

**KENTON COUNTY BOARD OF EDUCATION
BOARD MEETING July 1, 2013 at 7:00 P.M.
SANITATION DISTRICT BOARDROOM
1045 EATON DRIVE, FT. WRIGHT, KENTUCKY**

ADDENDUM

IV. Consent Agenda

J. Monthly Bills

Enc. 21

V. Discussion and Action

9. Code of Expected Behavior

The District Code of Expected Behavior Committee has met and recommended changes and additions to the Code of Expected Behavior for the 2013-2014 School Year.

Recommendation: It is recommended that the Board approve the District Code of Expected Behavior for the 2013-2014 School Year.

**KENTON COUNTY BOARD OF EDUCATION
BOARD MEETING – July 1, 2013 – 7:00 P.M.
Sanitation Boardroom, 1045 Eaton Drive
Ft. Wright, KY 41017**

AGENDA

I. Call to Order

- A. Call to Order** Mrs. Karen Collins, (President) and **Roll Call** Mrs. Vicki Fields, (Secretary)
- B. Moment of Silence and Pledge of Allegiance**
- C. Recognition**

**WELCOME NEW BOARD MEMBER
Jessica Jehn, Division #3**

**KENTON COUNTY BASIC DIPLOMA
CONTRACT OF AGREEMENT FULFILLMENT**

The following students have completed the requirements set forth in a Contract of Agreement between the school, the Board of Education and students (and his or her family when the student is under the age of 18) enabling the student to earn a Kenton County School District Basic Diploma.

Paul William Totten – Dixie Heights High School
Jordan Michael Auchter – Scott High School
Taylor Morgan Smith – Scott High School

D. Rigor – Relevance – Relationship

Introduction of New Central Office Staff

- Director of Public Information and Community Engagement – Jessica Dykes
- Director of Finance – Susan Bentle
- Director of Student Engagement – Tom Arnzen

Presentation – Tell Survey Results – Tracy Mann, Assistant Superintendent of Academic and Student Support Services and Malina Owens, Director of Secondary.

II. Information

A. Monthly Reports

a. Attendance/Student Services Reports

Enc. 1

- **Attendance Monthly Reports**
- **ADA Comparison**
- **Dropout Report**
- **Neediest Kids of All Report (NKOA)**
- **Safe School Comparison**

b. Energy	Enc. 2
c. Finance	Enc. 3
d. Scott Construction Report	Enc. 4
e. Student Nutrition	Enc. 5

B. Personnel

CERTIFIED RECOMMENDATIONS:

Sara Anderson	KCAIT/Teacher	Eff. 8/12/2013
Rebekah Arvin	Taylor Mill/Media Specialist	Eff. 8/12/2013
Patricia Baker	District Wide/.5 Psychologist	Eff. 8/12/2013
Constance Baynum	Central Office/Teacher	Eff. 8/12/2013
Susan Bentle	Central Office/Director of Finance	Eff. 8/12/2013
Carole Blasingame	River Ridge/Teacher	Eff. 8/12/2013
Margaret Boyte-Zerhusen	Summit View Elementary/Teacher	Eff. 8/12/2013
Keith Braunwart	Simon Kenton/Teacher	Eff. 8/12/2013
Derek Brown	Scott/Teacher	Eff. 8/12/2013
Kathy Brown	Summit View Middle/Preschool Consultant 120 days	Eff. 8/12/2013
Matt Buis	Turkey Foot/Guidance Counselor	Eff. 7/01/2013
Jane Bush	Central Office/Gifted and Talented Coordinator 130 days	Eff. 8/12/2013
Abigail Cahill	Summit View Elementary/Teacher	Eff. 8/12/2013
Nichole Claybern	Piner/Teacher	Eff. 8/12/2013
Mindy Coleman	Kenton/Teacher	Eff. 8/12/2013
Katie Collins	Simon Kenton/Teacher	Eff. 8/12/2013
Julianne Comerford	River Ridge/Teacher	Eff. 8/12/2013
Ellen Crum	Piner/Teacher	Eff. 8/12/2013
Janice Darnell	Twenhofel/Teacher	Eff. 8/12/2013
Dorothy Dennie	District Wide/Consultant	Eff. 7/01/2013
Gene Dupin	Central Office/Fixed Assets/Asst. Facilities Coordinator	Eff. 7/01/2013
Jennifer Eckler	Dixie/Teacher	Eff. 8/12/2013
Matthew Emerine	Twenhofel/Teacher	Eff. 8/12/2013
Rebecca Erb	Taylor Mill/Teacher	Eff. 8/12/2013
Racael Fasciotto	Ft. Wright/Teacher	Eff. 8/12/2013
Chad Fields	Dixie/Teacher	Eff. 8/12/2013
Jack Fields	KCAIT/Teacher	Eff. 8/12/2013
Lyndsay Figgins	Summit View Middle/Teacher	Eff. 8/12/2013
Emily Frede	Dixie/Teacher	Eff. 8/12/2013
Rita Grant	Simon Kenton/Teacher	Eff. 8/12/2013
Jamie Garner	Woodland/Teacher	Eff. 8/12/2013
Rebekah Gash	River Ridge/.5 Teacher	Eff. 8/12/2013
Kathryn Godby	Central Office/Teacher-Visually Impaired	Eff. 8/12/2013
Deanna Goshdigian	Twenhofel/Teacher	Eff. 8/12/2013
Amanda Grimes	River Ridge/Teacher	Eff. 8/12/2013
Sarah Guthier	Dixie/Teacher	Eff. 8/12/2013
Kelley Halverson	Summit View Elementary/Teacher	Eff. 8/12/2013
Jerrica Harris	River Ridge/Teacher	Eff. 8/12/2013
Kelle Heck	Dixie/Teacher	Eff. 8/12/2013
Melissa Hendrickson	Scott/Teacher	Eff. 8/12/2013
Ryan Henry	Scott/Teacher	Eff. 8/12/2013
Carissa Herald	Ryland/Teacher	Eff. 8/12/2013
Amanda Higgins	Ryland/Teacher	Eff. 8/12/2013
Emily Howard	Scott/.6 Teacher	Eff. 8/12/2013

Brittany Jones	Summit View Elementary/Teacher	Eff. 8/12/2013
Kerrie Kenneth	Ryland/Teacher	Eff. 8/12/2013
Ruth Kertis	Central Office/Teacher	Eff. 8/12/2013
Jennifer Kidman	River Ridge/Teacher	Eff. 8/12/2013
Erin King	Hinsdale/Teacher	Eff. 8/12/2013
Casey Kirk	Taylor Mill/Teacher	Eff. 8/12/2013
Jessica Klinedinst	Kenton/Teacher	Eff. 8/12/2013
Jennah Lalley	Dixie/Teacher	Eff. 8/12/2013
Alyssa Leimenstoll	KCAIT/Teacher	Eff. 8/12/2013
Aubrey Lowe	Ft. Wright/Teacher	Eff. 8/12/2013
Chelsea Luckett	Ft. Wright/Teacher	Eff. 8/12/2013
Molly Mando	River Ridge/Teacher	Eff. 8/12/2013
James Mardis	KCAIT/Teacher	Eff. 8/12/2013
Angel Meacham	River Ridge/Teacher	Eff. 8/12/2013
Holly Meade	Simon Kenton/Teacher	Eff. 8/12/2013
Ashley Milar	Ft. Wright/Teacher	Eff. 8/12/2013
Sarah Mills	Scott/Teacher	Eff. 8/12/2013
Andrea Mullikin	Ryland/Teacher	Eff. 8/12/2013
Whitney Mullins	Caywood/.64 Teacher	Eff. 8/12/2013
Melinda Neltner	Summit View Middle/Teacher	Eff. 8/12/2013
Teresa Nicosia	Academies/.5 Teacher	Eff. 8/12/2013
Kelli Nitardy	Ft. Wright/Teacher	Eff. 8/12/2013
Brian Noll	KCAIT/Teacher	Eff. 8/12/2013
Lisa O'Connor	River Ridge/Teacher	Eff. 8/12/2013
Jennifer Olsen	River Ridge/Teacher	Eff. 8/12/2013
Kaitlyn Petersen	Taylor Mill/Teacher	Eff. 8/12/2013
Ashley Prince	Ft. Wright/Teacher	Eff. 8/12/2013
Sherri Raleigh Collins	Central Office/Special Education Consultant 110 days	Eff. 7/01/2013
Tim Rowbotham	Scott/Teacher	Eff. 8/12/2013
Emily Rumker	River Ridge/Teacher	Eff. 8/12/2013
Carey Sabin	Woodland/Teacher	Eff. 8/12/2013
Carol Scaringelli	Simon Kenton/Teacher	Eff. 8/12/2013
Anne Schollmeier	Beechgrove/Teacher	Eff. 8/12/2013
Jeffrey Scroggin	Dixie/Teacher	Eff. 8/12/2013
Christopher Shively	Turkey Foot/Teacher	Eff. 8/12/2013
Jeffrey Stallkamp	Turkey Foot/Teacher	Eff. 8/12/2013
Christopher Stapleton	Scott/Teacher	Eff. 8/12/2013
Diana Taliaferro	Scott/Teacher	Eff. 8/12/2013
James Thaxton	Dixie/Teacher	Eff. 8/12/2013
Mike Tolliver	Central Office/Director of Human Resources	Eff. 7/01/2013
Julie Tyner	Central Office/Special Education Consultant 70 days	Eff. 8/12/2013
Julie Whitis	KCAIT/Associate Principal	Eff. 7/01/2013
Stacey Weaver (Wing)	Dixie/Teacher	Eff. 8/12/2013
Lucy Winter	River Ridge/Teacher	Eff. 8/12/2013
Cary Wolking	Ryland/Teacher	Eff. 8/12/2013
Ellen Zimmer	Central Office/Director of Federal Programs	Eff. 7/01/2013

CLASSIFIED RECOMMENDATIONS:

Kelly Blevins	Central Office/Court Liaison/Homeless Coordinator	Eff. 7/01/2013
Timothy Brown	Dixie/Building Operations Support 8 hours 245 days	Eff. 7/01/2013
Jeffrey Campbell	Transportation/Bus Mechanic 8 hours 245 days	Eff. 7/01/2013
Pamela Childers	Dixie/Building Operations Support 8 hours 245 days	Eff. 7/01/2013

Terry Daugherty	Piner/Building Operations Support 4 hours 245 days	Eff. 7/01/2013
Pamela Duncan	Beechgrove/Instructional Assistant 6 hours 185 days	Eff. 8/12/2013
Crystal Fisk	Ryland/Non Instructional Assistant 3 hours 180 days	Eff. 8/12/2013
Heather Graziani	Summit View Elementary/Non Instructional Assistant 2 hours	
	Health Assistant 4 hours	Eff. 8/12/2013
Nancy Krallman	Taylor Mill/Instructional Assistant 6 hours 185 days	Eff. 8/12/2013
Deanna Ledonne-True	Simon Kenton/Instructional Assistant 6 hours 185 days	Eff. 8/12/2013
Tracey McCaffrey	Ft. Wright/Instructional Assistant 6 hours 148 days	Eff. 8/12/2013
Ray Miracle	White's Tower/Cafeteria Custodian 3 hours 180 days	Eff. 8/12/2013
Anthony Moore	Dixie/Building Operations Support 3 hours 245 days	Eff. 7/01/2013
Jeremy Moore	Dixie/Instructional Assistant 6 hours 185 days	Eff. 8/12/2013
Elizabeth Schnell	Hinsdale/Cook/Baker 4 hours 180 days	Eff. 8/12/2013
Amanda M Seibert	Transportation/Full Time Sub Monitor	Eff. 8/12/2013
Jennifer Smith	Hinsdale/Food Service Worker 5 hours 180 days	Eff. 8/12/2013
Gerald Turner	Board Treasurer	Eff. 7/1/2013
Manuela Weber	Beechgrove/Cafeteria Custodian 4.5 hours 180 days	Eff. 8/13/2013

CERTIFIED RETIREMENTS:

Candace Puckett	North Key/Teacher	Eff. 8/01/2013
David G. Taylor	Scott/Teacher	Eff. 7/01/2013

CERTIFIED RESIGNATIONS:

Holly Cobble	Summit View Middle/Teacher	Eff. 6/19/2013
Carla Combs	White's Tower/Guidance Counselor	Eff. 6/30/2013
Rachel Hillenbrand	Caywood/Teacher	Eff. 5/27/2013
Adam Liechty	Summit View Elementary/Psychologist	Eff. 6/30/2013
Todd Moody	Scott/Teacher	Eff. 6/17/2013
Traci Nestheide	Twenhofel/Teacher	Eff. 6/05/2013
Michelle Schwartz	Twenhofel/Teacher	Eff. 6/13/2013
Dan Skidmore	Simon Kenton/Teacher	Eff. 5/24/2013
Natoshia Wilhelm	Scott/Teacher	Eff. 5/22/2013

CLASSIFIED RETIREMENTS:

Cheryl Fleck	River Ridge/Secretary	Eff. 7/01/2013
Debra Lehman	Summit View Middle/Instructional Assistant	Eff. 6/17/2013
Gerald Rogers	Transportation/Bus Driver	Eff. 6/01/2013
Charles Seifert	Transportation/Bus Driver	Eff. 12/31/2013

CERTIFIED CHANGE OF ASSIGNMENTS:

Tom Arnzen	Fr: Turkey Foot/Principal 230 days To: Central Office/Director of Student Engagement 230 days	Eff. 7/1/2013
Jill Baird	Fr: Caywood/.5Psychologist 96 days To: Caywood/.5 Psychologist 100 days	Eff. 8/12/2013
Ashley Clements	Fr: Dixie/Psychologist 192 days To: Dixie/Psychologist 200 days	Eff. 8/12/2013
Jessica Dykes	Fr: Simon Kenton/Teacher 7 hours 187 days To: Central Office/Director of Public Information & Community Engagement	Eff. 7/01/2013
Jessica Fisk	Fr: Scott/Psychologist 192 days To: Scott/Psychologist 200 days	Eff. 8/12/2013
Doris Hamilton	Fr: Kenton/Psychologist 192 days	

Melanie Harvey	To: Kenton/Psychologist 200 days Fr: Piner/Psychologist 192 days	Eff. 8/12/2013
Courtney Holland	To: Piner/Psychologist 200 days Fr: Beechgrove/Psychologist 192 days	Eff. 8/12/2013
Kristen Kemen	To: Beechgrove/Psychologist 200 days Fr: Summit View Middle/Teacher	Eff. 8/12/2013
Roy Lucas	To: Twenhofel/Teacher Fr: Simon Kenton/Teacher	Eff. 8/12/2013
Susan Parsons	To: Simon Kenton/Guidance Counselor Dixie/Psychologist 192 days	Eff. 7/01/2013
Heather Reed	Dixie/Psychologist 200 days Fr: Dixie/Deaf and Hearing Impaired Teacher	Eff. 8/12/2013
Jessica Roesch	To: River Ridge/Deaf and Hearing Impaired Teacher Fr: River Ridge/Psychologist 192 days	Eff. 8/12/2013
Mark Toennis	To: River Ridge/Psychologist 200 days Fr: Central Office/Psychologist 168 days	Eff. 8/12/2013
Julie Whitis	To: Central Office/Psychologist 180 days Fr: KCAIT/Teacher 187 days	Eff. 8/12/2013
	To: KCAIT/Associate Principal 210 days	Eff. 7/01/2013

CLASSIFIED CHANGE OF ASSIGNMENTS:

Jessica Becker	Fr: Transportation/Full Time Sub Driver 4 hours To: Transportation/Bus Driver 4 hours	Eff. 8/12/2013
Paul Bowersock	Fr: Transportation/Bus Driver 4 hours To: Transportation/Bus Driver 5.25 hours	Eff. 8/12/2013
John Brown	Fr: Transportation/Bus Driver 4 hours To: Transportation/Bus Driver 6.5 hours	Eff. 8/12/2013
Patricia Callen	Fr: Transportation/Bus Driver - Lead Trainer To: Transportation/Bus Driver 6.25 hours	Eff. 8/12/2013
Jana Case	Fr: Transportation/Bus Driver 4 hours To: Transportation/Bus Driver 5.25 hours	Eff. 8/12/2013
Sandra Cole	Fr: Transportation/Bus Driver 4 hours To: Transportation/Bus Driver 5.25 hours	Eff. 8/12/2013
Dustin Cowan	Fr: Transportation/Bus Driver 4.75 hours To: Transportation/Bus Driver 6.25 hours	Eff. 8/12/2013
Drew Courtney	Fr: Dixie/Building Operations Support 2 hours River Ridge/Building Operations Support 6 hours	
	To: River Ridge/Building Operations Support 8 hours	Eff. 7/01/2013
Becky Darnell	Fr: Turkey Foot/Family Resource Coordinator 240 days To: Twenhofel/Family Resource Coordinator 225 days	Eff. 7/01/2013
Glenn Derrick	Fr: Beechgrove/Building Operations Support 6 hours Caywood/Building Operations Support 2 hours	
	To: Beechgrove/Building Operations Support 8 hours	Eff. 7/01/2013
Teresa Donaldson	Fr: Transportation/Bus Monitor 4.5 hours To: Transportation/Bus Monitor 5.5 hours	Eff. 8/12/2013
Sandra Ferguson	Fr: River Ridge/Food Service 6 hours To: River Ridge/Building Operations Support 8 hours	Eff. 7/01/2013
Michael Fisk	Fr: Dixie/Building Operations Support 8 hours To: Piner/Building Operations Support 5 hours	Eff. 7/01/2013
Michael Fry	Fr: Summit View/Building Operations Support To: Hinsdale/Building Operations Supervisor	Eff. 7/01/2013
Jamie Gastright	Fr: Twenhofel/Family Resource Coordinator	

	To: Twenhofel/Guidance Counselor	Eff. 7/01/2013
Charles Goecke	Fr: Transportation/Bus Driver 4 hours	
	To: Transportation/Bus Driver 4.5 hours	Eff. 8/12/2013
Mary Jo Govan	Fr: Transportation/ Bus Driver 7.5 hours	
	To: Transportation/Bus Driver 6.75 hours	Eff. 8/12/2013
Michael Gripshover	Fr: Dixie/Building Operations Support	
	To: Turkey Foot Campus/ Building Operations Support	Eff. 7/01/2013
Mel Hagis	Fr: Ft. Wright/Building Operations Support 4 hours	
	To: Ft. Wright/Building Operations Support 5 hours	Eff. 7/01/2013
James Hale	Fr: Transportation/Bus Driver - Lead Trainer	
	To: Transportation/Area Coordinator	Eff. 7/01/2013
Vicki Hale	Fr: Transportation/Bus Driver 5.75 hours	
	To: Transportation/Bus Driver 6.25 hours	Eff. 8/12/2013
Tracey Kidwell	Fr: Transportation/Bus Driver 6.75 hours	
	To: Transportation/Bus Driver 5.25 hours	Eff. 8/12/2013
Rhonda Knochelman	Fr: Transportation/Bus Monitor 4 hours	
	To: Transportation/Bus Monitor 6.75 hours	Eff. 8/12/2013
Janice Larison	Fr: Transportation/Bus Monitor 5 hours	
	To: Transportation/Bus Monitor 5.25 hours	Eff. 8/12/2013
Sharee Miles	Fr: Scott/Food Service 5 hours	
	To: Scott/Cafeteria Manager 7.5 hours 187 days	Eff. 8/12/2013
Ginger Moser	Fr: Turkey Foot/Interpreter 6.5 hours	
	To: River Ridge/Interpreter 6.5 hours	Eff. 8/12/2013
Rhonda Owens	Fr: Summit View/Building Operations Support	
	To: Taylor Mill/Building Operations Support	Eff. 7/01/2013
Amanda Seibert	Fr: Transportation/ Bus Driver 4 hours	
	To: Transportation/ Bus Driver 4.5 hours	Eff. 8/12/2013
Mary Vercheak	Fr: Transportation/Bus Driver 6.5 hours	
	To: Transportation/Bus Driver 6.5 hours Special Edu.	Eff. 8/12/2013
Regenia Wartman	Fr: Summit View Elementary/Health Assistant 4 hour	
	Non Instructional Assistant 2 hours	
	To: Summit View Elementary/Secretary 7 hours 197 + 5 days	Eff. 8/12/2013
Michael Weber	Fr: Ft. Wright/Building Operations Support 6 hours	
	To: Ft. Wright/Building Operations Support 7 hours	Eff. 7/01/2013
Harry Wessel	Fr: Central Office/Support Operations Supervisor 7.5 hours 240 days	
	To: Central Office/Support Operations Supervisor 8 hours 240 days	Eff. 7/01/2013
Amy Williams	Fr: Piner/Food Service Worker 6 hours	
	To: Kenton/Cafeteria Manager 7.5 hours 187 days	Eff. 8/12/2013

DISABILITY RETIREMENT:

Charles Schomaker	Woodland/Teacher	Eff. 6/01/2013
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LEAVES OF ABSENCE WITHOUT COMPENSATION

<u>STAFF MEMBER</u>	<u>SCHOOL/DEPT.</u>	<u>REASON</u>	<u>FROM</u>	<u>TO</u>
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CERTIFIED

Natoshia Wilhelm	Scott/Teacher	Personal	5/23/2013	1 day
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CLASSIFIED

Tawna Bowles(revised)	Scott/Instructional Assist.	Medical	4/23/2013, 4/26/2013	1.5 days
			4/30/2013, 5/01/2013	1.5 days
			5/02/2013, 5/3/2013, 5/10/2013	
			5/14/2013-5/17/2013	

Brandy Engelhardt	SK/Building Operation Supp. Medical	5/20/2013-5/22/2013 10 days
		5/20/2013-5/24/2013 5 days
Beth Koth	River Ridge/Inst. Assistant Medical	5/28/2013-5/31/2013 9 days
		5/23/2013 1 day

Substitutes

Transportation

Vicki Hart-At will sub monitor

Connie Mc Dine-At will sub monitor

III. Public Input

IV. Consent Agenda

A. Approval of Board Minutes: Board Meeting – June 3, 2013 **Enc. 6**

B. Monthly Bills **Enc. 7**

C. Bids

1. Surplus Equipment Disposition **Enc. 8**

The district originally purchased the enclosed list of items for educational purposes, but has since either become obsolete, is no longer needed, or is in unsatisfactory condition for continued use. In accordance with KRS 45A.425 it is requested that the Board disposition items 1 – 533 as surplus and sold through a bid process in accordance with KRS 45A.365. The bids shall be brought before the board for approval prior to sale. In accordance with KRS 45A.425 it is requested that the board disposition the copiers listed as items 550-604 as surplus and sold to Creative Recycling utilizing the State of Kentucky Technology Recycling Bid.

Recommendation: It is recommended that the Kenton County Board of Education disposition the items listed in the enclosure titled “Proposed Surplus Equipment List” as surplus, solicit bids on items 1-533, and sell items 550-604 to Creative Recycling.

2. Yearbook RFP **Enc. 9**

A legal advertisement was placed in the Kentucky Enquirer on May 14, 2013, to accept sealed bids for “Yearbook RFP”. Sealed bids were opened and read on May 14, 2013, at 2:00 pm. The tabulation is attached.

Recommendation: It is recommended that the Kenton County Board of Education award the RFP to Balfour on a total basis as indicated in tabulation.

3. Surplus Equipment Bid **Enc. 10**

In accordance with KRS 45A.365 and KRS 45A.425 the board voted at the regular monthly meeting on June 3, 2013 to disposition the attached list of items as surplus and to receive sealed bids to sell them. A legal advertisement was placed in the Kentucky Enquirer on June 14, 2013 to accept sealed bids for "Surplus Equipment". No bids were received for the items listed at the opening on June 21, 2013, at 8:00 a.m.

Recommendation: It is recommended that the Kenton County Board of Education authorize the proper disposal of all surplus items listed in the enclosure. Negotiations will be entered into for the future sale of any item deemed to have scrap value (ie. school buses).

4. Range Hood Inspection and Cleaning Bid

Enc. 11

A legal advertisement was placed in the Kentucky Enquirer on Friday, June 14, 2013 to accept sealed bids for "Range Hood Cleaning and Inspection". Sealed bids were opened and read on Friday, June 21, 2013 at 8:00 a.m. The tabulation is enclosed.

Recommendation: It is recommended that the Kenton County Board of Education accept bid as indicated on the Range Hood Inspection and Cleaning Bid Tabulation from Cincinnati Safety.

C. Fundraiser

1. Fund-Raising Request– Ft. Wright Elementary

Ft. Wright Elementary requests permission to conduct a school-wide fund- raiser August 16-28, 2013. The students will be selling jewelry, giftware, candy and magazine subscriptions from Great American Fundraising. Funds raised will be used to purchase technology for the school. On June 6, 2013, the Ft. Wright Site-based council approved the school wide fund-raiser.

Recommendation: It is recommended that the Board approve the fund-raising activity request.

2. Fund-Raising Request– Summit View Elementary

Summit View Elementary requests permission to conduct a book fair in September, 2013 and February 2014. Items to be sold will be books, posters, pencils, and novelty items. Funds raised will be used to purchase items for the library.

Recommendation: It is recommended that the Board approve the fund-raising activity request.

3. Fund-Raising Request– Piner Elementary

Piner Elementary requests permission to conduct a school-wide fund raiser September 25- October 7, 2013. Items to be sold will be Cherrydale Farms and David's Cookies through Bill Grieme Fundraising. Funds raised will be used to purchase textbooks and other instructional materials.

Recommendation: It is recommended that the Board approve the fund-raising activity request.

EXTERNAL SUPPORT FUND-RAISING REQUESTS:

4. Summit View Elementary PTA

Summit View Elementary PTA requests permission to sell City Access coupon books in August and September 2013. Funds raised will be used to support PTA expenses, SVE's Technology Fund, and educational programs.

Recommendation: It is recommended that the Board approve the fund-raising activity request.

D. Field Trips

1. Field Trip Request – Simon Kenton High School – Volleyball

Simon Kenton High School requests permission for 30 students to travel to Lexington, Ky. Aug 3-4, 2013 to the Bluegrass State Games. Supervision will be provided by staff at a ratio of 1:10. Transportation will be via Kenton County bus. Lodging will be in the Courtyard Lexington North at 775 Newtown Ct. Meals will be student packed, or at the KBA Center in Lexington. There is no cost per student.

Recommendation: It is recommended that the Board approve the trip request.

2. Field Trip Request – Simon Kenton High School – Volleyball

Simon Kenton High School requests permission for 15 Varsity students to travel to Lexington, Ky. Aug 30-31, 2013 to the Bluegrass Invitational Volleyball Tournament at the KBA Center. Supervision will be provided by staff at a ratio of 2:8. Transportation will be via Kenton County bus. Lodging will be in the Courtyard Lexington North at 775 Newtown Ct. Meals will be student packed, or at the KBA Center in Lexington. There is no cost per student.

Recommendation: It is recommended that the Board approve the trip request.

3. Field Trip Request – Simon Kenton High School – Volleyball

Simon Kenton High School requests permission for 30 students to travel to Lexington, Ky. Sept. 7, 2013 to the 5 Star Classic Freshman and JV Volleyball Tournament at the KBA Center. Supervision will be provided by staff at a ratio of 1:10. Transportation will be via Kenton County bus. Meals will be student packed, or at the KBA Center in Lexington. There is no cost per student.

Recommendation: It is recommended that the Board approve the trip request.

4. Field Trip Request – Simon Kenton High School – Volleyball

Simon Kenton High School requests permission for 20 students to travel to Lexington, Ky. October 5, 2013 to the Halloween Smash Freshman Volleyball Tournament at the KBA Center. Supervision will be provided by staff at a ratio of 1:10. Transportation will be via Kenton County bus. Meals will be student packed, or at the KBA Center in Lexington. There is no cost per student.

Recommendation: It is recommended that the Board approve the trip request.

5. Field Trip Request – Scott High School – Volleyball

Scott High School requests permission for 24 students to travel to Lexington, Ky. Aug 2-4, 2013 to the Bluegrass State Games. Supervision will be provided by staff and parents at a ratio of 1:3. Transportation will be via Kenton County bus. Lodging will be in the Hilton Lexington Suites. Meals will be at Fayette Mall, Olive Garden, Arby's, and pizza in the hotel. There is no cost per student.

Recommendation: It is recommended that the Board approve the trip request.

6. Field Trip Request – Simon Kenton High School – On-sight Cheerleading Training Camp

Simon Kenton High School requests permission for 50 students to have a cheer camp/training at the SK gym July 30, 2013. They will practice all day, spend the night at school, and practice the morning of July 31. Supervision will be provided by staff at a ratio of 1:10. Meals will be student packed. There is no cost per student.

Recommendation: It is recommended that the Board approve the trip request.

7. Field Trip Request – Simon Kenton High School – Football

Simon Kenton High School requests permission for 80 students to spend night in the SK Field house on July 31. They will have Midnight Madness practice, intra-squad scrimmage, team building and bonding. Supervision will be provided by staff at a ratio of 1:10. Morning breakfast will be brought in from McDonalds. There is no cost per student.

Recommendation: It is recommended that the Board approve the trip request.

F. Professional Travel

Date	Location	Name	School	Substitute	Reimbursement Funding Source
*5/29-31/13	Bowling Green, KY	Carrie Antelo	SVE	No	IDEA
*6/17-18/13	Chicago, IL	Gary McCormick	CO	No	Gates
*6/17-18/13	Chicago, IL	Amanda Minnich	WD	No	Gates
*6/17-18/13	Chicago, IL	Kristy Craven	WD	No	Gates
*6/19-21/13	Louisville, KY	Jessica Brown	SK	No	SK PD
*6/21-24/13	Arlington, VA	Deneen Zimmerman	CO	No	Energy Grant
7/7-9/13	Louisville, KY	Brandi Kekura-Ellison	SC	No	FRYSC
7/8/2013	Lexington, KY	Tammy Pugh	CO	No	IDEA
7/8/2013	Louisville, KY	Melissa Cross	SK	No	SK YSC
7/8-9/13	Lexington, KY	Jenny Miller-Horn	CO	No	IDEA
7/8-10/13	Chicago, IL	Gary McCormick	CO	No	Gates
7/8-10/13	Chicago, IL	Jenny Barrett	CO	No	Gates
7/8-10/13	Chicago, IL	Missy Hicks	CO	No	Gates
7/8-10/13	Chicago, IL	Teri Walker	TW	No	Gates
7/9-11/13	Blaine, MN	Al Poweleit	CO	No	KDE
7/9-11/13	Blaine, MN	Sunny Collins	CO	No	KDE
7/14-17/13	Louisville, KY	Diana Taliaferro	SC	No	Perkins
7/14-1/13	Louisville, KY	Cheryl Dietrich	SC	No	Perkins
7/15/2013	Lexington, KY	Karen Snelling	CO	No	IDEA
7/15/2013	Lexington, KY	Tammy Pugh Michelle Boutwell	CO	No	IDEA
7/15/2013	Lexington, KY	Weber	CO	No	IDEA
7/15/2013	Louisville, KY	Nancy Bailey	WD	No	WD PD
7/15-16/13	New York, NY	Teri Walker	TW	No	Gates

7/15-19/13	New York, NY	Brandi Kekura-Ellison	SC	No	No charge to district Maintenance
7/17/2013	Lexington, KY	Kevin Pfefferman	CO	No	Travel
7/17/2013	Louisville, KY	Martha Setters	SK	No	SK PD
7/17-19/13	Louisville, KY	KC Ratliff	SVM	No	SVM PD
7/17-19/13	Louisville, KY	Kathleen Gutzwiller	SVM	No	SVM PD
7/21-23/13	Chicago, IL	Kelly Conner	JAC	No	JAC PD
7/21-23/13	Chicago, IL	Kim Mott	JAC	No	JAC PD
7/29-8/2/13	Louisville, KY	Jack Hicks	KCAIT	No	KCAIT Travel
7/29-8/2/13	Louisville, KY	Nicole Mize	KCAIT	No	KCAIT Travel
7/31/2013	Cincinnati, OH	Cassie Schoborg	WT	No	WT PD
7/31/2013	Cincinnati, OH	Carrie Bragg	WT	No	WT PD
7/31/2013	Cincinnati, OH	Sarah Miller-Hair	WT	No	WT PD
8/15-16/13	Lexington, KY	Karen Snelling	CO	No	IDEA Maintenance
9/19-20/13	Gilbertsville, KY	Kevin Pfefferman	CO	No	Travel
10/6/2013	Cincinnati, OH	Cynthia Long	DX	No	IDEA

G. External Support/Booster Organizations

External support/booster organizations are adult/parent organizations established to promote school programs or complement student groups or activities, (i.e., PTA, PTO, booster organizations, etc.). An external support/booster organization's purpose may be to support a student group or program at a particular school or various student groups or programs at various schools. Even though an external support/booster organization works very closely with the district, it is a separate legal entity and is responsible for adherence to IRS guidelines and Title IX regulations. External support/booster organizations must receive local board approval to establish, lend support, seek assistance, or fundraise in the name of the district, school, students, or a district or school program. The following organizations have completed all required paper work and have requested district approval:

- J.A. Caywood PTA
- SVE PTA
- Piner Elementary PTA
- FT. Wright Elementary PTA
- Dixie Heights Athletic Boosters

Recommendation: It is recommended that the Board approve the External Support Booster Organizations to lend support, seek assistance, or fundraise in the name of the district, school, students, or the district or school.

H. High School Course Guides

Enc. 12

In collaboration with The Kenton County Academies of Innovation and Technology, as well as The Success Academy, the high school administrators in Kenton County School District worked with their SBDM Councils to develop 2013-2014 Course Selection Guides. These Course Selection Guides are in compliance with goals set out in KRS 158.6451 and the academic expectations incorporated by reference in 703 KAR 004:060 as well as Kenton County Board of Education Policies.

They are being presented in compliance with Policy 8.113, Curriculum and Instruction: Graduation Policies. It states that, "The council shall determine the process for developing the descriptions, which

shall be presented for Board review and comment. The Board approved Student Handbook/Course Description for each high school should contain complete details of all courses offered.”

Recommendation: It is recommended that the Board approve the High School Course Guides as submitted.

I. Fidelity (Performance) Bond

Enc. 13

The Treasurer’s Bond is \$800,000 as recommended by the Kentucky Department of Education. The premium for the bond is \$1,369.21.

Recommendation: It is recommended that the Board approve the Fidelity (Performance) Bond.

V. DISCUSSION AND ACTION:

1. Coaches Handbook 2013-2014

Enc. 14

The District Coaches Handbook has been updated to include the correct staff members name and other areas of clarification. Athletic Directors and Central Office staff collaborated to make these changes. It is recommended to approve the Coaches Handbook for the 2013-14 school year.

Recommendation: It is recommended that the Board approve the Coaches Handbook for the 2013-2014 school year.

2. Revised Job Description

Enc. 15

Per KRS 160.156, the Community Education grant requires the district to employ a full-time employee to manage the duties of the position. Therefore, the responsibilities of that position will be assumed by an existing employee. The job description will be revised to reflect the additional duties and number of contractual days.

Recommendation: It is recommended that the Board approve the revision in job description and duties for the Secondary Gifted Talented and VPAM Consultant Level IV/ Community Education Director.

3. Revised Salary Schedule

Enc. 16

The revised salary schedule reflects the correct index for job descriptions revisions approved at the May Board meeting.

Recommendation: It is recommended that the Board approve the revised salary schedule.

4. Change in Compulsory Attendance Age

Enc. 17

On March, 18, 2013, Governor Beshear signed Senate Bill 97 – allowing school districts to increase the compulsory attendance age. Beginning June 25th, this allowed districts the option to increase the compulsory attendance age from 16 to 18, altering a rule that has remained in place since the 1920s. Once 55 percent of all districts implement the policy, it would become mandatory across Kentucky within four years.

Recommendation: It is recommended that the Board approve the compulsory attendance age from 16 to 18 beginning the 2015-16 school year.

5. Board Policy Update

Enc. 18

KSBA recently submitted a packet of policy revisions as part of the update service. At the top is a brief explanation for the proposed change. Additional or new language in the policies is highlighted; language with strike thru is deleted. Staff members have studied the update package and have recommended policies to adopt as proposed or adopt with modifications.

This is presented as a First Reading.

6. Preschool Start and End Times for 2013-14

The Preschool and Transportation Departments would like to request a change in Preschool start and end times for the 2013 – 2014 school year. Per regulation each preschool session is required to have 3 hours of instructional time. The proposed times are 9:20 – 12:20 and 12:20 – 3:20. These times meet the regulation so that students will arrive and depart separate from the entire student body allowing for greeting and departing routines specific to their needs. Instructional Assistants will be scheduled for the duration of the preschool day allowing for consistency of supervision.

Recommendation: It is recommended that the Board approve the Preschool Start and End times for the 2013-2014 school year.

7. Change Order to Purchase Order – Scott High School – BG 11-095

Enc. 19

The Scott Phase II-A Renovation has been completed. The following material supplier's purchase order was not used in full; therefore, the original contract amount is reduced.

	<u>Amount of Purchase Order</u>	<u>Change Order Amount</u>
Gexpro- P.O.	\$156,798.00	(\$7,115.23)

Recommendation: It is recommended that the Kenton County Board of Education approve the change order to the purchase order for Gexpro in the amount of (\$7,115.23) contingent on the Kentucky Department of Education approval.

8. BG-4 Applications for Material Suppliers – Scott – Phase II-A Renovation

Enc. 20

The Scott High School Renovation Project – Phase II-A - BG-11-095 has been completed using materials purchased directly by the Kenton County Board of Education. Enclosed are the BG-4 applications for twenty-seven (27) material suppliers. The original total for materials was \$1,209,275.00. There was a deduct total of (\$181,333.23) that went back to contingency for materials not used; therefore, reducing the final cost for materials to \$1,027,941.77.

Recommendation: It is recommended that the Board of Education approve the BG-4 applications for twenty-seven (27) material suppliers associated with the Scott Phase II-A project BG-11-095, contingent on the Kentucky Department of Education approval.

VI. Agenda/Addendum part of the Official Board Meeting

VII. Other Business

- A. Board**
- B. Staff**
- C. Teachers**

Mrs. Collins stated that it was necessary to go into Executive Session for the purpose of KRS 61.810(1) (b) (Land Acquisition), (c) (Litigation) and (f) (Personnel).

VIII. Adjournment

Kenton County Schools
Membership - Month 9 - 20 Days of Instruction
April 22, 2013 - May 17, 2013

<u>School</u>	<u>*Pre</u>	<u>E</u>	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>4</u>	<u>5</u>	<u>Total</u>	<u>Total wPre</u>	<u>%Attn</u>	<u>Days Abs</u>
Beechgrove	43	110	90	92	98	101	108	599	642	97.1	352.5
Ft Wright		92	93	77	91	85	84	522	522	97.6	252.0
Caywood	52	125	101	102	119	127	104	678	730	96.8	431.5
Kenton		108	105	108	125	113	116	675	675	96.9	414.0
Piner	22	64	48	58	47	62	60	339	361	97.5	161.5
RC Hinsdale		108	107	115	96	118	114	658	658	97.7	303.5
River Ridge	132	147	170	167	181	159	142	966	1098	97.0	575.5
Ryland Heights	33	91	108	101	97	94	97	588	621	97.2	329.0
Summit View El	105	122	124	122	126	127	125	746	851	97.2	418.5
Taylor Mill	29	87	118	103	104	87	103	602	631	97.5	296.0
Whites Tower	59	77	75	73	85	84	83	477	536	96.8	307.5
Total	475	1131	1139	1118	1169	1157	1136	6850	7325		
<u>School</u>				<u>6</u>	<u>7</u>	<u>8</u>					
Summit View M				214	268	264		746	746	95.7	646.0
Turkey Foot				357	370	348		1075	1075	96.9	676.0
Twenhofel				303	255	248		806	806	97.3	428.0
Woodland				247	254	264		765	765	96.3	565.0
Total				1121	1147	1124		3392	3392		
<u>School</u>				<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>				
Dixie Heights				373	376	308	330	1387	1387	94.5	1517.0
Scott				225	256	207	231	919	919	93.1	1256.5
Simon Kenton				448	429	391	388	1656	1656	95.4	1499.5
Total				1046	1061	906	949	3962	3962		
<u>School</u>											
North Key								10	10	100.0	0.0
NKYDC								37	37	100.0	0.0
Total								47	47		
Total first month membership								14251	14726	96.3	10429.5

*Preschool numbers are not included in Average Daily Attendance nor in the percentage of attendance.

