

Jefferson County  
Public Schools



**Donna M. Hargens, Ed.D.**  
**Superintendent**  
**October 27, 2014**



**Charlese Matthews**  
**Commissioner Holliday's**  
**2014-15 Next-Generation Student Advisory Council**



**Sarah Reed**  
**Kentucky Teacher of the Year**

# ***MORE***

*The more you read,  
The more you know.  
The more you know,  
The smarter you grow.  
The smarter you grow,  
The stronger your voice.  
When speaking your mind or making  
your choice.*

**Finding 18: JCPS lacks a comprehensive and centralized manual of procedures to ensure that they are current and consistent with Board approved policies.**

**The district's online policy manual will include procedures connected to the related policy, where applicable.**



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## JCPS at a Glance

**Students:** 101,000+

**Schools:** 172 (89 elementary, 23 middle, 19 high, 2 combined, 39 special)

**Teachers:** 6,400+

**Teachers holding a master's degree or higher:** 84%

**Average number of years teaching:** 10.8

**Parent Teacher Association (PTA) membership:** 41,000+

**Market share** (percentage of the county's school-age children enrolled in JCPS): 81.1

**Business partnerships:** 4,904

## Our Success Is Public Knowledge

These are just a few examples of the many awards that JCPS students and staff members earned during the 2012-13 and 2013-2014 school years.

## Student Awards

- 2013 Bill of Rights Constitutional Academy Ford Scholar
- Eighth-Grade Louisville Girls' Field Hockey Champions
- AAF—Louisville High School Marketing Challenge Champions
- 2013 Intel Science Talent Search finalist
- Second-highest score in the nation on the Principles of Business portion of the High Schools of Business Exam
- Perfect ACT score
- Thirty-seven semifinalists in the 2013 National Merit/National Achievement Scholarship Program
- **Sixty-two JCPS teachers** received their National Board Certification in 2013. JCPS ranked 4th nationally for the number of teachers earning new certifications.
- Ten Gold Medals and 14 Silver Medals in the National Scholastic Art and Writing Awards Competition
- Two National PTA Reflections Awards
- \$180,000 Naval Junior Reserve Officers Training Corps (JROTC) Scholarship
- Naval JROTC Distinguished Unit and Outstanding Cadet Award
- Marine JROTC National High School Drill Team Championship (fourteenth consecutive year)
- First place in the regional Penguin Bowl (an ocean science competition)
- First place in the Governor's Diversity Day Video Project
- First, second, and third place in the middle school division of the state Dr. Martin Luther King Jr. Essay Contest
- First and second place in the Kentucky Regional Deaf and Hard of Hearing Spelling Bee
- Grand Prize in the Kentucky Reel Action Video Contest
- 2012 Kentucky 3A Football Champions

## Staff Awards

http://www.jefferson.kyschools.us/Departments/GeneralCounsel/boardpolicy.pdf 254 / 499 103% kyschools.us Tools Sign Comment

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FISCAL MANAGEMENT 04.312

**School Activity Funds**

School activity funds may be expended for purposes which contribute generally to the benefit of the students, provided expenditures are consistent with requirements set out in the [Accounting Procedures for Kentucky School Activity Funds](#). Based on a schedule developed by the Superintendent, the Board shall review the status of school activity funds annually.

**UNIFORM ACCOUNTING**

All personnel shall comply with the uniform financial accounting system<sup>1</sup> and activity fund accounting procedures set out in Kentucky Administrative Regulation.<sup>2</sup>

**TWO SIGNATURES REQUIRED**

The Principal, or school councils in SBDM schools, shall be responsible for the manner in which accounts are kept and preserved. Two (2) signatures shall be required on each check drawn against school activity funds, neither of which may be a signature stamp. The two (2) signatures shall be the manual signatures of the Principal/designee and the school treasurer.

**RECEIPTS AND ADMISSION CHARGES**

Gate receipts and admission charges for school-sponsored events shall be deposited in school activity accounts. Such funds shall be used to defray related expenses or other approved school expenditures.

