

Kenton County School District | *It's about ALL kids.*

THE KENTON COUNTY BOARD OF EDUCATION

1055 EATON DRIVE, FORT WRIGHT, KENTUCKY 41017

TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531

WEBSITE: www.kenton.kyschools.us

Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:

January 15, 2020

AGENDA ITEM (ACTION ITEM):

Consider/Approve Workshop hosting agreement between Smekens Education Solutions and River Ridge Elementary to host a four day summer workshop at River Ridge on July 14-17, 2020.

APPLICABLE BOARD POLICY:

01.11 General Powers and Duties of the Board

HISTORY/BACKGROUND:

Smekens Education Solutions offers a four day Reading and Writing Professional Development workshop focused on best practice strategies for students in grades K-12. All homeroom teachers at River Ridge attended a two day Smekens workshop last summer focused on writing instruction. As a result of the training, writing instruction at River Ridge has improved and student achievement has increased. River Ridge would like to host the workshop this summer to give other teachers in the KCSD the opportunity to participate in the same training at a reduced registration cost of fifty percent. Workshop registration will also be open to other schools in the region.

FISCAL/BUDGETARY IMPACT:

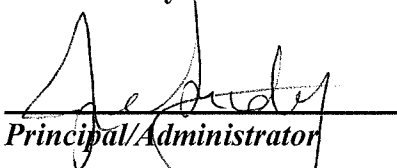
There is no cost to River Ridge to host the workshop.

RECOMMENDATION:

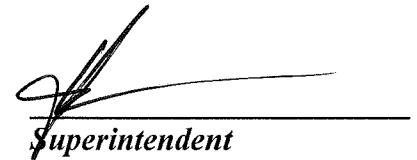
Approval of the workshop hosting agreement between Smekens Education Solutions and River Ridge Elementary to host a four day summer workshop at River Ridge on July 14-17, 2020.

CONTACT PERSON:

Jena Smiddy


Principal/Administrator


District Administrator


Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda. Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent’s mailbox.

Kenton County Board of Education

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Carla Egan Shannon Herold Jessica Jehn
"The Kenton County Board of Education provides *Equal Education & Employment Opportunities.*"



WORKSHOP HOSTING AGREEMENT

P.O. Box 332 Warren, IN 46792 – Phone: 888-376-0448 – Fax: 888-376-0489

Workshop provider:

Smekens Education Solutions
P.O. Box 332
Warren, IN 46792

Workshop Coordinator:

Brady Smekens, Director of Professional Development
brady@smekenseducation.com
Office phone: 888-376-0448
Cell phone: 260-375-6025

Workshop Dates & Topics:

July 14, 2020 (8:30a.m. – 3:30p.m.)

Launching the Writer’s Workshop (K-12)

July 15, 2020 (8:30a.m. – 3:30p.m.)

Teaching Writing Skills All Year Long (K-12)

July 16, 2020 (8:30a.m. – 3:30p.m.)

An Introduction to Literacy Stations (K-5)

July 17, 2020 (8:30a.m. – 3:30p.m.)

Small Group Guided Reading (K-5)

Provider Responsibilities:

- Conduct pre-event marketing, and coordinate all aspects of the registration process.
- Provide presenters to deliver workshops as scheduled.
- Provide all workshop handouts and materials.
- Provide all microphones, speakers and projectors.
- Provide “table supplies,” including sticky notes, highlighters, and candy.
- Coordinate and pay for all catering expenses related to breakfast, drinks and snacks.
- Offer educators from the host district a 50% discount on all workshops listed in this agreement.

Host School District:

Kenton County School District
1055 Eaton Dr.
Fort Wright, KY 41017-9655

Workshop Location:

River Ridge Elementary
2772 Amsterdam Rd.
Villa Hills, KY 41017

Host School Coordinator:

Jena Smiddy, Principal
jena.smiddy@kenton.kyschools.us
Office phone: 859-341-5260 Cell phone: 859-240-0660.

Facility Usage:

July 13 – Bookstore setup & conference setup in hallway and cafeteria. (Afternoon)
July 14 – July 17 – Cafeteria + Hallway / common areas between cafeteria & gym entrance. (6:30a.m. – 4p.m.)

Host Responsibilities:

- Set-up and tear-town each area listed above.
 - Using tables and chairs provided by the district, set each meeting space with tables & chairs facing the presenter & screen. *(Final numbers TBD within 5 days of the event.)*
 - Set no more than 3 chairs per 6-ft table or 4 chairs per 8-ft. table. (In cafeteria)
 - Provide three 6-ft rectangular tables for each presenter, and have them positioned in front of the projection screen.
 - Provide two 6-ft. rectangular tables in hallway/common area for registration.
 - Provide 15 rectangular tables in cafeteria/hallway area for bookstore.
- Provide a 10x10 projection screen (or larger) located behind the presenter’s tables.
- Provide trash receptacles and trash removal.
- Provide access to electricity for each presenter and for the bookstore area.
- Provide complimentary wireless access to all attendees.
- Provide secure environment during off-hours.
- Work with workshop coordinator to troubleshoot logistics.

SIGNATURE: _____ **DATE:** _____

Jena Smiddy, River Ridge Elementary Principal, **ON BEHALF OF** Kenton County School District

SIGNATURE: _____ **DATE:** 1/14/2020

Brady Smekens, Director of Professional Development, **ON BEHALF OF** SMEKENS EDUCATION SOLUTIONS, INC.