*These numbers are subject to change due to corrections made by the schools throughout the school year.

<u>School Year</u>	<u>*Membership</u>		<u>Percentage of Attendance</u>
	W/Pre	WO/Pre	
2010-11	14589	14043	96.2
2011-12	14744	14189	96.2
2012-13	14744	14189	96.33

Kenton County Schools
Membership - Month 10- 6 Days of Instruction
May 20, 2013 - June 6, 2013

<u>School</u>	<u>*Pre</u>	<u>E</u>	<u>P1</u>	<u>P2</u>	<u>P3</u>	<u>4</u>	<u>5</u>	<u>Total</u>	<u>Total wPre</u>	<u>%Attn</u>	<u>Days Abs</u>
Beechgrove	43	110	90	92	98	101	108	599	642	97.6	43.0
Ft Wright		92	93	77	91	85	84	522	522	97.0	46.5
Caywood	52	125	101	102	119	127	104	678	730	97.4	53.0
Kenton		108	105	108	125	113	116	675	675	97.5	51.5
Piner	22	64	48	58	47	62	60	339	361	98.6	14.5
RC Hinsdale		108	107	115	96	118	113	657	657	99.1	18.5
River Ridge	132	147	170	167	181	159	142	966	1098	97.4	75.5
Ryland Heights	33	91	108	101	97	94	97	588	621	98.0	34.5
Summit View El	105	122	124	122	126	127	125	746	851	98.2	40.0
Taylor Mill	29	87	118	103	104	87	103	602	631	97.8	40.0
Whites Tower	59	77	75	73	85	84	83	477	536	97.3	39.0
Total	475	1131	1139	1118	1169	1157	1135	6849	7324		
<u>School</u>				<u>6</u>	<u>7</u>	<u>8</u>					
Summit View M				214	268	263		745	745	93.2	153.0
Turkey Foot				357	370	348		1075	1075	96.3	121.0
Twenhofel				303	255	248		806	806	96.3	90.0
Woodland				247	254	264		765	765	95.1	113.0
Total				1121	1147	1123		3391	3391		
<u>School</u>				<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>				
Dixie Heights				373	376	308	329	1386	1386	97.1	120.5
Scott				225	256	207	231	919	919	95.9	114.0
Simon Kenton				448	428	392	389	1657	1657	97.8	107.5
Total				1046	1060	907	949	3962	3962		
<u>School</u>											
North Key								15	15	100.0	0.0
NKYDC								37	37	100.0	0.0
Total								52	52		
Total first month membership								14254	14729	97.0	1275.0

*Preschool numbers are not included in Average Daily Attendance nor in the percentage of attendance.

*These numbers are subject to change due to corrections made by the schools throughout the school year.

<u>School Year</u>	<u>*Membership</u>	<u>Percentage of Attendance</u>
	W/Pre	WO/Pre
2010-11	14589	14043
2011-12	14744	14189
2012-13	14744	14189
		97

Kenton County School District - ADA Comparison 2011-12 - 2012-13

School	11/12 Enrollment	12/13 Enrollment	11/12 ADA	12/13 ADA	11/12 % Attendance	12/13 % Attendance	11/12 ADA to 12/13 ADA
Beechgrove	591	599	575.32	579.54	96.5	96.3	4.2
Ft. Wright	509	522	496.26	500.23	96.7	96.5	4.0
Caywood	671	678	642.16	664.49	96.9	96.5	22.3
Kenton	658	675	631.48	649.26	96.8	96.3	17.8
Piner	349	339	328.97	314.78	96.7	96.4	-14.2
Hinsdale	647	658	636.75	639.57	98.0	97.7	2.8
River Ridge	956	966	919.64	941.97	96.3	96.4	22.3
Ryland Heights	561	588	540.03	575.91	97.0	96.5	35.9
Summit View Elem.	757	746	741.23	723.76	96.8	96.6	-17.5
Taylor Mill	634	602	613.49	581.69	97.2	96.5	-31.8
White's Tower	481	477	460.82	456.99	96.1	95.8	-3.8
Summit View Middle	790	746	759.70	714.29	95.4	95.3	-45.4
Turkey Foot	1027	1075	988.37	1030.87	96.3	96.1	42.5
Twenhofel	749	806	719.04	780.78	96.5	96.3	61.7
Woodland	757	765	724.42	727.21	95.9	96.5	2.8
Dixie Heights	1410	1387	1358.83	1326.20	94.8	94.3	-32.6
Scott	973	919	927.06	882.73	93.9	93.7	-44.3
Simon Kenton	1602	1656	1557.36	1586.28	95.1	95.0	28.9
North Key	13	10	21.39	13.05	100.0	100.0	-8.3
NKYDC	30	37	29.15	33.33	100.0	100.0	4.2
District	14165	14251	13671.45	13722.93	96.1	95.8	51.5

13671.45 13722.93

Full ADA - No Kindergarten adjustment

Kenton County Dropout Report 2012/13

	2012-2013				2011-2012			
School	W23	W24	W25	Total	W23	W24	W25	Total
Dixie	0	3	14	17	1	7	17	25
Simon Kenton	0	17	12	29		5	13	18
Scott	0	4	20	24	1	3	10	14
Grand Total	0	24	46	70	2	15	40	57

W23 = The W23 code is used to designate students who have already withdrawn during the same school year as a W24 or W25.

W24 = The code W24 should be used to account for students who have moved out of this public school district for which enrollment elsewhere has not been substantiated. Students who withdrew with the dropout code of W24 are dropouts.
(W24's will be counted as a dropout if enrollment is not verified by October 1, 2013)

W25 = The code W25 should be used to account for a student who is at least 16 years of age and has dropped out of public school.

NEEDIEST KIDS OF ALL
Expenditure Reporting Form

Name of Organization - Kenton County Schools
6/1/2012

ITEM(S) PURCHASED OR GROUP ACTIVITY

Date	School & Number of Students	Total # Students	Shoes/ Boots	Coats	Clothing	Eye Glasses	Other	Field Trips	Vendor Paid	Amount	9661.6
8/31/2012	TM, CA, SVE/M, KE, WT, SK, FW, WD, TW, RY, TF	62	X	X	X					\$2,933.79	\$6,727.81
9/24/2012	BG, CA, DX, KE, RY, SC, SK, SVE/M, TM, TF, WD	59	X	X	X					\$2,626.48	\$4,101.33
11/15/2012	SK, BG, TF, PI, FW, TM, SC, DX, TW, CA, WD	41	X	X	X					\$1,736.48	\$2,364.85
12/17/2012	SVM, WT, TM, TW, SK, WD, FW, DX, TF	20	X	X	X					\$643.88	\$1,720.97
1/29/2013	SK, BG, TF, PI, FW, TM, SC, DX, TW, CA, WD	34	X	X	X					\$744.43	\$976.54
5/6/2013	TM, WT, SV, TF, WD	15	X		X					\$344.57	\$631.97
5/24/2013	WT, SV, TF, WD	24	X		X					\$600.11	\$31.86
TOTAL		255								\$9,629.74	\$31.86

KENTON COUNTY SCHOOL DISTRICT SAFE SCHOOL'S SUMMARY REPORT 2012/13

[illegible]

LAW	BG	RR	SVE	CA	RCH	KE	FW	PI	RY	TM	WT	SVM	TF	TW	WD	DX	SC	SK	TOTAL
Larceny/Theft														1		1			2
Marijuana Dist												1			1			5	7
Marijuana Poss/Use												10			2	21	2	12	47
Other																	1	1	2
Other Drug Dist												2							2
Other Drug Poss/Use														1			6		7
Prescription Drug Poss/Use																1	2		3
Stolen Property															1		1	4	6
Terroristic Bomb												4		2					6
Terroristic Threat												8	1	2	4	2	2		19
Under Influence																1			1
Vandalism														2					2
Weapon Other												2				3		2	7
(blank)																			
Grand Total	1											28	2	8	8	36	22	27	132
SUSPENSIONS	BG	RR	SVE	CA	RCH	KE	FW	PI	RY	TM	WT	SVM	TF	TW	WD	DX	SC	SK	TOTAL
Suspension Days	3.00	35.50	4.00	22.00	9.00	3.00	14.00	1.00	5.00	0.00	0.00	327.50	147.00	164.50	327.50	570.50	457.50	473.50	2564.50
Eligible SUS Days	3.00	35.50	4.00	22.00	9.00	3.00	14.00	1.00	5.00	0.00	0.00	303.50	125.00	164.50	316.00	546.00	433.50	471.00	2456.00

Kenton County School District

Board Meeting

June 2013



Monthly Cost and Usage Performance-Performance Period July 2012 -April 2013

Kenton County Schools Weather Normalized Cost & Usage Savings

Current Year: July 2012 to April 2013

Base Year: June 2005 to May 2006 (Twenhofel uses BYE May 2007)

MONTHLY TOTAL ENERGY PERFORMANCE (kBtu & Cost)

Month	USE (kBtu)		AVOIDED USE		COST		AVOIDED COST	
	Base Year	Current YTD	Savings	Savings %	Base Year	Current YTD	Savings	Savings %
July 2012	8,333,000	4,569,000	3,764,000	45.2%	\$ 225,381	\$ 129,435	\$ 95,946	42.6%
August 2012	11,048,000	6,234,000	4,814,000	43.6%	\$ 319,863	\$ 174,527	\$ 145,336	45.4%
September 2012	11,571,000	7,082,000	4,489,000	38.8%	\$ 299,938	\$ 180,692	\$ 119,246	39.8%
October 2012	11,489,000	7,665,000	3,824,000	33.3%	\$ 244,192	\$ 163,789	\$ 80,403	32.9%
November 2012	12,887,000	8,685,000	4,202,000	32.6%	\$ 240,928	\$ 160,423	\$ 80,505	33.4%
December 2012	14,389,000	9,320,000	5,069,000	35.2%	\$ 270,683	\$ 165,911	\$ 104,772	38.7%
January 2013	15,403,000	11,635,000	3,768,000	24.5%	\$ 244,348	\$ 180,453	\$ 63,895	26.1%
February 2013	14,026,000	11,542,000	2,484,000	17.7%	\$ 198,220	\$ 162,265	\$ 35,955	18.1%
March 2013	13,664,000	10,917,000	2,747,000	20.1%	\$ 213,333	\$ 169,855	\$ 43,478	20.4%
April 2013	10,653,000	7,717,000	2,936,000	27.6%	\$203,902	\$149,374	\$ 54,528	26.7%
May 2013								
June 2013								
Total Year To-Date	123,463,000	85,366,000	38,097,000	30.9%	\$ 2,460,786	\$ 1,636,723	\$ 824,063	33.5%

Kenton County Schools Weather Normalized Cost & Usage Savings

Current Year: July 2012 to April 2013

Base Year: June 2005 to May 2006 (Twenhofel uses BYE May 2007)






TOTAL ENERGY (kBtu)

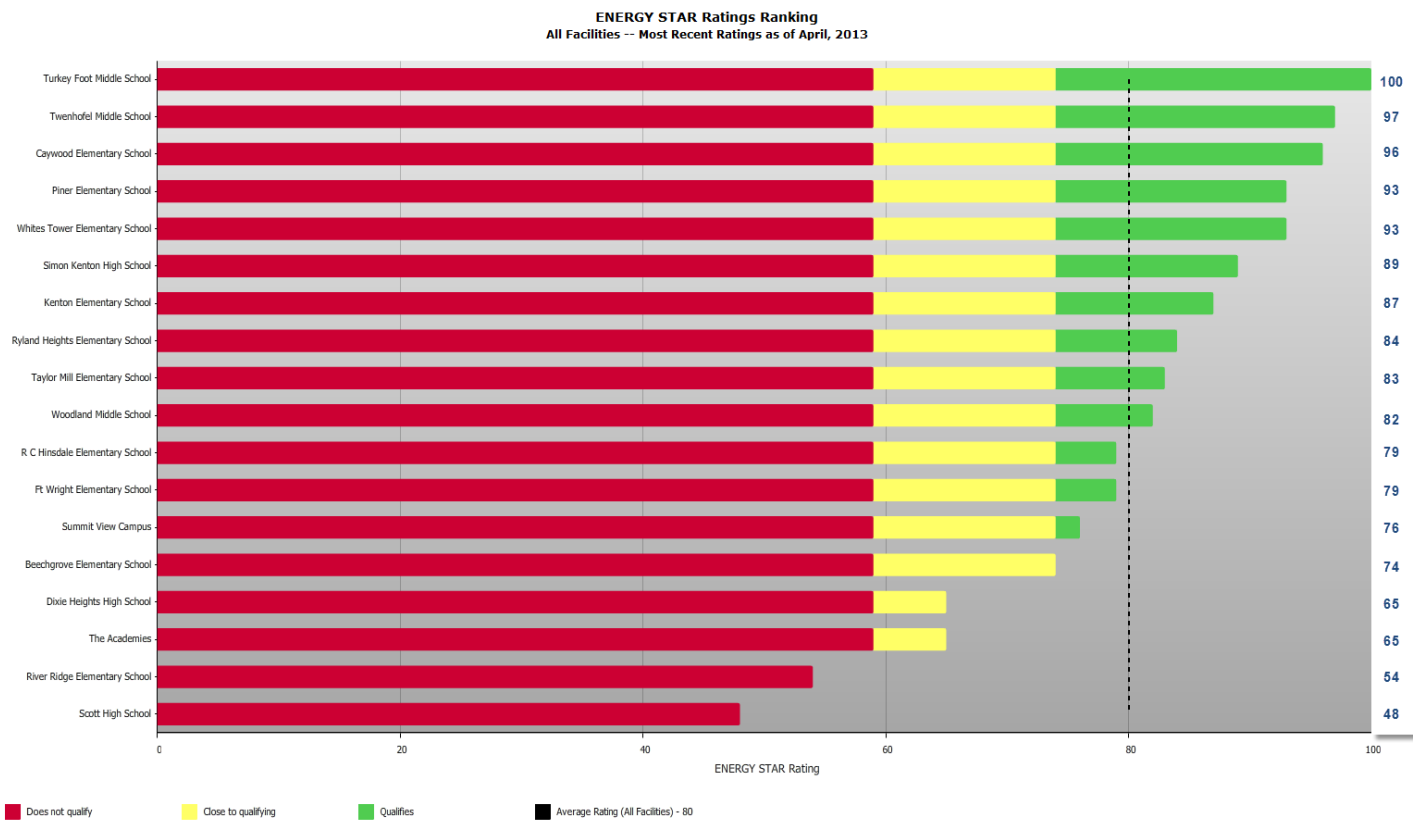
Site	USE (kBtu)		AVOIDED USE		COST		AVOIDED COST		
	Base Year	Current YTD	Savings	Savings %	Base Year	Current YTD	Savings	Savings/ SF	Savings %
TURKEY FOOT MIDDLE SCHOOL	5,142,000	1,995,000	3,147,000	61.2%	\$ 86,650	\$ 33,294	\$ 53,356	\$ 0.28	61.6%
SIMON KENTON HIGH	20,762,000	10,088,000	10,674,000	51.4%	\$ 421,903	\$ 195,486	\$ 226,417	\$ 1.04	53.7%
TAYLOR MILL ELEMENTARY	6,967,000	3,883,000	3,084,000	44.3%	\$ 107,573	\$ 60,477	\$ 47,096	\$ 0.35	43.8%
DIXIE HEIGHTS HIGH SCHOOL	16,667,000	10,041,000	6,626,000	39.8%	\$ 379,836	\$ 193,452	\$ 186,384	\$ 2.51	49.1%
KENTON ELEMENTARY	6,539,000	4,199,000	2,340,000	35.8%	\$ 117,766	\$ 74,426	\$ 43,341	\$ 0.61	36.8%
TWENHOFEL MIDDLE SCHOOL	5,174,000	3,371,000	1,803,000	34.8%	\$ 107,220	\$ 71,563	\$ 35,657	\$ 0.16	33.3%
SUMMIT VIEW CAMPUS	14,783,000	9,650,000	5,133,000	34.7%	\$ 316,109	\$ 202,541	\$ 113,568	\$ 1.21	35.9%
SCOTT HIGH	12,014,000	8,269,000	3,745,000	31.2%	\$ 256,922	\$ 177,916	\$ 79,006	\$ 0.49	30.8%
WOODLAND MIDDLE SCHOOL	5,310,000	3,856,000	1,454,000	27.4%	\$ 110,829	\$ 79,828	\$ 31,001	\$ 0.28	28.0%
WHITE'S TOWER ELEMENTARY	3,517,000	2,911,000	606,000	17.2%	\$ 57,926	\$ 47,991	\$ 9,935	\$ 0.19	17.2%
FT WRIGHT ELEMENTARY SCHOOL	2,997,000	2,641,000	356,000	11.9%	\$ 62,745	\$ 55,447	\$ 7,297	\$ 0.13	11.6%
CAYWOOD ELEMENTARY	2,609,000	2,370,000	239,000	9.2%	\$ 55,652	\$ 50,309	\$ 5,342	\$ 0.07	9.6%
BEECHGROVE ELEMENTARY	4,740,000	4,357,000	383,000	8.1%	\$ 77,582	\$ 70,726	\$ 6,856	\$ 0.13	8.8%
HINSDALE ELEMENTARY SCHOOL	3,701,000	3,441,000	260,000	7.0%	\$ 72,776	\$ 66,035	\$ 6,740	\$ 0.10	9.3%
RYLAND HEIGHTS ELEMENTARY	3,075,000	2,881,000	194,000	6.3%	\$ 58,050	\$ 56,503	\$ 1,548	\$ 0.03	2.7%
RIVER RIDGE ELEMENTARY	7,850,000	9,237,000	(1,387,000)	-17.7%	\$ 133,467	\$ 153,187	\$ (19,721)	\$ (0.14)	-14.8%
PINER ELEMENTARY*	1,616,000	2,176,000	(560,000)	-34.7%	\$ 37,783	\$ 47,542	\$ (9,759)	\$ (0.17)	-25.8%
Total Year To-Date	123,463,000	85,366,000	38,097,000	30.9%	\$ 2,460,786	\$ 1,636,723	\$ 824,063	\$ 0.43	33.5%

*Savings is effected by the inconsisnt delivery of Propane.

Kenton County School District Emission Reduction YTD

July 2012 to April 2013 (All Facility classes, All Facilities)

Energy Type	 Energy Savings	 lbs. of CO2 Reduced	 Cars off Road	 # of Homes Powered / year	 # of trees planted
Electricity (kWh)	6,306,498	13,243,646	1,157	892	153,996
Natural Gas (kBtu)	169,562	1,983,875	166	128	22,060
Totals		15,227,521	1,330	1,026	177,064



Kenton County Board of Education

Financial Report

Beginning Balance - May 1, 2013 \$24,956,464.77

Receipts:

General Property Tax	\$227,624.20	
Public Service Tax	\$206.20	
General Property Delinquent Tax	\$38,599.70	
Motor Vehicle Taxes	\$569,575.00	
Utilities Tax	\$565,782.39	
Omitted Property Tax	\$16,328.03	
Tuition - Regular Program	\$5,400.00	
Tuition - Summer Program		
Transfer Tuition		
Non Public School Transportation	\$119,113.61	
Interest From Investments	\$12,460.65	
Building Rentals	\$4,323.00	
Bus Rentals	\$38,848.16	
Student Fees		
Other Local Receipts		
Seek Program Funds	\$3,777,794.00	
Vocational Transportation		
Other State Revenues	\$1,288,795.10	
Revenue in Lieu of Tax	\$17,600.74	
Federal Aid Through State	\$459,299.16	
Transportation Reimbursements		
Other Reimbursements And Refunds	\$152,693.07	
Bond Principal Proceeds	\$11,711,196.35	
Total Receipts:		\$19,005,639.36
Total Receipts plus Balance		\$43,962,104.13
Disbursements		\$9,784,478.85
Ending Balance - April 30, 2013		\$34,177,625.28

Available Funds - Comparison

	General Fund	Building Fund	Capital Outlay	Total
This Month	\$22,593,964.95	\$117,581.15	\$27,893.45	\$22,739,439.55
Last Month	\$23,456,866.19	\$2,781,647.43	(\$638,426.55)	\$25,600,087.07
1 Year Ago	\$29,735,936.85	\$0.00	\$507,213.97	\$30,243,150.82
Fiscal Year Ending				
6/30/2012	\$18,244,519.53	\$0.00	\$1,113,754.70	\$19,358,274.23
6/30/2011	\$16,401,082.42	\$0.00	\$0.00	\$16,401,082.42
6/30/2010	\$12,762,567.55	\$0.00	\$0.00	\$12,762,567.55
6/30/2009	\$9,369,693.57	\$1,795,153.81	\$749,706.36	\$11,914,553.74
6/30/2008	\$5,607,745.35	\$0.00	\$0.00	\$5,607,745.35
6/30/2007	\$6,149,538.47	\$50,072.96	\$704,388.78	\$6,904,000.21
6/30/2006	\$7,444,256.16	\$0.00	\$0.00	\$7,444,256.16
6/30/2005	\$6,296,452.69	\$0.00	\$0.00	\$6,296,452.69
6/30/2004	\$7,626,328.79	\$0.00	\$0.00	\$7,626,328.79
6/30/2003	\$6,741,531.84	\$494,023.07	\$0.00	\$7,235,554.91
6/30/2002	\$5,009,602.20	\$400,838.21	\$0.00	\$5,410,440.41
6/30/2001	\$9,680,736.04	\$5,867,830.15	\$0.00	\$15,548,566.19
6/30/2000	\$9,022,213.64	\$6,509,684.84	\$0.00	\$15,531,898.48
6/30/1999	\$5,908,136.83	\$6,996,956.41	\$0.00	\$12,905,093.24
6/30/1998	\$5,127,486.48	\$7,136,860.10	\$0.00	\$12,264,346.58
6/30/1997	\$2,650,673.64	\$7,176,863.24	\$0.00	\$9,827,536.88
6/30/1996	\$891,635.68	\$5,939,983.77	\$0.00	\$6,831,619.45
6/30/1995	\$734,642.00	\$5,242,850.57	\$177.37	\$5,977,669.94
6/30/1994	\$853,822.23	\$5,737,422.07	\$543,137.19	\$7,134,381.49
6/30/1993	\$1,573,864.90	\$5,807,533.71	\$130,656.82	\$7,512,055.43
6/30/1992	\$671,910.71	\$4,311,761.40	\$1,890,202.41	\$6,873,874.52
6/30/1991	\$1,902,984.26	\$3,585,539.74	\$1,200,083.92	\$6,688,607.92
6/30/1990	\$1,008,534.49	\$2,970,711.76	\$842,591.70	\$4,821,837.95
6/30/1989	\$1,332,638.33	\$3,205,131.99	\$1,150,088.85	\$5,687,859.17
6/30/1988	\$1,368,665.03	\$3,649,329.68	\$1,275,212.79	\$6,293,207.50
6/30/1987	\$1,095,421.29	\$3,209,123.03	\$1,132,414.38	\$5,436,958.70
6/30/1986	\$819,958.46	\$2,051,912.63	\$1,851,137.41	\$4,723,008.50
6/30/1985	\$1,024,466.41	\$2,228,961.73	\$2,203,957.02	\$5,457,385.16
6/30/1984	\$1,085,628.71	\$2,734,966.05	\$1,647,039.77	\$5,467,634.53
6/30/1983	\$953,573.52	\$2,360,641.71	\$706,799.41	\$4,021,014.64
6/30/1982	\$515,615.87	\$2,416,640.24	\$242,041.95	\$3,174,298.06
6/30/1981	\$772,917.17	\$3,146,631.78	\$377,393.74	\$4,296,942.69
6/30/1980	\$576,843.72	\$2,551,764.29	\$980,452.04	\$4,109,060.05
6/30/1979	\$379,497.63	\$1,087,190.28	\$1,544,772.50	\$3,011,460.41
6/30/1978	\$536,499.49	\$1,093,894.51	\$1,664,209.39	\$3,294,603.39
6/30/1977	\$90,498.83	\$499,805.38	\$1,262,334.19	\$1,852,638.40
6/30/1976	\$439,207.27	\$830,940.60	\$888,523.44	\$2,158,671.31
6/30/1975	\$353,613.29	\$737,594.81	\$558,618.70	\$1,649,826.80

Kenton County Board of Education
Cash Position 5/31/2013

	General/SR Fund	Building Fund	Capital Outlay	Construction
Beg. Balance	\$23,456,866.19	\$2,781,647.43	(\$638,426.55)	(\$267,234.80)
Receipts	\$6,628,123.01	\$0.00	\$666,320.00	\$11,711,196.35
Total	\$30,084,989.20	\$2,781,647.43	\$27,893.45	\$11,443,961.55
Transfers	\$0.00	\$0.00	\$0.00	\$0.00
Disbursements	\$7,491,024.25	\$2,664,066.28	\$0.00	\$5,775.82
Available Funds	\$22,593,964.95	\$117,581.15	\$27,893.45	\$11,438,185.73
Cash/Investments	\$22,593,964.95	\$117,581.15	\$27,893.45	\$11,438,185.73
Int. this Mo.	\$12,460.65	\$0.00	\$0.00	\$0.00
Int. Y-T-D	\$144,739.07	\$0.00	\$0.00	\$0.00

	Auton	Williams Memorial	Helen Mann Trust Fund
Beg. Balance	\$41,151.55	\$7,019.19	\$9,256.18
Receipts	\$1.75	\$0.30	\$0.40
Transfers In	\$0.00	\$0.00	\$0.00
Total	\$41,153.30	\$7,019.49	\$9,256.58
Disbursements	\$0.00	\$0.00	\$0.00
Available Funds	\$41,153.30	\$7,019.49	\$9,256.58
Cash/Investments	\$41,153.30	\$7,019.49	\$9,256.58
Int. this Mo.	\$1.69	\$0.30	\$0.40
Int. Y-T-D	\$18.74	\$3.21	\$4.23

Food Service
May-13

Beginning Balance	\$	763,925.66
Receipts		
INTEREST INCOME		\$35.35
LUNCH - REIMBURSABLE	\$	133,909.80
BREAKFAST - REIMBURSABLE	\$	12,488.35
LUNCH - NON REIMBURSABLE	\$	10,561.85
BREAKFAST - NON REIMBURSABLE	\$	222.50
A-LA-CARTE SALES	\$	20,408.60
RESTRICTED FED THRU STATE		
OTHER RECEIPTS	\$	5,439.03
MISCELLANEOUS REVENUE	\$	579.50
Beginning Balance + Receipts	\$	947,570.64
Disbursements	\$	471,952.16
MUNIS Ending Balance	\$	475,618.48

Kenton County Board of Education
Schedule of Investments
May-13

Investment Description	Principal Amount	Priced to Yield	Maturity Date	Call Date
FFB MM	\$634,229.50	0.50%	N/A	N/A
FHLB	\$3,000,000.00	0.74%	5/8/2017	2/8/2013
	\$3,634,229.50			



FIELD OBSERVATION REPORT

2013 - 06

■ **TO:** Mr. Danny Mann
Kenton County Board of Education
1055 Eaton Drive
Ft. Wright, KY 41017

■ **DATE:** 2013.06.18

ATTENTION:

■ **FROM:** Ralph Cooper
rcooper@pca-arch.com
14 East Eighth Street • Covington, KY 41011
V: 859.431.8612 • F: 859.431.8611

■ **PROJECT:** Kenton County Board of Ed
Scott High School
Phase IIB

COPIES TO: Rob Haney

PROJECT NO.: 2010-097

■ **WE TRANSMIT THE ATTACHED ITEMS VIA: EMAIL**

PURPOSE	<input checked="" type="checkbox"/> For your use	DISPOSITION	<input type="checkbox"/> No exceptions noted
	<input type="checkbox"/> As requested		<input type="checkbox"/> Exceptions noted, Revise as indicated.
	<input type="checkbox"/> For review and comment		<input type="checkbox"/> REJECTED: REVISE AND RESUBMIT
	<input type="checkbox"/> For information		
	<input type="checkbox"/> For record		
	<input type="checkbox"/> For approval		
	<input type="checkbox"/>		

COPIES	DATE	DESCRIPTION	PAGES
1	2013.06	Field Report 2013-06	7

■ **REMARKS:**

2013.06.11

1. Excavation of the east side of the building site is still on hold while the waterline is rerouted. Contractor anticipates restarting on this area later this week or first thing next week.
2. Demolition of the existing wall along the west side of the new addition has been completed. Demolition at the existing entry has also been completed.
3. Excavation for the perimeter footings for the west portion of the addition have begun. Main area of work is in the north-west corner.
4. Work continues on the installation of the storm structures and piping along the west side of the site.
5. Demolition work at Woodland has started. The new openings on the east side of the entry have been cut.
6. Underground piping has been installed on the west side of the new addition and in the courtyard area. Gravel has been installed in the courtyard area.

2013.06.18

1. The existing water line that was under the new building pad had been abandoned and removed.



2013.06.11 – 01

1. Completion of the excavation on the east side of the site is awaiting relocation of the existing water line.



2013.06.11 – 02

1. Demolition of the existing structure at the south-east corner is in progress.



2013.06.11 – 03

1. Demolition of the existing structure at the south-east corner is in progress.



2013.06.11 – 04

1. Demolition of the existing structure at the south-east corner is in progress.



2013.06.11 – 05

1. Demolition of the existing structure at the south-east corner is in progress.



2013.06.11 – 06

1. A portion of the existing footing has been removed from the existing building to permit installing the new footing.



2013.06.11 – 07

1. Demolition of the existing wall at the west side of the new addition is complete.



2013.06.11 – 08

1. Sawcut at the existing wall showing existing construction.



2013.06.11 – 09

1. Excavation occurring on south of Woodland for installation of storm lines



2013.06.11 – 10

1. Manholes have been installed west of Woodland.



2013.06.11 – 11

1. Manholes have been installed west of Woodland.



2013.06.11 – 12

1. Regarding south of Woodland.



2013.06.11 – 13

1. Existing of footing have been started on the north and west sides of the west building pad.



2013.06.11 – 14

1. Existing of footing have been started on the north and west sides of the west building pad.



2013.06.11 – 15

1. Installation of a yard drain.



2013.06.11 – 16

1. Underground piping has been installed in the west building pad.



2013.06.11 – 17

1. Excavation for a column footing.



2013.06.11 – 18

1. Footing has been poured at the west wall of the new addition.



2013.06.11 – 19

1. Existing construction along the west wall of the new addition.



2013.06.11 – 20

1. New footing along the north wall of the west portion of the new addition.



2013.06.11 – 21

1. Gravel placed in the new courtyard area.



2013.06.11 – 22

1. Footing has been poured at the west wall of the new addition.

- ☐ Please acknowledge receipt of transmitted items.
- ☐ Return transmitted items to PCA ARCHITECTURE ^{PSC}.

END

Kenton County Schools Board Report - May 2013

[illegible]

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

The Kenton County Board of Education met in regular session at 1045 Eaton Drive, Ft. Wright, KY at 7 o'clock PM on the 3rd day of June, 2013 with the following members present: Karen Collins, Bill Culbertson, and Carl Wicklund.

CALL TO ORDER

Mrs. Collins called the meeting to order.

ROLL CALL

Roll call showed the following members present:
Karen Collins, Bill Culbertson, and Carl Wicklund

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

Mrs. Collins called for a moment of silence and
Mr. Wicklund led the Pledge of Allegiance.

RECOGNITION

**KENTON COUNTY BASIC DIPLOMA
CONTRACT OF AGREEMENT FULFILLMENT**

The following students have completed the requirements set forth in a Contract of Agreement between the school, the Board of Education and students (and his or her family when the student is under the age of 18) enabling the student to earn a Kenton County School District Basic Diploma.

Dixie Heights High School

Mark Daniel Allen
Lawrence Michael Bard
Ashley Leanne Palmer Blair
Brittany Nicole Brown
Michael Thomas Broxterman
Javier Camargo
Paula Ashley Degolyer
Gage Anthony Dieman
Zachary Michael Fichlie
Makayla Lynn Tomlin
Collin Scott Lukey

Scott High School

Sydney Aaron Casebolt
Steele Chase Hagan
Kennedy Lorin Haliburton
Edward Joseph Honaker
Jacob Taylor LaGory
John Tyler Mardis
William Edward Spegal
Erker Jasser Tapia

Simon Kenton High

Dillon Andrew Brewster
Megan Rose Mitchell
Ashley Nichole Schnitzler
Wyatt DeWayne Tidwell

WOW – WHAT OUTSTANDING WORK

**Cathy Barwell, Principal, Ryland Heights Elementary School
Nominated by a Parent**

I want to first personally thank you for your love and commitment to the children of Ryland. You may not know this but when we first moved to Kentucky 6 years ago, we moved to our neighborhood based on

you. I relocated here because of my job at Fidelity Investments. Before selecting our house I first toured the schools and then picked my house. It was that important to me to find the right school for my kids. I can still remember as you gave me the tour of Ryland you knew every kids name that passed by. I could tell in their face the affection toward you. I'm saddened that for the first time I won't have kids at Ryland Heights. I live by school and there has been so many times that I have driven by late in the evening and you are still there. Your commitment and dedication is much appreciated. Our world and schools could use more educators like you. For that, I thank you!!!!

**Teresa Wilkins, Public Information Officer and Community Education, Central Office
Nominated by a Colleagues**

Ms. Wilkins is a true champion of the Kenton County School District. For 18 years she has shared the good news of the Kenton County School District with thousands of readers. Her positive accounts of school stories, accomplishments of personnel and students have led to many local and state public relations awards, including the prestigious OASIS awards that she has received on numerous occasions. Through her accounts of the district's news, Ms. Wilkins has communicated the many ways the Kenton County School District has positively impacted our region, state and nation. Whenever there is an event, she is communicating and organizing media so the public are informed of the many outstanding contributions the district is making. Ms. Wilkins is always happy and sincerely loves bringing positive stories to light. While we will miss her cheery presence, we wish her the best in her retirement years. Congratulations Teresa Wilkins

**Jim Spaw, District Court Liaison, Central Office
Nominated by Colleagues**

Jim Spaw has worked for the Kenton County School District for 40 years. He began his career in 1973 as an elementary teacher. In 1988, he served for a year as a Supervisor of Instruction. From 1989-1997, Mr. Spaw served as Principal at Piner Elementary. He spent two years, working with the Kentucky Department of Education and returned for a year as Supervisor of Instruction. Retirement in 2000 was short lived and Jim returned that year to serve part-time as the Attendance Officer/School Administrative Liaison until 2003. In 2003 until present, Mr. Spaw has served full time as the District Court Liaison. As the District Court Liaison, Mr. Spaw works closely with the Court personnel. He has built strong relationships and rapport with both school and court staff to assist in increasing the monthly attendance rates across the district. For forty years, the Kenton County School District has had the benefit of his dedication and commitment to our students and families. We are fortunate that for some of that time, the school and district staff have had the benefit of his positive attitude and kind manner that Mr. Spaw brings to each task, every day. Jim will be missed! Enjoy Retirement!

RIGOR – RELEVANCE - RELATIONSHIPS

Presentation - Presentation on District Gifted and Talented Services - Jane Bush, Gifted and Talented Consultant explained the gifted and talented program 2013 results, prep and prep + and answered questions from the Board Members.

INFORMATION

**Monthly Reports – Energy, Finance, Student Nutrition
Personnel:**

Certified Recommendations
Classified Recommendations
Certified Resignations
Classified Resignations
Classified Retirements
Certified Change of Assignments
Classified Voluntary Change of Assignments
Classified Involuntary Change of Assignments
Classified Change of Assignments
Classified Non-renewed
Unpaid PD hours for 2012-2013: Certified and Classified
Unpaid Days for Snow Make Up
Leaves of Absence without Compensation: Certified and Classified
Substitutes: Classified
2012-2013 Kenton County School District Gifted Student Population

PUBLIC INPUT

none

CONSENT AGENDA

Approval of Minutes – Board Meetings – May 6, 2013 Board Meeting
Monthly Bills
Bids (8)
Extracurricular Camps (5)
Field Trips (9)
Grant Approvals
Professional Travel (last item struck from agenda)
Board Member Training
External Support booster Organizations (5)

DISCUSSION AND ACTION

- 1. Mr. Wicklund motioned that the Board approve the Consent Agenda with striking the last item in E. Professional Travel. Mr. Culbertson seconded the motion and it was voted as follows: Mr. Culbertson, Yes and abstain item F. #2, Mr. Wicklund voted Yes, Ms. Collins voted Yes and abstain item F. #1. The motion carried to approve the Consent Agenda with striking the last item in E. Professional Travel.**
- 2. Mr. Wicklund motioned that the Board enter into negotiations with the Energy Systems Group to determine a final scope of work for a “Guaranteed Energy Savings Program” contingent on Kentucky Department of Education approval. Mr. Culbertson seconded the motion and it was voted unanimously to enter into negotiations with the Energy Systems Group to determine a final scope of work for a “Guaranteed Energy Savings Program” contingent on Kentucky Department of Education approval.**

3. Mr. Wicklund motioned that the Board approve the BG-1 for a Performance Contract, contingent on Kentucky Department of Education approval. Mr. Culbertson seconded the motion and it was voted unanimously to approve the BG-1 for a Performance Contract, contingent on Kentucky Department of Education approval.
4. Mr. Wicklund motioned that the Board approve the request for transportation service for the Little Red School House for the summer of 2013. Mr. Culbertson seconded the motion and it was voted unanimously to approve the request for transportation service for the Little Red School House for the summer of 2013.
5. Mr. Wicklund motioned that the Board approve the request for transportation service for the Independence Celebration, July 6, 2013. Mr. Culbertson seconded the motion and it was voted unanimously to approve the request for transportation service for the Independence Celebration, July 6, 2013.
6. Mr. Wicklund motioned that the Board accept the bid from The Underwriters Group as indicated on the Workers Compensation Insurance Bid Tabulation. Mr. Culbertson seconded the motion and it was voted unanimously to accept the bid from The Underwriters Group as indicated on the Workers Compensation Insurance Bid Tabulation.
7. Mr. Wicklund motioned that the Board approve the Kentucky Department of Education Assurances for FY14. Mr. Culbertson seconded the motion and it was voted unanimously to approve the Kentucky Department of Education Assurances for FY14.
8. Mr. Wicklund motioned that the Board approve the amended 2012/2013 calendar. Mr. Culbertson seconded the motion and it was voted unanimously to approve the amended 2012/2013 calendar.
9. Mr. Wicklund motioned that the Board approve the 2014-2015 School Calendar. Mr. Culbertson seconded the motion and it was voted unanimously to approve the 2014-2015 School Calendar.
10. Mr. Wicklund motioned that the Agenda be made a part of the official board minutes. Mr. Culbertson seconded the motion and it was voted unanimously to make the Agenda part of the official board minutes.

OTHER BUSINESS

BOARD

Dr. Cox-Cruey shared the following:

- A report from PCA with the status of the Scott High School Construction project. The board will receive an update each month.
- July 12-13, 2013 is the KSBA Summer institute for Board Members in Lexington.
- Presentation for service awards for classified staff will be held this summer. Board members are invited to attend the events. June 10th at Dixie for the custodial presentations and July 25th at Simon Kenton for the transportation department presentations.

