982 - Motion Passed: Approval of the Tentative 2013-14 school calendar passed with a motion by Mr. Scott Johnson and a second by Mr. Jeff Beach.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

F. Draft Working Budget for 2012-13

Order #983 - Motion Passed: Approval of the Draft 2012-13 Working Budget passed with a motion by Mr. Scott Johnson and a second by Mrs. Lisa Duckworth.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

G. Salary Schedules for 2012-13

Order #984 - Motion Passed: Approval of the salary schedules for 2012-13 passed with a motion by Mrs. Lisa Duckworth and a second by Mr. Scott Johnson.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

H. RFP for Publishing Services

Order #985 - Motion Passed: Approval of the RFP for Publishing Services passed with a motion by Mr. Jeff Beach and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

I. Award of Yearbook Bid

Results of Yearbook Request for Services

Sealed proposals were due on February 21. Four proposals were received and were opened on February 21, in front of Jerry Wissman, Aimee Harms and Diana McGhee. Copies of the proposals are attached.

A committee met on February 28, to review proposals. A representative from each school received full copies of the proposals. Each school was able to select a preferred vendor. Results are listed below.

Elementary Schools

After reviewing the proposals from the four yearbook companies, the three elementary schools would like to continue to work with Lifetouch. We have had a good relationship with them in the past, their pricing is competitive with the other companies, the service is good, and we do not see any significant additions from the other companies that would be better than what we currently have.

Jon Stratton, Jay Brewer and Keith Faust

Highlands Middle School

The middle school has decided to keep Walsworth Publishing as their yearbook provider. The proposals given for the middle school were all within \$3 difference. Walsworth did have the highest bid; however, we are financially in the black, and the cost of the book is covered. I have been with Walsworth for many years and completely satisfied with the price and service. We utilize Walsworth's online design program. At the middle school level, this program is perfect for their skill level. It is also Internet based, so students can work on pages from home or any computer in the school. I have been very satisfied with the final product, and the service from our representative has been exceptional.

Mark Goetz, Lisa Birkley

Highlands High School

The high school proposals were quite varied. After reviewing price, publishing options and perceived quality of service, the high school has decided to select Jostens as the new yearbook publisher. Jostens provided the lowest price per yearbook and met all qualifications of the request for proposal.

Brian Robinson, Diana McGhee

Order #986 - Motion Passed: Approval to accept all the bids and award bid for Yearbook publishing services to Jostens for the high school, and table the award of the elementary schools, and middle school publishing services for further review passed with a motion by Mr. Scott Johnson and a second by Mrs. Lisa Duckworth.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

III. DISCUSSION ITEMS

A. HHS Press Box and Stadium

B. Summer 2012 Projects

Jerry Wissman reviewed the listing of summer projects for 2012.

C. ADA Contracts - Dayton Independent

Rita Byrd reported that we received notification from Dayton Independent Schools that they are no longer releasing ADA for students who attend Fort Thomas Schools.

D. Explore/Plan Scores

Gene Kirchner gave an update on EXPLORE/PLAN results for 2011 and how we compared to other Northern Kentucky schools and state averages.

IV. APPROVAL OF CONSENT AGENDA

Order #987 - 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. Jeff Beach and a second by Mrs. Karen Allen.

Mrs. Karen Allen	Yes
Mr. Jeff Beach	Yes
Mrs. Lisa Duckworth	Yes
Mr. Bradley Fennell	Yes
Mr. Scott Johnson	Yes

- A. Minutes of Regular Meeting of February 13, 2012, and Special Meetings of February 16, February 18 and February 26, 2012**
- B. District Maintenance Report for February 2012**
- C. District Technology Report for February 2012**
- D. Financial Report for Month of February 2012**
- E. Food Service Report for January 2012**
- F. Attendance Report for 6th Month of 2011-12**
- G. Authorization for Payment of Claims**
- H. Personnel Action Taken Since February 13, 2012**

Retirement of the following Certified Employees

Kent Juett - Social Studies Teacher - HHS

Resignation of the following Classified Employees

Kimberly Marksberry - Cafeteria Worker - HMS
Cindy Haigis - Instructional Assistant - Woodfill

Resignation of the following Extra Service Positions

Lisa Birkley- Golf Coach - Girls Varsity

Resignation of the following Paraprofessionals

Dan Baker - Cross Country Coach - Boys & Girls

Employment of the following Paraprofessional

Jeff Rust - Assistant Varsity Baseball Coach - HHS

Employment of the following Certified Substitutes

James Simon

Authorization to Apply for Emergency Substitute Certificate
Mallery Dunn

Employment of the following Classified Substitutes
Carrie Baioni

Notification of the following Volunteers

Danny Fortner - Girls Tennis
Jeff Martz - Girls Tennis
Bo Wasser - Football
Sean Duggins - Freshman Baseball
Andrew Fath - Freshman Baseball
Nick Weimer - JV Baseball

I. Ratification of Interim Superintendent's Contract

J. Notification of Approval of Student Trips

1. FCCLA - Louisville, KY - March 28-30, 2012

K. Grant Leave Under the Family Medical Leave Policy

1. Jennifer Nash (Maternity Leave - Approximately April 18, 2012 through June 6, 2012)

V. OTHER BUSINESS

Board members recognized and thanked John Williamson for his service to the district.

VI. ADJOURNMENT

Board Chair Karen Allen adjourned the meeting at 8:23pm.

Chairperson

Superintendent