

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](http://www.kenton.kyschools.us)

Dr. Henry Webb, Superintendent of Schools

**KCSD ISSUE PAPER**

**DATE:**

September 3, 2020

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve External Support/Booster Organizations Approval for 2020-21 year for the following groups: River Ridge Elementary PTO, Hinsdale Elementary PTA, Caywood Elementary, and Scott High School Student Activities Boosters

**APPLICABLE BOARD POLICY:**

Policy 04.312 School Activity Funds

**HISTORY/BACKGROUND:**

Each year the Superintendent shall report to the Board when all booster organizations have been informed of the requirements from the Accounting Procedures for Kentucky School Activity Funds. External Support/Booster Organizations are adult/parent organizations established to promote school programs or compliment student groups or activities, (i.e. PTA, PTO, Booster Organizations, etc) An External/Booster Organization's purpose may be to support a student group or program at a particular school or programs at various schools. Even though an External Support/Booster Organization works very closely with the district, it is a separate entity and is responsible for adherence to IRS guidelines and Title IX regulations. All organizations listed have completed the required paperwork and has been reviewed by district designee.

**FISCAL/BUDGETARY IMPACT:**

None

**RECOMMENDATION:**


Approval of External Support/Booster Organizations for 2020-21 year for the following groups: River Ridge Elementary PTO, Hinsdale PTA, Caywood Elementary, and Scott High School Student Activities Boosters

**CONTACT PERSON:**

Matt Wilhoite

  
\_\_\_\_\_  
Principal

  
\_\_\_\_\_  
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."

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

**SCHOOL YEAR:** 2020-2021

Official Name of External Support/Booster Organization: River Ridge Elementary PTO  
Approval Applied for by: Amber Bovard, President

The following documents are required and must be attached prior to the board reviewing your application:

- ☒ Written by-laws ✓
- ☒ Copy of Treasurers' Bond (required only if annual budget exceeds \$19,999.99)
- ☒ List of Officers (Employees of KCSD are ineligible to be Treasurer.) ✓
- ☒ Proof of Liability Coverage ✓ \$1,000,000 Gen Liability per occurrence - \$2,000,000 Gen Liability aggregate  
\$5,000 med expense coverage per person - KC Board of ED as additional insured
- ☒ Annual Budget ✓
- ☒ Signed Affidavit that all Officers of the group have read and agree to follow the Accounting Procedures for Kentucky School Activity Funds. (Located at the bottom of this form.) ✓

(Required) Bank Account - Name of Bank: Fifth Third Bank

(Required) Federal Employer Identification Number (FEIN) 61-1384281

State Sales Tax-Exempt Number: \_\_\_\_\_ Please attach 501C3 tax exempt letter to this application  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N yes

What gradelevels/clubs/sports will this group support? Preschool through 5th grade

By signing below, each officer acknowledge that they have read and will follow the 2013 Accounting Procedures for School Activity Funds.

Signature	<u>Amber Bovard</u>	President
Signature	<u>Jennifer Bailey</u>	Vice President
Signature	<u>Amber Bovard</u>	Treasurer
Signature	<u>Valeri Burgin</u>	Secretary
Signature	<u>- NONE -</u>	Bookkeeper

Principal's Signature [Signature]  
If group supports more than one school ALL principals need to sign

Superintendent/Designee Mullins

Parent Representatives

Stephanie Thompson  
Pandy Angel  
Emily Keller  
Cashley Wheeler  
Lisha Watson

Board Meeting Date: 9/14/2020

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2020-2021

Official Name of External Support/Booster Organization: RC Hossdale Elementary PTA

Approval Applied for by: Jackie Schlatterbeck

The following documents are required and must be attached prior to the board reviewing your application:

- ☒ Written by-laws
- ☒ Copy of Treasurers' Bond (required only if annual budget exceeds \$19,999.99)
- ☒ List of Officers (Employees of KCSD are ineligible to be Treasurer.)
- ☒ Proof of Liability Coverage \$1,000,000 Gen Liability per occurrence - \$2,000,000 Gen Liability aggregate  
\$5,000 med expense coverage per person - KC Board of ED as additional insured
- ☒ Annual Budget
- ☒ Signed Affidavit that all Officers of the group have read and agree to follow the *Accounting Procedures for Kentucky School Activity Funds*. (Located at the bottom of this form.)