Mr. Wicklund congratulated the Central Office staff for a great school year. He expressed his appreciation for all they do.

Mrs. Collins stated that she attended all 3 graduations and expressed her appreciation of the respectful behavior of the graduates.

STAFF

None

TEACHERS

None

Mrs. Collins stated that it was necessary to go into Executive Session for the purpose of KRS 61.810(1) #c (Litigation).

- 11. Mr. Culbertson motioned that the Board go into Executive Session. Mr. Wicklund seconded the motion and the Board unanimously voted to go into Executive Session.**
- 12. Mr. Wicklund motioned that the Board go into Open Session. Mr. Culbertson seconded the motion and the Board unanimously voted to go into Open Session.**
- 13. Mr. Wicklund motioned that the Board issue a check to Gexpro in the amount of \$12,301.98 towards the purchase order issued for the Scott Phase IIA, BG#11-095 project which represents final and complete payment on the purchase order. Mr. Culbertson seconded the motion and it was voted unanimously to issue a check to Gexpro in the amount of \$12,301.98 towards the purchase order issued for the Scott Phase IIA, BG#11-095 project which represents final and complete payment on the purchase order.**
- 14. Mr. Culbertson motioned for adjournment. Mr. Wicklund seconded the motion – meeting was adjourned.**

Karen Collins, Chairperson

Vicki Fields, Secretary

05/31/2013 08:07
9291cfit

Kenton County Schools
PAID WARRANT REPORT

PG 1
appdwarr

WARRANT: 05/31/13

TO FISCAL 2013/11 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
13937 ALICE TRAINING INSTITUTE, LLC										
	MAY-2013	05/31/13			102831	P	05/31/13	0001072 0349	OTHER PROFESSIONAL SERVIC	14,000.00
	INVOICE:	MAY-2013								
VENDOR TOTALS				14,000.00	YTD INVOICED			14,000.00	YTD PAID	14,000.00
227 DUKE ENERGY										
	002-6-13	05/20/13			102832	P	05/31/13	0021087 0622	ELECTRICITY	518.68
	INVOICE:	002-6-13								
	007A-6-13	05/20/13			102833	P	05/31/13	0071087 0622	ELECTRICITY	20,374.19
	INVOICE:	007A-6-13								
	045-6-13	05/22/13			102832	P	05/31/13	0451087 0621	NATURAL GAS	307.19
	INVOICE:	045-6-13								
	045-6-13	05/22/13			102832	P	05/31/13	0451087 0622	ELECTRICITY	208.16
	INVOICE:	045-6-13								
	045A-6-13	05/22/13			102832	P	05/31/13	0451087 0622	ELECTRICITY	99.57
	INVOICE:	045A-6-13								
	045B-6-13	05/22/13			102832	P	05/31/13	0451087 0622	ELECTRICITY	5,039.01
	INVOICE:	045B-6-13								
	050-6-13	05/20/13			102832	P	05/31/13	0501087 0621	NATURAL GAS	520.21
	INVOICE:	050-6-13								
	050A-6-13	05/20/13			102832	P	05/31/13	0501087 0622	ELECTRICITY	5,843.27
	INVOICE:	050A-6-13								
	060-6-13	05/21/13			102832	P	05/31/13	0601087 0621	NATURAL GAS	188.49
	INVOICE:	060-6-13								
	060A-6-13	05/21/13			102832	P	05/31/13	0601087 0622	ELECTRICITY	4,332.34
	INVOICE:	060A-6-13								
	070-6-13	05/23/13			102832	P	05/31/13	0701087 0622	ELECTRICITY	76.14
	INVOICE:	070-6-13								
	070A-6-13	05/23/13			102832	P	05/31/13	0701087 0622	ELECTRICITY	3,351.46
	INVOICE:	070A-6-13								
	090A-6-13	05/20/13			102832	P	05/31/13	0901087 0622	ELECTRICITY	18,813.97
	INVOICE:	090A-6-13								
	090B-6-13	05/20/13			102832	P	05/31/13	0901087 0622	ELECTRICITY	1,231.08
	INVOICE:	090B-6-13								
	090C-6-13	05/20/13			102832	P	05/31/13	0901087 0622	ELECTRICITY	95.65
	INVOICE:	090C-6-13								
	090D-6-13	05/20/13			102832	P	05/31/13	0901087 0622	ELECTRICITY	877.57
	INVOICE:	090D-6-13								
	090F-6-13	05/20/13			102832	P	05/31/13	0901087 0622	ELECTRICITY	1,336.28
	INVOICE:	090F-6-13								
	100-6-13	05/21/13			102832	P	05/31/13	1001087 0621	NATURAL GAS	631.46
	INVOICE:	100-6-13								
	108A-6-13	05/20/13			102832	P	05/31/13	1081087 0621	NATURAL GAS	367.74
	INVOICE:	108A-6-13								
	120-6-13	05/20/13			102832	P	05/31/13	1201087 0622	ELECTRICITY	3,454.10
	INVOICE:	120-6-13								
	901-6-13	05/22/13			102832	P	05/31/13	9011096 0622	ELECTRICITY	124.90
	INVOICE:	901-6-13								
	901A-6-13	05/20/13			102832	P	05/31/13	9011096 0622	ELECTRICITY	744.08
	INVOICE:	901A-6-13								

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 Kenton County Schools
 PAID WARRANT REPORT

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WARRANT: 05/31/13

TO FISCAL 2013/11 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										
				1,783,853.07	YTD INVOICED			1,842,158.69	YTD PAID	68,535.54
3621 KASS	120693	05/21/13			102834	P	05/31/13	0011075 0338	REGISTRATION FEES	250.00
	INVOICE:	120693								
VENDOR TOTALS				2,500.00	YTD INVOICED			2,500.00	YTD PAID	250.00
1966 PITNEY BOWES	PURCHASE POWER									
	1756-5-13	05/31/13			102835	P	05/31/13	0011075 0531	POSTAGE & PO BOX RENT	2,000.00
	INVOICE:	1756-5-13								
VENDOR TOTALS				4,000.00	YTD INVOICED			4,000.00	YTD PAID	2,000.00
972 U. S. POSTAL SERVICE										
	5-20-13	05/31/13			102836	P	05/31/13	0011075 0531	POSTAGE & PO BOX RENT	200.00
	INVOICE:	5-20-13								
VENDOR TOTALS				464.00	YTD INVOICED			464.00	YTD PAID	200.00
2092 UNITED PARCEL SERVICE										
	E0213	05/31/13			102837	P	05/31/13	0011075 0531	POSTAGE & PO BOX RENT	500.00
	INVOICE:	E0213								
VENDOR TOTALS				3,000.00	YTD INVOICED			3,000.00	YTD PAID	500.00
REPORT TOTALS										85,485.54

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	7	85,485.54

** END OF REPORT - Generated by Cherrie Fitzgerald **

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/04/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
1145 BULLOCK PEN WATER DISTRICT	070-6-13	05/31/13			102838	P	06/05/13	0701087 0411	WATER/SEWAGE	362.24
	INVOICE:	070-6-13								
VENDOR TOTALS				2,935.47 YTD INVOICED				3,104.28 YTD PAID		362.24
227 DUKE ENERGY	006-6-13	05/30/13			102839	P	06/05/13	0061087 0622	ELECTRICITY	11,680.58
	INVOICE:	006-6-13								
	009-6-13	05/24/13			102839	P	06/05/13	0091087 0621	NATURAL GAS	89.05
	INVOICE:	009-6-13								
	009-6-13	05/24/13			102839	P	06/05/13	0091087 0622	ELECTRICITY	91.22
	INVOICE:	009-6-13								
	020-6-13	05/29/13			102839	P	06/05/13	0201087 0621	NATURAL GAS	181.70
	INVOICE:	020-6-13								
	020-6-13	05/29/13			102839	P	06/05/13	0201087 0622	ELECTRICITY	3,864.41
	INVOICE:	020-6-13								
	040A-6-13	05/28/13			102839	P	06/05/13	0401087 0622	ELECTRICITY	2,235.41
	INVOICE:	040A-6-13								
	040B-6-13	05/29/13			102839	P	06/05/13	0401087 0622	ELECTRICITY	19,993.83
	INVOICE:	040B-6-13								
	103-6-13	05/30/13			102839	P	06/05/13	1031087 0621	NATURAL GAS	216.72
	INVOICE:	103-6-13								
	103-6-13	05/30/13			102839	P	06/05/13	1031087 0622	ELECTRICITY	2,400.83
	INVOICE:	103-6-13								
	105-6-13	05/24/13			102839	P	06/05/13	1051087 0622	ELECTRICITY	962.44
	INVOICE:	105-6-13								
	901B-6-13	05/29/13			102839	P	06/05/13	9011096 0622	ELECTRICITY	436.66
	INVOICE:	901B-6-13								
	901C-6-13	05/29/13			102839	P	06/05/13	9011096 0622	ELECTRICITY	123.01
	INVOICE:	901C-6-13								
	903-6-13	05/29/13			102839	P	06/05/13	9031087 0621	NATURAL GAS	455.08
	INVOICE:	903-6-13								
	903-6-13	05/29/13			102839	P	06/05/13	9031087 0622	ELECTRICITY	2,136.84
	INVOICE:	903-6-13								
VENDOR TOTALS				1,828,720.85 YTD INVOICED				1,887,026.47 YTD PAID		44,867.78
12200 GEXPRO	5-30-13	06/04/13			102840	P	06/05/13	0003607 0450	11095 CONSTRUCTION SERVICES	12,301.98
	INVOICE:	5-30-13								
VENDOR TOTALS				12,301.98 YTD INVOICED				12,301.98 YTD PAID		12,301.98
8600 NORTHERN KENTUCKY WATER SERVICE	108-6-13	05/22/13			102841	P	06/05/13	1081087 0411	WATER/SEWAGE	1,046.66
	INVOICE:	108-6-13								
	120-6-13	05/22/13			102841	P	06/05/13	1201087 0411	WATER/SEWAGE	1,374.47
	INVOICE:	120-6-13								
	120A-6-13	05/22/13			102841	P	06/05/13	1201087 0411	WATER/SEWAGE	146.13
	INVOICE:	120A-6-13								

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/04/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	120B-6-13	05/22/13			102841	P	06/05/13	1201087 0411	WATER/SEWAGE	134.03
	INVOICE: 120B-6-13									
	901-6-13	05/22/13			102841	P	06/05/13	9011096 0411	WATER/SEWAGE	106.58
	INVOICE: 901-6-13									
	VENDOR TOTALS			115,665.83 YTD INVOICED				115,942.51 YTD PAID		2,807.87
2753	SAM'S CLUB									
	5764-6-13	05/25/13			102842	P	06/05/13	9031118 0610	106X GENERAL SUPPLIES	367.40
	INVOICE: 5764-6-13									
	5764-6-13	05/25/13			102842	P	06/05/13	0011075 0630	FOOD	111.13
	INVOICE: 5764-6-13									
	VENDOR TOTALS			1,950.60 YTD INVOICED				1,950.60 YTD PAID		478.53
317	SANITATION DIST. #1									
	100-6-13	06/04/13			102843	P	06/05/13	1001087 0411	WATER/SEWAGE	4.68
	INVOICE: 100-6-13									
	108-6-13	06/04/13			102843	P	06/05/13	1081087 0411	WATER/SEWAGE	4,993.94
	INVOICE: 108-6-13									
	120-6-13	06/04/13			102843	P	06/05/13	1201087 0411	WATER/SEWAGE	1,860.00
	INVOICE: 120-6-13									
	120A-6-13	06/04/13			102843	P	06/05/13	1201087 0411	WATER/SEWAGE	140.49
	INVOICE: 120A-6-13									
	901-6-13	06/04/13			102843	P	06/05/13	9011096 0411	WATER/SEWAGE	113.73
	INVOICE: 901-6-13									
	VENDOR TOTALS			341,686.01 YTD INVOICED				341,686.01 YTD PAID		7,112.84
13505	SOUTHEASTERN SCHOOL BUS SAFETY ROAD-E-0									
	JUNE-2013	06/04/13			102844	P	06/05/13	9011096 0811	PERMITS	40.00
	INVOICE: JUNE-2013									
	VENDOR TOTALS			40.00 YTD INVOICED				40.00 YTD PAID		40.00
									REPORT TOTALS	67,971.24

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	7	67,971.24

** END OF REPORT - Generated by Cherrie Fitzgerald **

VENDOR	NAME	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
14	CINCINNATI ENQUIRER, THE									
	6703096	06/01/13			102845	P	06/13/13	9201134 0542	NEWSPAPER ADVERTISING	201.75
	INVOICE: 6703096									
	6703203	06/01/13			102845	P	06/13/13	0011075 0542	NEWSPAPER ADVERTISING	519.76
	INVOICE: 6703203									
	6703203	06/01/13			102845	P	06/13/13	9201134 0542	NEWSPAPER ADVERTISING	108.47
	INVOICE: 6703203									
	VENDOR TOTALS			6,307.28 YTD INVOICED				6,307.28 YTD PAID		829.98
10786	FIFTH THIRD BANK									
	3543-JUNE-13	05/27/13			102847	P	06/13/13	0011075 0610	GENERAL SUPPLIES	21.83
	INVOICE: 3543-JUNE-13									
	3543-JUNE-13	05/27/13			102847	P	06/13/13	9031077 0580 1063	TRAVEL	2,752.20
	INVOICE: 3543-JUNE-13									
	3543-JUNE-13	05/27/13			102847	P	06/13/13	9031077 0580 1063	TRAVEL	1,201.86
	INVOICE: 3543-JUNE-13									
	5424-JUNE	05/21/13			102846	P	06/13/13	0001029 0610	GENERAL SUPPLIES	24.79
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0001087 0532	TELEPHONE	452.10
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0001118 0610 014X	GENERAL SUPPLIES	14.99
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0001118 0646 006X	TESTS	30.00
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0002009 0734 1623	COMPUTERS & RELATED EQUIP	332.96
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0002027 0610 3373	GENERAL SUPPLIES	75.00
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0002053 0610 3103D	GENERAL SUPPLIES	14.99
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0002121 0610 3373	GENERAL SUPPLIES	64.99
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0003607 0349 11096	OTHER PROFESSIONAL SERVIC	413.37
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0005101 0532	TELEPHONE	44.97
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0011075 0610	GENERAL SUPPLIES	1,837.85
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0011087 0532	TELEPHONE	5,667.14
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0011134 0610	GENERAL SUPPLIES	207.85
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0021087 0532	TELEPHONE	89.23
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0021134 0610	GENERAL SUPPLIES	107.50
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0025101 0433	EQUIPMENT REPAIR & MAINT	10.00
	INVOICE: 5424-JUNE									
	5424-JUNE	05/21/13			102846	P	06/13/13	0025101 0610	GENERAL SUPPLIES	339.00

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/13/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	5424-JUNE	05/21/13			102846	P	06/13/13	0051087 0532	TELEPHONE	1,352.66
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0051134 0610	GENERAL SUPPLIES	112.40
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0061087 0532	TELEPHONE	1,259.88
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0061134 0610	GENERAL SUPPLIES	328.64
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0065101 0610	GENERAL SUPPLIES	422.17
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0081087 0532	TELEPHONE	2,298.54
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0081134 0610	GENERAL SUPPLIES	980.57
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0085101 0433	EQUIPMENT REPAIR & MAINT	381.25
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0085101 0610	GENERAL SUPPLIES	351.83
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0201087 0532	TELEPHONE	229.27
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0201118 0610	7000 GENERAL SUPPLIES	604.20
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0201134 0610	GENERAL SUPPLIES	155.37
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0505101 0433	EQUIPMENT REPAIR & MAINT	118.59
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0401087 0532	TELEPHONE	926.06
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0401134 0610	GENERAL SUPPLIES	2,400.45
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0405101 0433	EQUIPMENT REPAIR & MAINT	110.96
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0405101 0610	GENERAL SUPPLIES	322.70
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0451087 0532	TELEPHONE	2,303.44
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0501087 0532	TELEPHONE	528.96
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0505101 0433	EQUIPMENT REPAIR & MAINT	82.51
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0505101 0610	GENERAL SUPPLIES	7.98
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0552198 0532	1033 TELEPHONE	32.38
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0601087 0532	TELEPHONE	1,000.87
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0601134 0610	GENERAL SUPPLIES	435.20
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0701087 0532	TELEPHONE	1,005.49
	INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	0701134 0442	EQUIPMENT & VEHICLE RENT	64.95

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/13/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	1205101 0610	GENERAL SUPPLIES	62.11
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	4951087 0532	TELEPHONE	624.20
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	4951134 0610	GENERAL SUPPLIES	662.27
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	4955101 0433	EQUIPMENT REPAIR & MAINT	176.20
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	4955101 0610	GENERAL SUPPLIES	99.86
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	9011096 0532	TELEPHONE	1,624.02
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	9011134 0610	GENERAL SUPPLIES	330.79
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	9031087 0532	TELEPHONE	156.21
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	9031134 0610	GENERAL SUPPLIES	1,500.00
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	9201134 0435	VEHICLE REPAIR & MAINT	85.15
	5424-JUNE INVOICE: 5424-JUNE	05/21/13			102846	P	06/13/13	9201134 0610	GENERAL SUPPLIES	2,808.71
	VENDOR TOTALS		591,663.06	YTD INVOICED				591,996.62	YTD PAID	57,699.30
8600	NORTHERN KENTUCKY WATER SERVICE									
	080-6-13 INVOICE: 080-6-13	05/30/13			102848	P	06/13/13	0801087 0411	WATER/SEWAGE	392.45
	110-6-13 INVOICE: 110-6-13	05/30/13			102848	P	06/13/13	1101087 0411	WATER/SEWAGE	40.18
	VENDOR TOTALS		116,098.46	YTD INVOICED				116,375.14	YTD PAID	432.63
									REPORT TOTALS	58,961.91
									COUNT	AMOUNT
									4	58,961.91
									TOTAL PRINTED CHECKS	

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 Kenton County Schools
 PAID WARRANT REPORT

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WARRANT: 062113FS

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
79991		05/10/13		13007364	102852	P	06/20/13	0085101 0630	FOOD	162.00
	INVOICE:	1636312118								
79992		05/21/13		13007444	102852	P	06/20/13	1055101 0630	FOOD	290.40
	INVOICE:	1686542101								
VENDOR TOTALS				49,121.32 YTD INVOICED				49,121.32 YTD PAID		452.40
13858 DELHI FOODS										
79993		05/10/13		13006573	102853	P	06/20/13	0605101 0630	FOOD	584.29
	INVOICE:	167225								
79994		05/17/13		13006573	102853	P	06/20/13	0605101 0630	FOOD	257.47
	INVOICE:	167368								
VENDOR TOTALS				7,567.92 YTD INVOICED				7,567.92 YTD PAID		841.76
8154 ELLENBEE-LEGGETT COMPANY										
79995		05/13/13		13007366	102854	P	06/20/13	0085101 0630	FOOD	620.19
	INVOICE:	123991								
80081		05/31/13			102854	P	06/20/13	0455101 0630	FOOD	-89.94
	INVOICE:	CM103547								
80082		03/21/13			102854	P	06/20/13	1035101 0630	FOOD	-24.60
	INVOICE:	CM103231								
80083		03/21/13			102854	P	06/20/13	0905101 0630	FOOD	-20.67
	INVOICE:	cm101161								
80084		03/13/13		13005761	102854	P	06/20/13	1035101 0630	FOOD	847.86
	INVOICE:	112020								
80360		05/31/13		13007037	102854	P	06/20/13	0605101 0630	FOOD	-21.34
	INVOICE:	CM105232								
80361		05/02/13		13006940	102854	P	06/20/13	0055101 0630	FOOD	-47.45
	INVOICE:	CM105250								
VENDOR TOTALS				536,081.62 YTD INVOICED				536,081.62 YTD PAID		1,264.05
8163 GORDON FOOD SERVICE										
79996		05/13/13		13007367	102855	P	06/20/13	0905101 0630	FOOD	597.58
	INVOICE:	151643563								
79997		05/13/13		13007367	102855	P	06/20/13	0905101 0630	FOOD	1.00
	INVOICE:	151643558								
79998		05/07/13		13007112	102855	P	06/20/13	0605101 0630	FOOD	123.78
	INVOICE:	151532977								
79999		04/30/13		13007112	102855	P	06/20/13	0605101 0630	FOOD	427.82
	INVOICE:	151437903								
80000		04/29/13		13007066	102855	P	06/20/13	1005101 0630	FOOD	755.15
	INVOICE:	151420913								
80001		04/29/13		13007066	102855	P	06/20/13	1005101 0630	FOOD	562.86
	INVOICE:	151420920								
80004		05/13/13		13007365	102855	P	06/20/13	0085101 0630	FOOD	215.25
	INVOICE:	151643557								
80005		05/13/13		13007365	102855	P	06/20/13	0085101 0630	FOOD	129.97
	INVOICE:	151643554								
80006		05/13/13		13007365	102855	P	06/20/13	0085101 0630	FOOD	2,053.64

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TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	80014	05/20/13		13007369	102860	P	06/20/13	0405101 0630	FOOD	85.00
	INVOICE: 013010614006									
	80015	05/16/13		13007156	102860	P	06/20/13	0705101 0630	FOOD	85.50
	INVOICE: 013017513611									
	80016	05/13/13		13007385	102860	P	06/20/13	1055101 0630	FOOD	96.00
	INVOICE: 013010413333									
	80017	05/13/13		13007389	102860	P	06/20/13	0605101 0630	FOOD	99.72
	INVOICE: 013010613304									
	80018	05/20/13		13007292	102860	P	06/20/13	0205101 0630	FOOD	111.00
	INVOICE: 013010614009									
	80019	05/20/13		13007443	102860	P	06/20/13	1055101 0630	FOOD	183.20
	INVOICE: 013010414016									
	80020	05/13/13		13007405	102860	P	06/20/13	0085101 0630	FOOD	288.90
	INVOICE: 013017513307									
	VENDOR TOTALS			93,140.93	YTD INVOICED			93,168.53	YTD PAID	1,209.32
10120	KROGER CO., THE									
	80359	05/25/13			102861	P	06/20/13	1055101 0630	FOOD	4.99
	INVOICE: 0313148380									
	VENDOR TOTALS			28.52	YTD INVOICED			28.52	YTD PAID	4.99
8157	REEVES PRODUCE									
	80021	05/21/13		13001040	102862	P	06/20/13	0455101 0630	FOOD	102.30
	INVOICE: 43043									
	80022	05/16/13		13001042	102862	P	06/20/13	0705101 0630	FOOD	106.20
	INVOICE: 43008									
	80024	05/17/13		13007411	102862	P	06/20/13	0205101 0630	FOOD	138.40
	INVOICE: 43023									
	80025	05/20/13		13001051	102862	P	06/20/13	4955101 0630	FOOD	171.60
	INVOICE: 43030									
	80026	05/19/13		13007410	102862	P	06/20/13	1055101 0630	FOOD	251.50
	INVOICE: 43034									
	80027	05/17/13		13007406	102862	P	06/20/13	0055101 0630	FOOD	255.00
	INVOICE: 43011									
	80028	05/20/13		13001047	102862	P	06/20/13	0085101 0630	FOOD	352.20
	INVOICE: 43033									
	80029	05/13/13		13001047	102862	P	06/20/13	0085101 0630	FOOD	868.70
	INVOICE: 42980									
	80030	05/13/13		13007410	102862	P	06/20/13	1055101 0630	FOOD	1,051.80
	INVOICE: 42975									
	80395	06/03/13		13007611	102862	P	06/20/13	1205101 0630	FOOD	344.40
	INVOICE: 43055									
	VENDOR TOTALS			428,519.70	YTD INVOICED			428,982.15	YTD PAID	3,642.10
10748	RICKING PAPER & SPECIALTY COMPANY									
	80031	05/16/13		13007372	102863	P	06/20/13	4955101 0610	GENERAL SUPPLIES	55.29
	INVOICE: 168573									
	80032	05/16/13		13007360	102863	P	06/20/13	1055101 0610	GENERAL SUPPLIES	110.58

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE:	168571									
80033	05/09/13			13007345	102863	P	06/20/13	0605101 0610	GENERAL SUPPLIES	405.49
INVOICE:	167784									
80034	05/15/13			13007442	102863	P	06/20/13	1055101 0610	GENERAL SUPPLIES	577.06
INVOICE:	168572									
80035	05/16/13			13007390	102863	P	06/20/13	0605101 0610	GENERAL SUPPLIES	594.87
INVOICE:	168690									
VENDOR TOTALS				154,980.14 YTD INVOICED				154,980.14 YTD PAID		1,743.29
3397 SPECIALIZED PLUMBING PARTS										
80396	05/21/13			13007609	102864	P	06/20/13	0455101 0433	EQUIPMENT REPAIR & MAINT	12.25
INVOICE:	169000									
80399	04/26/13			13007607	102864	P	06/20/13	0405101 0433	EQUIPMENT REPAIR & MAINT	12.00
INVOICE:	167979									
VENDOR TOTALS				72.09 YTD INVOICED				46.22 YTD PAID		24.25
REPORT TOTALS										55,773.06
								COUNT	AMOUNT	
TOTAL PRINTED CHECKS								16	55,773.06	

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	417532	05/16/13		13007627	102868	P	06/20/13	1081134 0610	GENERAL SUPPLIES	525.00
	INVOICE: 417532									
	VENDOR TOTALS			5,925.88	YTD INVOICED			6,640.43	YTD PAID	525.00
13924	ACT SCORING SERVICES									
	31309342	05/31/13		13007541	102869	P	06/20/13	0011118 0610 006X	GENERAL SUPPLIES	324.00
	INVOICE: 31309342									
	VENDOR TOTALS			324.00	YTD INVOICED			324.00	YTD PAID	324.00
10775	ADVANTAGE GROUP ENGINEERS INC.									
	12946	05/30/13		13007628	102870	P	06/20/13	0061134 0349	OTHER PROFESSIONAL SERVIC	555.00
	INVOICE: 12946									
	VENDOR TOTALS			1,270.00	YTD INVOICED			1,270.00	YTD PAID	555.00
13481	ADVANTAGE PRODUCTS CORP.									
	24077	06/04/13		13007594	102871	P	06/20/13	0701087 0610	GENERAL SUPPLIES	100.96
	INVOICE: 24077									
	VENDOR TOTALS			121.81	YTD INVOICED			121.81	YTD PAID	100.96
7643	AIR SOURCE TECHNOLOGY, INC.									
	24600	05/25/13		13007663	102872	P	06/20/13	9201134 0349	OTHER PROFESSIONAL SERVIC	200.00
	INVOICE: 24600									
	VENDOR TOTALS			4,525.00	YTD INVOICED			4,525.00	YTD PAID	200.00
10220	ALL-RITE READY MIX, INC.									
	530329	05/22/13		13006483	102873	P	06/20/13	0003607 0450 11096	CONSTRUCTION SERVICES	207.00
	INVOICE: 530329									
	531352	06/04/13		13006483	102873	P	06/20/13	0003607 0450 11096	CONSTRUCTION SERVICES	295.40
	INVOICE: 531352									
	VENDOR TOTALS			502.40	YTD INVOICED			502.40	YTD PAID	502.40
9777	ALLIED PLUMBING & SEWER SERVICE									
	5049	05/14/13		13007664	102874	P	06/20/13	9011096 0411	WATER/SEWAGE	240.00
	INVOICE: 5049									
	5107	05/21/13		13007664	102874	P	06/20/13	9011096 0411	WATER/SEWAGE	240.00
	INVOICE: 5107									
	5134	05/28/13		13007664	102874	P	06/20/13	9011096 0411	WATER/SEWAGE	240.00
	INVOICE: 5134									
	VENDOR TOTALS			9,600.00	YTD INVOICED			9,600.00	YTD PAID	720.00
212	AMERICAN BUS & ACCESSORIES									
	147560	06/07/13		13006954	102875	P	06/20/13	9011096 0663	REPAIR PARTS	24.32
	INVOICE: 147560									
	147572	06/07/13		13007313	102875	P	06/20/13	9011096 0663	REPAIR PARTS	184.00

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	4241955091	06/07/13		13007520	102878	P	06/20/13	0002154 0734 3483	COMPUTERS & RELATED EQUIP	3,721.29
	INVOICE: 4241955091									
	4241955091	06/07/13		13007520	102878	P	06/20/13	9031143 0734 1063	COMPUTERS & RELATED EQUIP	636.71
	INVOICE: 4241955091									
VENDOR TOTALS				289,537.45	YTD INVOICED			289,537.45	YTD PAID	77,279.14
1096	ARAMARK UNIFORM SERVICES									
	543-7118419	05/01/13			102880	P	06/20/13	0071087 0610	GENERAL SUPPLIES	44.35
	INVOICE: 543-7118419									
	543-7118420	05/01/13			102880	P	06/20/13	0081087 0610	GENERAL SUPPLIES	38.30
	INVOICE: 543-7118420									
	543-7118424	05/01/13			102879	P	06/20/13	0051087 0610	GENERAL SUPPLIES	20.00
	INVOICE: 543-7118424									
	543-7118429	05/01/13			102879	P	06/20/13	0501087 0610	GENERAL SUPPLIES	17.50
	INVOICE: 543-7118429									
	543-7118450	05/01/13			102880	P	06/20/13	0401087 0610	GENERAL SUPPLIES	44.20
	INVOICE: 543-7118450									
	543-7119010	05/02/13			102879	P	06/20/13	0061087 0610	GENERAL SUPPLIES	22.30
	INVOICE: 543-7119010									
	543-7119011	05/02/13			102879	P	06/20/13	0601087 0610	GENERAL SUPPLIES	12.25
	INVOICE: 543-7119011									
	543-7121306	05/08/13			102880	P	06/20/13	0901087 0610	GENERAL SUPPLIES	41.30
	INVOICE: 543-7121306									
	543-7121313	05/08/13			102880	P	06/20/13	1051087 0610	GENERAL SUPPLIES	58.05
	INVOICE: 543-7121313									
	543-7121314	05/08/13			102879	P	06/20/13	0951087 0610	GENERAL SUPPLIES	7.25
	INVOICE: 543-7121314									
	543-7121315	05/08/13			102879	P	06/20/13	4951087 0610	GENERAL SUPPLIES	12.60
	INVOICE: 543-7121315									
	543-7121317	05/08/13			102880	P	06/20/13	1001087 0610	GENERAL SUPPLIES	32.55
	INVOICE: 543-7121317									
	543-7121318	05/08/13			102879	P	06/20/13	1081087 0610	GENERAL SUPPLIES	11.20
	INVOICE: 543-7121318									
	543-7121319	05/08/13			102879	P	06/20/13	1201087 0610	GENERAL SUPPLIES	14.15
	INVOICE: 543-7121319									
	543-7121329	05/08/13			102880	P	06/20/13	0201087 0610	GENERAL SUPPLIES	41.80
	INVOICE: 543-7121329									
	543-7123046	05/13/13			102880	P	06/20/13	1031087 0610	GENERAL SUPPLIES	40.20
	INVOICE: 543-7133046									
	543-7124194	05/15/13			102880	P	06/20/13	0071087 0610	GENERAL SUPPLIES	44.35
	INVOICE: 543-7124194									
	543-7124195	05/15/13			102880	P	06/20/13	0081087 0610	GENERAL SUPPLIES	38.30
	INVOICE: 543-7124195									
	543-7124199	05/15/13			102879	P	06/20/13	0051087 0610	GENERAL SUPPLIES	20.00
	INVOICE: 543-7124199									
	543-7124204	05/15/13			102879	P	06/20/13	0501087 0610	GENERAL SUPPLIES	17.50
	INVOICE: 543-7124204									
	543-7124208	05/15/13			102879	P	06/20/13	0701087 0610	GENERAL SUPPLIES	20.90
	INVOICE: 543-7124208									
	543-7124226	05/15/13			102880	P	06/20/13	0401087 0610	GENERAL SUPPLIES	44.20

VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	543-7124226								
	543-7124779	05/16/13			102879	P	06/20/13	0061087 0610	GENERAL SUPPLIES	22.30
	INVOICE:	543-7124779								
	543-7124780	05/16/13			102879	P	06/20/13	0601087 0610	GENERAL SUPPLIES	12.25
	INVOICE:	543-7124780								
	543-7127068	05/22/13			102880	P	06/20/13	0901087 0610	GENERAL SUPPLIES	41.30
	INVOICE:	543-7127068								
	543-7127070	05/22/13			102880	P	06/20/13	9201134 0610	GENERAL SUPPLIES	38.52
	INVOICE:	543-7127070								
	543-7127075	05/22/13			102880	P	06/20/13	1051087 0610	GENERAL SUPPLIES	58.05
	INVOICE:	543-7127075								
	543-7127076	05/22/13			102879	P	06/20/13	0951087 0610	GENERAL SUPPLIES	7.25
	INVOICE:	543-7127076								
	543-7127077	05/22/13			102879	P	06/20/13	4951087 0610	GENERAL SUPPLIES	12.60
	INVOICE:	543-7127077								
	543-7127079	05/22/13			102879	P	06/20/13	1001087 0610	GENERAL SUPPLIES	32.55
	INVOICE:	543-7127079								
	543-7127080	05/22/13			102879	P	06/20/13	1081087 0610	GENERAL SUPPLIES	11.20
	INVOICE:	543-7127080								
	543-7127081	05/22/13			102879	P	06/20/13	1201087 0610	GENERAL SUPPLIES	14.15
	INVOICE:	543-7127081								
	543-7127091	05/22/13			102880	P	06/20/13	0201087 0610	GENERAL SUPPLIES	41.80
	INVOICE:	543-7127091								
	543-7129947	05/29/13			102879	P	06/20/13	0801087 0610	GENERAL SUPPLIES	14.10
	INVOICE:	543-7129947								
	543-7132837	06/05/13			102879	P	06/20/13	4951087 0610	GENERAL SUPPLIES	12.60
	INVOICE:	543-7122837								
	VENDOR TOTALS		18,609.09	YTD INVOICED				20,036.00	YTD PAID	961.92
13950	ARRONCO COMFORT AIR INC.									
	103053	05/17/13	13007602		102881	P	06/20/13	1051134 0431	HVAC/ELECTRIC REPAIR & MA	8,900.00
	INVOICE:	103053								
	VENDOR TOTALS		8,900.00	YTD INVOICED				8,900.00	YTD PAID	8,900.00
13959	ART OF EDUCATION									
	6-11-13	06/11/13			102882	P	06/20/13	1082053 0582 1403	TRAVEL - OUT OF DISTRICT	99.00
	INVOICE:	6-11-13								
	VENDOR TOTALS		99.00	YTD INVOICED				99.00	YTD PAID	99.00
9792	BAIRD, JILL LAWSON									
	4-19-5-23	06/06/13			102883	P	06/20/13	0001121 0580 337X	TRAVEL	17.52
	INVOICE:	4-19-5-23								
	VENDOR TOTALS		561.26	YTD INVOICED				561.26	YTD PAID	17.52
10466	BAKER, CHRISTINE									
	5-1-5-24	06/07/13			102884	P	06/20/13	9201134 0581	TRAVEL - IN DISTRICT	19.21
	INVOICE:	5-1-5-24								

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS				863.21 YTD INVOICED				863.21 YTD PAID		19.21
2548 BANTA, KIM										
JUNE-6-7		06/11/13			102885	P	06/20/13	0011099 0582	TRAVEL - OUT OF DISTRICT	194.28
INVOICE: JUNE-6-7										
VENDOR TOTALS				2,511.57 YTD INVOICED				2,511.57 YTD PAID		194.28
13727 BARKER, MICHAEL										
3-4-5-22		06/06/13			102886	P	06/20/13	9031077 0580 1063	TRAVEL	220.43
INVOICE: 3-4-5-22										
VENDOR TOTALS				762.03 YTD INVOICED				762.03 YTD PAID		220.43
1005 BARNES & NOBLE										
IN2577880		05/22/13		13007548	102887	P	06/20/13	0001118 0610 015X	GENERAL SUPPLIES	111.80
INVOICE: IN2577880										
VENDOR TOTALS				16,094.71 YTD INVOICED				16,094.71 YTD PAID		111.80
12716 BARRETT, JENNY										
-28		06/13/13			102888	P	06/20/13	0001118 0630 059X2	FOOD	136.56
INVOICE: #28										
3-25-4-25		06/06/13			102888	P	06/20/13	0002118 0580 4013	TRAVEL	81.93
INVOICE: 3-25-4-25										
5-17-5-19		06/06/13			102888	P	06/20/13	0002118 0580 4013	TRAVEL	68.00
INVOICE: 5-17-5-19										
VENDOR TOTALS				1,770.61 YTD INVOICED				1,770.61 YTD PAID		286.49
13877 BAUGHMAN TILE CO, INC.										
0095910IN		05/09/13		13006489	102889	P	06/20/13	0003607 0450 11096	CONSTRUCTION SERVICES	28,148.71
INVOICE: 0095910IN										
0096142IN		05/17/13		13006489	102889	P	06/20/13	0003607 0450 11096	CONSTRUCTION SERVICES	3,851.29
INVOICE: 0096142IN										
VENDOR TOTALS				32,000.00 YTD INVOICED				32,000.00 YTD PAID		32,000.00
12275 BAUMANN PAPER COMPANY										
756399		05/24/13		13007502	102890	P	06/20/13	0201087 0610	GENERAL SUPPLIES	6.48
INVOICE: 756399										
756406		05/24/13		13007514	102890	P	06/20/13	1001087 0610	GENERAL SUPPLIES	59.16
INVOICE: 756406										
756407		05/24/13		13007511	102890	P	06/20/13	1031087 0610	GENERAL SUPPLIES	108.30
INVOICE: 756407										
756408		05/24/13		13007507	102890	P	06/20/13	4951087 0610	GENERAL SUPPLIES	74.78
INVOICE: 756408										
756409		05/24/13		13007498	102890	P	06/20/13	1201134 0610	GENERAL SUPPLIES	204.30
INVOICE: 756409										
756410		05/24/13		13007531	102890	P	06/20/13	0501087 0610	GENERAL SUPPLIES	108.96

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	6-6-13	06/19/13			102897	P	06/20/13	0702104 0582 1253	TRAVEL - OUT OF DISTRICT	50.85
	INVOICE:	6-6-13								
	VENDOR TOTALS			299.62	YTD INVOICED			299.62	YTD PAID	50.85
4178	BROWN, TERI									
	3-12-5-17	06/06/13			102898	P	06/20/13	0001118 0581 006X	TRAVEL - IN DISTRICT	320.92
	INVOICE:	3-12-5-17								
	VENDOR TOTALS			4,127.18	YTD INVOICED			4,127.18	YTD PAID	320.92
13665	BRYSON, CHRISTOPHER J.									
	5-1-5-22	06/06/13			102899	P	06/20/13	9031077 0580 1063	TRAVEL	41.81
	INVOICE:	5-1-5-22								
	VENDOR TOTALS			505.87	YTD INVOICED			505.87	YTD PAID	41.81
1880	BUSH, JANE									
	5-29-6-3	06/19/13			102900	P	06/20/13	0001011 0581 130X	TRAVEL - IN DISTRICT	24.30
	INVOICE:	5-29-6-3								
	6-17-19	06/19/13			102900	P	06/20/13	0001011 0582 130X	TRAVEL - OUT OF DISTRICT	385.27
	INVOICE:	6-17-19								
	VENDOR TOTALS			1,888.44	YTD INVOICED			1,888.44	YTD PAID	409.57
13904	BUSINESS COMPUTER SKILLS									
	2129	05/23/13		13007380	102901	P	06/20/13	9031143 0580 1063	TRAVEL	750.00
	INVOICE:	2129								
	2129	05/23/13		13007380	102901	P	06/20/13	9031146 0580 1063	TRAVEL	750.00
	INVOICE:	2129								
	VENDOR TOTALS			1,500.00	YTD INVOICED			1,500.00	YTD PAID	1,500.00
3526	CALLAHAN, SARA									
	1-10-6-5	06/11/13			102902	P	06/20/13	0071118 0581 7000	TRAVEL - IN DISTRICT	131.65
	INVOICE:	1-10-6-5								
	2-14-5-8	06/06/13			102902	P	06/20/13	0071118 0581 7000	TRAVEL - IN DISTRICT	25.99
	INVOICE:	2-14-5-8								
	VENDOR TOTALS			548.23	YTD INVOICED			548.23	YTD PAID	157.64
3394	CALLEN, PARTRICIA									
	5-3-5-23	06/12/13			102903	P	06/20/13	9011096 0581	TRAVEL - IN DISTRICT	6.78
	INVOICE:	5-3-5-23								
	VENDOR TOTALS			160.34	YTD INVOICED			272.46	YTD PAID	6.78
11379	CAMCOR, INC.									
	2282921	03/25/13		13006821	102904	P	06/20/13	1201118 0734 7000	COMPUTERS & RELATED EQUIP	17.98
	INVOICE:	2282921								
	2401204	06/12/13		13006821	102904	P	06/20/13	1201118 0734 7000	COMPUTERS & RELATED EQUIP	1,803.74

