

**Covington Board of Education**  
**MINUTES ~ Regular Meeting**

August 09, 2018

6:00 PM

25 E. 7th Street, Covington, Kentucky 41011

**I. Call to Order**

Ms. April Brockhoff, Board Chair called the meeting to order.

**II. Roll Call**

**Attendance Taken at 5:59 PM:**

Present Board Members:

Mr. Jerry Avery

Ms. Julie Geisen Scheper

Ms. Glenda Huff

Mr. Tom Wherry

Ms. April Brockhoff

**III. Pledge of Allegiance**

The Board of Education led the Pledge of Allegiance.

**IV. Welcome and Board Chair Comments**

Ms. April Brockhoff, Board Chair welcomed everyone to the meeting.

**V. Public Input**

No one opted to address the board.

**VI. District Recognition and Presentations**

No District Recognition or Presentations.

**VII. Informational Items**

**1. Data Security and Breach Notification Best Practice Guide Review**

Pursuant to 702 KAR 1:170, Kentucky school districts are required to review the Data Security and Breach Notification Best Practice Guide prior to August 31 of each year. CIPS Policy 01.61 Records Management and CIPS Procedure 01.61 AP. 11 Notice of Security Breach and Investigation Procedures have been amended to reflect this change. This is an informational item that does not need approval.

**2. Adoption of the Tax Rates for 2018-2019 School Year**

Ms. Annette Burtschy, Director of Finance presented the Adoption of the Tax Rates for 2018-2019 school year. Each Year the Board of Education is required to adopt the tax rate for the fiscal year and submit adopted rate(s) to the State of Kentucky as well as the county clerk for distribution of tax bills. The Compensating Tax Rate is being recommended and is being adopted using the provision of House Bill 44 which requires no public hearing. The 4% increase general fund tax rate for 2018-2019 is 112.4 cents on real

property with a 0.3 exoneration for a grand total of 112.7 cents and 114.9 cents on personal property with a 0.3 exoneration for a grand total of 115.2 cents and is expected to produce \$18,021,183. If all calculated revenues are received this will be an increase of \$1,062,704. Revenue received in excess of last year's revenue will be allocated to meet current operating expenses of the General Fund. The compensating rate for 2018-2019 is 108.1 cents on real property with a 0.3 exoneration for a grand total of 108.4 cents and 114.0 cents on personal property with a 0.3 exoneration for a grand total of 114.3 cents and is expected to produce \$17,381,765. All rates are per \$100 valuation. The Motor Vehicle Tax Levy for FY 2018-2019 is 85.9 cents per \$100 valuation. Attached are the reporting forms from the State of Kentucky and the calculation of the proposed tax rates. This item will be brought back to the board for approval at the August 30, 2018 Regular Board Meeting.

### **3. Guided Reading Resources Purchase Proposals ~ Teacher Created Materials and Pioneer Valley Books**

Ms. Charlene Ball, Assistant Superintendent presented Guided Reading Resources Purchase Proposals. In discussion of implementation of the Guided Reading framework, these two principals indicated they were lacking needed support materials for student book choice and small group differentiated instruction, two critical parts of the Guided Reading Framework. With the significant decline and subsequent loss of Instructional Resource dollars at the school level, the Title I coordinator is able to provide funding to purchase the needed materials to allow for complete implementation of Guided Reading with fidelity in these two schools. These resources are not just for daily classroom use. They can be utilized in after school programs, summer school, etc. The two proposals are from Teacher Created Materials and Pioneer Valley Books to purchase school-wide 4-bookrooms from Teacher Created Materials (\$66,499.96) and 2-K-4 Classroom Libraries from Pioneer Valley Books (\$22,320.00) to support Guided Reading implementation at Sixth and Ninth District Schools, total expense equals \$88,819.96. This item will be brought back to the board for approval at the August 30, 2018 Regular Board Meeting.

### **4. Conversion of Two Head Teachers to School Administrative Managers (SAM)**

Mr. Ken Kippenbrock, Director of Pupil Personnel presented the Conversion of Two Head Teachers to School Administrative Managers (SAM). This item will be brought back to the board for approval at the August 30, 2018 Regular Board Meeting.