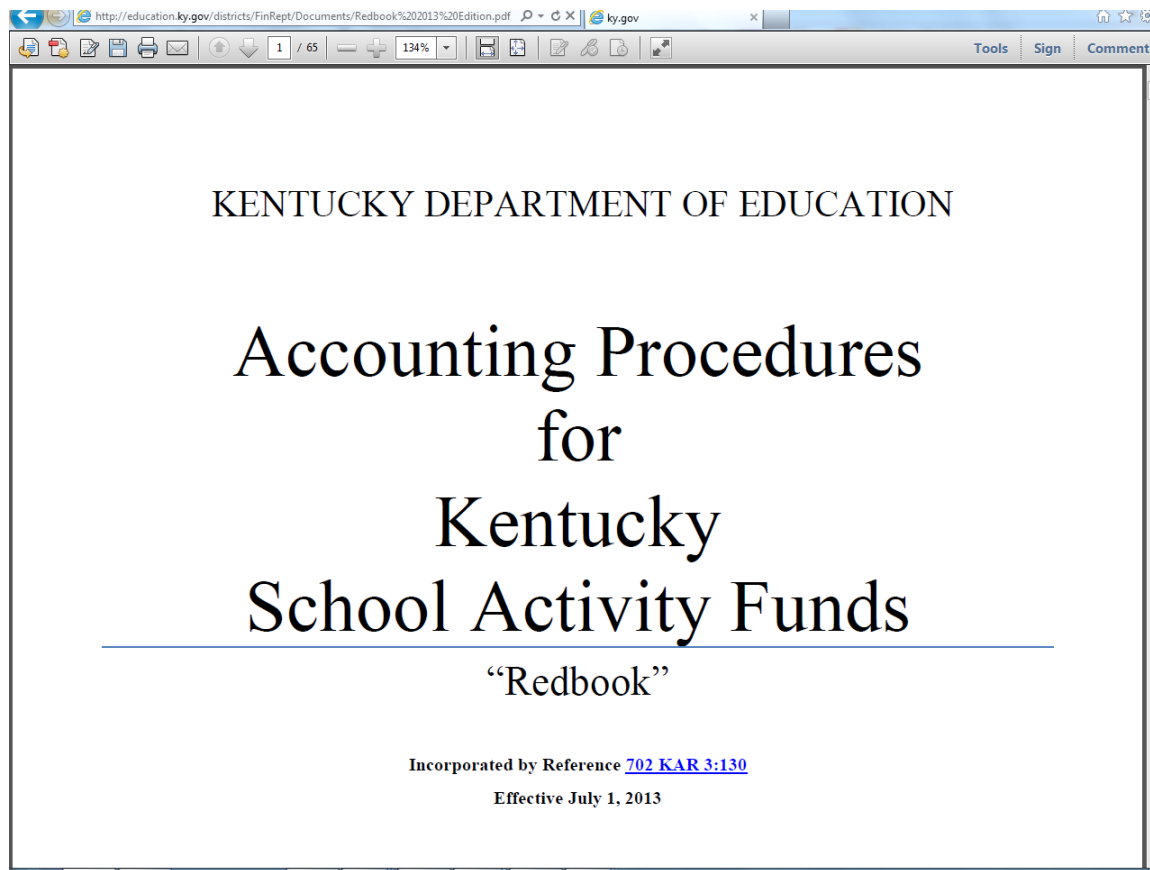
**PURCHASE ORDERS**

Activity funds may only be expended as authorized in the [Accounting Procedures for Kentucky School Activity Funds](#). Activity fund purchases must be supported by a properly executed purchase request and authorization for payment by the Principal.

Because no school activity fund is permitted to end the fiscal year with a deficit balance, the school shall not expend or commit to expend any activity fund in excess of revenue received for the fiscal year. Should this occur, the employee(s) responsible shall be subject to appropriate disciplinary action, and the Superintendent may require the school/council to present for Board approval a plan for reimbursement of any deficit amount.

**FINANCIAL REPORTS**

Each month the Principal shall provide the Chief Financial Officer with a financial report for activity fund accounts. On or before July 25, following the end of the fiscal year, the Principal shall



**Finding 26: Internal Audit has not prepared an audit plan or implemented a risk-based audit approach.**

The audit plan was prepared and submitted to the Board in the October 10 Friday update.

**Finding 39: JCPS implemented a weak, inadequate password policy for Active Directory, MUNIS, and the Time & Attendance and failed to ensure staff compliance.**

A phased approach of a password change procedure is currently being implemented for staff. A document procedure has been created and will reside in the centralized manual of procedures. Additionally, this procedure is automated throughout Active Directory.

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Moving  
in the Right  
Direction