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	2401204								
	VENDOR TOTALS			9,963.45 YTD INVOICED				9,963.45 YTD PAID		1,821.72
1469	CAMPBELL, GEORGINA DEATON 5-30-5-31	06/06/13			102905	P	06/20/13	0002121 0580 3373	TRAVEL	610.66
	INVOICE:	5-30-5-31								
	VENDOR TOTALS			1,300.95 YTD INVOICED				1,300.95 YTD PAID		610.66
3300	CAPSTONE PRESS CI10315048	05/08/13		13007109	102906	P	06/20/13	0061059 0641 7000	LIBRARY BOOKS	580.90
	INVOICE:	CI10315048								
	VENDOR TOTALS			4,743.35 YTD INVOICED				4,743.35 YTD PAID		580.90
3134	CASSIDY, KELLY 2-27-5-3	06/19/13			102907	P	06/20/13	0901118 0581 7000	TRAVEL - IN DISTRICT	35.60
	INVOICE:	2-27-5-3								
	VENDOR TOTALS			35.60 YTD INVOICED				35.60 YTD PAID		35.60
9036	CDW COMPUTER CENTERS BT82074CR	04/22/13			102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	-3.00
	INVOICE:	BT82074CR								
	CH18061	05/15/13		13006283	102908	P	06/20/13	0702121 0734 3103	COMPUTERS & RELATED EQUIP	634.72
	INVOICE:	CH18061								
	CH20727	05/15/13		13006056	102908	P	06/20/13	1201118 0734 7000	COMPUTERS & RELATED EQUIP	164.48
	INVOICE:	CH20727								
	CH82763	05/16/13		13007378	102908	P	06/20/13	9011096 0610	GENERAL SUPPLIES	70.63
	INVOICE:	CH82763								
	CH82765	05/16/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	141.26
	INVOICE:	CH82765								
	CJ32844	05/16/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	143.16
	INVOICE:	CJ32844								
	CJ79584	05/17/13		13007420	102908	P	06/20/13	1201118 0734 7000	COMPUTERS & RELATED EQUIP	103.58
	INVOICE:	CJ79584								
	CK46632	05/20/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	35.79
	INVOICE:	CK46632								
	CL04372	05/21/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	71.58
	INVOICE:	CL04372								
	CM34116	05/24/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	107.37
	INVOICE:	CM34116								
	CT10429	06/07/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	355.55
	INVOICE:	CT10429								
	CT10435	06/07/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	324.96
	INVOICE:	CT10435								
	CT38903	06/10/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	321.10
	INVOICE:	CT38903								
	CV00790	06/11/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	81.24
	INVOICE:	CV00790								

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	CW40511	06/13/13		13007544	102908	P	06/20/13	0902144 0734 3483	COMPUTERS & RELATED EQUIP	359.92
	INVOICE: CW40511									
	T820855	11/30/12		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	633.06
	INVOICE: T820855									
	X169696	01/31/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	429.60
	INVOICE: X169696									
	X906388	02/18/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	368.84
	INVOICE: X906388									
	Z800209	03/11/13		13007096	102908	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	387.60
	INVOICE: Z800209									
VENDOR TOTALS				37,348.69 YTD INVOICED				37,348.69 YTD PAID		4,731.44
4571	CENTRAL JANITORIAL SUPPLY, INC.									
	59378	05/29/13		13007499	102909	P	06/20/13	0201087 0610	GENERAL SUPPLIES	206.56
	INVOICE: 59378									
	59379	05/29/13		13007500	102909	P	06/20/13	0401087 0610	GENERAL SUPPLIES	51.64
	INVOICE: 59379									
	59380	05/29/13		13007506	102909	P	06/20/13	4951087 0610	GENERAL SUPPLIES	103.28
	INVOICE: 59380									
	59381	05/29/13		13007488	102909	P	06/20/13	0701087 0610	GENERAL SUPPLIES	80.88
	INVOICE: 59381									
	59387	05/29/13		13007494	102909	P	06/20/13	4951087 0610	GENERAL SUPPLIES	134.80
	INVOICE: 59387									
	59388	05/29/13		13007501	102909	P	06/20/13	1001087 0610	GENERAL SUPPLIES	133.06
	INVOICE: 59388									
	59389	05/29/13		13007504	102909	P	06/20/13	0501087 0610	GENERAL SUPPLIES	269.60
	INVOICE: 59389									
	59390	05/29/13		13007532	102909	P	06/20/13	1201087 0610	GENERAL SUPPLIES	269.60
	INVOICE: 59390									
	59437	06/06/13		13007505	102909	P	06/20/13	1031087 0610	GENERAL SUPPLIES	527.80
	INVOICE: 59437									
VENDOR TOTALS				14,348.98 YTD INVOICED				14,348.98 YTD PAID		1,777.22
10202	CENTRAL LAWN CARE									
	6437	06/03/13		13007631	102910	P	06/20/13	0051134 0424	CONTRACT GROUNDS SERVICE	320.00
	INVOICE: 6437									
	6465	06/03/13		13007631	102910	P	06/20/13	0701134 0424	CONTRACT GROUNDS SERVICE	320.00
	INVOICE: 6465									
	6469	06/03/13		13007631	102910	P	06/20/13	0901134 0424	CONTRACT GROUNDS SERVICE	2,105.00
	INVOICE: 6469									
	6470	06/03/13		13007631	102910	P	06/20/13	0071134 0424	CONTRACT GROUNDS SERVICE	883.75
	INVOICE: 6470									
	6470	06/03/13		13007631	102910	P	06/20/13	0081134 0424	CONTRACT GROUNDS SERVICE	883.75
	INVOICE: 6470									
	6476	06/03/13		13007631	102910	P	06/20/13	1051134 0424	CONTRACT GROUNDS SERVICE	3,277.50
	INVOICE: 6476									
VENDOR TOTALS				31,816.25 YTD INVOICED				31,816.25 YTD PAID		7,790.00

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		1,083.00 YTD INVOICED		1,083.00 YTD PAID				99.44		
323	CLARKE POWER SERVICES INC.	2001040	05/17/13	13007634	102918	P	06/20/13	0601134 0433	EQUIPMENT REPAIR & MAINT	160.00
	INVOICE: 2001040	2001041	05/17/13	13007634	102918	P	06/20/13	0401134 0433	EQUIPMENT REPAIR & MAINT	260.00
	INVOICE: 2001041	2001077	05/21/13	13007634	102918	P	06/20/13	0451134 0433	EQUIPMENT REPAIR & MAINT	185.00
	INVOICE: 2001077	2001078	05/21/13	13007634	102918	P	06/20/13	0051134 0433	EQUIPMENT REPAIR & MAINT	260.00
	INVOICE: 2001078	VENDOR TOTALS		11,784.74 YTD INVOICED		11,784.74 YTD PAID		865.00		
9253	CLEMONS, DOUGLAS	6-4-6-17	06/18/13		102919	P	06/20/13	9201134 0581	TRAVEL - IN DISTRICT	100.57
	INVOICE: 6-4-6-17	VENDOR TOTALS		4,120.57 YTD INVOICED		4,120.57 YTD PAID		100.57		
7761	COBB, MICHELLE	8-6-4-25	06/19/13		102920	P	06/20/13	4951118 0581 7000	TRAVEL - IN DISTRICT	189.40
	INVOICE: 8-6-4-25	VENDOR TOTALS		422.32 YTD INVOICED		422.32 YTD PAID		189.40		
3092	COLLINS, BEVERLEE	MAY-2-30	06/06/13		102921	P	06/20/13	0002053 0580 3103D	TRAVEL	58.76
	INVOICE: MAY-2-30	VENDOR TOTALS		1,715.32 YTD INVOICED		1,715.32 YTD PAID		58.76		
13956	COLUMBIA, ADRIAN	JUNE	06/13/13		102922	P	06/20/13	4955101 0630	FOOD	39.25
	INVOICE: JUNE	VENDOR TOTALS		39.25 YTD INVOICED		39.25 YTD PAID		39.25		
17	CONSTRUCTIVE PLAYTHINGS/U.S. TOY CO	5128482500	03/27/13	13006230	102923	P	06/20/13	0072006 0610 1353	GENERAL SUPPLIES	187.88
	INVOICE: 5128482500	5128482501	05/28/13	13006230	102923	P	06/20/13	0072006 0610 1353	GENERAL SUPPLIES	27.94
	INVOICE: 5128482501	51295297	06/10/13		102923	P	06/20/13	0072006 0610 1353	GENERAL SUPPLIES	-9.95
	INVOICE: 51295297	VENDOR TOTALS		205.87 YTD INVOICED		205.87 YTD PAID		205.87		
13276	CONTRACT PAPER GROUP	43002734401	04/19/13	13006723	102924	P	06/20/13	9031077 0610 1063	GENERAL SUPPLIES	1,062.80

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	43002734401								
	43002734501	04/19/13		13006466	102924	P	06/20/13	4951118 0610P 7000	GENERAL SUPPLIES	1,062.80
	INVOICE:	43002734501								
	43002734601	04/19/13		13006463	102924	P	06/20/13	0901118 0610 7000	GENERAL SUPPLIES	2,125.60
	INVOICE:	43002734601								
	43002734701	04/19/13		13006612	102924	P	06/20/13	1201118 0610 7000	GENERAL SUPPLIES	2,125.60
	INVOICE:	43002734701								
	43002734801	04/19/13		13006584	102924	P	06/20/13	0071118 0610 7000	GENERAL SUPPLIES	2,125.60
	INVOICE:	43002734801								
	43002734901	04/19/13		13006696	102924	P	06/20/13	0401118 0610P 7000	GENERAL SUPPLIES	4,357.61
	INVOICE:	43002734901								
	VENDOR TOTALS			144,753.96	YTD INVOICED			144,753.96	YTD PAID	12,860.01
13720	COURTNEY, DREW									
	5-13-5-17	06/06/13			102925	P	06/20/13	9201134 0581	TRAVEL - IN DISTRICT	14.13
	INVOICE:	5-13-5-17								
	5-6-5-9	06/06/13			102925	P	06/20/13	9201134 0581	TRAVEL - IN DISTRICT	11.30
	INVOICE:	5-6-5-9								
	VENDOR TOTALS			267.78	YTD INVOICED			267.78	YTD PAID	25.43
9717	CRAWFORD INSURANCE									
	179697	05/28/13			102926	P	06/20/13	0011082 0529	OTHER INSURANCE	1,369.21
	INVOICE:	179697								
	VENDOR TOTALS			11,657.46	YTD INVOICED			11,657.46	YTD PAID	1,369.21
11766	CREATIVE IMAGE TECHNOLOGIES									
	20694	01/02/13		13004168	102927	P	06/20/13	1081118 0610 7000	GENERAL SUPPLIES	304.00
	INVOICE:	20694								
	VENDOR TOTALS			20,991.40	YTD INVOICED			20,991.40	YTD PAID	304.00
270	CRESCENT SPRINGS HARDWARE									
	194394	05/01/13		13007635	102928	P	06/20/13	0061134 0610	GENERAL SUPPLIES	55.64
	INVOICE:	194394								
	194446	05/02/13		13007635	102928	P	06/20/13	9201134 0610	GENERAL SUPPLIES	5.14
	INVOICE:	194446								
	194520	05/06/13		13007635	102928	P	06/20/13	0401134 0433	EQUIPMENT REPAIR & MAINT	60.98
	INVOICE:	194520								
	194576	05/07/13		13007635	102928	P	06/20/13	9201134 0610	GENERAL SUPPLIES	57.54
	INVOICE:	194576								
	194643	05/08/13		13007635	102928	P	06/20/13	0061134 0610	GENERAL SUPPLIES	31.88
	INVOICE:	194643								
	194779	05/13/13			102928	P	06/20/13	1031134 0610	GENERAL SUPPLIES	-11.97
	INVOICE:	194779								
	194911	05/16/13		13007635	102928	P	06/20/13	0061134 0610	GENERAL SUPPLIES	28.98
	INVOICE:	194911								
	195243	05/28/13		13007635	102928	P	06/20/13	0061134 0610	GENERAL SUPPLIES	31.97
	INVOICE:	195243								

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	195338	05/30/13		13007635	102928	P	06/20/13	9201134 0610	GENERAL SUPPLIES	10.99
	INVOICE: 195338									
	195385	05/31/13		13007635	102928	P	06/20/13	1201134 0610	GENERAL SUPPLIES	31.98
	INVOICE: 195385									
	195412	05/31/13		13007635	102928	P	06/20/13	0401134 0610	GENERAL SUPPLIES	61.16
	INVOICE: 195412									
	195774	06/11/13		13007635	102928	P	06/20/13	9201134 0610	GENERAL SUPPLIES	22.99
	INVOICE: 195774									
	VENDOR TOTALS			7,515.50	YTD INVOICED			8,481.29	YTD PAID	387.28
11492	CROSS, MELISSA DEATON									
	6-6-13	06/11/13			102929	P	06/20/13	0902104 0582	1253 TRAVEL - OUT OF DISTRICT	48.02
	INVOICE: 6-6-13									
	MAY-2013	06/11/13			102929	P	06/20/13	0902104 0581	1253 TRAVEL - IN DISTRICT	153.80
	INVOICE: MAY-2013									
	VENDOR TOTALS			1,562.76	YTD INVOICED			1,562.76	YTD PAID	201.82
12484	CROTTS, BETHANY									
	5-2-13	06/11/13			102930	P	06/20/13	0002118 0582	GFCA TRAVEL - OUT OF DISTRICT	80.80
	INVOICE: 5-2-13									
	VENDOR TOTALS			80.80	YTD INVOICED			80.80	YTD PAID	80.80
12591	CVR COMPUTER SUPPLIES									
	0156533IN	02/21/13		13005674	102931	P	06/20/13	1051059 0610	7000 GENERAL SUPPLIES	360.00
	INVOICE: 0156533IN									
	0158308IN	03/15/13		13006142	102931	P	06/20/13	0501118 0610	7000 GENERAL SUPPLIES	758.00
	INVOICE: 0158308IN									
	0159835IN	04/10/13		13006611	102931	P	06/20/13	1201118 0610	7000 GENERAL SUPPLIES	94.00
	INVOICE: 0159835IN									
	0160405IN	04/16/13		13006598	102931	P	06/20/13	1051118 0610	7000 GENERAL SUPPLIES	570.00
	INVOICE: 0160405IN									
	VENDOR TOTALS			124,000.56	YTD INVOICED			124,000.56	YTD PAID	1,782.00
1655	D-C ELEVATOR CO., INC.									
	181550	11/14/12		13007638	102932	P	06/20/13	1081134 0610	GENERAL SUPPLIES	150.00
	INVOICE: 181550									
	182573	12/19/12		13007638	102932	P	06/20/13	0901134 0434Y	BLDG REPAIR & MAINTENANCE	140.10
	INVOICE: 182573									
	187589	05/08/13		13007638	102932	P	06/20/13	0501134 0434Y	BLDG REPAIR & MAINTENANCE	225.35
	INVOICE: 187589									
	187590	05/08/13		13007638	102932	P	06/20/13	0701134 0434Y	BLDG REPAIR & MAINTENANCE	129.00
	INVOICE: 187590									
	187591	05/08/13		13007638	102932	P	06/20/13	0901134 0434Y	BLDG REPAIR & MAINTENANCE	129.00
	INVOICE: 187591									
	187683	05/21/13		13007638	102932	P	06/20/13	1031134 0434Y	BLDG REPAIR & MAINTENANCE	129.00
	INVOICE: 187683									
	187728	05/30/13		13007638	102932	P	06/20/13	0901134 0434Y	BLDG REPAIR & MAINTENANCE	258.00

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	3-29-5-17	06/06/13			102939	P	06/20/13	9201134 0581	TRAVEL - IN DISTRICT	33.90
	INVOICE:	3-29-5-17								
	VENDOR TOTALS			386.46	YTD INVOICED			386.46	YTD PAID	33.90
2438	DESIGN PRESS									
	374648	02/19/13		13005186	102940	P	06/20/13	0002121 0610	3373 GENERAL SUPPLIES	152.00
	INVOICE:	374648								
	375171	05/23/13		13007526	102940	P	06/20/13	1201118 0610	014X GENERAL SUPPLIES	694.00
	INVOICE:	375171								
	375179	05/24/13		13006346	102940	P	06/20/13	0001118 0610	014X GENERAL SUPPLIES	817.00
	INVOICE:	375179								
	VENDOR TOTALS			32,289.15	YTD INVOICED			32,289.15	YTD PAID	1,663.00
7508	DEW, JILL									
	5-11	06/06/13			102941	P	06/20/13	0002011 0610	1303 GENERAL SUPPLIES	150.00
	INVOICE:	5-11								
	VENDOR TOTALS			150.00	YTD INVOICED			150.00	YTD PAID	150.00
13469	DEYE, AMANDA									
	5-1-6-4	06/20/13			102942	P	06/20/13	1002104 0581	1253 TRAVEL - IN DISTRICT	81.36
	INVOICE:	5-1-6-4								
	VENDOR TOTALS			215.76	YTD INVOICED			215.76	YTD PAID	81.36
2093	DIXIE HEIGHTS HIGH SCHOOL									
	5-21-13	06/11/13			102943	P	06/20/13	0401134 0610	GENERAL SUPPLIES	58.75
	INVOICE:	5-21-13								
	5-24-13	06/06/13			102943	P	06/20/13	0401118 0610	7000 GENERAL SUPPLIES	8,481.99
	INVOICE:	5-24-13								
	JUNE-2013	06/07/13			102943	P	06/20/13	110 1925	7001 REIMBURSEMENTS	280.00
	INVOICE:	JUNE-2013								
	MAY-JUNE	06/11/13			102943	P	06/20/13	0402104 0610	1253 GENERAL SUPPLIES	906.87
	INVOICE:	MAY-JUNE								
	MAY-JUNE	06/11/13			102943	P	06/20/13	0402104 0679	1253 OTHER STUDENT ACTIVITIES	134.85
	INVOICE:	MAY-JUNE								
	VENDOR TOTALS			244,828.42	YTD INVOICED			245,131.42	YTD PAID	9,862.46
227	DUKE ENERGY									
	005-6-13	06/14/13			102944	P	06/20/13	0051087 0621	NATURAL GAS	131.33
	INVOICE:	005-6-13								
	006A-6-13	06/03/13			102944	P	06/20/13	0061087 0621	NATURAL GAS	580.77
	INVOICE:	006A-6-13								
	007B-6-13	06/13/13			102944	P	06/20/13	0071087 0621	NATURAL GAS	664.86
	INVOICE:	007B-6-13								
	040C-6-13	06/13/13			102944	P	06/20/13	0401087 0621	NATURAL GAS	645.53
	INVOICE:	040C-6-13								
	080A-6-13	06/14/13			102944	P	06/20/13	0801087 0622	ELECTRICITY	4,658.21

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
<hr/>										
	VENDOR TOTALS			23,535.88	YTD INVOICED			24,392.88	YTD PAID	1,369.35
13541	ENGELMAN, LAURA									
	6-2-6-7	06/18/13			102950	P	06/20/13	9031118 0580	TRAVEL	767.62
	INVOICE: 6-2-6-7									
	VENDOR TOTALS			1,303.45	YTD INVOICED			1,303.45	YTD PAID	767.62
2860	EQ COPY, INC.									
	1250	06/18/13			102951	P	06/20/13	0011075 0433	EQUIPMENT REPAIR & MAINT	61.37
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0401118 0433 7000	EQUIPMENT REPAIR & MAINT	49.54
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0401118 0433 7000	EQUIPMENT REPAIR & MAINT	147.53
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0201118 0433 7000	EQUIPMENT REPAIR & MAINT	37.72
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0901118 0433 7000	EQUIPMENT REPAIR & MAINT	212.29
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0901118 0433 7000	EQUIPMENT REPAIR & MAINT	119.86
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	1201059 0433 7000	EQUIPMENT REPAIR & MAINT	102.23
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0051118 0433 7000	EQUIPMENT REPAIR & MAINT	262.69
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0061118 0433 7000	EQUIPMENT REPAIR & MAINT	20.80
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0081118 0433 7000	EQUIPMENT REPAIR & MAINT	21.98
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0451118 0433 7000	EQUIPMENT REPAIR & MAINT	84.66
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0601118 0433 7000	EQUIPMENT REPAIR & MAINT	107.51
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0501118 0433 7000	EQUIPMENT REPAIR & MAINT	66.40
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	0501118 0433 7000	EQUIPMENT REPAIR & MAINT	62.87
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	4951118 0433 7000	EQUIPMENT REPAIR & MAINT	100.60
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	4951118 0433 7000	EQUIPMENT REPAIR & MAINT	46.46
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	1001118 0433 7000	EQUIPMENT REPAIR & MAINT	25.46
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	1001118 0433 7000	EQUIPMENT REPAIR & MAINT	75.78
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	1031118 0433 7000	EQUIPMENT REPAIR & MAINT	18.32
	INVOICE: 1250									
	1250	06/18/13			102951	P	06/20/13	1031118 0433 7000	EQUIPMENT REPAIR & MAINT	22.21
	INVOICE: 1250									
	1251	06/18/13			102951	P	06/20/13	0901118 0433 7000	EQUIPMENT REPAIR & MAINT	10.26

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS				57,208.81	YTD INVOICED			57,208.81	YTD PAID	702.11
13614 FIELDS, JACK										
5-1-5-22		06/06/13			102955	P	06/20/13	9031077 0580	1063 TRAVEL	73.45
INVOICE: 5-1-5-22										
VENDOR TOTALS				980.35	YTD INVOICED			980.35	YTD PAID	73.45
8 FIELDS, VICKI										
5-24-13		06/18/13			102956	P	06/20/13	0001013 0582	016X TRAVEL - OUT OF DISTRICT	59.33
INVOICE: 5-24-13										
MAY-2013		06/18/13			102956	P	06/20/13	0001013 0581	016X TRAVEL - IN DISTRICT	198.88
INVOICE: MAY-2013										
VENDOR TOTALS				3,963.21	YTD INVOICED			4,153.58	YTD PAID	258.21
13091 FISK, ELIZABETH										
5-3-6-5		06/11/13			102957	P	06/20/13	0701118 0581	7000 TRAVEL - IN DISTRICT	74.58
INVOICE: 5-3-6-5										
VENDOR TOTALS				202.95	YTD INVOICED			202.95	YTD PAID	74.58
12148 FISK, JESSICA										
4-1-5-22		06/06/13			102958	P	06/20/13	0001121 0580	337X TRAVEL	62.15
INVOICE: 4-1-5-22										
VENDOR TOTALS				893.18	YTD INVOICED			893.18	YTD PAID	62.15
8971 FOLLETT EDUCATIONAL SERVICES										
1428165F		06/11/13		13006852	102959	P	06/20/13	0802121 0643	3103 SUPPLEMENTARY BKS/STUDY G	11.08
INVOICE: 1428165F										
VENDOR TOTALS				5,524.11	YTD INVOICED			5,524.11	YTD PAID	11.08
33 FOLLETT LIBRARY RESOURCES										
805048F-1		05/31/13		13006712	102960	P	06/20/13	0901059 0641	7000 LIBRARY BOOKS	916.37
INVOICE: 805048F-1										
VENDOR TOTALS				13,768.03	YTD INVOICED			13,825.69	YTD PAID	916.37
3691 FOLLETT SOFTWARE COMPANY										
1075943		06/13/13		13006237	102961	P	06/20/13	0701059 0610	7000 GENERAL SUPPLIES	835.59
INVOICE: 1075943										
1075944		06/13/13		13006426	102961	P	06/20/13	1031059 0645	7000 AUDIOVISUAL MATERIALS	835.59
INVOICE: 1075944										
1075945		06/13/13		13006435	102961	P	06/20/13	1201059 0645	7000 AUDIOVISUAL MATERIALS	835.59
INVOICE: 1075945										
1075946		06/13/13		13006684	102961	P	06/20/13	0071059 0610	7000 GENERAL SUPPLIES	835.59
INVOICE: 1075946										
1075947		06/13/13		13006693	102961	P	06/20/13	4951059 0610	7000 GENERAL SUPPLIES	1,030.61

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	1075947								
	1075948	06/13/13		13006713	102961	P	06/20/13	0901059 0645 7000	AUDIOVISUAL MATERIALS	835.59
	INVOICE:	1075948								
	1075949	06/13/13		13006726	102961	P	06/20/13	0201059 0645 7000	AUDIOVISUAL MATERIALS	916.85
	INVOICE:	1075949								
	1075950	06/13/13		13006752	102961	P	06/20/13	1001059 0610 7000	GENERAL SUPPLIES	835.59
	INVOICE:	1075950								
	1075951	06/13/13		13006820	102961	P	06/20/13	0501059 0610 7000	GENERAL SUPPLIES	835.59
	INVOICE:	1075951								
	1076048	06/14/13		13007175	102961	P	06/20/13	0451059 0610 7000	GENERAL SUPPLIES	150.00
	INVOICE:	1076048								
	1076048	06/14/13		13007175	102961	P	06/20/13	0451059 0645 7000	AUDIOVISUAL MATERIALS	685.59
	INVOICE:	1076048								
	VENDOR TOTALS			24,168.05	YTD INVOICED			24,168.05	YTD PAID	8,632.18
13013	FRAZIER, JASON									
	3-4-3-5	06/06/13			102962	P	06/20/13	0002121 0580 3373	TRAVEL	285.71
	INVOICE:	3-4-3-5								
	VENDOR TOTALS			1,035.28	YTD INVOICED			1,035.28	YTD PAID	285.71
335	FT. WRIGHT ELEMENTARY SCHOOL									
	6-18-13	06/20/13			102963	P	06/20/13	0602104 0610 1253	GENERAL SUPPLIES	1,118.15
	INVOICE:	6-18-13								
	VENDOR TOTALS			22,685.03	YTD INVOICED			22,685.03	YTD PAID	1,118.15
731	GADD-SCHMIAD, DENISE									
	7-30-5-1	06/19/13			102964	P	06/20/13	4951118 0581 7000	TRAVEL - IN DISTRICT	324.27
	INVOICE:	7-30-5-1								
	VENDOR TOTALS			527.37	YTD INVOICED			527.37	YTD PAID	324.27
13601	GAMBREL, SHELLEY									
	5-21-5-22	06/06/13			102965	P	06/20/13	9981121 0580 337X	TRAVEL	16.59
	INVOICE:	5-21-5-22								
	VENDOR TOTALS			554.14	YTD INVOICED			554.14	YTD PAID	16.59
11908	GASTRIGHT, JAMIE									
	6-3-6-4	06/19/13			102966	P	06/20/13	1052104 0581 1253	TRAVEL - IN DISTRICT	35.03
	INVOICE:	6-3-6-4								
	VENDOR TOTALS			226.57	YTD INVOICED			226.57	YTD PAID	35.03
9879	GATEWAY COMMUNITY & TECHNICAL COLLEGE									
	JUNE-2013	06/06/13			102967	P	06/20/13	9032118 0565 068X	TUITION TO NON-KY AGENCY	922.50
	INVOICE:	JUNE-2013								

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										
				7,903.50	YTD INVOICED					7,903.50 YTD PAID
										922.50
12862	GATEWOOD, ANDY									
	5-9-5-17	06/06/13			102968	P	06/20/13	9981121 0580	337X TRAVEL	96.73
	INVOICE: 5-9-5-17									
VENDOR TOTALS										
				292.11	YTD INVOICED					292.11 YTD PAID
										96.73
197	GEORGE J. HUST COMPANY									
	65977	05/13/13		13007400	102969	P	06/20/13	9011096 0663	REPAIR PARTS	463.05
	INVOICE: 65977									
	66050	05/15/13		13007461	102969	P	06/20/13	9011096 0663	REPAIR PARTS	285.00
	INVOICE: 66050									
VENDOR TOTALS										
				1,136.03	YTD INVOICED					1,136.03 YTD PAID
										748.05
7889	GEORGE'S TRUCK CENTER, INC.									
	99895	04/12/13		13007457	102970	P	06/20/13	9011096 0663	REPAIR PARTS	96.68
	INVOICE: 99895									
VENDOR TOTALS										
				16,288.34	YTD INVOICED					16,507.30 YTD PAID
										96.68
2887	GERREIN, ANGIE									
	6-4-13	06/11/13			102971	P	06/20/13	1205101 0630	FOOD	7.75
	INVOICE: 6-4-13									
	6-4-13	06/11/13			102971	P	06/20/13	1055101 0630	FOOD	12.25
	INVOICE: 6-4-13									
VENDOR TOTALS										
				20.00	YTD INVOICED					20.00 YTD PAID
										20.00
2817	GOODMAN, JULIA ARMSTRONG									
	4-17-5-23	06/06/13			102972	P	06/20/13	0052104 0581	1253 TRAVEL - IN DISTRICT	261.60
	INVOICE: 4-17-5-23									
VENDOR TOTALS										
				1,330.30	YTD INVOICED					1,330.30 YTD PAID
										261.60
1952	GOPHER									
	8624957	04/12/13		13006423	102973	P	06/20/13	0001727 0610	034X GENERAL SUPPLIES	394.00
	INVOICE: 8624957									
VENDOR TOTALS										
				7,116.75	YTD INVOICED					7,116.75 YTD PAID
										394.00
3955	GOT-A-GO RENTALS & SEPTIC									
	67289	06/03/13		13007642	102974	P	06/20/13	9011096 0411	WATER/SEWAGE	85.00
	INVOICE: 67289									
	67290	06/03/13		13007642	102974	P	06/20/13	0401087 0411	WATER/SEWAGE	100.00
	INVOICE: 67290									
VENDOR TOTALS										
				1,344.19	YTD INVOICED					1,344.19 YTD PAID
										185.00

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
10442	GOVAN, MARY JO 4-5-5-16 INVOICE: 4-5-5-16	06/12/13			102975	P	06/20/13	9011096 0581	TRAVEL - IN DISTRICT	81.36
	VENDOR TOTALS			272.83 YTD INVOICED				272.83 YTD PAID		81.36
13940	GRAHAM, LISA JUNE INVOICE: JUNE	06/06/13			102976	P	06/20/13	0905101 0630	FOOD	20.85
	VENDOR TOTALS			20.85 YTD INVOICED				20.85 YTD PAID		20.85
9433	GREKO SUPPLY COMPANY 12507 INVOICE: 12507	03/15/13		13006154	102977	P	06/20/13	0501087 0610	GENERAL SUPPLIES	351.00
	VENDOR TOTALS			8,359.98 YTD INVOICED				8,359.98 YTD PAID		351.00
12704	HAHN, HILARY MAY-2013 INVOICE: MAY-2013	06/06/13			102978	P	06/20/13	0002011 0610 1303	GENERAL SUPPLIES	100.00
	VENDOR TOTALS			525.00 YTD INVOICED				525.00 YTD PAID		100.00
2502	HANEY, ROB 5-20-6-12 INVOICE: 5-20-6-12	06/18/13			102979	P	06/20/13	9201134 0581	TRAVEL - IN DISTRICT	80.80
	VENDOR TOTALS			2,284.07 YTD INVOICED				2,284.07 YTD PAID		80.80
12578	HARBORFREIGHT TOOLS 22711 INVOICE: 22711	05/24/13		13007573	102980	P	06/20/13	9011096 0433	EQUIPMENT REPAIR & MAINT	27.96
	VENDOR TOTALS			27.96 YTD INVOICED				27.96 YTD PAID		27.96
13954	HENDERSON, MELISSA 5-2-13 INVOICE: 5-2-13	06/11/13			102981	P	06/20/13	0002118 0582 GFCA	TRAVEL - OUT OF DISTRICT	80.80
	VENDOR TOTALS			80.80 YTD INVOICED				80.80 YTD PAID		80.80
12892	HERMES CONSTRUCTION COMPANY 13233-1 INVOICE: 13233-1	05/23/13		13006419	102982	P	06/20/13	0901134 0434Y	BLDG REPAIR & MAINTENANCE	4,192.00
	VENDOR TOTALS			13,708.52 YTD INVOICED				28,378.52 YTD PAID		4,192.00
9120	HESTER, FRED E. 4-26-5-16 INVOICE: 4-26-5-16	06/06/13			102983	P	06/20/13	9981121 0580 337X	TRAVEL	27.69

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS				101.09 YTD INVOICED				101.09 YTD PAID		27.69
12787 HESTER, PATRICIA	5-2-5-23	06/06/13			102984	P	06/20/13	9981121 0580 337X	TRAVEL	53.68
	INVOICE: 5-2-5-23									
VENDOR TOTALS				94.83 YTD INVOICED				94.83 YTD PAID		53.68
12885 HICKS, MELISSA	5-2-13	06/11/13			102985	P	06/20/13	0002118 0582	GFCA TRAVEL - OUT OF DISTRICT	80.80
	INVOICE: 5-2-13									
VENDOR TOTALS				858.95 YTD INVOICED				858.95 YTD PAID		80.80
7574 HILLSIDE MAINT SUPPLY	113439	06/06/13		13007210	102986	P	06/20/13	0061087 0610	GENERAL SUPPLIES	70.32
	INVOICE: 113439									
	113442	06/06/13		13007211	102986	P	06/20/13	1001087 0610	GENERAL SUPPLIES	3.35
	INVOICE: 113442									
	114230	05/17/13		13007487	102986	P	06/20/13	0701087 0610	GENERAL SUPPLIES	41.50
	INVOICE: 114230									
VENDOR TOTALS				3,884.97 YTD INVOICED				3,884.97 YTD PAID		115.17
12992 HOFFMAN, NANCY	1-8-6-3	06/12/13			102987	P	06/20/13	0011075 0581	TRAVEL - IN DISTRICT	93.39
	INVOICE: 1-8-6-3									
VENDOR TOTALS				395.78 YTD INVOICED				395.78 YTD PAID		93.39
4084 HOOTEN, CARRIE	5-13-6-13	06/18/13			102988	P	06/20/13	9201134 0581	TRAVEL - IN DISTRICT	83.06
	INVOICE: 5-13-6-13									
	T1100	06/11/13			102988	P	06/20/13	0001087 0610	GENERAL SUPPLIES	611.76
	INVOICE: T1100									
VENDOR TOTALS				837.17 YTD INVOICED				837.17 YTD PAID		694.82
11714 HOOVER, MEGAN	3-8-5-22	06/06/13			102989	P	06/20/13	0072006 0581 1353	TRAVEL - IN DISTRICT	56.50
	INVOICE: 3-8-5-22									
VENDOR TOTALS				56.50 YTD INVOICED				56.50 YTD PAID		56.50
13941 HUMPHREY, JOY	JUNE	06/06/13			102990	P	06/20/13	0905101 0630	FOOD	23.70
	INVOICE: JUNE									
VENDOR TOTALS				23.70 YTD INVOICED				23.70 YTD PAID		23.70

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
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VENDOR TOTALS				56.36 YTD INVOICED				56.36 YTD PAID		56.36
2 JOHN R. GREEN COMPANY, INC.										
01749589	05/21/13			13007518	102997	P	06/20/13	0001118 0610 015X	GENERAL SUPPLIES	44.43
INVOICE:	01749589									
01750224	05/30/13			13007579	102997	P	06/20/13	0001118 0610 015X	GENERAL SUPPLIES	10.40
INVOICE:	01750224									
VENDOR TOTALS				24,376.96 YTD INVOICED				24,536.81 YTD PAID		54.83
13942 JOHNSON, PHYLLIS										
5-24-13	06/06/13				102998	P	06/20/13	1205101 0630	FOOD	8.75
INVOICE:	5-24-13									
VENDOR TOTALS				8.75 YTD INVOICED				8.75 YTD PAID		8.75
13696 JONES, MISTY										
1-9-5-23	06/06/13				102999	P	06/20/13	0451118 0581 7000	TRAVEL - IN DISTRICT	29.38
INVOICE:	1-9-5-23									
VENDOR TOTALS				77.11 YTD INVOICED				77.11 YTD PAID		29.38
1010 JOSTENS										
15887336	05/22/13			13004147	103000	P	06/20/13	0901118 0610 014X	GENERAL SUPPLIES	1.75
INVOICE:	15887336									
15887459	05/22/13			13004147	103000	P	06/20/13	0901118 0610 014X	GENERAL SUPPLIES	1.75
INVOICE:	15887459									
VENDOR TOTALS				4,389.90 YTD INVOICED				4,389.90 YTD PAID		3.50
916 KAAC										
8-21-12	06/18/13			13001842	103001	P	06/20/13	0001118 0338 006X	REGISTRATION FEES	250.00
INVOICE:	8-21-12									
VENDOR TOTALS				250.00 YTD INVOICED				250.00 YTD PAID		250.00
10939 KANET, POL & BRIDGES										
11303815	05/20/13			13006862	103002	P	06/20/13	0001098 0610 009X	GENERAL SUPPLIES	656.00
INVOICE:	11303815									
11304363	05/31/13				103002	P	06/20/13	0001029 0610	GENERAL SUPPLIES	25.00
INVOICE:	11304363									
VENDOR TOTALS				18,992.13 YTD INVOICED				18,992.13 YTD PAID		681.00
1694 KEN'S CRESCENT SPRINGS SERVICE										
57980	05/03/13			13007399	103003	P	06/20/13	9011096 0435	VEHICLE REPAIR & MAINT	125.00
INVOICE:	57980									
VENDOR TOTALS				4,337.80 YTD INVOICED				4,337.80 YTD PAID		125.00