## **VIII. Report of the Treasurer**

### **1. Change Policy 04.3111 District Issuance of Checks ~ Final Reading**

**Motion Passed 080918\_01:** The Covington Board approves the Change Policy 04.3111 District Issuance of Checks ~ Final Reading passed with a motion by Ms. Glenda Huff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

## **VIII.2. Kronos Quote ~ Electronic Timekeeping**

**Motion Passed 080918\_02:** The Covington Board of Education approves the Kronos Quote ~ Electronic Timekeeping passed with a motion by Ms. Glenda Huff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

## **IX. Consent Agenda**

**Motion Passed 080918\_03:** The Covington Board of Education approves the Consent Agenda passed with a motion by Mr. Tom Wherry and a second by Ms. Julie Geisen Scheper.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

- 1. Emergency Certified Teacher ~ Timothy Roberts**
- 2. Minutes of Regular Board Meeting ~ July 26, 2018**

## **X. Individual Approval Agenda Items**

### **1. Edgenuity Quote**

**Motion Passed 080918\_04:** The Covington Board of Education approves the Edgenuity Quote passed with a motion by Ms. Glenda Huff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

### **2. Safe and Civil Schools Contract for 2018-2019**

**Motion Passed 080918\_05:** The Covington Board of Education approves the Safe and Civil Schools Contract for 2018-2019 passed with a motion by Mr. Tom Wherry and a second by Mr. Jerry Avery.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

### **3. Yearly Review of Assurances from Kentucky Department of Education**

**Motion Passed 080918\_06:** The Covington Board of Education approves the Yearly Review of Assurances from Kentucky Department of Education passed with a motion by Ms. Glenda Huff and a second by Ms. Julie Geisen Scheper.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

### **4. Northern Kentucky Community Action Commission (NKCAC) and Early Head Start (EHS) Child Care Partnership Project Collaboration Agreement**

**Motion Passed 080918\_07:** The Covington Board of Education approves the Northern Kentucky Community Action Commission (NKCAC) and Early Head Start (EHS) Child Care Partnership Project Collaboration Agreement passed with a motion by Ms. Glenda Huff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

### **5. CIPS 2018-2019 Salary Schedule ~ Final Reading**

**Motion Passed 080918\_08:** The Covington Board of Education approves the CIPS 2018-2019 Salary Schedule ~ Final Reading passed with a motion by Mr. Tom Wherry and a second by Ms. Glenda Huff.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

### **6. 2018-2019 Covington Partners' Contract**

**Motion Passed 080918\_09:** The Covington Board of Education approves the 2018-2019 Covington Partners' Contract passed with a motion by Ms. Glenda Huff and a second by Ms. Julie Geisen Scheper.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

## **7. BG 16-185 Phase II Change Order No. 15**

**Motion Passed 080918\_10:** The Covington Board of Education approves the BG 16-185 Phase II Change Order No. 15 passed with a motion by Ms. Glenda Huff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. Julie Geisen Scheper	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. April Brockhoff	Yes

## **XI. Addendum Agenda**

No addendum items to report.

## **XII. Report of the Attorney**

No report from the attorney, Bryce Rhoades.

## **XIII. Upcoming Events**

August 10 ~ Back to School Event @ Ninth District, 4 p.m. - 6 p.m.  
August 10 ~ HHS Varsity Football vs North College Hill, 7 p.m.  
August 14 ~ Opening Day for Staff, light breakfast, 7:30 a.m.  
August 14 ~ Opening Day for Staff Ceremony, 8 a.m.  
August 15 ~ PD Day #1  
August 16 ~ First Day for students, K - 12  
August 17 ~ HHS Girls Soccer vs Covington Latin, 5:30 p.m.  
August 17 ~ HHS Varsity Football vs Lex Dunbar @ HHS, 7 p.m.  
August 23 ~ HMS SBDM Mtg, 4 p.m.  
August 27 ~ First day for James E. Biggs Preschool  
August 30 ~ Board Mtg @ Central Office, 5 p.m.  
September 3 ~ No School, Offices Closed, Labor Day  
September 14 ~ JGC Bullying Prevention Parade, 9:30 a.m.  
September 16 ~ freshART Gala, Behringer Museum, 4 p.m. - 6 p.m. - RSVP to Becky

## **XV. Executive Session**

No Executive Session requested.

## **XVI. Adjournment**

The Board made a consensus to adjourn at 7:47 p.m.

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April Brockhoff, Board Chair

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Alvin Garrison, Superintendent