(Required) Bank Account - Name of Bank: BB+T

(Required) Federal Employer Identification Number (FEIN) 61-1157199

State Sales Tax-Exempt Number: A14300 Please attach 501C3 tax exempt letter to this application  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N Y

What gradelevels/clubs/sports will this group support? Kindergarten - 5<sup>th</sup> grade

By signing below, each officer acknowledge that they have read and will follow the 2013 Accounting Procedures for School Activity Funds.

Signature	<u>Jackie Schlatterbeck</u>	President
Signature	<u>[Signature]</u>	Vice President
Signature	<u>[Signature]</u>	Treasurer
Signature	<u>[Signature]</u>	Secretary
Signature	<u>n/a</u>	Bookkeeper

Principal's Signature Aunla Castleman  
If group supports more than one school ALL principals need to sign

Superintendent/Designee [Signature]

Board Meeting Date: 9/14/2020

KENTON COUNTY SCHOOL DISTRICT  
EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2020 - 2021

Official Name of External Support/Booster Organization:

Approval Applied for by:

James A. Caywood PTA  
Raven Inman

The following documents are required and must be attached prior to the board reviewing your application:

- ☒ Written by-laws ✓
- ☒ Copy of Treasurers' Bond (required only if annual budget exceeds \$19,999.99)
- ☒ List of Officers (Employees of KCSD are ineligible to be Treasurer.) ✓
- ☒ Proof of Liability Coverage     \$1,000,000 Gen Liability per occurrence - \$2,000,000 Gen Liability aggregate  
\$5,000 med expense coverage per person - KC Board of ED as additional insured
- ☒ Annual Budget
- ☒ Signed Affidavit that all Officers of the group have read and agree to follow the  
*Accounting Procedures for Kentucky School Activity Funds*. (Located at the bottom  
of this form.)

(Required) Bank Account - Name of Bank: 513 Bank

(Required) Federal Employer Identification Number (FEIN) 01-0461750

State Sales Tax-Exempt Number: 01157192 Please attach 501C3 tax exempt letter to this application.  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y N \_\_\_\_\_

What gradelevels/clubs/sports will this group support?

Pre-K - 5th grade

By signing below, each officer acknowledge that they have read and will follow the 2013 Accounting Procedures for School Activity Funds.

Signature Raven Inman President

Signature Anna Blymer Vice President

Signature Stacy Treasurer

Signature Carrie Secretary

Signature Michael Bookkeeper

Principal's Signature

If group supports more than one school, all principals need to sign

Superintendent/Designee

Murphy

Board Meeting Date:

7/14/2020



# KENTON COUNTY SCHOOL DISTRICT

## EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2020-2021

Official Name of External Support/Booster Organization: Scott High Student Activities

Approval Applied for by: Boosters

The following documents are required and must be attached prior to the board reviewing your application:

- ☒ Written by-laws
- ☒ Copy of Treasurers' Bond (required only if annual budget exceeds \$19,999.99)
- ☒ List of Officers (Employees of KCSD are ineligible to be Treasurer.)
- ☒ Proof of Liability Coverage   
✓ \$1,000,000 Gen Liability per occurrence - \$2,000,000 Gen Liability aggregate  
 \$5,000 med expense coverage per person - KC Board of ED as additional insured
- ☐ Annual Budget ✓
- ☒ Signed Affidavit that all Officers of the group have read and agree to follow the *Accounting Procedures for Kentucky School Activity Funds*. (Located at the bottom of this form.)

(Required) Bank Account - Name of Bank: Fifth Third

(Required) Federal Employer Identification Number (FEI) 85-0863627

State Sales Tax-Exempt Number: \_\_\_\_\_ Please attach 501C3 tax exempt letter to this application  
 (External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N

What gradelevels/clubs/sports will this group support?

9th-12th grade  
All sports and Clubs

By signing below, each officer acknowledge that they have read and will follow the 2013 Accounting Procedures for School Activity Funds.

Signature <u>[Signature]</u>	President
Signature <u>[Signature]</u>	Vice President
Signature <u>[Signature]</u>	Treasurer
Signature <u>[Signature]</u>	Secretary
Signature _____	Bookkeeper

Principal's Signature \_\_\_\_\_

If group supports more than one school ALL principals need to sign

Superintendent/Designee [Signature]

Board Meeting Date: 9/14/2020