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		2,300.00 YTD INVOICED			2,300.00 YTD PAID			2,300.00		
5968 KUEMPEL SERVICE										
	712939	02/28/13		13007639	103010	P	06/20/13	1031134 0431	HVAC/ELECTRIC REPAIR & MA	480.00
	INVOICE:	712939								
	719392	05/31/13		13007639	103010	P	06/20/13	0051134 0431	HVAC/ELECTRIC REPAIR & MA	554.25
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	0071134 0431	HVAC/ELECTRIC REPAIR & MA	774.59
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	0081134 0431	HVAC/ELECTRIC REPAIR & MA	774.59
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	0201134 0431	HVAC/ELECTRIC REPAIR & MA	62.18
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	0451134 0431	HVAC/ELECTRIC REPAIR & MA	777.19
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	0501134 0431	HVAC/ELECTRIC REPAIR & MA	704.65
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	0701134 0431	HVAC/ELECTRIC REPAIR & MA	471.50
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	0901134 0431	HVAC/ELECTRIC REPAIR & MA	720.19
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	1031134 0431	HVAC/ELECTRIC REPAIR & MA	98.45
	INVOICE:	719392								
	719392	05/31/13		13007639	103010	P	06/20/13	9031134 0431	HVAC/ELECTRIC REPAIR & MA	243.52
	INVOICE:	719392								
VENDOR TOTALS		6,509.96 YTD INVOICED			6,509.96 YTD PAID			5,661.11		
10231 KWI KOPY BUSINESS CENTER										
	101128	05/22/13		13007381	103011	P	06/20/13	0011075 0610	GENERAL SUPPLIES	263.26
	INVOICE:	101128								
VENDOR TOTALS		3,458.39 YTD INVOICED			3,458.39 YTD PAID			263.26		
6 LAROSA'S PIZZA										
	-1	06/05/13		13007623	103012	P	06/20/13	0001118 0610	058X2 GENERAL SUPPLIES	92.34
	INVOICE:	#1								
	-2	06/07/13		13007623	103012	P	06/20/13	0001118 0610	058X2 GENERAL SUPPLIES	92.34
	INVOICE:	#2								
	16	06/13/13			103012	P	06/20/13	0001118 0630	FOOD	167.68
	INVOICE:	16								
	JUNE-6	06/06/13		13007622	103012	P	06/20/13	0001118 0610	058X2 GENERAL SUPPLIES	84.89
	INVOICE:	JUNE 6								
VENDOR TOTALS		650.85 YTD INVOICED			650.85 YTD PAID			437.25		
13705 LEDONNE, DEBBIE										
	4-2-4-2	06/06/13			103013	P	06/20/13	0062104 0581	1253 TRAVEL - IN DISTRICT	32.20
	INVOICE:	4-2-4-23								
	5-1-5-9	06/06/13			103013	P	06/20/13	0062104 0581	1253 TRAVEL - IN DISTRICT	38.42

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	5=1=5=9								
	VENDOR TOTALS			471.96	YTD INVOICED			471.96	YTD PAID	70.62
8961	LIFE MANAGEMENT SYSTEMS									
	0618113	06/03/13		13000805	103014	P	06/20/13	0011099 0349	OTHER PROFESSIONAL SERVIC	1,647.00
	INVOICE:	0618113								
	VENDOR TOTALS			19,764.00	YTD INVOICED			19,764.00	YTD PAID	1,647.00
243	LUCAS SANITATION COMPANY									
	130513-1	05/14/13		13007646	103015	P	06/20/13	0701087 0411	WATER/SEWAGE	200.00
	INVOICE:	130513-1								
	130513-1	05/14/13		13007646	103015	P	06/20/13	0801087 0411	WATER/SEWAGE	200.00
	INVOICE:	130513-1								
	130513-1	05/14/13		13007646	103015	P	06/20/13	1101087 0411	WATER/SEWAGE	200.00
	INVOICE:	130513-1								
	130513-2	05/14/13		13007646	103015	P	06/20/13	0701087 0411	WATER/SEWAGE	525.00
	INVOICE:	130513-2								
	130513-2	05/14/13		13007646	103015	P	06/20/13	0801087 0411	WATER/SEWAGE	700.00
	INVOICE:	130513-2								
	130513-2	05/14/13		13007646	103015	P	06/20/13	9201134 0411	WATER/SEWAGE	250.00
	INVOICE:	130513-2								
	130513-3	05/14/13		13007646	103015	P	06/20/13	0901134 0434Y	BLDG REPAIR & MAINTENANCE	550.00
	INVOICE:	130513-3								
	130612-1	06/12/13		13000858	103015	P	06/20/13	0701134 0424	CONTRACT GROUNDS SERVICE	200.00
	INVOICE:	130612-1								
	130612-1	06/12/13		13000858	103015	P	06/20/13	0801134 0424	CONTRACT GROUNDS SERVICE	200.00
	INVOICE:	130612-1								
	130612-1	06/12/13		13000858	103015	P	06/20/13	1101134 0424	CONTRACT GROUNDS SERVICE	200.00
	INVOICE:	130612-1								
	VENDOR TOTALS			56,535.78	YTD INVOICED			56,535.78	YTD PAID	3,225.00
13039	LUCAS, TIMOTHY TYLER									
	3-29-5-21	06/06/13			103016	P	06/20/13	1081118 0581 7000	TRAVEL - IN DISTRICT	148.32
	INVOICE:	3-29-5-21								
	VENDOR TOTALS			148.32	YTD INVOICED			148.32	YTD PAID	148.32
13162	MANN, DANIEL									
	5-20-6-28	06/19/13			103017	P	06/20/13	9201134 0581	TRAVEL - IN DISTRICT	213.57
	INVOICE:	5-20-6-28								
	VENDOR TOTALS			1,486.98	YTD INVOICED			1,486.98	YTD PAID	213.57
1612	MANN, TRACY									
	5-23-13	06/06/13			103018	P	06/20/13	0001124 0580	TRAVEL	96.05
	INVOICE:	5-23-13								

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS				1,654.86	YTD INVOICED			1,654.86	YTD PAID	96.05
11312 MAPHET, AMY	3-22-5-23	06/06/13			103019	P	06/20/13	0062006 0581 1353	TRAVEL - IN DISTRICT	61.59
	INVOICE:	3-22-5-23								
VENDOR TOTALS				311.71	YTD INVOICED			311.71	YTD PAID	61.59
4385 MARTHA'S CATERING	9005	05/29/13		13007570	103020	P	06/20/13	0001118 0610 001X	GENERAL SUPPLIES	682.50
	INVOICE:	9005								
VENDOR TOTALS				682.50	YTD INVOICED			682.50	YTD PAID	682.50
3005 MARTIN, BARBARA J.	5-1-5-31	06/06/13			103021	P	06/20/13	0001124 0580	TRAVEL	216.44
	INVOICE:	5-1-5-31								
VENDOR TOTALS				2,014.82	YTD INVOICED			2,171.33	YTD PAID	216.44
11103 MAYER JOHNSON	86405	04/26/13		13006232	103022	P	06/20/13	0001121 0610 0033X	GENERAL SUPPLIES	749.94
	INVOICE:	86405								
VENDOR TOTALS				2,297.74	YTD INVOICED			2,297.74	YTD PAID	749.94
11635 MC CORMICK, GARY	4-1-5-15	06/06/13			103023	P	06/20/13	0002118 0580 4013	TRAVEL	148.03
	INVOICE:	4-1-5-15								
	5-17-5-19	06/06/13			103023	P	06/20/13	0002118 0580 4013	TRAVEL	68.00
	INVOICE:	5-17-5-19								
	5-2-13	06/11/13			103023	P	06/20/13	0002118 0582 GFCA	TRAVEL - OUT OF DISTRICT	80.80
	INVOICE:	5-2-13								
VENDOR TOTALS				949.41	YTD INVOICED			949.41	YTD PAID	296.83
13257 MC CORMICK, TAMMY	2-19-4-1	06/06/13			103024	P	06/20/13	0072006 0581 1353	TRAVEL - IN DISTRICT	284.88
	INVOICE:	2-19-4-1								
VENDOR TOTALS				2,918.65	YTD INVOICED			2,918.65	YTD PAID	284.88
13943 MC KINNEY, JODY	JUNE	06/06/13			103025	P	06/20/13	9032118 0610 068X	GENERAL SUPPLIES	97.66
	INVOICE:	JUNE								
	JUNE	06/06/13			103025	P	06/20/13	9031118 0610 014X	GENERAL SUPPLIES	77.34
	INVOICE:	JUNE								
VENDOR TOTALS				175.00	YTD INVOICED			175.00	YTD PAID	175.00

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										
				649.40	YTD INVOICED			649.40	YTD PAID	200.00
11402	NATIONAL ENERGY EDUCATION DEVELOPMENT									
	76333	04/10/13		13006721	103034	P	06/20/13	9031156 0610 1063	GENERAL SUPPLIES	481.50
	INVOICE:	76333								
VENDOR TOTALS										
				6,331.50	YTD INVOICED			6,331.50	YTD PAID	481.50
13945	NELSON, LAUREN									
	5-11-13	06/06/13			103035	P	06/20/13	0002011 0610 1303	GENERAL SUPPLIES	130.00
	INVOICE:	5-11-13								
VENDOR TOTALS										
				130.00	YTD INVOICED			130.00	YTD PAID	130.00
10954	NELTNER SERVICES, LLC									
	5-31-13	05/31/13		13007647	103036	P	06/20/13	1051134 0424	CONTRACT GROUNDS SERVICE	405.00
	INVOICE:	5-31-13								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0051134 0424	CONTRACT GROUNDS SERVICE	300.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0061134 0424	CONTRACT GROUNDS SERVICE	500.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0071134 0424	CONTRACT GROUNDS SERVICE	250.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0081134 0424	CONTRACT GROUNDS SERVICE	250.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0201134 0424	CONTRACT GROUNDS SERVICE	375.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0401134 0424	CONTRACT GROUNDS SERVICE	380.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0451134 0424	CONTRACT GROUNDS SERVICE	130.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0501134 0424	CONTRACT GROUNDS SERVICE	125.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0601134 0424	CONTRACT GROUNDS SERVICE	140.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0701134 0424	CONTRACT GROUNDS SERVICE	110.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0801134 0424	CONTRACT GROUNDS SERVICE	170.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	0901134 0424	CONTRACT GROUNDS SERVICE	125.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	1001134 0424	CONTRACT GROUNDS SERVICE	90.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	1031134 0424	CONTRACT GROUNDS SERVICE	525.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	1051134 0424	CONTRACT GROUNDS SERVICE	350.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	1081134 0424	CONTRACT GROUNDS SERVICE	250.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	1201134 0424	CONTRACT GROUNDS SERVICE	250.00

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	4951134 0424	CONTRACT GROUNDS SERVICE	310.00
	INVOICE:	APRIL-MAY								
	APRIL-MAY	05/31/13		13005545	103036	P	06/20/13	9201134 0424	CONTRACT GROUNDS SERVICE	270.00
	INVOICE:	APRIL-MAY								
	VENDOR TOTALS			8,465.00	YTD INVOICED			8,465.00	YTD PAID	5,305.00
13090	NORTHERN KENTUCKY EDUCATION COUNCIL									
	5-14-13	05/14/13			103037	P	06/20/13	0001118 0610 015X	GENERAL SUPPLIES	1,176.00
	INVOICE:	5-14-13								
	VENDOR TOTALS			12,411.12	YTD INVOICED			12,411.12	YTD PAID	1,176.00
8600	NORTHERN KENTUCKY WATER SERVICE									
	006-6-13	06/11/13			103038	P	06/20/13	0061087 0411	WATER/SEWAGE	2,912.61
	INVOICE:	006-6-13								
	VENDOR TOTALS			119,011.07	YTD INVOICED			119,287.75	YTD PAID	2,912.61
13417	O'HARA, FRANCIS V.									
	1-7-5-16	06/06/13			103039	P	06/20/13	9031077 0580 1063	TRAVEL	365.56
	INVOICE:	1-7-5-16								
	VENDOR TOTALS			1,700.27	YTD INVOICED			1,700.27	YTD PAID	365.56
6024	OFFICE DEPOT									
	649480855001	03/06/13		13005894	103040	P	06/20/13	1081118 0610 7000	GENERAL SUPPLIES	39.72
	INVOICE:	649480855001								
	653954743001	04/18/13		13006597	103040	P	06/20/13	1051118 0610 7000	GENERAL SUPPLIES	214.26
	INVOICE:	653954743001								
	659092669001	05/24/13		13006824	103040	P	06/20/13	0062006 0610 1353	GENERAL SUPPLIES	31.77
	INVOICE:	659092669001								
	659724451001	05/30/13		13006830	103040	P	06/20/13	0062006 0610 1353	GENERAL SUPPLIES	161.07
	INVOICE:	659724451001								
	659728220001	05/30/13		13006827	103040	P	06/20/13	0062006 0610 1353	GENERAL SUPPLIES	48.91
	INVOICE:	659728220001								
	VENDOR TOTALS			61,392.81	YTD INVOICED			61,845.28	YTD PAID	495.73
2387	ORIENTAL TRADING CO., INC.									
	65527846001	01/09/13		13004593	103041	P	06/20/13	4951118 0610 7000	GENERAL SUPPLIES	36.59
	INVOICE:	65527849001								
	VENDOR TOTALS			338.82	YTD INVOICED			338.82	YTD PAID	36.59
10977	OTIS ELEVATOR									
	CFV30393001	05/08/13		13007648	103042	P	06/20/13	0201134 0434Y	BLDG REPAIR & MAINTENANCE	2,279.65
	INVOICE:	CFV30393001								

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		311,329.76 YTD INVOICED			311,329.76 YTD PAID			17,674.27		
10983	PCM SALES, INC.									
	1004607400	05/22/13		13007521	103049	P	06/20/13	0002009 0734 1623	COMPUTERS & RELATED EQUIP	7,782.00
	INVOICE: 1004607400									
	1004631500	05/28/13		13007543	103049	P	06/20/13	0902144 0734 3483	COMPUTERS & RELATED EQUIP	1,025.75
	INVOICE: 1004631500									
	1004638300	05/29/13		13007546	103049	P	06/20/13	0002009 0734 1623	COMPUTERS & RELATED EQUIP	854.20
	INVOICE: 1004638300									
	1004638301	05/30/13		13007546	103049	P	06/20/13	0002009 0734 1623	COMPUTERS & RELATED EQUIP	156.40
	INVOICE: 1004638301									
	1004774700	06/07/13		13007601	103049	P	06/20/13	5412198 0734 1033	COMPUTERS & RELATED EQUIP	337.75
	INVOICE: 1004774700									
VENDOR TOTALS		42,089.04 YTD INVOICED			42,283.59 YTD PAID			10,156.10		
9670	PEARSON LEARNING GROUP									
	BK69685340	05/22/13		13006692	103050	P	06/20/13	0902144 0643 3483	SUPPLEMENTARY BKS/STUDY G	178.10
	INVOICE: BK69685340									
	BK69693394	05/23/13		13006692	103050	P	06/20/13	0902144 0643 3483	SUPPLEMENTARY BKS/STUDY G	242.90
	INVOICE: BK69693394									
VENDOR TOTALS		7,397.69 YTD INVOICED			7,397.69 YTD PAID			421.00		
10043	PECK, HANNAFORD & BRIGGS									
	59620	05/30/13		13007649	103051	P	06/20/13	0401134 0431	HVAC/ELECTRIC REPAIR & MA	1,160.00
	INVOICE: 59620									
	59625	05/16/13		13007649	103051	P	06/20/13	1001134 0431	HVAC/ELECTRIC REPAIR & MA	810.00
	INVOICE: 59625									
	597812	05/30/13			103051	P	06/20/13	1201134 0431	HVAC/ELECTRIC REPAIR & MA	9,265.00
	INVOICE: 597812									
	60234	05/21/13			103051	P	06/20/13	1201134 0431	HVAC/ELECTRIC REPAIR & MA	13,910.00
	INVOICE: 60234									
VENDOR TOTALS		340,214.74 YTD INVOICED			516,015.74 YTD PAID			25,145.00		
537	PETROLEUM TRADERS CORPORATION									
	669324	05/21/13		13007528	103052	P	06/20/13	9011096 0627	DIESEL FUEL	23,811.35
	INVOICE: 669324									
	669721	05/22/13		13007534	103052	P	06/20/13	9011096 0627	DIESEL FUEL	16,425.01
	INVOICE: 669721									
VENDOR TOTALS		1,002,032.51 YTD INVOICED			1,021,094.09 YTD PAID			40,236.36		
237	PHILLIPS SUPPLY COMPANY									
	022005A	05/30/13		13007496	103053	P	06/20/13	0051087 0610	GENERAL SUPPLIES	190.20
	INVOICE: 022005A									
	022411	06/03/13		13007522	103053	P	06/20/13	1051087 0610	GENERAL SUPPLIES	77.40
	INVOICE: 022411									
	21893	05/17/13		13007650	103053	P	06/20/13	0001087 0433	EQUIPMENT REPAIR & MAINT	86.20

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	300286616	05/14/13		13006951	103056	P	06/20/13	1201118 0734 7000	COMPUTERS & RELATED EQUIP	16,910.00
	INVOICE: 300286616									
	300295753	05/29/13		13006810	103056	P	06/20/13	0052121 0734 3103	COMPUTERS & RELATED EQUIP	1,272.00
	INVOICE: 300295753									
	300295754	05/29/13		13006809	103056	P	06/20/13	0052121 0734 3103	COMPUTERS & RELATED EQUIP	1,272.00
	INVOICE: 300295754									
	300295804	05/29/13		13007545	103056	P	06/20/13	0902144 0734 3483	COMPUTERS & RELATED EQUIP	1,258.00
	INVOICE: 300295804									
	90019614	05/31/13		13007099	103056	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	250.00
	INVOICE: 90019614									
	90019615	05/31/13		13007241	103056	P	06/20/13	0401118 0734 7000	COMPUTERS & RELATED EQUIP	205.00
	INVOICE: 90019615									
	90019624	05/31/13		13001522	103056	P	06/20/13	0002009 0734 1622	COMPUTERS & RELATED EQUIP	560.00
	INVOICE: 90019624									
	90019627	05/31/13		13007240	103056	P	06/20/13	1031059 0734 7000	COMPUTERS & RELATED EQUIP	1,620.00
	INVOICE: 90019627									
	90019628	05/31/13		13007099	103056	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	120.00
	INVOICE: 90019628									
	90019629	05/31/13		13007099	103056	P	06/20/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	150.00
	INVOICE: 90019629									
	VENDOR TOTALS			303,060.87 YTD INVOICED				303,060.87 YTD PAID		23,617.00
13620	POWELEIT, AL									
	6-5-6-7	06/11/13			103057	P	06/20/13	0001124 0580	TRAVEL	82.50
	INVOICE: 6-5-6-7									
	VENDOR TOTALS			2,096.87 YTD INVOICED				2,096.87 YTD PAID		82.50
11090	PREMIER									
	204500308639	05/22/13		13006443	103058	P	06/20/13	0071118 0610 7000	GENERAL SUPPLIES	1,935.00
	INVOICE: 205400308639									
	VENDOR TOTALS			1,935.00 YTD INVOICED				1,935.00 YTD PAID		1,935.00
569	PRO-ED									
	2083219	10/05/12		13002755	103059	P	06/20/13	0052121 0610 3373	GENERAL SUPPLIES	1,304.60
	INVOICE: 2083219									
	VENDOR TOTALS			3,238.40 YTD INVOICED				3,238.40 YTD PAID		1,304.60
11133	PROJECT LEAD THE WAY, INC									
	021426	05/02/13			103060	P	06/20/13	1051118 0610 7000	GENERAL SUPPLIES	750.00
	INVOICE: 021426									
	PF0321158	05/02/13			103060	P	06/20/13	9031118 0580 106X	TRAVEL	2,000.00
	INVOICE: PF021158									
	PF23384	05/02/13			103060	P	06/20/13	9031118 0610 106X	GENERAL SUPPLIES	3,000.00
	INVOICE: PF23384									
	VENDOR TOTALS			7,660.00 YTD INVOICED				7,660.00 YTD PAID		5,750.00

VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
9931	PUGH, TAMMY 5-10-6-5 INVOICE: 5-20-6-5	06/19/13			103061	P	06/20/13	0002121 0580	3373 TRAVEL	85.32
	VENDOR TOTALS			2,101.88 YTD INVOICED				2,101.88 YTD PAID		85.32
92	QUILL CORPORATION									
	2819786 INVOICE: 2819786	05/21/13		13007538	103062	P	06/20/13	0011075 0610	GENERAL SUPPLIES	16.19
	2833185 INVOICE: 2833185	05/21/13		13007538	103062	P	06/20/13	0011075 0610	GENERAL SUPPLIES	48.33
	2845424 INVOICE: 2845424	05/21/13		13007538	103062	P	06/20/13	0011075 0610	GENERAL SUPPLIES	14.79
	2864903 INVOICE: 2864903	05/22/13		13007551	103062	P	06/20/13	0011075 0610	GENERAL SUPPLIES	454.43
	2878679 INVOICE: 2878679	05/21/13		13007538	103062	P	06/20/13	0011075 0610	GENERAL SUPPLIES	19.04
	2899822 INVOICE: 2899822	05/23/13		13007568	103062	P	06/20/13	0001118 0610	014X GENERAL SUPPLIES	111.34
	2899822 INVOICE: 2899822	05/23/13		13007568	103062	P	06/20/13	0001118 0610	015X GENERAL SUPPLIES	111.35
	2938039 INVOICE: 2938039	05/21/13		13007538	103062	P	06/20/13	0011075 0610	GENERAL SUPPLIES	13.49
	2994277 INVOICE: 2994277	05/29/13		13007578	103062	P	06/20/13	0011075 0610	GENERAL SUPPLIES	598.29
	3043786 INVOICE: 3043786	05/31/13		13007578	103062	P	06/20/13	0011075 0610	GENERAL SUPPLIES	7.64
	3236740 INVOICE: 3236740	06/07/13			103062	P	06/20/13	1201118 0610	7000 GENERAL SUPPLIES	201.58
	VENDOR TOTALS			53,226.92 YTD INVOICED				53,226.92 YTD PAID		1,596.47
374	RADIO SHACK									
	011023 INVOICE: 011023	05/21/13		13001340	103063	P	06/20/13	0001013 0432Y	016X TECH-RELATED REPAIRS & MA	499.50
	020636 INVOICE: 020636	06/19/13		13007572	103063	P	06/20/13	9011096 0663	REPAIR PARTS	17.45
	VENDOR TOTALS			570.75 YTD INVOICED				626.72 YTD PAID		516.95
13955	RANKIN, DEBE JUNE INVOICE: JUNE	06/13/13			103064	P	06/20/13	0905101 0630	FOOD	9.70
	VENDOR TOTALS			9.70 YTD INVOICED				9.70 YTD PAID		9.70
8981	REBER, AMY 4-1-5-23 INVOICE: 4-1-5-23	06/06/13			103065	P	06/20/13	0002006 0581	1353 TRAVEL - IN DISTRICT	259.91

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
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VENDOR TOTALS				1,657.11	YTD INVOICED			1,657.11	YTD PAID	259.91
670 REMKE MARKETS, INC.										
173		06/08/13			103066	P	06/20/13	0002118 0610	3453I GENERAL SUPPLIES	41.78
INVOICE: 173										
6-2-13		06/02/13			103066	P	06/20/13	0002118 0610	3453I GENERAL SUPPLIES	25.92
INVOICE: 6/2/13										
VENDOR TOTALS				1,687.98	YTD INVOICED			1,687.98	YTD PAID	67.70
12391 RES/COMM SECURITY SYSTEMS, INC.										
R80969		04/01/13		13000818	103067	P	06/20/13	1031134 0347	SECURITY SERVICES	24.00
INVOICE: R80969										
R80980		04/01/13		13000819	103067	P	06/20/13	1031134 0347	SECURITY SERVICES	16.00
INVOICE: R80980										
R81355		05/03/13		13000818	103067	P	06/20/13	1031134 0347	SECURITY SERVICES	24.00
INVOICE: R81355										
R81356		05/07/13		13000819	103067	P	06/20/13	1031134 0347	SECURITY SERVICES	16.00
INVOICE: R81356										
R81720		05/28/13		13000818	103067	P	06/20/13	1031134 0347	SECURITY SERVICES	24.00
INVOICE: R81720										
R81721		05/28/13		13000819	103067	P	06/20/13	1031134 0347	SECURITY SERVICES	16.00
INVOICE: R81721										
VENDOR TOTALS				31,153.15	YTD INVOICED			36,253.15	YTD PAID	120.00
11773 RICE SIGNS & LIGHTING, INC										
1043		01/10/13		13007651	103068	P	06/20/13	1201134 0434Y	BLDG REPAIR & MAINTENANCE	552.29
INVOICE: 1043										
VENDOR TOTALS				12,286.16	YTD INVOICED			12,286.16	YTD PAID	552.29
12506 RICE, DANIELLE										
4-1-6-3		06/19/13			103069	P	06/20/13	0002121 0580	3373 TRAVEL	288.44
INVOICE: 4-1-6-3										
VENDOR TOTALS				5,701.87	YTD INVOICED			5,701.87	YTD PAID	288.44
628 RICOH-USA										
1040306076		06/11/13		13007375	103070	P	06/20/13	0401118 0610	7000 GENERAL SUPPLIES	23,688.00
INVOICE: 1040306076										
1040306077		06/11/13		13007425	103070	P	06/20/13	0701118 0735	OTHER INSTRUCTIONAL EQUIP	4,364.10
INVOICE: 1040306077										
1040306077		06/11/13		13007425	103070	P	06/20/13	0701118 0735	7000 OTHER INSTRUCTIONAL EQUIP	484.90
INVOICE: 1040306077										
5026455873		06/12/13			103070	P	06/20/13	0051118 0433	7000 EQUIPMENT REPAIR & MAINT	1,101.82
INVOICE: 5026455873										
5026455873		06/12/13			103070	P	06/20/13	1051118 0433	7000 EQUIPMENT REPAIR & MAINT	500.92
INVOICE: 5026455873										
5026455873		06/12/13			103070	P	06/20/13	0451118 0433	7000 EQUIPMENT REPAIR & MAINT	380.38

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	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0071118 0433 7000	EQUIPMENT REPAIR & MAINT	501.19
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0061118 0433 7000	EQUIPMENT REPAIR & MAINT	1,675.97
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0071118 0433 7000	EQUIPMENT REPAIR & MAINT	1,369.99
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0201118 0433 7000	EQUIPMENT REPAIR & MAINT	1,444.80
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	1201118 0610 7000	GENERAL SUPPLIES	1,132.32
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	1051118 0433 7000	EQUIPMENT REPAIR & MAINT	1,539.70
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0061118 0433 7000	EQUIPMENT REPAIR & MAINT	925.44
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	1201118 0610 7000	GENERAL SUPPLIES	363.35
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	1081118 0433 7000	EQUIPMENT REPAIR & MAINT	918.36
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0401118 0433 7000	EQUIPMENT REPAIR & MAINT	1,596.19
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0901118 0433 7000	EQUIPMENT REPAIR & MAINT	671.89
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0901118 0433 7000	EQUIPMENT REPAIR & MAINT	830.81
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	1081118 0433 7000	EQUIPMENT REPAIR & MAINT	819.83
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	1051118 0433 7000	EQUIPMENT REPAIR & MAINT	1,189.11
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0081118 0433 7000	EQUIPMENT REPAIR & MAINT	1,097.68
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0011075 0433	EQUIPMENT REPAIR & MAINT	415.71
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0071118 0433 7000	EQUIPMENT REPAIR & MAINT	1,250.43
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	0011075 0433	EQUIPMENT REPAIR & MAINT	222.52
	INVOICE:	5026455873								
	5026455873	06/12/13			103070	P	06/20/13	1031118 0433 7000	EQUIPMENT REPAIR & MAINT	3,405.29
	INVOICE:	5026455873								
VENDOR TOTALS				305,730.85	YTD INVOICED			305,730.85	YTD PAID	51,890.70
8399	RUMPKE									
	680743	06/07/13		13007652	103071	P	06/20/13	1051134 0421	SANITATION SERVICE	55.00
	INVOICE:	680743								
	681011	06/07/13		13007652	103071	P	06/20/13	1031134 0421	SANITATION SERVICE	55.35
	INVOICE:	681011								
	681211	06/07/13			103071	P	06/20/13	0901134 0421	SANITATION SERVICE	-226.48
	INVOICE:	681211								
	776212	05/29/13		13007652	103071	P	06/20/13	0021134 0421	SANITATION SERVICE	69.40
	INVOICE:	776212								

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	776212	05/29/13		13007652	103071	P	06/20/13	0051134 0421	SANITATION SERVICE	288.52
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0055101 0349	OTHER PROFESSIONAL SERVIC	288.54
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0061134 0421	SANITATION SERVICE	175.09
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0065101 0349	OTHER PROFESSIONAL SERVIC	175.10
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0071134 0421	SANITATION SERVICE	93.78
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0075101 0349	OTHER PROFESSIONAL SERVIC	93.76
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0081134 0421	SANITATION SERVICE	372.58
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0085101 0349	OTHER PROFESSIONAL SERVIC	372.58
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0201134 0421	SANITATION SERVICE	144.26
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0205101 0349	OTHER PROFESSIONAL SERVIC	144.27
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0401134 0421	SANITATION SERVICE	274.52
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0405101 0349	OTHER PROFESSIONAL SERVIC	274.53
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0451134 0421	SANITATION SERVICE	143.75
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0455101 0349	OTHER PROFESSIONAL SERVIC	143.75
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0601134 0421	SANITATION SERVICE	115.77
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0605101 0349	OTHER PROFESSIONAL SERVIC	115.76
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0701134 0421	SANITATION SERVICE	93.13
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0705101 0349	OTHER PROFESSIONAL SERVIC	93.14
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0801134 0421	SANITATION SERVICE	136.74
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0805101 0349	OTHER PROFESSIONAL SERVIC	136.73
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0901134 0421	SANITATION SERVICE	136.23
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0905101 0349	OTHER PROFESSIONAL SERVIC	301.25
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	0951134 0421	SANITATION SERVICE	90.92
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	1001134 0421	SANITATION SERVICE	122.27
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	1005101 0349	OTHER PROFESSIONAL SERVIC	122.27
	INVOICE: 776212									
	776212	05/29/13		13007652	103071	P	06/20/13	1031134 0421	SANITATION SERVICE	144.26

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										
				25,447.93	YTD INVOICED					29,179.37 YTD PAID
										2,981.08
341	RYLAND HEIGHTS ELEMENTARY	7-10-12	06/06/13		103073	P	06/20/13	0802104 0582 1253	TRAVEL - OUT OF DISTRICT	115.00
	INVOICE:	7-10-12								
VENDOR TOTALS										
				21,554.03	YTD INVOICED					21,554.03 YTD PAID
										115.00
317	SANITATION DIST. #1	006-6-13	06/19/13		103074	P	06/20/13	0061087 0411	WATER/SEWAGE	3,961.80
	INVOICE:	006-6-13								
	006A-6-13	06/19/13			103074	P	06/20/13	0061087 0411	WATER/SEWAGE	954.72
	INVOICE:	006A-6-13								
	MISC05220	05/29/13			103075	P	06/20/13	0011075 0441	LAND & BUILDING RENT	12,016.76
	INVOICE:	MISC05220								
VENDOR TOTALS										
				358,619.29	YTD INVOICED					358,619.29 YTD PAID
										16,933.28
11316	SAPP, BRENNON	5-2-13	06/11/13		103076	P	06/20/13	0002118 0582 GFCA	TRAVEL - OUT OF DISTRICT	80.80
	INVOICE:	5-2-13								
VENDOR TOTALS										
				4,312.44	YTD INVOICED					4,312.44 YTD PAID
										80.80
3232	SCHERBAUER, TONI	4-19-6-11	06/19/13		103077	P	06/20/13	0011099 0581	TRAVEL - IN DISTRICT	58.76
	INVOICE:	4-19-6-11								
VENDOR TOTALS										
				180.80	YTD INVOICED					180.80 YTD PAID
										58.76
3944	SCHNEIDER, STEPHANIE	5-2-13	06/11/13		103078	P	06/20/13	0002118 0582 GFCA	TRAVEL - OUT OF DISTRICT	80.80
	INVOICE:	5-2-13								
VENDOR TOTALS										
				532.71	YTD INVOICED					532.71 YTD PAID
										80.80
1052	SCHOOL SPECIALTY/BECKLEY-CARDY	208110053059	03/25/13	13006288	103079	P	06/20/13	1051118 0610 7000	GENERAL SUPPLIES	21.00
	INVOICE:	208110053059								
	208110129978	04/09/13		13006288	103079	P	06/20/13	1051118 0610 7000	GENERAL SUPPLIES	272.10
	INVOICE:	208110129978								
VENDOR TOTALS										
				64,689.92	YTD INVOICED					64,689.92 YTD PAID
										293.10
348	SCOTT HIGH SCHOOL	5-29-13	06/06/13		103080	P	06/20/13	1201118 0582 7000	TRAVEL - OUT OF DISTRICT	105.00
	INVOICE:	5-29-13								
VENDOR TOTALS										
				108,928.15	YTD INVOICED					108,928.15 YTD PAID
										105.00

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT		GL ACCOUNT DESCRIPTION	
13430	SCOTTS LAWN SERVICE										
	36086640 INVOICE:	06/06/13		13006755	103081	P	06/20/13	0401134 0424		CONTRACT GROUNDS SERVICE	400.00
	36086641 INVOICE:	06/06/13		13006757	103081	P	06/20/13	0401134 0424		CONTRACT GROUNDS SERVICE	130.00
	36086642 INVOICE:	06/06/13		13006758	103081	P	06/20/13	1201134 0424		CONTRACT GROUNDS SERVICE	355.00
	36086643 INVOICE:	06/06/13		13006761	103081	P	06/20/13	1201134 0424		CONTRACT GROUNDS SERVICE	130.00
	36086644 INVOICE:	06/06/13		13006765	103081	P	06/20/13	0081134 0424		CONTRACT GROUNDS SERVICE	205.00
	36086645 INVOICE:	06/06/13		13006764	103081	P	06/20/13	0901134 0424		CONTRACT GROUNDS SERVICE	120.00
	36086646 INVOICE:	06/06/13		13006762	103081	P	06/20/13	0901134 0424		CONTRACT GROUNDS SERVICE	305.00
	VENDOR TOTALS			28,430.00 YTD INVOICED				28,430.00 YTD PAID			1,645.00
5016	SETTERS, MARTHA										
	5-3-6-10 INVOICE:	06/12/13			103082	P	06/20/13	0901118 0581 7000		TRAVEL - IN DISTRICT	236.17
	VENDOR TOTALS			3,246.68 YTD INVOICED				3,246.68 YTD PAID			236.17
7932	SHERWIN WILLIAMS										
	34820 INVOICE:	05/14/13		13007653	103083	P	06/20/13	0901134 0434Y		BLDG REPAIR & MAINTENANCE	331.70
	34834 INVOICE:	05/14/13		13007653	103083	P	06/20/13	1051134 0434Y		BLDG REPAIR & MAINTENANCE	245.30
	35997 INVOICE:	05/16/13		13007653	103083	P	06/20/13	0901134 0434Y		BLDG REPAIR & MAINTENANCE	900.75
	37571 INVOICE:	05/20/13		13007653	103083	P	06/20/13	1051134 0434Y		BLDG REPAIR & MAINTENANCE	24.53
	38892 INVOICE:	05/22/13		13007653	103083	P	06/20/13	1051134 0434Y		BLDG REPAIR & MAINTENANCE	490.60
	41185 INVOICE:	05/28/13		13007653	103083	P	06/20/13	0201134 0610		GENERAL SUPPLIES	177.64
	42613 INVOICE:	05/30/13		13007653	103083	P	06/20/13	1081134 0610		GENERAL SUPPLIES	261.24
	42795 INVOICE:	05/30/13		13007653	103083	P	06/20/13	0801134 0610		GENERAL SUPPLIES	221.60
	43454 INVOICE:	04/30/13		13007653	103083	P	06/20/13	4951134 0610		GENERAL SUPPLIES	106.14
	43462 INVOICE:	04/30/13		13007653	103083	P	06/20/13	1051134 0610		GENERAL SUPPLIES	245.30
	43470 INVOICE:	04/30/13		13007653	103083	P	06/20/13	0701134 0610		GENERAL SUPPLIES	122.65
	43488 INVOICE:	04/30/13		13007653	103083	P	06/20/13	0701134 0610		GENERAL SUPPLIES	19.96
	45038 INVOICE:	06/04/13		13007653	103083	P	06/20/13	9201134 0610		GENERAL SUPPLIES	515.85

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	45517	06/05/13		13007653	103083	P	06/20/13	9201134 0610	GENERAL SUPPLIES	326.55
	INVOICE: 45517									
	45863	06/06/13		13007653	103083	P	06/20/13	0701134 0434Y	BLDG REPAIR & MAINTENANCE	96.03
	INVOICE: 45863									
	48271	06/11/13		13007653	103083	P	06/20/13	9201134 0610	GENERAL SUPPLIES	687.80
	INVOICE: 48271									
	97447	05/31/13		13007653	103083	P	06/20/13	0401134 0434Y	BLDG REPAIR & MAINTENANCE	101.93
	INVOICE: 97447									
	VENDOR TOTALS			21,555.79	YTD INVOICED			27,554.93	YTD PAID	4,875.57
13293	SHRED SAFE									
	7524	05/21/13			103084	P	06/20/13	0011075 0349	OTHER PROFESSIONAL SERVIC	15.00
	INVOICE: 7524									
	VENDOR TOTALS			165.00	YTD INVOICED			165.00	YTD PAID	15.00
11395	SIMMS, MELODY									
	4-16-5-16	06/11/13			103085	P	06/20/13	0502104 0581 1253	TRAVEL - IN DISTRICT	200.57
	INVOICE: 4-16-5-16									
	VENDOR TOTALS			322.12	YTD INVOICED			322.12	YTD PAID	200.57
2014	SIMON KENTON HIGH SCHOOL									
	4-2-13	06/11/13			103086	P	06/20/13	0902104 0680 1253	WELFARE (FOOD/CLOTHES/UTI	132.47
	INVOICE: 4-2-13									
	6-5-13	06/11/13			103086	P	06/20/13	0902104 0610 1253	GENERAL SUPPLIES	398.80
	INVOICE: 6-5-13									
	VENDOR TOTALS			176,325.43	YTD INVOICED			176,325.43	YTD PAID	531.27
13895	SLINKARD PROPERTIES									
	053113	05/31/13		13006522	103087	P	06/20/13	0003607 0450 11096	CONSTRUCTION SERVICES	66,000.00
	INVOICE: 053113									
	VENDOR TOTALS			66,000.00	YTD INVOICED			66,000.00	YTD PAID	66,000.00
13947	SMITH, CATHY									
	5-11-13	06/06/13			103088	P	06/20/13	0002011 0610 1303	GENERAL SUPPLIES	100.00
	INVOICE: 5-11-13									
	VENDOR TOTALS			100.00	YTD INVOICED			100.00	YTD PAID	100.00
12157	SMITH, LISA JO									
	5-30-31	06/06/13			103089	P	06/20/13	0002121 0580 3373	TRAVEL	607.28
	INVOICE: 5-30-31									
	VENDOR TOTALS			607.28	YTD INVOICED			607.28	YTD PAID	607.28
12737	SNELLING, KAREN									
	5-10-6-6	06/19/13			103090	P	06/20/13	0002121 0580 3373	TRAVEL	138.99

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	5-10-6-6								
	VENDOR TOTALS			3,636.73	YTD INVOICED			3,636.73	YTD PAID	138.99
8505	SOWARD, SHERRY									
	MAY-3-JUNE-1	06/19/13			103091	P	06/20/13	1201118 0581 7000	TRAVEL - IN DISTRICT	61.02
	INVOICE:	MAY-3-JUNE-12								
	VENDOR TOTALS			411.83	YTD INVOICED			411.83	YTD PAID	61.02
3397	SPECIALIZED PLUMBING PARTS									
	168820	05/16/13			103092	P	06/20/13	0003607 0349 11096	OTHER PROFESSIONAL SERVIC	13.62
	INVOICE:	168820								
	169000	05/21/13		13007654	103092	P	06/20/13	0455101 0610	GENERAL SUPPLIES	12.25
	INVOICE:	12.25								
	VENDOR TOTALS			72.09	YTD INVOICED			72.09	YTD PAID	25.87
7837	ST. ELIZABETH BUSINESS HEALTH									
	375774	06/03/13			103093	P	06/20/13	9011096 0341	DRUG TESTING	80.00
	INVOICE:	375774								
	375896	06/03/13			103093	P	06/20/13	9011096 0341	DRUG TESTING	205.00
	INVOICE:	375896								
	377505	06/03/13			103093	P	06/20/13	9011096 0341	DRUG TESTING	92.00
	INVOICE:	377505								
	VENDOR TOTALS			18,703.50	YTD INVOICED			19,455.50	YTD PAID	377.00
1114	STATE CHEMICAL MANUFACTURING									
	96288045	05/31/13		13007581	103094	P	06/20/13	9011096 0663	REPAIR PARTS	434.15
	INVOICE:	96288045								
	VENDOR TOTALS			2,200.53	YTD INVOICED			2,200.53	YTD PAID	434.15
11508	STEPHENS, RACHEL									
	4-16-5-22	06/06/13			103095	P	06/20/13	9981121 0580 337X	TRAVEL	41.13
	INVOICE:	4-16-5-22								
	VENDOR TOTALS			66.77	YTD INVOICED			66.77	YTD PAID	41.13
13948	STILLEY, KACI									
	5-11-13	06/06/13			103096	P	06/20/13	0002011 0610 1303	GENERAL SUPPLIES	150.00
	INVOICE:	5-11-13								
	VENDOR TOTALS			150.00	YTD INVOICED			150.00	YTD PAID	150.00
12232	STRAND ASSOCIATES, INC.									
	98034	05/14/13			103097	P	06/20/13	9202134 0349 062X	OTHER PROFESSIONAL SERVIC	9,857.09
	INVOICE:	98034								

