



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

THE KENTON COUNTY BOARD OF EDUCATION
1055 EATON DRIVE, FORT WRIGHT, KENTUCKY 41017
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Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:

5/26/2020

AGENDA ITEM (ACTION ITEM):

Consider/Approve the recommendations and revisions to the 2020-2021 Central Office Staffing Plan.

APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board

HISTORY/BACKGROUND:

Upon review of the organizational chart, the following recommendations are being made:

1. Abolish the position of the Lead Academic Program Consultant as a result of a retirement with the current position. Request to create an Assistant Superintendent of Teaching and Learning. This position will continue overseeing all Academic Program Consultants. Additionally, this position will lead and oversee curriculum and assessment systemically for all grades, fulfill the role of the District Assessment Coordinator, as well as Comprehensive District and School Planning.
2. Revise the job title from the District Mental Health Coordinator to District Mental Health Consultant, as well as increase the roles and responsibilities, and work calendar days from 190 to 220. The mental health needs of our students are increasing as evident through various data sets such as students utilizing school based counseling, the number of risk assessments, and the new Terrace Metrics Screener data. With an increase in roles, responsibilities, and work days this consultant will better coordinate work regarding trauma informed care to facilitate the development of school teams as required in Senate Bill One. This position will also maintain District MTSS social and emotional curriculum resources, strategies, and best practices. Finally, they will coordinate implement, train, analyze, and make recommendations based on Terrace Metrics data and all data concerning mental health.
3. Add a New Computer Maintenance Technician. Currently there are four (4) computer technicians servicing the District Technology Needs. The number of computing devices has increased dramatically in the last several years. Three (3) years ago there were 650 Chromebooks in the District. Today there are 9,300 devices. The State has a recommended ratio of one (1) technician to 1,000 computers. Our current ratio is one (1) technician per 3,125 devices. There is an increasing demand on the technicians to manage more technological needs to include building automation controls, electronic signs, security camera systems, door access controls, and wireless access points.
4. Add a New Executive Director of Operations. Currently there are two (2) Executive Directors within the Support Operations Department. There is an executive Director of Finance and an Executive Director of Human Resources. It is recommended to add a third Executive Director to encompass all other aspects of the Support Operations Department. The new organization shall include Student Nutrition, Facility Maintenance, Security, Technology, Transportation, Energy Systems, Procurement, and Custodial Support Staff. This organizational structure will improve coordination, communication, and align all support services for improved efficiencies.

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5. **Add a New Procurement Coordinator.** This proposed position shall oversee all District Purchasing Activities and Bidding Processes. These functions shall include but are not limited to: vendor maintenance, procurement training of staff, Purchase Order approval/maintenance, retainage of the existing sixty-four (64) bids the District currently has on contract, and strictly adhere to the Kentucky Model Procurement Code KRS 45A for all current and future procurement needs of the District.
6. **Abolish a vacant payroll benefits specialist position and create a Payroll Benefits Supervisor.**
7. **Reclassify the Health Coordinator position to a Director of Health Service/Healthy at Work Officer**

FISCAL/BUDGETARY IMPACT:

1. **Estimated additional funding from GF is \$25,000**
2. **Estimated additional funding from GF \$12,252.65**
3. **The average salary for a technician on the G19 salary schedule is \$73,000. Fringe benefits for this position is estimated at 33% or \$24,000. Paid from KETS.**
4. **The salary range for an Executive Director is \$85,000 to \$137,000 on the G30 pay scale. Paid from GF.**
5. **The estimated salary for a Procurement Coordinator is approximately \$75,000 with fringe benefits of approximately \$25,000. Paid from GF.**
6. **Estimated additional funding from GF is \$5,000.**
7. **Estimated additional funding from GF is \$20,000.**

RECOMMENDATION:

Approve the recommendations and revisions to the 2020-2021 Central Office Staffing Plan.

CONTACT PERSON:

Dr. Henry Webb, Superintendent



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.

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