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		21,137.29 YTD INVOICED			21,137.29 YTD PAID				9,857.09	
1097	SUMEREL TIRE SERVICE, INC.									
	257441	03/25/13		13005814	103098	P	06/20/13	9011096 0662	TIRES & TUBES	206.88
	INVOICE: 257441									
	257441A	03/25/13		13005343	103098	P	06/20/13	9011096 0662	TIRES & TUBES	103.32
	INVOICE: 257441A									
VENDOR TOTALS		20,751.21 YTD INVOICED			20,751.21 YTD PAID				310.20	
11171	SUNBELT RENTALS									
	30862488CR	08/03/11			103099	P	06/20/13	9201134 0610	GENERAL SUPPLIES	-248.70
	INVOICE: 30862488CR									
	30895211CR	08/03/11			103099	P	06/20/13	9201134 0610	GENERAL SUPPLIES	-698.40
	INVOICE: 30895211CR									
	31254889CR	08/26/11			103099	P	06/20/13	9201134 0610	GENERAL SUPPLIES	-194.20
	INVOICE: 31254889CR									
	35230423CR	08/02/12			103099	P	06/20/13	9201134 0610	GENERAL SUPPLIES	-154.20
	INVOICE: 35230423CR									
	39949083-001	05/28/13			103099	P	06/20/13	0901118 0610 7000	GENERAL SUPPLIES	1,334.39
	INVOICE: 39949083-001									
	39949083002	06/12/13			103099	P	06/20/13	0901118 0610 7000	GENERAL SUPPLIES	256.60
	INVOICE: 39949083002									
VENDOR TOTALS		5,116.98 YTD INVOICED			5,116.98 YTD PAID				295.49	
3634	T & R COMMUNICATIONS									
	4401	05/20/13		13007655	103100	P	06/20/13	9011096 0532	TELEPHONE	150.00
	INVOICE: 4401									
	4403	05/20/13		13007655	103100	P	06/20/13	4951087 0532	TELEPHONE	262.50
	INVOICE: 4403									
	4406	05/20/13		13007655	103100	P	06/20/13	9031087 0532	TELEPHONE	112.50
	INVOICE: 4406									
	4407	05/20/13		13007655	103100	P	06/20/13	1081087 0532	TELEPHONE	112.50
	INVOICE: 4407									
	4409	05/20/13		13007655	103100	P	06/20/13	0901087 0532	TELEPHONE	75.00
	INVOICE: 4409									
	4410	05/20/13		13007655	103100	P	06/20/13	9031087 0532	TELEPHONE	112.50
	INVOICE: 4410									
	4411	05/20/13		13007655	103100	P	06/20/13	9031087 0532	TELEPHONE	2,732.00
	INVOICE: 4411									
VENDOR TOTALS		36,102.00 YTD INVOICED			36,252.00 YTD PAID				3,557.00	
3348	TEAGUE, PENNY									
	4-22-5-22	06/06/13			103101	P	06/20/13	0002011 0581 1303	TRAVEL - IN DISTRICT	72.32
	INVOICE: 4-22-5-22									
VENDOR TOTALS		114.70 YTD INVOICED			114.70 YTD PAID				72.32	

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	13775301	06/10/13		13007596	103110	P	06/20/13	0201134 0431	HVAC/ELECTRIC REPAIR & MA	173.64
	INVOICE: 13775301									
	13775541	06/11/13		13007595	103109	P	06/20/13	1031134 0431	HVAC/ELECTRIC REPAIR & MA	288.53
	INVOICE: 13775541									
VENDOR TOTALS				462.17 YTD INVOICED				462.17 YTD PAID		462.17
10297 TRI-STATE LIQUID WASTE										
	37153	05/30/13		13007657	103111	P	06/20/13	4951134 0434Y	BLDG REPAIR & MAINTENANCE	325.00
	INVOICE: 37153									
VENDOR TOTALS				13,035.00 YTD INVOICED				13,035.00 YTD PAID		325.00
12151 TRI-STATE PEST MANAGEMENT										
	23527	05/01/13		13007658	103112	P	06/20/13	0451134 0349	OTHER PROFESSIONAL SERVIC	45.00
	INVOICE: 25327									
	25332	05/01/13		13007658	103112	P	06/20/13	1051134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE: 25332									
	25332	05/01/13		13007658	103112	P	06/20/13	1055101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE: 25332									
	25333	05/03/13		13007658	103112	P	06/20/13	0071134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE: 25333									
	25333	05/03/13		13007658	103112	P	06/20/13	0075101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE: 25333									
	25334	05/03/13		13007658	103112	P	06/20/13	0051134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE: 25334									
	25334	05/03/13		13007658	103112	P	06/20/13	0055101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE: 25334									
	25336	05/03/13		13007658	103112	P	06/20/13	0401134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE: 25336									
	25336	05/03/13		13007658	103112	P	06/20/13	0405101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE: 25336									
	25337	05/03/13		13007658	103113	P	06/20/13	0401134 0349	OTHER PROFESSIONAL SERVIC	45.00
	INVOICE: 25337									
	25383	05/03/13		13007658	103113	P	06/20/13	0701134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE: 25383									
	25383	05/03/13		13007658	103113	P	06/20/13	0705101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE: 25383									
	25389	05/13/13		13007658	103113	P	06/20/13	1031134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE: 25389									
	25389	05/13/13		13007658	103113	P	06/20/13	1035101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE: 25389									
	25390	05/13/13		13007658	103112	P	06/20/13	9031134 0349	OTHER PROFESSIONAL SERVIC	32.00
	INVOICE: 25390									
	25476	05/22/13		13007658	103112	P	06/20/13	0601134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE: 25476									
	25476	05/22/13		13007658	103112	P	06/20/13	0605101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE: 25476									
	25481	05/22/13		13007658	103112	P	06/20/13	0451134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE: 25481									
	25481	05/22/13		13007658	103112	P	06/20/13	0455101 0349	OTHER PROFESSIONAL SERVIC	27.00

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	25481								
	25510	05/28/13		13007658	103112	P	06/20/13	0021134 0349	OTHER PROFESSIONAL SERVIC	45.00
	INVOICE:	25510								
	25511	05/28/13		13007658	103112	P	06/20/13	9011134 0349	OTHER PROFESSIONAL SERVIC	30.00
	INVOICE:	25511								
	25512	05/28/13		13007658	103112	P	06/20/13	0901134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	25512								
	25512	05/28/13		13007658	103112	P	06/20/13	0905101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	25512								
	25513	05/28/13		13007658	103112	P	06/20/13	0501134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	25513								
	25513	05/28/13		13007658	103112	P	06/20/13	0505101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	25513								
	25514	05/28/13		13007658	103113	P	06/20/13	0951134 0349	OTHER PROFESSIONAL SERVIC	75.00
	INVOICE:	25514								
	25515	05/28/13		13007658	103112	P	06/20/13	4951134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	25515								
	25515	05/28/13		13007658	103112	P	06/20/13	4955101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	25515								
	25517	05/28/13		13007658	103112	P	06/20/13	0801134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	25517								
	25517	05/28/13		13007658	103112	P	06/20/13	0805101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	25517								
	25518	05/28/13		13007658	103112	P	06/20/13	1001134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	25518								
	25518	05/28/13		13007658	103112	P	06/20/13	1005101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	25518								
	25519	05/28/13		13007658	103112	P	06/20/13	1081134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	25519								
	25519	05/28/13		13007658	103112	P	06/20/13	1085101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	25519								
	25520	05/28/13		13007658	103112	P	06/20/13	1201134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	25520								
	25520	05/28/13		13007658	103112	P	06/20/13	1205101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	25520								
	25521	05/28/13		13007658	103112	P	06/20/13	1201134 0349	OTHER PROFESSIONAL SERVIC	35.00
	INVOICE:	25521								
	25575	05/17/13		13007658	103112	P	06/20/13	0081134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	25575								
	25575	05/17/13		13007658	103112	P	06/20/13	0085101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	25575								
	53385	05/03/13		13007658	103112	P	06/20/13	0061134 0349	OTHER PROFESSIONAL SERVIC	18.00
	INVOICE:	53385								
	53385	05/03/13		13007658	103112	P	06/20/13	0065101 0349	OTHER PROFESSIONAL SERVIC	27.00
	INVOICE:	53385								
VENDOR TOTALS				14,427.00	YTD INVOICED			16,009.00	YTD PAID	1,072.00
12911	TRI-STATE RECORD STORAGE & MANAGEMENT									
	1001259	05/31/13			103114	P	06/20/13	0011075 0349	OTHER PROFESSIONAL SERVIC	648.15
	INVOICE:	1001259								

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/21/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	1001270	05/31/13			103114	P	06/20/13	0552198 0610 1033	GENERAL SUPPLIES	35.00
	INVOICE:	1001270								
	VENDOR TOTALS			4,394.54	YTD INVOICED			4,394.54	YTD PAID	683.15
11831	TRI-STATE SPORTS LLC									
	1831	05/17/13		13007659	103115	P	06/20/13	0801134 0434Y	BLDG REPAIR & MAINTENANCE	525.00
	INVOICE:	1831								
	VENDOR TOTALS			10,720.50	YTD INVOICED			10,720.50	YTD PAID	525.00
10192	TRIUMPH LEARNING LLC									
	IV938094	05/21/13		13006837	103116	P	06/20/13	0052121 0643 3103	SUPPLEMENTARY BKS/STUDY G	1,903.74
	INVOICE:	IV938094								
	IV939077	04/11/13		13006837	103116	P	06/20/13	0052121 0643 3103	SUPPLEMENTARY BKS/STUDY G	1,873.75
	INVOICE:	IV939077								
	VENDOR TOTALS			9,488.71	YTD INVOICED			9,488.71	YTD PAID	3,777.49
1735	TROPHY AWARDS MFG.									
	289080	06/07/13		13007621	103117	P	06/20/13	0001098 0610 009X	GENERAL SUPPLIES	180.00
	INVOICE:	289080								
	VENDOR TOTALS			5,887.39	YTD INVOICED			5,887.39	YTD PAID	180.00
210	TRUCK & TRAILER SUPPLY									
	KK194447	05/14/13		13007458	103118	P	06/20/13	9011096 0663	REPAIR PARTS	37.96
	INVOICE:	KK194447								
	VENDOR TOTALS			299.82	YTD INVOICED			299.82	YTD PAID	37.96
7995	TRUCKPRO									
	0530429327	05/15/13		13007396	103119	P	06/20/13	9011096 0663	REPAIR PARTS	1,227.44
	INVOICE:	0530429327								
	0530431348	06/10/13			103119	P	06/20/13	9011096 0663	REPAIR PARTS	-550.00
	INVOICE:	0530431348								
	VENDOR TOTALS			2,129.91	YTD INVOICED			2,129.91	YTD PAID	677.44
4103	TURKEY FOOT YOUTH SERVICE CENTER									
	6-11-13	06/11/13			103120	P	06/20/13	1032104 0675 1253	ORGANIZTN SUPPLIES (ACTIV	636.65
	INVOICE:	6-11-13								
	JUNE-2013	06/11/13			103120	P	06/20/13	1032104 0675 1253	ORGANIZTN SUPPLIES (ACTIV	128.70
	INVOICE:	JUNE-2013								
	VENDOR TOTALS			3,073.08	YTD INVOICED			3,073.08	YTD PAID	765.35
346	TWENHOFEL MIDDLE SCHOOL									
	10-24-11-27	06/06/13			103121	P	06/20/13	1051118 0610 7000	GENERAL SUPPLIES	8,012.10
	INVOICE:	10-24-11-27								
	6-7-13	06/11/13			103121	P	06/20/13	1051118 0610 7000	GENERAL SUPPLIES	271.39

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/21/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	6-7-13								
	VENDOR TOTALS		50,133.49	YTD	INVOICED			50,133.49	YTD PAID	8,283.49
2328	TYNER, JULIANNE H. 4-11-5-16	06/06/13			103122	P	06/20/13	0002027 0580 3373	TRAVEL	77.97
	INVOICE:	4-11-5-16`								
	VENDOR TOTALS		344.07	YTD	INVOICED			344.07	YTD PAID	77.97
13960	UK PLTW KY 1399	06/12/13			103123	P	06/20/13	0002118 0580 14L3	TRAVEL	8,400.00
	INVOICE:	1399								
	VENDOR TOTALS		8,400.00	YTD	INVOICED			8,400.00	YTD PAID	8,400.00
13853	ULINE 51079158	05/15/13	13007426		103124	P	06/20/13	9011096 0663	REPAIR PARTS	325.34
	INVOICE:	51079158								
	VENDOR TOTALS		1,194.95	YTD	INVOICED			1,194.95	YTD PAID	325.34
11988	UNDERGROUND DETECTIVE, THE 21949	05/31/13			103125	P	06/20/13	9202134 0349 062X	OTHER PROFESSIONAL SERVIC	225.00
	INVOICE:	21949								
	VENDOR TOTALS		2,475.00	YTD	INVOICED			3,037.50	YTD PAID	225.00
12653	UNITED DAIRY FARMERS, INC. 76138	05/09/13			103126	P	06/20/13	9011096 0627	DIESEL FUEL	4,252.06
	INVOICE:	76138								
	76139	05/16/13			103126	P	06/20/13	9011096 0627	DIESEL FUEL	4,527.10
	INVOICE:	76139								
	76140	05/16/13			103126	P	06/20/13	9011096 0627	DIESEL FUEL	3,824.23
	INVOICE:	76140								
	76141	06/11/13			103126	P	06/20/13	9011096 0627	DIESEL FUEL	3,324.82
	INVOICE:	76141								
	VENDOR TOTALS		167,891.70	YTD	INVOICED			167,891.70	YTD PAID	15,928.21
13445	UNITED RENTALS (NORTH AMERICA), INC. 108548041001	05/21/13	13007660		103127	P	06/20/13	0901134 0442	EQUIPMENT & VEHICLE RENT	199.07
	INVOICE:	108548041001								
	108548434001	05/21/13	13007660		103127	P	06/20/13	0401134 0442	EQUIPMENT & VEHICLE RENT	199.07
	INVOICE:	108548434001								
	VENDOR TOTALS		398.14	YTD	INVOICED			398.14	YTD PAID	398.14
3007	W. C. STOREY & SON, INC. 106145	05/13/13	13007479		103128	P	06/20/13	9011096 0435	VEHICLE REPAIR & MAINT	1,111.55
	INVOICE:	106145								

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/21/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		1,401.55 YTD INVOICED			1,401.55 YTD PAID			1,111.55		
13949	WARELLAW, ZEKHARYAH	5-11-13	06/06/13		103129	P	06/20/13	0001011 0349	130X OTHER PROFESSIONAL SERVIC	110.00
	INVOICE:	5-11-13								
VENDOR TOTALS		110.00 YTD INVOICED			110.00 YTD PAID			110.00		
9174	WATCON, INC.									
	11341	06/12/13		13005468	103130	P	06/20/13	0051134 0431	HVAC/ELECTRIC REPAIR & MA	25.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0061134 0431	HVAC/ELECTRIC REPAIR & MA	30.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0071134 0431	HVAC/ELECTRIC REPAIR & MA	45.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0081134 0431	HVAC/ELECTRIC REPAIR & MA	45.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0201134 0431	HVAC/ELECTRIC REPAIR & MA	25.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0401134 0431	HVAC/ELECTRIC REPAIR & MA	30.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0451134 0431	HVAC/ELECTRIC REPAIR & MA	25.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0501134 0431	HVAC/ELECTRIC REPAIR & MA	30.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0601134 0431	HVAC/ELECTRIC REPAIR & MA	25.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0701134 0431	HVAC/ELECTRIC REPAIR & MA	30.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0801134 0431	HVAC/ELECTRIC REPAIR & MA	30.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0901134 0431	HVAC/ELECTRIC REPAIR & MA	55.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	0951134 0431	HVAC/ELECTRIC REPAIR & MA	30.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	1001134 0431	HVAC/ELECTRIC REPAIR & MA	30.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	1031134 0431	HVAC/ELECTRIC REPAIR & MA	25.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	1051134 0431	HVAC/ELECTRIC REPAIR & MA	25.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	1081134 0431	HVAC/ELECTRIC REPAIR & MA	110.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	1201134 0431	HVAC/ELECTRIC REPAIR & MA	95.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	4951134 0431	HVAC/ELECTRIC REPAIR & MA	30.00
	INVOICE:	11341								
	11341	06/12/13		13005468	103130	P	06/20/13	9031134 0431	HVAC/ELECTRIC REPAIR & MA	25.00
	INVOICE:	11341								

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/21/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										
				17,688.95	YTD INVOICED					17,688.95
								YTD PAID		
										765.00
13896	WATSON GRAUD, INC									
	572282	05/18/13		13006524	103131	P	06/20/13	0003607 0450	11096 CONSTRUCTION SERVICES	1,424.17
	INVOICE:	572282								
VENDOR TOTALS										
				1,424.17	YTD INVOICED					1,424.17
								YTD PAID		
										1,424.17
9927	WEBER, MICHELLE BOUTWELL									
	5-1-5-23	06/06/13			103132	P	06/20/13	0002121 0580	3373 TRAVEL	178.83
	INVOICE:	5-1-5-23								
	5-29-31	06/06/13			103132	P	06/20/13	0002121 0580	3373 TRAVEL	598.08
	INVOICE:	5-29-31								
VENDOR TOTALS										
				2,943.88	YTD INVOICED					2,943.88
								YTD PAID		
										776.91
13851	WEHAGE, KAREN									
	5-30	06/06/13			103133	P	06/20/13	0455101 0630	FOOD	7.95
	INVOICE:	5-30								
VENDOR TOTALS										
				140.95	YTD INVOICED					140.95
								YTD PAID		
										7.95
4050	WHAYNE SUPPLY COMPANY									
	160033005	05/19/13		13007465	103134	P	06/20/13	9011096 0663	REPAIR PARTS	79.32
	INVOICE:	160033005								
	160033019	05/20/13		13007529	103134	P	06/20/13	9011096 0663	REPAIR PARTS	8.09
	INVOICE:	160033019								
	160033020	05/20/13		13007529	103134	P	06/20/13	9011096 0663	REPAIR PARTS	68.17
	INVOICE:	160033020								
VENDOR TOTALS										
				523,663.48	YTD INVOICED					523,663.48
								YTD PAID		
										155.58
9635	WHY TRY INC.									
	16061	03/26/13			103135	P	06/20/13	0001121 0580	337X TRAVEL	899.00
	INVOICE:	16061								
VENDOR TOTALS										
				5,430.00	YTD INVOICED					5,430.00
								YTD PAID		
										899.00
10289	WILDER WINLECTRIC									
	08588100	05/31/13			103136	P	06/20/13	0003607 0349	11096 OTHER PROFESSIONAL SERVIC	73.46
	INVOICE:	08588100								
VENDOR TOTALS										
				16,862.39	YTD INVOICED					16,862.39
								YTD PAID		
										73.46
12431	WILDER WINNELSON									
	26797300	05/10/13		13007662	103137	P	06/20/13	0701134 0434Y	BLDG REPAIR & MAINTENANCE	135.00
	INVOICE:	26797300								
	26872600	05/14/13			103137	P	06/20/13	0003607 0349	11096 OTHER PROFESSIONAL SERVIC	394.09
	INVOICE:	26872600								
	26877200	05/21/13		13007662	103137	P	06/20/13	0701134 0434Y	BLDG REPAIR & MAINTENANCE	246.36

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Kenton County Schools
PAID WARRANT REPORT

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WARRANT: 06/21/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE: 26877200									
	26963200	05/31/13			103137	P	06/20/13	0003607 0349	11096 OTHER PROFESSIONAL SERVIC	202.74
	INVOICE: 26963200									
VENDOR TOTALS				17,896.94	YTD INVOICED			17,896.94	YTD PAID	978.19
7171 WILKINS, TERESA NICKELL										
	4-18-6-4	06/06/13			103138	P	06/20/13	0001098 0581	009X TRAVEL - IN DISTRICT	154.81
	INVOICE: 4-18-6-4									
VENDOR TOTALS				612.89	YTD INVOICED			612.89	YTD PAID	154.81
226 WISHER, EMILY										
	5-1-5-29	06/06/13			103139	P	06/20/13	0001124 0581	TRAVEL - IN DISTRICT	85.88
	INVOICE: 5-1-5-29									
VENDOR TOTALS				2,523.75	YTD INVOICED			2,523.75	YTD PAID	85.88
13265 WURTZ, NANCY										
	5-11-13	06/06/13			103140	P	06/20/13	0001011 0349	130X OTHER PROFESSIONAL SERVIC	160.00
	INVOICE: 5-11-13									
VENDOR TOTALS				160.00	YTD INVOICED			160.00	YTD PAID	160.00
1513 ZEP SALES & SERVICE										
	9000302340	05/22/13		13007530	103141	P	06/20/13	9011096 0663	REPAIR PARTS	346.80
	INVOICE: 9000302340									
VENDOR TOTALS				1,798.70	YTD INVOICED			2,143.50	YTD PAID	346.80
11156 ZIMMERMAN, DENEEN										
	5-13-5-30	06/06/13			103142	P	06/20/13	0001124 0581	TRAVEL - IN DISTRICT	83.63
	INVOICE: 5-13-5-30									
VENDOR TOTALS				2,048.14	YTD INVOICED			2,048.14	YTD PAID	83.63
REPORT TOTALS										1,213,021.60

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	278	1,213,021.60

** END OF REPORT - Generated by Cherrie Fitzgerald **

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
1	1	PRESS, DRILL, PNEUMATIC		GREEN	FAIR	GF	16458	VI - 110
2	1	MORDISER, PNEUMATIC		GREEN	FAIR	GF	16439	VI - 110
3	1	SANDER, SPINDLE, ALLEN BRADLEY		GRAY	FAIR	GF	17721	VI - 110
4	1	SAW, BAND, POWERMATIC			FAIR	GF	13924 / 15578	VI - 110
5	1	WORK BENCH TOP			GOOD	GF		VI - 110
6	1	COMPUTER TABLE TOP			FAIR	GF		VI - 110
7	15	TABLES, CAFETERIA (ROLL & FOLD)	VARIOUS	BLUE, GRAY, BROWN	FAIR	FS		VI - 110
8	32	TABLE TOPS, ROUND, NO LEGS			FAIR	GF		VI - 110
9	5	DESK, COMPUTER, METAL, BRETTFORD		BEIGE	FAIR	GF		VI - 110
10	3	TABLES, COMPUTER, METAL		BEIGE	FAIR	GF		VI - 110
11	3	STANDS, PRINTER (GOES WITH LINE ITEM # 11)		BEIGE	FAIR	GF		VI - 110
12	2	TABLES, ROUND, PEDISTAL	42" DIAMETER		POOR	GF		VI - 110
13	3	DESKS, COMPUTER			FAIR	GF		VI - 110
14	3	DESKS, OFFICE			POOR	GF		VI - 110
15	1	TABLE WITH FIXED LEGS			FAIR	GF		VI - 110
16	1	COT, PADDED			FAIR	GF		VI - 110
17	34	CHAIRS, CAFÉ, HARD PLASTIC	VARIOUS	VARIOUS	FAIR	GF		VI - 110
18	26	CHAIRS, PLASTIC SHELL, SOFT	VARIOUS	VARIOUS	FAIR	GF		VI - 110
19	1	FILE CABINET, 2 DRAWER			FAIR	GF		VI - 110
20	4	FRAMES, METAL		BLACK	GOOD	NEED		VI - 110
21	1	CART, LIBRARY, METAL		BEIGE	FAIR	NEED		VI - 110
22	1	TABLE, UTILITY		GREEN	POOR	NEED		VI - 110
23	21	CHAIR, LIBRARY, UPHOLSTERED		GRAY	FAIR	NEED		VI - 110
24	1	PODIUM, WOOD		NATURAL FINISH	GOOD	NEED		VI - 110
25	7	CHAIRS, SIDE	VARIOUS	VARIOUS	FAIR	NEED		VI - 110
26	1	TABLE TOP			GOOD	NEED		VI - 110
27	3	FRAMES, METAL, ON CASTERS			GOOD	NEED		VI - 110
28	5	DESKS, STUDENT	VARIOUS	VARIOUS	FAIR	NEED		VI - 110
29	5	CHAIRS, METAL, FOLDING	VARIOUS	VARIOUS	POOR	NEED		VI - 110
30	2	CHAIRS, TEACHER, ON CASTERS, UPHOLSTERED		RED	GOOD	NEED		VI - 110
31	5	TABLE, LIBRARY, WOOD			FAIR	NEED		VI - 110

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
32	2	TRAY, KEYBOARD			FAIR	NEED		VI - 110
33	1	DESK, COMPUTER, LAMINATE		BROWN	FAIR	NEED		VI - 110
34	3	TABLE LEGS, BOX			NEW	NEED		VI - 110
35	2	CASE, DISPLAY			FAIR	NEED		VI - 110
36	3	PROJECTOR, OVERHEAD	VARIOUS		FAIR	NEED		VI - 110
37	7	FILE CABINET, 4 DRAWER			FAIR			VI - 109
38	7	DESK, TEACHER			FAIR			VI - 109
39	1	DESK, COMPUTER			FAIR			VI - 109
40	3	FILE CABINET, 4 DRAWER			FAIR			VI - 109
41	2	SHELVES, MAILBOX, METAL			FAIR			VI - 109
42	1	FILE CABINET, 2 DRAWER			FAIR			VI - 109
43	1	TABLE, SMALL		WOOD	GOOD			VI - 109
55	1	FILE CABINET, 4 DRAWER		BEIGE	FAIR	GF		VI - 110
56	1	DESK, TEACHER, WOOD, LAMINATE TOP		NATURAL FINISH	POOR	GF		VI - 110
57	1	STOOL	30"		POOR	GF		VI - 110
58	1	STOOL, SCIENCE LAB, METAL FRAME		BLACK	GOOD	GF		VI - 110
59	1	CABINET, STORAGE, WITH CASTERS			FAIR	GF		VI - 110
60	1	DESK, OFFICE, SMALL			POOR	GF		VI - 110
61	4	CORNER PANELS, MODULAR SYSTEM			GOOD	GF		VI - 110
62	1	CABLE BOX, MOTOROLA			FAIR	GF		VI - 110
63	1	VCR, VHS, PANASONIC, AG1330			UNKNOWN	GF		VI - 110
64	1	COPIER, NUARC, PHOTO EQUIPMENT, WE1418			UNKNOWN	GF		BOYS RR
65	1	PHOTO EQUIPMENT, NUARC			UNKNOWN	GF		BOYS RR
66	1	EDIT SYSTEM, VHS, AB, WITH CONTROLLER			UNKNOWN	GF	12727	VI - 110
67	1	EDIT SYSTEM, VHS, AB, WITH CONTROLLER			UNKNOWN	GF	12728	VI - 110
68	1	VCR, VHS, 4 HEAD, PANASONIC SUPER			POOR	GF		VI - 110
69	57	TABLE TOPS, ROUND	48"		FAIR	GF		VI - GYM - LOBBY
70	1	STAIR TRAC, HANDICAP, A2332		BLUE	UNKNOWN	GF		VI - GYM
71	1	SCRUBBER, FLOOR, MINUTEMAN			POOR	GF	15526	VI - GYM
72	6	RISER, CORAL	8'	BLACK	FAIR	GF		VI - GYM
73	1	BASKETBALL BASE & GOAL, OUTDOOR			GOOD	GF		VI - GYM
74	1	TV, AMERICAN SOUND			UNKNOWN	GF		VI - GYM
75	1	TV, AMERICAN SOUND			UNKNOWN	GF		VI - GYM
76	1							VI - GYM

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
77	1	SCRUBBER, FLOOR			UNKNOWN	GF	13526	VI - GYM
78	1	SAW, TABLE, CRAFTSMAN	10"		FAIR	GF	15276	VI - GYM
79	1	SAW, RADIAL ARM, CRAFTSMAN			FAIR	GF	14130	VI - GYM
80	1	SANDER, DISC, POWERMATIC			FAIR	GF	15274	VI - GYM
81	1	SAW, BAND, DELTA			FAIR	GF	15276	VI - GYM
83	6	BOXES, PLAN, SAFECO			GOOD	GF		VI - GYM
84	2	TABLES, WOOD	42 X 84		FAIR	GF		VI - GYM
85	LOT	SAFETY CAP, FENCE (APPROX 2400 LINEAL FT)	8'	YELLOW	FAIR	GF		VI - GYM
87	11	FIXTURE, WIDE LITE, 400 WATT, MODEL SR4-400-CWB			GOOD	GF		VI - GYM
88	1	DESK, PEDISTAL, SINGLE			POOR	GF		VI - GYM
89	1	FILE CABINET, 2 DRAWER			POOR	GF		VI - GYM
90	16	COURSE, PUTT-PUTT, WOODEN			POOR	GF		VI - GYM
91	1	RACK, FOLDING CHAIR		BROWN	FAIR	GF		VI - GYM
109	10	CAMCORDER, VHS, PANASONIC			UNKNOWN			RR - TV STUDIO
110	1	MODULATOR (BLONDER TONGUE), CHANNEL 9			UNKNOWN			RR - TV STUDIO
112	1	PLAYER, CD, TECHNICS			UNKNOWN			RR - TV STUDIO
113	1	PLAYER, CD, SONY			UNKNOWN			RR - TV STUDIO
114	1	PLAYER, CD, TECHNICS			UNKNOWN			RR - TV STUDIO
115	1	AMPLIFIER, TOA 900 SERIES			UNKNOWN			RR - TV STUDIO
116	1	VCR, JVC, SVHS			UNKNOWN		16999	RR - TV STUDIO
117	1	VCR, JVC, SVHS			UNKNOWN		16998	RR - TV STUDIO
118	1	VCR, JVC, SVHS			UNKNOWN		16986	RR - TV STUDIO
119	1	VCR, JVC, SVHS			UNKNOWN		16987	RR - TV STUDIO
120	1	SUITCASE, VIDEO TECH			UNKNOWN			RR - TV STUDIO
121	1	PLAYER/RECORDER, VHS, RCA			UNKNOWN			RR - TV STUDIO
122	1	TITLE MAKER, VIDEONICS			UNKNOWN			RR - TV STUDIO
145	1	FILE CABINET, VERTICAL, 4 DRAWER, NO LOCK	4'	TAN	GOOD	TW		VI - 108
146	1	FILE CABINET, VERTICAL, 4 DRAWER, NO LOCK	4'	TAN	GOOD	TW		VI - 108
147	1	FILE CABINET, VERTICAL, 4 DRAWER, NO LOCK	4'	TAN	POOR	TW		VI - 108
148	1	TABLE, FOLDING	8'	BROWN	GOOD	GF		VI - 108
149	1	TABLE, FOLDING	8'	BROWN	POOR	GF		VI - 108
154	1	TABLE, FOLDING	8'	BROWN	GOOD	GF		VI - 108
155	1	TABLE, COMPUTER	5'	BLACK / BROWN	POOR	GF		VI - 108

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
156	1	TABLE, COMPUTER	3'	BLACK / BROWN	POOR	GF		VI - 108
159	1	FILE CABINET, VERTICAL, 4 DRAWER, NO LOCK	4'	GRAY	POOR	TW		VI - 108
160	1	FILE CABINET, VERTICAL, 4 DRAWER, NO LOCK	4'	BLACK	POOR	TW		VI - 108
161	1	FILE CABINET, VERTICAL, 4 DRAWER, NO LOCK	4'	GRAY	POOR	TW		VI - 108
162	1	FILE CABINET, VERTICAL, 4 DRAWER, WITH LOCK	4'	TAN	GOOD	GF		VI - 108
163	1	FILE CABINET, VERTICAL, 5 DRAWER	5'	TAN	GOOD	GF		VI - 108
164	1	FILE CABINET, VERTICAL, 5 DRAWER	5'	TAN	GOOD	GF		VI - 108
165	1	FILE CABINET, 4 DRAWER	4'	BLACK	POOR	TW		VI - 108
166	1	TABLE	5'	GRAY	POOR			HALLWAY OUTSIDE OF VI - 108
167	1	TABLE, FOLDING	4'	BROWN	GOOD			VI - 108
168	1	COPIER, MITA DC-1470		TAN	UNKNOWN			VI - 108
169	1	READER, MICRO FICHE, MINOLTA RP502		TAN	UNKNOWN		12535	VI - 108
170	1	CART, ROLLING	2' X 3'	TAN	POOR			VI - 108
171	1	FILE CABINET, VERTICAL, 4 DRAWER	4'	BLACK	POOR	TW		VI - 108
172	1	TABLE	4'	BROWN	GOOD			HALLWAY OUTSIDE OF VI - 108
173	1	FILE CABINET, 4 DRAWER	4'	TAN	POOR			HALLWAY OUTSIDE OF VI - 108
174	1	DESK, TEACHER, 2 DRAWER		BROWN	POOR			VI - 108
181	1	FILE CABINET, VERTICAL, 4 DRAWER	4'					VI - 108
182	1	SAW, SCROLL		YELLOW	UNKNOWN			HALLWAY OUTSIDE OF VI - 109
183	1	SAW, SCROLL, DREMEL		SILVER	UNKNOWN			HALLWAY OUTSIDE OF VI - 109
184	1	TABLE	6'	GREEN	GOOD			HALLWAY OUTSIDE OF VI - 109
185	1	TABLE, ADJUSTABLE LEGS	6'	GRAY	POOR			HALLWAY OUTSIDE OF VI - 109
186	1	FILE CABINET, VERTICAL, 4 DRAWER	4'	TAN	POOR	TW		VI - 108
187	1	FILE CABINET, VERTICAL, 4 DRAWER	4'	TAN	GOOD	TW		VI - 108
199	1	PLAYER, RECORDER, VCR, VHS, PANASONIC			UNKNOWN			RR - TV STUDIO
200	1	TV, ZENITH			UNKNOWN			RR - TV STUDIO
201	1	TAPE ERASER, VHS			UNKNOWN			RR - TV STUDIO

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
202	1	MODULATOR, AV, RF			UNKNOWN			RR - TV STUDIO
206	1	TV, ZENITH	17"		UNKNOWN			RR - TV STUDIO
207	1	PROJECTOR, OVERHEAD			UNKNOWN			RR - TV STUDIO
209	1	TV, RCA	19"		UNKNOWN			RR - TV STUDIO
212	LOT	TAPES, BLANK, VHS (APPROX 300)			UNKNOWN			RR - TV STUDIO
213	1	CABLE, RF, MISC.			UNKNOWN			RR - TV STUDIO
214	1	OMNIBOOK, HP, 800 CT			UNKNOWN			RR - TV STUDIO
215	LOT	TAPES, VHS (APPROX 180)			UNKNOWN			RR - TV STUDIO
216	1	PROJECTOR, FILM, DUKANE, 16MM			UNKNOWN			RR - TV STUDIO
235	1	TABLE, EXAM		TAN	POOR			VI - 109
236	1	TABLE	3'	WOOD	POOR			VI - 109
237	1	TABLE, WOODGRAIN	5'	BLACK	POOR			VI - 109
238	1	TABLE, WOODGRAIN	5'	BLACK	POOR			VI - 109
239	4	TABLE, MAGAZINE			FAIR			VI - 109
240	2	TV, NEC	25"		UNKNOWN			VI - 109
241	1	TABLE	3'	WOOD	FAIR			VI - 109
242	3	TABLE, TALL		WOOD	GOOD			VI - 109
243	1	PODIUM			POOR			VI - 109
244	1	TABLE	6'	GRAY	POOR			VI - 109
245	1	TABLE	5'	BROWN	POOR			VI - 109
246	1	DESK		TAN	POOR			VI - 109
247	1	DESK	6'	TAN	GOOD			VI - 109
248	1	DESK	5'	GRAY	GOOD			VI - 109
249	1	CHAIR, ON CASTERS		GREEN	POOR			VI - 109
250	1	CREDENZA	6'	GRAY	POOR			VI - 109
251	1	CREDENZA		BLACK	POOR			VI - 109
252	1	DESK		BLACK	POOR			VI - 109
253	1	CART, ROLLING		BLACK	GOOD			VI - 109
254	1	PROJECTOR, OVERHEAD			UNKNOWN			VI - 109
255	1	CART, ROLLING		TAN	POOR			VI - 109
256	1	TABLE, FOLDING	6'	GRAY	FAIR			VI - 109
257	1	PODIUM		WOOD	FAIR			VI - 109
258	3	WARMER, MERCHANDISE, GLO RAY			FAIR			VI - 109
259	1	TV, NEC	25"	BLACK	UNKNOWN			VI - GYM
260	1	CABINET, ART		WOOD	FAIR			VI - GYM

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
261	6	TABLES, ROUND, CAFETERIA, FOLDING		BLUE	UNKNOWN			VI - GYM
262	1	TV, RCA	19"	BROWN	UNKNOWN			VI - GYM
263	1	BOOKCASE, DOUBLE-SIDED	9'	BROWN	POOR			VI - GYM
264	1	BENCH, WORK		BROWN	POOR			VI - GYM
265	1	BOOKCASE, DOUBLE-SIDED	6'	BROWN	POOR			VI - GYM
266	1	BOOKSHELF		WHITE	POOR			VI - GYM
267	1	TABLE, ROLLING	3'	WHITE	POOR			VI - GYM
268	1	TABLE, ART	8'	WOOD	POOR			VI - GYM
269	1	BOOKSHELF, CUBBIE	8'	WHITE	POOR			VI - GYM
270	2	TV, ZENITH	21"		POOR			VI - GYM
271	1	TABLE	4'	WOOD	POOR			VI - GYM
272	35	EXTINGUISHERS, FIRE			UNKNOWN			VI - KITCHEN
273	3	CABINET, FIRE BLANKETS (CONTAINED IN CABINET)			FAIR			VI - KITCHEN
275	10	MOUNT, WALL, TV			FAIR			VI - GYM
276	LOT	ADVANCE BALLAST, 120V, REL4P32HTP, 35M (APPROX 1500)			GOOD			VI - GYM
277	2	BLACKBOARD (NEW IN CRATE)	16'		GOOD			VI - GYM
278	1	TRUCK BOX, DIAMOND PLATE, WEATHERGUARD			FAIR			VI - GYM
279	6	TV, MAGNAVOX	19"		UNKNOWN			VI - GYM
289	1	CART, TRAY & UTENSIL, SHELLEY MATIC		SILVER	POOR	FS		VI - CAFETERIA
290	1	CART, TRAY & UTENSIL, SHELLEY MATIC		SILVER	POOR	FS		VI - CAFETERIA
291	1	WARMER, SERVO LIFT		SILVER / BLUE	FAIR	FS		VI - CAFETERIA
292	1	COOLER, MILK, PORTABLE		GRAY	FAIR	FS		VI - CAFETERIA
293	1	CADDY, TRAY		SILVER	FAIR	FS		VI - CAFETERIA
294	1	CADDY, TRAY		SILVER	POOR	FS		VI - CAFETERIA
295	1	CADDY, TRAY		SILVER	POOR	FS		VI - CAFETERIA
296	1	LINE, SERVING		SILVER	POOR	FS		VI - CAFETERIA
297	1	KETTLE, LARGE		SILVER	FAIR	FS		VI - CAFETERIA
298	LOT	CHINA, ASSORTED		VARIOUS	GOOD	FS		VI - CAFETERIA
299	LOT	UTENSILS, COOKING, HOBART, ASSORTED			FAIR	FS		VI - CAFETERIA
301	LOT	CHINA, ASSORTED		VARIOUS	GOOD	FS		VI - CAFETERIA
302	LOT	PANS, BAKING			FAIR	FS		VI - CAFETERIA
303	1	MAKER, DOUGHNUT			FAIR	FS		VI - CAFETERIA
304	1	BROILER, CONVECTION OVEN		SILVER	UNKNOWN	FS		VI - CAFETERIA

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
305	2	SKILLET, ELECTRIC			UNKNOWN	FS		VI - CAFETERIA
306	LOT	ADAPTER, SERIAL, 4 PORT, USB			GOOD	FS		VI - CAFETERIA
307	2	PAN, MOLD, MINI WONDER			GOOD	FS		VI - CAFETERIA
308	1	BAR, SALAD, PLASTIC			POOR	FS		VI - CAFETERIA
309	1	WARMER, DISPLAY			UNKNOWN	FS		VI - CAFETERIA
310	1	TRAY, SERVING		PINK	GOOD	FS		VI - CAFETERIA
311	1	SLICER, HOBART			UNKNOWN	FS		VI - CAFETERIA
312	1	WARMER, CAMBRO		GRAY	POOR	FS	20436	VI - CAFETERIA
313	1	COOLER, DISPLAY, FEDERAL		TAN	UNKNOWN	FS	19017	VI - CAFETERIA
314	1	COOLER, DISPLAY, FEDERAL		TAN	UNKNOWN	FS	19018	VI - CAFETERIA
315	1	WARMER, DISPLAY, HATCO		SILVER	UNKNOWN	FS		VI - CAFETERIA
316	1	WARMER, DISPLAY, HATCO		SILVER	UNKNOWN	FS		VI - CAFETERIA
317	1	CART, TRAY & UTENSIL		SILVER	FAIR	FS		VI - CAFETERIA
318	1	CART, TRAY & UTENSIL		SILVER	FAIR	FS		VI - CAFETERIA
319	1	FREEZER, REACH IN		WHITE	UNKNOWN	FS	19010	VI - CAFETERIA
320	1	LINE, SERVING, REFRIGERATED		BLUE / RED	FAIR	FS	14908	VI - CAFETERIA
321	1	LINE, SERVING, WARMING		BLUE / RED	FAIR	FS	14901	VI - CAFETERIA
322	1	LINE, SERVING, WARMING, DELFIELD			UNKNOWN	FS		VI - CAFETERIA
323	1	SLICER, HOBART			UNKNOWN	FS	13529	VI - CAFETERIA
324	1	COOLER, ICE CREAM, VELVET, KELVINATOR			UNKNOWN	FS		VI - CAFETERIA
325	3	MIXER & BOWLS, HOBART			UNKNOWN	FS	17768	VI - CAFETERIA
326	1	WARMER, DISPLAY			UNKNOWN	FS		VI - CAFETERIA
327	1	LINE, SERVING, HOT CART		BLUE	POOR	FS		VI - CAFETERIA
328	1	LINE, SERVING, HOT CART			POOR	FS	19021	VI - CAFETERIA
329	1	SKILLET, WARMING (LARGE)			UNKNOWN	FS	18894	VI - CAFETERIA
330	1	WAMER, METRO			UNKNOWN	FS	18052	VI - CAFETERIA
331	6	CANOPY TOPS, SERVING LINE		RED / WHITE	FAIR	FS		VI - CAFETERIA
332	1	WARMER, SERVING LINE			UNKNOWN	FS	14637	VI - CAFETERIA
333	1	WARMER, DISPLAY			UNKNOWN	FS	14638	VI - CAFETERIA
334	1	LINE, SERVING, DISPLAY, WITH TOP			FAIR	FS		VI - CAFETERIA
335	1	CART, COLD, DISPLAY, FEDERAL			UNKNOWN	FS	15904	VI - CAFETERIA
336	1							VI - CAFETERIA
337	1	LINE, SERVING, FREEZER			UNKNOWN	FS	22341	VI - CAFETERIA
339	1	OVEN/STOVE, RCA		WHITE	FAIR	FS		VI - KITCHEN

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
340	1	OVEN/STOVE, RCA		WHITE	FAIR	FS		VI - KITCHEN
341	1	OVEN/STOVE, RCA, CRACKED TOP		WHITE	FAIR	FS		VI - KITCHEN
342	1	OVEN/STOVE, RCA		WHITE	FAIR	FS		VI - KITCHEN
343	1	REFRIGERATOR, 6 DOOR, REACH IN			UNKNOWN	FS	18150	VI - KITCHEN
344	1	FREEZER, 2 DOOR, REACH IN			UNKNOWN	FS	18151	VI - KITCHEN
345	1	MIXER, WITH PARTS, HOBART			UNKNOWN	FS	17680	VI - KITCHEN
346	1	FILE CABINET, 2 DRAWER			POOR	FS		VI - KITCHEN
347	1	BAR, SALAD			POOR	FS		VI - KITCHEN
348	1	KETTLE, STEAMER			UNKNOWN	FS	18156	VI - KITCHEN
349	1	MIXER, HOBART			UNKNOWN	FS	13539	VI - KITCHEN
350	1	CART, UTENSIL			POOR	FS		VI - KITCHEN
351	1	MIXER, HOBART			UNKNOWN	FS	M1260	VI - KITCHEN
352	1	CART, FOOD, INSULATED		GREEN	UNKNOWN	FS		VI - KITCHEN
353	1	SINK, 3 COMPARTMENT			FAIR	FS	18155	VI - KITCHEN
354	1	STOVE, VULCAN			UNKNOWN	FS	18159	VI - KITCHEN
355	1	TABLE, PREPERATION			FAIR	FS		VI - KITCHEN
356	1	OVEN, VULCAN			UNKNOWN	FS	18160	VI - KITCHEN
357	LOT	DISHES			UNKNOWN	FS		VI - KITCHEN
358	1	FILE CABINET, 4 DRAWER			POOR	FS		VI - KITCHEN
359	1	MIXER			UNKNOWN	FS	12453	VI - KITCHEN
360	1	MIXER, HOBART			UNKNOWN	FS	14889	VI - KITCHEN
361	1	MIXER, HOBART			UNKNOWN	FS		VI - KITCHEN
362	1	MIXER, HOBART			UNKNOWN	FS		VI - KITCHEN
363	1	DISHWASHER WITH TABLE, HOBART			UNKNOWN	FS	18149	VI - KITCHEN
364	1	REFRIGERATOR			UNKNOWN	FS		VI - KITCHEN
365	1	STOVE/ OVEN			UNKNOWN	FS		VI - KITCHEN
366	1	PIANO, UPRIGHT			POOR	GF		VI - KITCHEN
367	1	ICE MAKER TOP			UNKNOWN	FS		VI - GYM
368	1	OVEN / STOVE			UNKNOWN	FS		VI - GYM
369	1	CART, 2 SHELF, WHEELED			POOR	FS		VI - KITCHEN
370	1	STOVE/ OVEN			UNKNOWN	FS		VI - KITCHEN
371	1	STOVE/ OVEN			UNKNOWN	FS		VI - KITCHEN
372	1	SEATS, ROUND TABLE			GOOD	FS		VI - CAFETERIA
373	1	TABLE, PRINTER			POOR	FS		VI - CAFETERIA
375	1	VCR, VHS, PANASONIC			UNKNOWN	GF		VI - 109

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
376	1	DESK		TAN	POOR	GF		VI - 109
377	1	DESK		TAN	POOR	GF		VI - 109
378	1	DESK		TAN	POOR	GF		VI - 109
379	1	DESK		BLACK	POOR	GF		VI - 109
380	1	DESK		TAN	POOR	GF		VI - 109
381	1	CART, ROLLING, BRETTFORD		TAN	GOOD	GF		VI - 109
382	1	DESK		GRAY	GOOD	GF		VI - 109
383	1	DESK		GRAY	GOOD	GF		VI - 109
384	1	DESK		GRAY	GOOD	GF		VI - 109
385	1	DESK, WOODTOP			FAIR	GF		VI - 109
386	1	DESK, WOODTOP			FAIR	GF		VI - 109
387	1	TV, MAGNAVOX	19"		UNKNOWN	GF		VI - 109
388	3	PROJECTOR, OVERHEAD, 3M			UNKNOWN	GF		VI - 109
389	3	CART, ROLLING		BLACK	GOOD	GF		VI - 109
390	1	DESK, TEACHER		GREEN	POOR	GF		VI - 109
391	1	DESK, TEACHER		WOOD	POOR	GF		VI - 109
392	1	CART, AV		BLACK	POOR	GF		VI - 109
393	1	FILE CABINET, 3 DRAWER	4'	TAN	POOR	GF		VI - 109
394	4	TABLE, FOLDING, ROUND		BLUE	POOR	GF		VI - 109
395	1	TABLE, WOODGRAIN	5'	TAN	FAIR	GF		VI - 109
396	1	DESK, WOODGRAIN		TAN	POOR	GF		VI - 109
397	3	CHAIRS, OFFICE, CHROME ARMS		GRAY	FAIR	GF		VI - 109
398	1	TABLE, OVAL, CHERRY			FAIR	GF		VI - 109
399	3	CHAIRS, OFFICE		MAROON	FAIR	GF		VI - 109
400	2	CHAIRS, OFFICE		GRAY	FAIR	GF		VI - 109
401	1	CHAIR, OVAL, ON CASTERS		GRAY	FAIR	GF		VI - 109
402	1	CHAIR, OFFICE, LEATHER		BLUE	POOR	GF		VI - 109
403	1	CHAIR, OFFICE, UPHOLSTERED		BLUE	POOR	GF		VI - 109
404	1	CHAIR, OFFICE, UPHOLSTERED		BLACK	FAIR	GF		VI - 109
405	2	MOUNT, TV, WALL			FAIR	GF		VI - 109
406	1	CHAIR, LEATHER		MAROON	POOR	GF		VI - 109
407	1	FILE CABINET, 2 DRAWER			POOR	GF		VI - 109
408	1	CHAIR, STUDENT		BLUE	FAIR	GF		VI - 109
409	1	TABLE, NARROW, WOOD			FAIR	GF		VI - 109
410	2	GOALS, SOCCER (PLASTIC PIPE)			POOR	GF		VI - 109

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
415	1	MIXER, FOOD, INDUSTRIAL		GRAY	POOR	FS	16618	VI - GYM
416	1	MIXER, FOOD, STAINLESS, GROEN		STAINLESS	FAIR	FS	15520	VI - GYM
417	1	SINK, SINGLE, WELDBILT		STAINLESS	GOOD	FS		VI - GYM
418	1	DISPENSER, DRINK, DIXIE, NARCO		BLACK	GOOD	FS	12855	VI - GYM
419	1	DISPENSER, MILK, DIXIE, NARCO		BLACK / WHITE	GOOD	FS	12857	VI - GYM
420	1	DISPENSER, MILK, DIXIE, NARCO		BLACK / WHITE	GOOD	FS	12451 / 23087	VI - GYM
421	1	DISPENSER, MILK SHAKE, DIXIE, NARCO		BLACK / WHITE	GOOD	FS		VI - GYM
422	1	ICE MACHINE, MODEL XAC530, SN 6300527BC147			POOR	FS	12793	VI - GYM
423	1	VENDING MACHINE, SNACK, MODEL 123C, SN 123C04009014			GOOD	FS	12896	VI - GYM
424	1	DISPENSER, MILK, DN 5561, SN 82840218DB		BLACK / WHITE	GOOD	FS	13232	VI - GYM
425	1	DISPENSER, MILK, DN 3561, SN 82660389		BLACK / WHITE	GOOD	FS	20252	VI - GYM
426	1	DISPENSER, MILK		BLACK / WHITE	GOOD	FS	20253	VI - CAFETERIA
433	1	PIANO, WITH BENCH, KOHLER & CAMPBELL		NATURAL FINISH	GOOD	GF		VI - GYM
434	1	DESK, TEACHER	30 X 60	TAN	FAIR	GF		VI - GYM
435	1	LATHE, WOOD, POWERMATIC, MODEL 45, SN 2-3322		GREEN	FAIR	GF	13923	VI - GYM
436	LOT	FENCING, ALVER (10 - 8' POSTS / 17 SECTIONS) APPROX 5' LONG, 4' HIGH		BLACK	FAIR	GF		VI - GYM
437	4	SIDE LIERS	4'	NATURAL FINISH	FAIR	SP ED		VI - 111
438	2	SIDE LIERS	6'	NATURAL FINISH	FAIR	SP ED		VI - 111
439	1	OPTELEC, 20 / 20			FAIR	SP ED		VI - 111
441	1	MAT, GYM	6' X 6'	BLUE	POOR	SP ED		VI - 111
442	1	STEP, TEACH AIDE		NATURAL	FAIR	SP ED		VI - 111
443	1	CHAIR, SPEC ED	24" TALL	NATURAL	FAIR	SP ED		VI - 111
444	6	WALKERS, SPEC ED	VARIOUS	ALUMINUM	FAIR	SP ED		VI - 111
445	4	TOILET SEATS, HANDICAP	VARIOUS	ALUMINUM	POOR	SP ED		VI - 111

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
446	3	SWINGS, PLATFORM, WOOD & PAD			POOR	SP ED		VI - 111
447	2	HAMMOCK, SPEC ED		ROPE	POOR	SP ED		VI - 111
448	11	STANDER, PRONE, RIFTON		WOOD	FAIR	SP ED		VI - 111
449	1	TABLE, CHANGING, WITH PAD	28 X 72	WOOD	POOR	SP ED		VI - 111
450	3	SWINGS, TUBULAR, PADDED			POOR	SP ED		VI - 111
451	12	TRAY, WHEEL CHAIR	ASSTD		POOR	SP ED		VI - 111
452	18	TUMBLE AIDE			POOR	SP ED		VI - 111
453	2	WHEELCHAIRS, YOUTH		ALUMINUM	POOR	SP ED		VI - 111
454	1	SINK, STAINLESS, DOUBLE		STAINLESS	POOR	FS		VI - 111
455	12	CRUTCHES, 1 ARM		ALUMINUM	FAIR	SP ED		VI - 111
456	1	MAGNIFIER, COMPUTER SCREEN			FAIR	SP ED		VI - 111
457	2	TABLE, PRESCHOOL	30 X 30		POOR	SP ED		VI - 111
458	5	CHAIRS, SWIVEL & STRAIGHT	ASSTD		FAIR	GF		VI - 111
459	1	COMBINER, PASSIVE HEAD END			UNKNOWN	GF		VI - 109
460	8	MODULATORS, CABLE CHANNEL			UNKNOWN	GF		VI - 109
461	1	TV, SANYO	19"		UNKNOWN	GF		VI - 109
462	1	TV, RCA	19"		UNKNOWN	GF		VI - 109
463	1	TYPEWRITER, MANUAL, FACIT			FAIR	GF		VI - 109
464	1	VCR, VHS, GE			UNKNOWN	GF		VI - 109
465	1	PLAYER, CASSETTE			UNKNOWN	GF		VI - 109
466	1	VCR, VHS, PANASONIC			UNKNOWN	GF		VI - 109
467	1	UNIT, ENTERTAINMENT CENTER			UNKNOWN	GF		VI - 109
468	1	PROJECTOR, ARTOGRAPH			UNKNOWN	GF		VI - 109
469	1	TRIPOD			DAMAGED	GF		VI - 109
470	3	PROJECTOR, FILM, MICROMATIC II			UNKNOWN	GF		VI - 109
471	1	CAMCORDER WITH CASE, JVC			UNKNOWN	GF	19709	VI - 109
472	1	CAMCORDER WITH CASE, JVC			UNKNOWN	GF	19708	VI - 109
473	1	PROJECTOR, OVERHEAD, PORTABLE			UNKNOWN	GF		VI - 109
474	1	CAMCORDER, MAGNAVOX, VHS			UNKNOWN	GF		VI - 109
475	1	PLAYER, RECORD			UNKNOWN	GF		VI - 109
476	2	RECEIVER, SATELITE, SONY			UNKNOWN	GF		VI - 109
477	1	RECORDER, VIDEO, SELECT-A-VISION			UNKNOWN	GF		VI - 109
478	1	TYPEWRITER, CASSETTE, BROTHER			UNKNOWN	GF		VI - 109
479	1	MODULATOR, AUDIO VIDEO			UNKNOWN	GF		VI - 109
480	3	CAMCORDER, PANASONIC			UNKNOWN	GF		VI - 109

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
481	1	HEADSETS, LIBRARY	ASSTD		UNKNOWN	GF		VI - 109
482	1	CAMCORDER, VHS, QUASAR			UNKNOWN	GF		VI - 109
483	1	CAMCORDER, AG180, PANASONIC			UNKNOWN	GF		VI - 109
484	1	DESK WITH RETURN			POOR	GF		VI - 109
487	2	PLAYER, VCR, JVC WITH CABLES			FAIR	GF		RR - TV STUDIO
488	1	PLAYER, VCR, VHS, NEC			FAIR	GF		RR - TV STUDIO
489	1	PLAYER, VCR, VHS, MITSUBISHI			FAIR	GF		RR - TV STUDIO
492	1	PROJECTOR, 16MM, BELL & HOWELL			POOR			RR - TV STUDIO
493	1	PLAYER, RECORDER, 3/4"			POOR		16991	RR - TV STUDIO
494	1	PLAYER, RECORDER, 3/4"			POOR		16997	RR - TV STUDIO
495	1	PLAYER, RECORDER, 3/4"			POOR			RR - TV STUDIO
496	1	PLAYER, RECORDER, 3/4"			POOR			RR - TV STUDIO
497	1	PLAYER, RECORDER, 3/4"			POOR			RR - TV STUDIO
498	1	PLAYER, RECORDER, 3/4"			POOR			RR - TV STUDIO
499	1	PLAYER, RECORDER, 3/4"			POOR			RR - TV STUDIO
500	1	CAMERA, VIDEO, RCA			GOOD			RR - TV STUDIO
501	1	PLAYER, CD, TECHNICS			UNKNOWN			RR - TV STUDIO
502	1	POWER SOURCE, SONY			UNKNOWN			RR - TV STUDIO
503	1	RECORDER, VHS, PORTABLE (GOES WITH #502 SONY POWER SOURCE)			UNKNOWN			RR - TV STUDIO
504	1	CONTROLLER, EDITING, SONY, RM440			UNKNOWN			RR - TV STUDIO
505	1	GRADE STUDENT BOOKLETS LEVEL H			GOOD	ASSMNT		VI - OFFICE
506	1	GRADE TEST ADMIN MATERIALS LEVEL K			GOOD	ASSMNT		VI - OFFICE
507	1	GMADE HANDSCORING TEMPLATES			GOOD	ASSMNT		VI - OFFICE
508	1	GMADE STUDENT ANSWER SHEETS			GOOD	ASSMNT		VI - OFFICE
509	1	TABLE, WATER	3 X 2	WOOD	FAIR	PRESCHOOL		VI - 111
510	1	TABLE, SENSORY	2 X 2	WOOD	FAIR	PRESCHOOL		VI - 111
511	1	TABLE, ROUND	3'	METAL & LAMINATE	FAIR	PRESCHOOL		VI - 111
512	1	CHAIRS, SMALL	10" HEIGHT	WOOD	FAIR	PRESCHOOL		VI - 111
515	1	REFRIDGERATOR, PRESCHOOL, TOY		PLASTIC	FAIR	PRESCHOOL		VI - 111
516	1	STOVE, PRESCHOOL, TOY		PLASTIC	FAIR	PRESCHOOL		VI - 111
517	1	TABLE, SAND/WATER	2 X 3	WOOD & PLASTIC	FAIR	PRESCHOOL		VI - 111

THE KENTON COUNTY SCHOOL DISTRICT

PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
518	1	TABLE, SAND/WATER	2 X 3	WOOD & PLASTIC	FAIR	PRESCHOOL		VI - 111
519	1	BOOKSHELF, METAL	3 X 6	METAL	FAIR	PRESCHOOL		VI - 111
520	2	CABINET, METAL	4 X 6	METAL	FAIR	PRESCHOOL		VI - 111
521	19	PROJECTOR, OVERHEAD, APOLLO			GOOD	GF		VI - OFFICE
522	2	MACHINE, SEWING, NEW HOME			UNKNOWN	GF		VI - OFFICE
523	1	GRADE STUDENT BOOKLET LEVEL 3 FORM A			GOOD	ASSMNT		VI - OFFICE
524	1	GRADE STUDENT BOOKLET LEVEL 6 FORM B			GOOD	ASSMNT		VI - OFFICE
525	1	GRADE MATERIALS, LEVEL 3 & 4 FORM A & B			GOOD	ASSMNT		VI - OFFICE
526	1	GRADE ANSWER SHEETS, LEVEL 4 A FORM A OR B			GOOD	ASSMNT		VI - OFFICE
527	1	GMADE HANDSOME TEMPLATES MULTIPLE LEVELS			GOOD	ASSMNT		VI - OFFICE
528	1	GRADE TEST ADMIN MATERIALS LEVEL 1 - 2			GOOD	ASSMNT		VI - OFFICE
529	1	GMADE STUDENT BOOKELTS LEVELS 4 & 5 FORMS A & B			GOOD	ASSMNT		VI - OFFICE
530	1	GRADE STUDENT BOOKLETS LEVEL 1 FORM A & B			GOOD	ASSMNT		VI - OFFICE
531	1	GRADE TEST ADMIN MATERIALS LEVEL 6			GOOD	ASSMNT		VI - OFFICE
532	1	GRADE ANSWER SHEETS			GOOD	ASSMNT		VI - OFFICE
533	1	GRADE LEVEL 5 TEST ADMIN MATERIALS			GOOD	ASSMNT		VI - OFFICE

550	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF04586			Obsolete			Beechgrove Elementary
551	1	Copier, Make = Canon, Model # IR-330, S/N # NNY01008			Obsolete			Transportation
552	1	Copier, Make = Canon, Model # IR-7200, S/N # MPV01251			Obsolete			Caywood Elementary
553	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ15088			Obsolete			Caywood Elementary
554	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ47236			Obsolete			Central Office
555	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF06289			Obsolete			Central Office
556	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ48109			Obsolete			Dixie Heights High
557	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ16721			Obsolete			Dixie Heights High

THE KENTON COUNTY SCHOOL DISTRICT
PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
558	1	Copier, Make = Canon, Model # IR-600, S/N # NLE23144			Obsolete			Dixie Heights High
559	1	Copier, Make = Canon, Model # IR-8500, S/N # MNE10270			Obsolete			Dixie Heights High
560	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF06422			Obsolete			Ft. Wright Elementary
561	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ48703			Obsolete			Ft. Wright Elementary
562	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF05535			Obsolete			Kenton Elementary
563	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF05415			Obsolete			Kenton Elementary
564	1	Copier, Make = Canon, Model # IR-600, S/N # NLE15278			Obsolete			NKYDC
565	1	Copier, Make = Canon, Model # IR-600, S/N # NLE14985			Obsolete			NKYDC
566	1	Copier, Make = Canon, Model # IR-330, S/N # NQK00430			Obsolete			Piner Elementary
567	1	Copier, Make = Canon, Model # IR-4570, S/N # SKU04710			Obsolete			Piner Elementary
568	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF01895			Obsolete			Piner Elementary
569	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF06238			Obsolete			R.C. Hinsdale Elementary
570	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ29762			Obsolete			River Ridge Elementary
571	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF06035			Obsolete			River Ridge Elementary
572	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ23542			Obsolete			Ryland Heights Elementary
573	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF08422			Obsolete			Ryland Heights Elementary
574	1	Copier, Make = Canon, Model # IR-8500, S/N # MPB02370			Obsolete			Scott High

THE KENTON COUNTY SCHOOL DISTRICT
PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
575	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ15097			Obsolete			Scott High
576	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ43423			Obsolete			Simon Kenton High
577	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ37812			Obsolete			Simon Kenton High
578	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ15427			Obsolete			Simon Kenton High
579	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ50132			Obsolete			Simon Kenton High
580	1	Copier, Make = Canon, Model # IR-330, S/N # NSF00211			Obsolete			Simon Kenton High
581	1	Copier, Make = Canon, Model # IR-8500, S/N # MNE05909			Obsolete			Simon Kenton High
582	1	Copier, Make = Canon, Model # IR-8500, S/N # MNE00631			Obsolete			Simon Kenton High
583	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ53284			Obsolete			Success Academy
584	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ28057			Obsolete			Summit View Middle
585	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF03152			Obsolete			Summit View Middle
586	1	Copier, Make = Canon, Model # IR-2270, S/N # KGJ06565			Obsolete			Support Operations
587	1	Copier, Make = Canon, Model # IR-7200, S/N # MPV01612			Obsolete			Taylor Mill Elementary
588	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF05525			Obsolete			Taylor Mill Elementary
589	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ42987			Obsolete			Taylor Mill Elementary
590	1	Copier, Make = Canon, Model # IR-4570, S/N # SKU26735			Obsolete			The Academies
591	1	Copier, Make = Canon, Model # IR-4570, S/N # SKU02398			Obsolete			Transportation Department

THE KENTON COUNTY SCHOOL DISTRICT
PROPOSED SURPLUS EQUIPMENT LIST

ITEM #	QTY	DESCRIPTION	MEASUREMENT/ SIZE	COLOR / MATERIAL	CONDITION	DEPT	ASSET TAG	LOCATION/ ROOM #
592	1	Copier, Make = Canon, Model # IR-5000, S/N # NRL05735			Obsolete			Turkeyfoot Middle
593	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF05439			Obsolete			Turkeyfoot Middle
594	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ47655			Obsolete			Turkeyfoot Middle
595	1	Copier, Make = Canon, Model # IR-400, S/N # NNV14949			Obsolete			Turkeyfoot Middle
596	1	Copier, Make = Canon, Model # IR-400, S/N # NQG22082			Obsolete			Turkeyfoot Middle
597	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ03848			Obsolete			Twenhofel Middle
598	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ39340			Obsolete			Twenhofel Middle
599	1	Copier, Make = Canon, Model # IR-4570, S/N # SKU22998			Obsolete			Twenhofel Middle
600	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF08451			Obsolete			Whites Tower Elementary
601	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF08457			Obsolete			Whites Tower Elementary
602	1	Copier, Make = Canon, Model # IR-330, S/N # NQJ26506			Obsolete			Whites Tower Elementary
603	1	Copier, Make = Canon, Model # IR-7200, S/N # MNF01248			Obsolete			Woodland Middle
604	1	Copier, Make = Canon, Model # IR-330, S/N # NNY02615			Obsolete			Woodland Middle

Note: VI = Visalia Elementary
RR = River Ridge Elementary

YEARBOOK PRICING TABULATION 2013-2014

		BASE PRICE PER BOOK		TOTAL BASE PRICE	BASE PRICE PER BOOK		TOTAL BASE PRICE	BASE PRICE PER BOOK		TOTAL BASE PRICE										
HIGH SCHOOL YEARBOOKS	EST QTY																			
DIXIE HEIGHTS	525		\$	39.15	\$	20,553.75	\$	38.78	\$	20,359.50	\$	58.25	\$	30,581.25						
SCOTT HIGH	350		\$	49.96	\$	17,486.00	\$	46.91	\$	16,418.50	\$	61.00	\$	21,350.00						
SIMON KENTON	700		\$	31.62	\$	22,134.00	\$	37.96	\$	26,572.00	\$	56.25	\$	39,375.00						
				\$	60,173.75		\$	63,350.00		\$	91,306.25									
ELEMENTARY AND MIDDLE SCHOOL YEARBOOKS	NUMBER OF PAGES	EST QTY	BASE PRICE PER BOOK		TOTAL BASE PRICE	BASE PRICE PER BOOK		TOTAL BASE PRICE	BASE PRICE PER BOOK		TOTAL BASE PRICE	BASE PRICE PER BOOK		TOTAL BASE PRICE						
BEECHGROVE	40	300	\$	7.41	\$	2,223.00	\$	5.89	\$	1,767.00	\$	10.50	\$	3,150.00						
JA CAYWOOD	56	300	\$	9.05	\$	2,715.00	\$	6.94	\$	2,082.00	\$	13.35	\$	4,005.00						
FORT WRIGHT	40	240	\$	8.05	\$	1,932.00	\$	6.19	\$	1,485.60	\$	12.25	\$	2,940.00						
KENTON	64	350	\$	8.75	\$	3,062.50	\$	7.17	\$	2,509.50	\$	13.97	\$	4,889.50						
PINER	32	225	\$	7.32	\$	1,647.00	\$	5.67	\$	1,275.75	\$	10.25	\$	2,306.25						
RC HINSDALE	56	500	\$	7.81	\$	3,905.00	\$	6.22	\$	3,110.00	\$	11.00	\$	5,500.00						
RIVER RIDGE	80	500	\$	9.92	\$	4,960.00	\$	7.44	\$	3,720.00	\$	14.90	\$	7,450.00						
RYLAND HEIGHTS	40	315	\$	9.67	\$	3,046.05	\$	3.68	\$	1,159.20	\$	10.55	\$	3,323.25						
SUMMIT VIEW EL.	72	350	\$	10.16	\$	3,556.00	\$	7.65	\$	2,677.50	\$	15.20	\$	5,320.00						
TAYLOR MILL	48	500	\$	7.10	\$	3,550.00	\$	5.82	\$	2,910.00	\$	9.80	\$	4,900.00						
WHITE'S TOWER	48	300	\$	8.24	\$	2,472.00	\$	6.42	\$	1,926.00	\$	11.90	\$	3,570.00						
SUMMIT VIEW MIDDLE	56	425	\$	8.14	\$	3,459.50	\$	6.42	\$	2,728.50	\$	11.75	\$	4,993.75						
TURKEY FOOT	88	625	\$	10.11	\$	6,318.75	\$	8.59	\$	5,368.75	\$	15.22	\$	9,512.50						
TWENHOFEL	72	425	\$	9.60	\$	4,080.00	\$	7.29	\$	3,098.25	\$	14.35	\$	6,098.75						
WOODLAND	64	420	\$	10.20	\$	4,284.00	\$	6.87	\$	2,885.40	\$	13.00	\$	5,460.00						
			\$				51,210.80	\$				38,703.45	\$				73,419.00			
			TOTAL COMBINED				TOTAL COMBINED				TOTAL COMBINED									
			BASE PRICE:				\$	111,384.55	PRICE:				\$	102,053.45	BASE PRICE:				\$	164,725.25

YEARBOOK RFP TOTAL EVALUATION

	BALFOUR	JOSTENS	STRAWBRIDGE
PRICE (20% MAX)	18.17	20	7.72
PERCEIVED OVERALL QUALITY OF SERVICE (40% MAX)	33.5	18	16.83
PERCEIVED QUALITY OF PRODUCT (20% MAX)	18.67	7.5	7.83
PREFERRED SERVICE/ PRODUCT CRITERIA (10% MAX)	10	10	4
REFERENCES (10% MAX)	10	9.67	9.67
TOTAL SCORE (100 MAX)	90.34	65.17	46.05

RECOMMENDATION: THE KENTON COUNTY BOARD OF EDUCATION AWARD THE YEARBOOK RFP TO BALFOUR ON A TOTAL BASIS AS THEY RECEIVED THE BEST OVERALL EVALUATION AS INDICATED IN HIGHLIGHTED CELLS

SAMPLE

		BALFOUR					JOSTENS					STRAWBRIDGE				
HIGH SCHOOL YEARBOOKS	EST QTY	BASE PRICE PER BOOK	TOTAL BASE PRICE	PRICE PER EACH CURRENT EVENTS INSERT (SEWN IN)	PRICE PER EACH CURRENT EVENTS INSERT (WITH ADHESIVE STRIP)	PRICE PER BOOK OF OVERRUN (NOT TO EXCEED 5% OF THE ORDER QUANTITY SPECIFIED)	BASE PRICE PER BOOK	TOTAL BASE PRICE	PRICE PER EACH CURRENT EVENTS INSERT (SEWN IN)	PRICE PER EACH CURRENT EVENTS INSERT (WITH ADHESIVE STRIP)	PRICE PER BOOK OF OVERRUN (NOT TO EXCEED 5% OF THE ORDER QUANTITY SPECIFIED)	BASE PRICE PER BOOK	TOTAL BASE PRICE	PRICE PER EACH CURRENT EVENTS INSERT (SEWN IN)	PRICE PER EACH CURRENT EVENTS INSERT (WITH ADHESIVE STRIP)	PRICE PER BOOK OF OVERRUN (NOT TO EXCEED 5% OF THE ORDER QUANTITY SPECIFIED)
DIXIE HEIGHTS	525	\$ 39.15	\$ 20,553.75	\$ 4.00	\$ 4.00	\$ 26.02	\$ 38.78	\$ 20,359.50	INCLUDED	INCLUDED	\$ 35.78	\$ 58.25	\$ 30,581.25	\$ 4.00	\$ 2.00	\$ 58.25
SCOTT HIGH	350	\$ 49.96	\$ 17,486.00	\$ 4.00	\$ 4.00	\$ 26.02	\$ 46.91	\$ 16,418.50	INCLUDED	INCLUDED	\$ 43.91	\$ 61.00	\$ 21,350.00	\$ 4.00	\$ 2.00	\$ 61.00
SIMON KENTON	700	\$ 31.62	\$ 22,134.00	\$ 4.00	\$ 4.00	\$ 26.02	\$ 37.96	\$ 26,572.00	INCLUDED	INCLUDED	\$ 34.96	\$ 56.25	\$ 39,375.00	\$ 4.00	\$ 2.00	\$ 56.25
		\$ 60,173.75					\$ 63,350.00					\$ 91,306.25				

BALFOUR								JOSTENS					STRAWBRIDGE				
ELEMENTARY AND MIDDLE SCHOOL YEARBOOKS	NUMBER OF PAGES	EST QTY	BASE PRICE PER BOOK	TOTAL BASE PRICE	PRICE PER EACH CURRENT EVENTS INSERT (SEWN IN)	PRICE PER EACH CURRENT EVENTS INSERT (WITH ADHESIVE STRIP)	PRICE PER BOOK OF OVERRUN (NOT TO EXCEED 5% OF THE ORDER QUANTITY SPECIFIED)	BASE PRICE PER BOOK	TOTAL BASE PRICE	PRICE PER EACH CURRENT EVENTS INSERT (SEWN IN)	PRICE PER EACH CURRENT EVENTS INSERT (WITH ADHESIVE STRIP)	PRICE PER BOOK OF OVERRUN (NOT TO EXCEED 5% OF THE ORDER QUANTITY SPECIFIED)	BASE PRICE PER BOOK	TOTAL BASE PRICE	PRICE PER EACH CURRENT EVENTS INSERT (SEWN IN)	PRICE PER EACH CURRENT EVENTS INSERT (WITH ADHESIVE STRIP)	PRICE PER BOOK OF OVERRUN (NOT TO EXCEED 5% OF THE ORDER QUANTITY SPECIFIED)
BEECHGROVE	40	300	\$ 7.41	\$ 2,223.00	\$ 2.50	\$ 2.50	\$ 7.41	\$ 5.89	\$ 1,767.00	INCLUDED	INCLUDED	\$ 4.89	\$ 10.50	\$ 3,150.00	\$ 2.00	\$ 2.00	\$ 10.50
JA CAYWOOD	56	300	\$ 9.05	\$ 2,715.00	\$ 2.50	\$ 2.50	\$ 9.05	\$ 6.94	\$ 2,082.00	INCLUDED	INCLUDED	\$ 5.94	\$ 13.35	\$ 4,005.00	\$ 2.00	\$ 2.00	\$ 13.35
FORT WRIGHT	40	240	\$ 8.05	\$ 1,932.00	\$ 2.50	\$ 2.50	\$ 8.05	\$ 6.19	\$ 1,485.60	INCLUDED	INCLUDED	\$ 5.19	\$ 12.25	\$ 2,940.00	\$ 2.00	\$ 2.00	\$ 12.25
KENTON	64	350	\$ 8.75	\$ 3,062.50	\$ 2.50	\$ 2.50	\$ 8.75	\$ 7.17	\$ 2,509.50	INCLUDED	INCLUDED	\$ 6.17	\$ 13.97	\$ 4,889.50	\$ 2.00	\$ 2.00	\$ 13.97
PINER	32	225	\$ 7.32	\$ 1,647.00	\$ 2.50	\$ 2.50	\$ 7.32	\$ 5.67	\$ 1,275.75	INCLUDED	INCLUDED	\$ 4.67	\$ 10.25	\$ 2,306.25	\$ 2.00	\$ 2.00	\$ 10.25
RC HINSDALE	56	500	\$ 7.81	\$ 3,905.00	\$ 2.50	\$ 2.50	\$ 7.81	\$ 6.22	\$ 3,110.00	INCLUDED	INCLUDED	\$ 5.22	\$ 11.00	\$ 5,500.00	\$ 2.00	\$ 2.00	\$ 11.00
RIVER RIDGE	80	500	\$ 9.92	\$ 4,960.00	\$ 2.50	\$ 2.50	\$ 9.92	\$ 7.44	\$ 3,720.00	INCLUDED	INCLUDED	\$ 6.44	\$ 14.90	\$ 7,450.00	\$ 2.00	\$ 2.00	\$ 14.90
RYLAND HEIGHTS	40	315	\$ 9.67	\$ 3,046.05	\$ 2.50	\$ 2.50	\$ 9.67	\$ 3.68	\$ 1,159.20	INCLUDED	INCLUDED	\$ 2.68	\$ 10.55	\$ 3,323.25	\$ 2.00	\$ 2.00	\$ 10.55
SUMMIT VIEW EL.	72	350	\$ 10.16	\$ 3,556.00	\$ 2.50	\$ 2.50	\$ 10.16	\$ 7.65	\$ 2,677.50	INCLUDED	INCLUDED	\$ 5.65	\$ 15.20	\$ 5,320.00	\$ 2.00	\$ 2.00	\$ 15.20
TAYLOR MILL	48	500	\$ 7.10	\$ 3,550.00	\$ 2.50	\$ 2.50	\$ 7.10	\$ 5.82	\$ 2,910.00	INCLUDED	INCLUDED	\$ 4.82	\$ 9.80	\$ 4,900.00	\$ 2.00	\$ 2.00	\$ 9.80
WHITE'S TOWER	48	300	\$ 8.24	\$ 2,472.00	\$ 2.50	\$ 2.50	\$ 8.24	\$ 6.42	\$ 1,926.00	INCLUDED	INCLUDED	\$ 5.42	\$ 11.90	\$ 3,570.00	\$ 2.00	\$ 2.00	\$ 11.90
SUMMIT VIEW MIDDLE	56	425	\$ 8.14	\$ 3,459.50	\$ 2.50	\$ 2.50	\$ 8.14	\$ 6.42	\$ 2,728.50	INCLUDED	INCLUDED	\$ 5.42	\$ 11.75	\$ 4,993.75	\$ 2.00	\$ 2.00	\$ 11.75
TURKEY FOOT	88	625	\$ 10.11	\$ 6,318.75	\$ 2.50	\$ 2.50	\$ 10.11	\$ 8.59	\$ 5,368.75	INCLUDED	INCLUDED	\$ 7.59	\$ 15.22	\$ 9,512.50	\$ 2.00	\$ 2.00	\$ 15.22
TWENHOFEL	72	425	\$ 9.60	\$ 4,080.00	\$ 2.50	\$ 2.50	\$ 9.60	\$ 7.29	\$ 3,098.25	INCLUDED	INCLUDED	\$ 6.29	\$ 14.35	\$ 6,098.75	\$ 2.00	\$ 2.00	\$ 14.35
WOODLAND	64	420	\$ 10.20	\$ 4,284.00	\$ 2.50	\$ 2.50	\$ 10.20	\$ 6.87	\$ 2,885.40	INCLUDED	INCLUDED	\$ 5.87	\$ 13.00	\$ 5,460.00	\$ 2.00	\$ 2.00	\$ 13.00
		\$ 51,210.80					\$ 38,703.45					\$ 73,419.00					
TOTAL COMBINED		BASE PRICE: \$ 111,384.55					TOTAL COMBINED		BASE PRICE: \$ 102,053.45			TOTAL COMBINED		BASE PRICE: \$ 164,725.25			

REFERENCES

BALFOUR	JOSTENS	STRAWBRIDGE
10	9	10
10	10	10
10	10	9
30	29	29

AVG

SCORE:

10

9.666666667

9.666666667

PERCEIVED QUALITY OF SERVICE

BALFOUR	JOSTENS	STRAWBRIDGE
20	20	5
35	0	20
40	10	5
33	28	14
35	20	30
38	30	27
201	108	101

AVG

SCORE:

33.5

18

16.83333333

QUALITY OF SAMPLE YEARBOOK

BALFOUR	JOSTENS	STRAWBRIDGE
15	10	5
20	3	3
20	5	15
18	5	6
20	10	10
19	12	8
112	45	47

AVG

SCORE:

18.66666667

7.5

7.833333333

**THE KENTON COUNTY SCHOOL DISTRICT
PROPOSED SURPLUS EQUIPMENT LIST**

Quantity	Item Description	Model #	Condition	Location
1	Sony Mini Cassette Digital Video Camera (S# 1009326)	DXF-180	Unknown	Dixie Loading Dock Hallway
1	Sony Mini Cassette Digital Video Camera (S# 1009320)	DXF-180	Unknown	Dixie Loading Dock Hallway
1	Sony Mini Cassette Digital Video Camera (S# 1009324)	DXF-180	Unknown	Dixie Loading Dock Hallway
3	Tripods		Unknown	Dixie Loading Dock Hallway
1	19 IN ZENITH TV	142540DT	Unknown	Piner Elementary
1	19 IN ZENITH TV	142540DT	Unknown	Piner Elementary
1	19 IN ZENITH TV	142540DT	Unknown	Piner Elementary
1	19 IN ZENITH TV	142540DT	Unknown	Piner Elementary
1	19 IN ZENITH TV	142540DT	Unknown	Piner Elementary
1	19 IN ZENITH TV	142540DT	Unknown	Piner Elementary
1	Bus #102, Year = 1994, Make = Ford, Engine = 5.9 Cummins, Body = Amtran F 700, VIN #1FDXJ75C9RVA38281		Poor	Twenhofel Middle
1	Bus #105, Year = 1994, Make = Ford, Engine = 5.9 Cummins, Body = Amtran F 700, VIN #1FDXJ75C9RVA38245		Poor	Twenhofel Middle
1	Bus #127, Year = 1999, Make = Interl., Engine = DT 360E I/C, Body = Amtran 3800, VIN #1HVBBAAL0XH221122		Poor	Twenhofel Middle
1	Bus #128, Year = 1999, Make = Interl., Engine = DT 360E I/C, Body = Amtran 3800, VIN #1HVBBAAL0XH221121		Poor	Twenhofel Middle
1	Bus #530, Year = 1989, Make = Interl., Engine = DT 360 I/C, Body = Wayne 3800, VIN #1HVLPCFN7KH680524		Poor	Twenhofel Middle
1	Bus #580, Year = 1990, Make = Interl., Engine = DT 360 I/C, Body = Wayne 3800, VIN #1HVBBCFN3LH275191		Poor	Twenhofel Middle
1	Bus #600, Year = 1990, Make = Interl., Engine = DT 360 I/C, Body = Wayne 3800, VIN #1HVBBCFN5LH275192		Poor	Twenhofel Middle
1	Bus #640, Year = 1990, Make = Interl., Engine = DT 360 I/C, Body = Wayne 3800, VIN #1HVBBCFN7LH275193		Poor	Twenhofel Middle
1	Bus #670, Year = 1990, Make = Interl., Engine = DT 360 I/C, Body = Wayne 3800, VIN #1HVBBCFN8LN275199		Poor	Twenhofel Middle
1	Bus #194, Year = 1997, Make = Interl., Engine = DT 466 I/C, Body = Amtran F.C., VIN #1HVBBAALOWH5830281997		Poor	Twenhofel Middle
1	Bus #122, Year = 1998, Make = Interl., Engine = DT 466E I/C, Body = Amtran F.C., VIN #1HVBGAANOWA083124		Poor	Twenhofel Middle
1	Bus #123, Year = 1998, Make = Interl., Engine = DT 466E I/C, Body = Amtran F.C., VIN #1HVBGAAN2WA083125		Poor	Twenhofel Middle
1	Bus #124, Year = 1998, Make = Interl., Engine = DT 466E I/C, Body = Amtran F.C., VIN #1HVBGAAN4WA083126		Poor	Twenhofel Middle
1	Bus #131, Year = 1999, Make = Interl., Engine = DT 466E I/C, Body = Amtran R.E., VIN #1HVBJAAR5XA021496		Poor	Twenhofel Middle
1	Bus #132, Year = 1999, Make = Interl., Engine = DT 466E I/C, Body = Amtran R.E., VIN #1HVBJAAR7XA021497		Poor	Twenhofel Middle
1	Bus #133, Year = 1999, Make = Interl., Engine = DT 466E I/C, Body = Amtran R.E., VIN #1HVBJAAR9XA021498		Poor	Twenhofel Middle
1	Bus #134, Year = 1999, Make = Interl., Engine = DT 466E I/C, Body = Amtran R.E., VIN #1HVBJAAR0XA021499		Poor	Twenhofel Middle
1	Bus #135, Year = 1999, Make = Interl., Engine = DT 466E I/C, Body = Amtran R.E., VIN #1HVBJAAR3XA021500		Poor	Twenhofel Middle

**THE KENTON COUNTY SCHOOL DISTRICT
PROPOSED SURPLUS EQUIPMENT LIST**

Quantity	Item Description	Model #	Condition	Location
1	Bus #139, Year = 2000, Make = Interl., Engine = DT 466E I/C, Body = Amtran R.E., VIN #1HVBJAAR6YA930459		Poor	Twenhofel Middle
1	Bus #147, Year = 2000, Make = Interl., Engine = DT 466E I/C, Body = Amtran R.E., VIN #1HVBJAAR5YA930467		Poor	Twenhofel Middle
1	Bus #225, Year = 1987, Make = Interl., Engine = 7.3 I/C, Body = Carpenter 1700, VIN #1HVLNHGN8HH473862		Poor	Twenhofel Middle

**THE KENTON COUNTY SCHOOL DISTRICT
RANGE HOOD INSPECTION AND CLEANING BID TABULATION 2013**

ITEM DESCRIPTION	Quantity	Cincinnati Safety		Cintas Fire		Hoodz of Bluegrass	
		Unit Price	Total	Unit Price	Total	Unit Price	Total
Cleaning of range hood systems (one time per year) system in accordance with all local, state, and federal codes for the following 17 facilities:							
Beechgrove Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
Caywood Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
Ft. Wright Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
Kenton Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
Piner Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
R.C.Hinsdale Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
River Ridge Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
Ryland Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
Taylor Mill Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
White's Tower Elementary School	1	160.00	160.00	400.00	400.00	400.00	400.00
Turkey Foot Middle School	1	160.00	160.00	400.00	400.00	400.00	400.00
Twenhofel Middle School	1	160.00	160.00	400.00	400.00	400.00	400.00
Woodland Middle School	1	160.00	160.00	400.00	400.00	400.00	400.00
Dixie Heights High School	1	160.00	160.00	400.00	400.00	400.00	400.00
Scott High School	1	160.00	160.00	400.00	400.00	400.00	400.00
Simon Kenton High School	1	160.00	160.00	400.00	400.00	400.00	400.00
Summit View Campus	1	160.00	160.00	400.00	400.00	400.00	400.00
Total			2,720.00		6,800.00		6,800.00

**THE KENTON COUNTY SCHOOL DISTRICT
RANGE HOOD INSPECTION AND CLEANING BID TABULATION 2013**

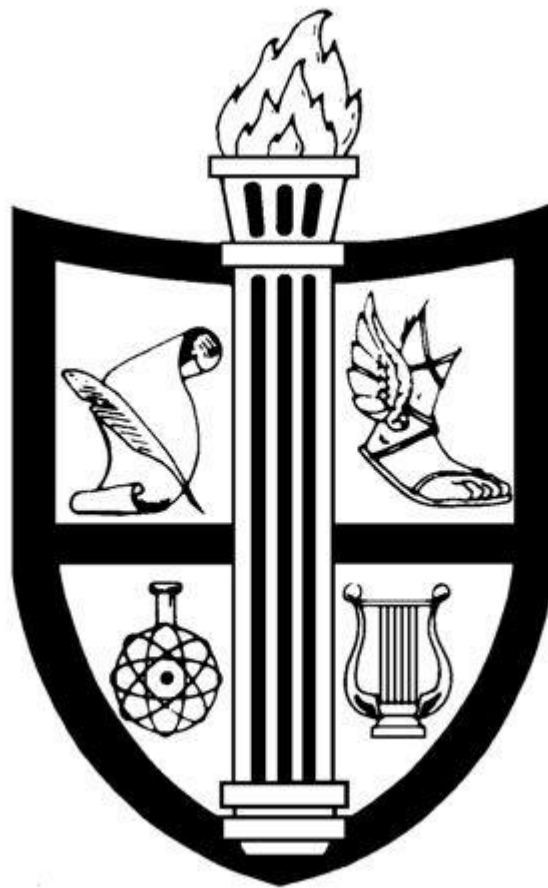
ITEM DESCRIPTION	Quantity	Cincinnati Safety		Cintas Fire		Hoodz of Bluegrass	
		Unit Price	Total	Unit Price	Total	Unit Price	Total
Inspection/servicing of range hood suppression systems system in accordance with all local, state, and federal codes (two times per year for the following 17 facilities):							
Beechgrove Elementary School	2	120.00	240.00	87.50	175.00		No Bid
Caywood Elementary School	2	120.00	240.00	87.50	175.00		No Bid
Ft. Wright Elementary School	2	120.00	240.00	87.50	175.00		No Bid
Kenton Elementary School	2	120.00	240.00	87.50	175.00		No Bid
Piner Elementary School	2	120.00	240.00	87.50	175.00		No Bid
R.C.Hinsdale Elementary School	2	120.00	240.00	87.50	175.00		No Bid
River Ridge Elementary School	2	120.00	240.00	87.50	175.00		No Bid
Ryland Elementary School	2	120.00	240.00	87.50	175.00		No Bid
Taylor Mill Elementary School	2	120.00	240.00	87.50	175.00		No Bid
White's Tower Elementary School	2	120.00	240.00	87.50	175.00		No Bid
Turkey Foot Middle School	2	120.00	240.00	87.50	175.00		No Bid
Twenhofel Middle School	2	120.00	240.00	87.50	175.00		No Bid
Woodland Middle School	2	120.00	240.00	87.50	175.00		No Bid
Dixie Heights High School	2	120.00	240.00	87.50	175.00		No Bid
Scott High School	2	120.00	240.00	87.50	175.00		No Bid
Simon Kenton High School	2	120.00	240.00	87.50	175.00		No Bid
Summit View Campus	2	120.00	240.00	87.50	175.00		No Bid
Total			4,080.00		2,975.00		0.00

**THE KENTON COUNTY SCHOOL DISTRICT
RANGE HOOD INSPECTION AND CLEANING BID TABULATION 2013**

ITEM DESCRIPTION	Quantity	Cincinnati Safety		Cintas Fire		Hoodz of Bluegrass	
		Unit Price	Total	Unit Price	Total	Unit Price	Total
Fusible Links for range hood systems per link			6.00		8.95		8.50
Rubber nozzle caps for range hood systems per			2.00		4.15		3.00
Total for all work listed above			6,808.00		9,788.10		6,811.50

- Recommended as the best evaluated bid.

DIXIE HEIGHTS HIGH SCHOOL



2013-2014

COURSE SELECTION GUIDE

LETTER FROM THE PRINCIPAL

Dear Students and Parents:

We have a very important task at hand in developing a learning community where all of us succeed. It takes the effort of students, parents, teachers, administrators, and the community to make this happen. At Dixie Heights High School we have tapped into many resources so that we may provide the best curriculum, programs and experiences to prepare our students for the transition into adult life. There is an emphasis on academic achievement, career choices and enhancement in technology skills.

It is our goal to help meet the needs of every student at Dixie Heights High School. We expect all students to do their best and take advantage of opportunities available in all of our Schools of Study. With the commitment from the faculty and administration and the additional support of parents and/or guardians, our students will have the determination and perseverance to achieve at high levels. Our students truly have great potential for academic success and leadership growth. We all look forward to an exciting 2013-2014 school year at Dixie Heights High School.

Sincerely,
Karen Hendrix,
Principal

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HONORS - ADVANCED PLACEMENT (AP) – COLLEGE LEVEL COURSES

This program provides academically talented students an excellent preparation for college work and the opportunity to earn college credit while remaining enrolled in high school. The courses listed below are the Honors and Advanced Placement offerings that are available. Students must be recommended by teachers for these courses. The classes demand more work on the part of the student, including work that begins during the summer months prior to the beginning of the class. As a result, college level courses, Honors and Advanced Placement courses are weighted to reflect the quality and quantity of the work undertaken. The chart below shows the quality point weights used in calculating a student's GPA. **Please know, however, that the state only weights AP courses, not Honors or college level courses, for the purpose of calculating KEES money (Kentucky Excellence in Education Scholarship).**

Honors Courses

Spanish 3 Honors German 3 Honors Pre-Calculus Honors Intro to Calculus Honors

Advancement Placement Courses

Art	Biology	Chemistry
US History	American Government	European History
Spanish 4	German 4	English Language & Composition
Music Theory	Calculus AB/BC	English Literature & Composition

Post Secondary Courses

Northern Kentucky University Courses Gateway Community and Technical College
Western Kentucky University (Online)

<u>GRADING SCALE</u>			
<u>Grade</u>	<u>Percent</u>	<u>Quality Points</u>	<u>Honors/AP Weighted</u>
A+	99 – 100	4.0	5.0
A	95 – 98	4.0	5.0
A-	93 – 94	3.7	4.7
B+	91 – 92	3.3	4.3
B	87 – 90	3.0	4.0
B-	85 – 86	2.7	3.7
C+	83 – 84	2.3	3.3
C	78 – 82	2.0	3.0
C-	76 – 77	1.7	2.7
D+	75	1.3	2.3
D	71 – 74	1.0	2.0
D-	70	0.7	1.7
F	0-69	0.0	0.0

Graduation Requirements for the Classes of 2014, 2015 & 2016

English	-	4 credits: English I, II, III, & IV
Mathematics*	-	4 credits: Must include Algebra 1, Geometry, Algebra 2 plus one more ½ Math credit
Science**	-	3.5 credits: Class of 2014 & 2015: CSI, Biology A & B, Physical, Earth/Space + 1 credit science elective Class of 2016: Biology A & B, Physical, Earth/Space + 1.5 credits science elective
Social Studies	-	3 credits: Must include Integrated Social Studies, World Civilization & U.S. History
Health	-	1/2 credit
Physical Education	-	1/2 credit
Humanities	-	1 credit: Must include ½ credit core Humanities class plus ½ credit of a class in Art, Music or Drama. (Core Humanities class may be replaced by an additional Art, Music or Drama class)
Practical Living	-	1/2 credit Career Exploration & Consumerism
Electives	-	11 credits
Total	-	28 credits

CREDITS NEEDED FOR PROMOTION

Senior – 20.5 credits (including English I, II, III)

Junior – 13 credits (including English I, II)

Sophomore – 6 credits (including English I)

To be eligible to play a fall sport, students must be on grade level on the first day of the school year, according to KHSAA rules. To play a winter or spring sport, students must be on grade level when that sport's season begins. (Oct. 1 for swimming/diving; Oct. 15 for all other winter sports; Feb. 15 for all spring sports.)

Other graduation requirements include:

A completed writing folder is a requirement for successful completion of the senior English course

Students in all graduation classes must complete twelve trimesters of course work, based on a six-hour instructional day.

Students will not be allowed to accelerate English classes. An English class must be taken each year.

A math class must be taken each year.

An Individual Learning Plan (ILP) must be updated every year and completed by the end of the senior year.

Proposed Graduation Requirements for the Class of 2017 and Beyond

English	-	4 credits:	English I, II, III, & IV
Mathematics	-	4 credits:	Must include Algebra 1, Geometry, Algebra 2 plus one more ½ Math credit
Science	-	3.0 credits	Integrated Science A (Physical), & B (Earth/Space), Biology A & B, one additional credit of science electives. (Pre College curriculum includes Chemistry A & B)
Social Studies	-	3 credits:	Integrated Social Studies, World Civilization & U.S. History
Health	-	1/2 credit	
Physical Education	-	1/2 credit	
Humanities	-	1 credit	Includes Humanities and/or any Art, Music or Drama class
Practical Living	-	1 credit	Career Exploration & Consumerism and ½ credit of additional Practical Living elective
Electives	-	11 credits	
Total	-	28 credits	

CREDITS NEEDED FOR PROMOTION

Senior – 20.5 credits (including English I, II, III)

Junior – 13 credits (including English I, II)

Sophomore – 6 credits (including English I)

To be eligible to play a fall sport, students must be on grade level on the first day of the school year, according to KHSAA rules. To play a winter or spring sport, students must be on grade level when that sport's season begins. (Oct. 1 for swimming/diving; Oct. 15 for all other winter sports; Feb. 15 for all spring sports.)

Other graduation requirements include:

A completed writing folder is a requirement for successful completion of the senior English course.

Students in all graduation classes must complete twelve trimesters of course work, based on a six-hour instructional day.

Students will not be allowed to accelerate English classes. An English class must be taken each year.

A math class must be taken each year.

An Individual Learning Plan (ILP) must be updated every year and completed by the end of the senior year.

Dixie Heights High School Curriculum Planning Guide

Classes of 2014, 2015 & 2016

Standard Dixie Heights Diploma Regular Studies Curriculum (May not meet pre-college curriculum*)	Kentucky Scholars Diploma Academic Studies Curriculum (Meets pre-college curriculum requirements)	Dixie Heights Excellence Diploma Completion of Academic Studies Curriculum, plus chemistry, plus completion of 5 AP courses from 5 out of the 6 different categories as specified below.
English I, II, III, IV 4 Credits Mathematics 4 Credits Algebra 1A, 1B, & 1C; Geometry A & B; and Alg. 2A & 2B and math elective (must take a math class each year of high School) Science 3.5 Credits <u>Class of 2014&2015:</u> CSI, Biology A&B, Physical, and Earth/Space Science + 1 credit elective <u>Class of 2016:</u> Biology A&B, Physical, and Earth/Space Science + 1.5 credits elective Social Studies: 3 Credits Intro. To Social Studies (Geography, Government & Economics), World Civilizations & US History Arts & Humanities 1 Credit Career Exploration/Consumerism ½ Credit Health ½ Credit Physical Education I ½ Credit Electives 11 Credits TOTAL Minimum of 28 Credits *Pre-College Curriculum also requires: 2 credits in same Foreign Language	English I, II, III, IV 4 credits Mathematics 4 Credits Algebra 1A, 1B, 1C; Geometry A & B; Algebra 2A & 2B, and math elective (must take a math class each year of high school) Science 3.5 Credits <u>Class of 2014&2015:</u> CSI, Biology A&B, Physical, and Earth/Space Science, plus 1 credit including chemistry or Physics <u>Class of 2016:</u> Biology A&B, Physical, and Earth/Space Science, plus 1.5 credits including chemistry or Physics Social Studies 3 Credits Intro. to Social Studies (or AP Government), US History (or AP US History), and World Civilizations (or AP European History) Foreign Language 2 Credits 2 credits in same language (Spanish or German) Arts & Humanities 1 Credit Career Exploration/Consumerism ½ Credit Health ½ Credit Physical Education I ½ Credit Electives 9 Credits TOTAL Minimum of 28 Credits	AP English- AP Language or AP Literature AP Science- AP Biology or AP Chemistry AP Math- AP Calculus AP Foreign Language- AP Spanish or AP German AP Social studies- AP Government, AP US History, or AP European History AP Fine Arts- AP Art or AP Music Theory Dixie Heights Honors Diploma Completion of Academic Studies Curriculum, plus chemistry, plus completion of 4 AP courses <u>AP Classes offered at Dixie include:</u> AP English Literature AP Art AP English Language AP Music Theory AP Calculus AB AP Calculus BC AP Biology AP Chemistry AP Government AP US History AP European History AP Spanish AP German (Additional AP courses must be approved by administration prior to taking the course)

Additional requirements for all students:

- Writing Folder
- Individual Learning Plan

<h1>Dixie Heights High School Curriculum Planning Guide</h1> <h2>Classes of 2017 and Beyond</h2>		
Standard Dixie Heights Diploma Regular Studies Curriculum <i>(May not meet pre-college curriculum*)</i>	Kentucky Scholars Diploma Academic Studies Curriculum <i>(Meets pre-college curriculum requirements)</i>	Dixie Heights Excellence Diploma Completion of Academic Studies Curriculum, plus chemistry, plus completion of 5 AP courses from 5 out of the 6 different categories as specified below.
English I, II, III, IV 4 Credits Mathematics 4 Credits Algebra 1A, 1B, & 1C; Geometry A & B; and Alg. 2A & 2B and math elective <i>(must take a math class each year of high School)</i> Science 3 Credits Biology A&B, Physical, and Earth/Space Science + 1 credit elective Social Studies: 3 Credits Intro. To Social Studies (Geography, Government & Economics), World Civilizations & US History Arts & Humanities 1 Credit Practical Living 1 Credit Health ½ Credit Physical Education I ½ Credit Electives 11 Credits TOTAL Minimum of 28 Credits	English I, II, III, IV 4 credits Mathematics 4 Credits Algebra 1A, 1B, 1C; Geometry A & B; Algebra 2A & 2B, and math elective (must take a math class each year of high school) Science 3 Credits Biology A&B, Physical, and Earth/Space Science, plus 1 credit including chemistry or Physics Social Studies 3 Credits Intro. to Social Studies (or AP Government), US History (or AP US History), and World Civilizations (or AP European History) Foreign Language 2 Credits 2 credits in same language (Spanish or German) Arts & Humanities 1 Credit Practical Living 1 Credit Health ½ Credit Physical Education I ½ Credit Electives 9 Credits TOTAL Minimum of 28 Credits	AP English- AP Language or AP Literature AP Science- AP Biology or AP Chemistry AP Math- AP Calculus AP Foreign Language- AP Spanish or AP German AP Social studies- AP Government, AP US History, or AP European History AP Fine Arts- AP Art or AP Music Theory
Additional requirements for all students: <ul style="list-style-type: none"> Writing Folder Individual Learning Plan 		Dixie Heights Honors Diploma Completion of Academic Studies Curriculum, plus chemistry, plus completion of 4 AP courses AP Classes offered at Dixie include: AP English Literature AP Art AP English Language AP Music Theory AP Calculus AB AP Calculus BC AP Biology AP Chemistry AP Government AP US History AP European History AP Spanish AP German
		<i>(Additional AP courses must be approved by administration prior to taking the course)</i>

A Recommended Sequence of Courses for the Classes of 2014 and 2015

Grade	Curriculum	English	Math	Science**	Social Studies	Foreign Language	Arts & Humanities	Practical Living	PE/Health	Electives
9	Regular Studies Diploma	Eng. IA, B	Alg IA, IB, IC	CSI & Science Elective	Integ. Social Studies A&B			Career Exploration & Consumerism	Health & Phys. Ed. I	
	Pre-College &/or Kentucky Scholars Diploma	English I A, B or English I Acc A,B	Alg I A, B & C or Alg Acc IC & Geom Acc A,B	CSI & Science Elective	Integ Social Studies (Regular or Accelerated)	Spanish or German 1 A&B				
	Recommended Accelerated Curriculum	English Accelerated I A&B	Geom Acc A, B, &/or Acc Alg 2 A&B	CSI and Science Elective	Integ Social Studies Acc A&B	Spanish or German 1 or 2 (A&B)				
10	Regular Studies Diploma	English II A&B	Geometry A&B	Physical, Earth, &/or BIO A,B &/ or Sci. Elective	World Civ. A,B	Spanish or German 1 or 2 (A&B)	Humanities & 1 additional art, music or drama class (Core Humanities class may be replaced by an additional art, music or drama class)			See Course Selection Guide or Course Selection Sheets for all options
	Pre-College &/or Kentucky Scholars Diploma	English II A&B or English II Acc A&B	Geom A&B and/or Alg II A,B or Alg II Acc A,B	Physical, Earth, &/or BIO A,B &/ or Sci. Elective	World Civ. A&B (Regular or Accelerated)	Spanish or German 1 or 2 (A&B)				
	Recommended Accelerated Curriculum	English II Acc A,B	Alg. II Acc-A,B or Pre Cal Honors A&B & Intro to Calc	Physical, Earth, &/or BIO A,B &/or Sci. Elective	World Civ. A&B Accelerated	Spanish or German II A&B & III A&B				
11	Regular Studies Diploma	Eng. III A,B	Alg. II A, B or Cont. Algebra & Alg. II A	Physical, Earth, and/or Sci. Elective	US History A&B	Spanish or German 1 or 2 (A&B)				
	Pre-College &/or Kentucky Scholars Diploma	Eng. III A,B, or AP Language	Alg. II Acc-A,B or Pre Cal Honors A&B & Intro to Calc	Chemistry (Alg. II B is a prerequisite)	US History A&B	Spanish or German 1,2 or 3 (A&B)				
	Recommended Accelerated Curriculum	AP Language	Pre Cal Honors A&B & Intro to Calc or AP Calc	AP Chem or Bio (or take Senior year)	AP US History A,B,C	Spanish or German 3 (A&B) or 4 (AP:A,B,C)				
12	Regular Studies Diploma	Eng. IV A,B	Algebra II-B		Additional courses are advised	Spanish or German 2 or 3 (A&B)				
	Pre-College &/or Kentucky Scholars Diploma	English IV A,B or AP Literature	Pre-Cal A,B, AP Cal A,B,C, or Math Elective	Additional courses are advised (Chemistry, if not taken Junior year)		Spanish or German 3(A&B) or 4 (A,B,C)				
	Recommended Accelerated Curriculum	AP Literature	AP Calculus AB or BC (A,B,C)			AP Spanish or AP German (A,B,C)				
# of Credits Required for Graduation	28 Total	4	4	3.5	3		1	0.5	1	11

*Pre-College Curriculum encompasses both minimum requirements for college as well as honors-level coursework.

We advise students to keep a strong academic program all four years.

**Class of 2014 and beyond must take Biology I-Parts A & B for Life Science

Jan-11

A Recommended Sequence of Courses for Classes of 2016

Grade	Curriculum	English	Math	Science**	Social Studies	Foreign Language	Arts & Humanities	Practical Living	PE/Health	Electives
9	Regular Studies Diploma	Eng. I A&B	Alg I A, IB, IC	Physical & Earth/Space	Integ. Social Studies A&B		at least 1 Fine Arts Elective	Career Exploration & Consumerism	Health & Phys. Ed. I	
	Pre-College &/or Kentucky Scholars Diploma	English I A&B or English I Acc A&B	Alg I A, B & C or Alg Acc IC & Geom Acc A,B	Physical & Earth/Space	Integ Social Studies A&B (Reg or Acc)	Spanish or German 1 A&B	at least 1 Fine Arts Elective			
	Recommended Accelerated Curriculum	English Accelerated I A&B	Geom Acc A, B, &/or Acc Alg 2 A&B	Physical & Earth/Space	AP Government	Spanish or German 1 or 2 (A&B)	at least 1 Fine Arts Elective			
10	Regular Studies Diploma	English II & B	Geometry A&B	Biology A&B	World Civ. A, B	Spanish or German 1 or 2 (A&B)	Humanities or 1 additional art, music or drama class (Core Humanities class may be replaced by an additional art, music or drama class)			See Course Selection Guide or Course Selection Sheets for all options
	Pre-College &/or Kentucky Scholars Diploma	English II A&B or English II Acc A&B	Geom A&B and/or Alg II A,B or Alg II Acc A,B	Biology A&B	World Civ. A&B (Regular or Accelerated)	Spanish or German 1 or 2 (A&B)				
	Recommended Accelerated Curriculum	English II Acc A&B	Alg. II Acc-A,B or Pre Cal Honors A&B & Intro to Calc	Biology A&B and Chemistry A&B	World Civ. A&B Accelerated	Spanish or German II A&B & III A&B				
11	Regular Studies Diploma	Eng. III A&B	Alg. II A, B or Cont. Algebra & Alg. II A	Science Electives	US History A&B	Spanish or German 1 or 2 (A&B)				
	Pre-College &/or Kentucky Scholars Diploma	Eng. III A&B, or AP Language	Alg. II Acc-A,B or Pre Cal Honors A&B & Intro to Calc	Chemistry A&B and/or Science Electives	US History A&B	Spanish or German 1,2 or 3 (A&B)				
	Recommended Accelerated Curriculum	AP Language	Pre Cal Honors A&B & Intro to Calc or AP Calc	AP Chem or Bio (or take Senior year)	AP US History A,B,C	Spanish or German 3 (A&B) or 4 (AP:A,B,C)				
12	Regular Studies Diploma	Eng. IV A&B	Algebra II-B	Science Electives if needed.	1 credit of Social Studies electives (Must be taken senior year)	Spanish or German 2 or 3 (A&B)				
	Pre-College &/or Kentucky Scholars Diploma	English IV A&B or AP Literature	Pre-Cal A,B, AP Cal A,B,C, or Math Elective	Additional courses are advised		Spanish or German 3(A&B) or 4 (A,B,C)				
	Recommended Accelerated Curriculum	AP Literature	AP Calculus AB or BC (A,B,C)	(Chemistry, if not taken Junior year)		AP Spanish or AP German (A,B,C)				
# of Credits Required for Graduation	28 Total	4	4	3.5	3		1	0.5	1	11

*Pre-College Curriculum encompasses both minimum requirements for college as well as honors-level coursework.

We advise students to keep a strong academic program all four years.

**Class of 2014 and beyond must take Biology I-Parts A & B for Life Science

Jan-12

A Recommended Sequence of Courses for Classes of 2017 and Beyond

Grade	Curriculum	English	Math	Science**	Social Studies	Foreign Language	Arts & Humanities	Practical Living	PE/Health	Electives			
9	Regular Studies Diploma	Eng. I A&B	Alg IA, IB, IC	Integrated A&B	Integ. Social Studies A&B		at least 1 Fine Arts Elective	Career Exploration & Consumerism	Health & Phys. Ed. I	See Course Selection Guide or Course Selection Sheets for all options			
	Pre-College &/or Kentucky Scholars Diploma	English I A&B or English I Acc A&B	Alg I A, B & C or Alg Acc IC & Geom Acc A,B	Integrated A&B	Integ Social Studies A&B	Spanish or German 1 A&B	at least 1 Fine Arts Elective						
	Recommended Accelerated Curriculum	English Accelerated I A&B	Geom Acc A, B, &/or Acc Alg 2 A&B	Integrated A&B	AP Government A, B, C	Spanish or German 1 or 2 (A&B)	at least 1 Fine Arts Elective						
10	Regular Studies Diploma	English II &,B	Geometry A&B	Bio A & B	World Civ. A,B	Spanish or German 1 or 2 (A&B)	Humanities or 1 additional art, music or drama class (Core Humanities class may be replaced by an additional art, music or drama class)	Practical Living Elective					
	Pre-College &/or Kentucky Scholars Diploma	English II A&B or English II Acc A&B	Geom A&B and/or Alg II A,B or Alg II Acc A,B	Bio A & B, Science Electives	World Civ. A&B (Regular or Accelerated)	Spanish or German 1 or 2 (A&B)							
	Recommended Accelerated Curriculum	English II Acc A&B	Alg. II Acc-A,B or Pre Cal Honors A&B & Intro to Calc	Bio A & Bio B, Chem A & B	World Civ. A&B Accelerated	Spanish or German II A&B & III A&B							
11	Regular Studies Diploma	Eng. III A&B	Alg. II A, B or Cont. Algebra & Alg. II A	Science Electives	US History A&B	Spanish or German 1 or 2 (A&B)							
	Pre-College &/or Kentucky Scholars Diploma	Eng. III A&B, or AP Language	Alg. II Acc-A,B or Pre Cal Honors A&B & Intro to Calc	Chem A & B, Anatomy and Physiology,	US History A&B	Spanish or German 1,2 or 3 (A&B)							
	Recommended Accelerated Curriculum	AP Language	Pre Cal Honors A&B & Intro to Calc or AP Calc	AP Chemistry, AP Biology, Physics, Anatomy & Physiology	AP US History A,B,C	Spanish or German 3 (A&B) or 4 (AP:A,B,C)							
12	Regular Studies Diploma	Eng. IV A&B	Algebra II-B	Science Electives	AP Chemistry, AP Biology, AP Physics, Science Electives	Spanish or German 2 or 3 (A&B)							
	Pre-College &/or Kentucky Scholars Diploma	English IV A&B or AP Literature	Pre-Cal A,B, AP Cal A,B,C, or Math Elective	Spanish or German 3(A&B) or 4 (A,B,C)									
	Recommended Accelerated Curriculum	AP Literature	AP Calculus AB or BC (A,B,C)	AP Spanish or AP German (A,B,C)									
# of Credits Required for Graduation	28 Total	4	4	3	3		1	1	1	11			

*Pre-College Curriculum encompasses both minimum requirements for college as well as honors-level coursework.

We advise students to keep a strong academic program all four years.

**Class of 2014 and beyond must take Biology I-Parts A & B for Life Science

Jan-13

EARLY POST-SECONDARY OPPORTUNITIES

At Dixie Heights, we have created several opportunities for our students to earn college credit while still in high school. Qualified students may pursue ***on-campus*** opportunities through courses taught at Dixie Heights during the school day by Northern Kentucky University teachers. Qualified students may also pursue ***off-campus*** opportunities, opting to take classes on a local college campus such as Northern Kentucky University, Gateway Community and Technical College, and Thomas More College, or supplementing their high school courses by taking an on-line course offered by a few colleges and universities.

Students have the option to take college classes for ***dual credit***, which means receiving high school credit and college credit for the same course, or for ***early college credit***, which means the student takes these courses outside of the school day with grades reflected only on the student's college transcript.

Students in these classes are challenged to be more responsible for their learning. These courses require college tuition payment (though usually at a greatly reduced rate) or a fee for on-line courses. Students must budget time, provide transportation (when necessary) and provide their own resources for participation in these courses. Committed students can enrich their high school education as well as get a head start on college through some of these opportunities.

On-Campus Opportunities

Northern Kentucky University

Students must take both a fall and a spring NKU class taught on Dixie's campus since NKU is on semesters and Dixie is on trimesters. The courses are dual credit, meaning that students will receive both college and high school credit if they pass. Following are the descriptions of the courses to be offered at Dixie next year. Students will take a class in the fall and spring semesters. Each class is worth 3 college credits and ½ credit of high school credit.

Student Responsibilities and Admission Criteria

Students in the NKU Early Admission program must meet the following admission criteria:

1. Must have completed at least the sophomore year of high school at the time classes are taken;
2. Must have an ACT composite of 20 or PLAN composite of 18/SAT composite of 940 or higher;
3. Must have a cumulative high school GPA of 3.25 or higher on a 4.0 scale;
4. Must maintain a 2.5 college GPA to continue taking classes prior to high school graduation;
5. Must have written permission from the school principal/guidance counselor to enter the program;
6. Must have written permission from parent/guardian (if under age 18);
7. Must meet any and all prerequisites for the specific NKU courses in which the student intends to enroll.
8. Must submit the following documents:
 - a. Application for Undergraduate Admissions with the \$40.00 **non-refundable** online application fee
 - b. Early Admissions Permission to Enroll Form signed by the parent/guardian and high school counselor/principal
 - c. Official high school transcript
 - d. Official ACT, PLAN or SAT report.

NKU has the sole decision regarding the outcome of a student's application.

Upon acceptance into the program, each student is responsible for complying with registration and payment deadlines and procedures and for purchasing textbooks prior to the first class session. NKU will provide specific information about these procedures before each semester. The tuition for these courses is approximately one-third of the cost for the same course on the NKU campus. Tuition fees for the 2013-2014 school year are anticipated to be \$350-400 per course. A sufficient number of students must enroll in a course in order for NKU to provide it on Dixie's campus.

Fall 2013:**MUS 100 Music Appreciation**

Survey of the development of music in Western civilization, with emphasis on the interdependence of classical music with art, literature, politics, religion, socio-economic changes, and world influences. Emphasis will be placed on developing a working knowledge of musical vocabulary and rhetoric, listening skills and the ability to identify differing musical styles, as well as familiarity with monuments of music and major composers.

CMST 101 Public Speaking

Development of understanding of the oral communication process; aid in improving oral communication skills; idea and message development; effective delivery of ideas. A prerequisite to all other CMST courses.

EMB 105 Race, Gender, and the Mass Media

Mass Media's influence on perceptions of race and gender in the U.S. and abroad—the local, national and international influence of economics, politics, cultural diversity, and education on your life and society as portrayed through the mass media; historical development of the portrayals of white women and men and women and men of color from diverse cultures in the U.S. and International mass media; impact of cultural and socioeconomic differences between local, national and international communities on media production and use; influence of cultural and socioeconomic differences in shaping and understanding personal world views.
General education credit: Cultural Pluralism

TAR 100 Theatre Appreciation

Survey of the development and practice of theatre through the study of theatre history, dramatic literature, practitioners, live performance and basic components of theatre.

Spring 2014:**ANT 100 Introduction to Cultural Anthropology**

Definition and nature of culture, its content and structure (e.g., kinship, politics, and religion); basic field methods; emphasis on non- western cultures.

ENG 200 Understanding Literature

Students will develop skills in critical thinking and in understanding multiple perspectives and identities through the study of fiction, poetry, drama, and visual narrative.

GEO 100 Global Viewpoints on Geography and the Human Landscape

Acquaints students with the key tools, themes, and methodologies by which geographers describe and analyze the global landscape, in its present condition as well as its transformation from past circumstances and its continuing transformation into the future.

BLS 100, Introduction to Black Studies

This course is designed to engage students in the study of the seven core areas of Black studies: Black History, Black Sociology, Black Religion, Black Economics, Black Politics, Black Psychology, and the humanities (Black Literature, Art, and Music).

Classes offered through NKU are subject to change based on course availability

Online Opportunities**Western Kentucky University**

Western Kentucky University offers juniors and seniors the opportunity to take online college courses.

Students must meet WKU admission criteria to be eligible.

For more information regarding the WKU online course, please see you counselor. Classes for the Fall 2013 semester will be available in April, while the Spring 2014 semester offering are usually released in October.

Gateway Regional Academy

The Gateway Regional Academy (GRA) offers area high school students the ability to gain college credit and experience on a college campus while finishing their high school careers. Students can earn up to 24 college credit hours (maximum of six hours during each fall, spring and summer semesters) at half Gateway's normal tuition if they are admitted to the Regional Academy, an advantage that saves them valuable time and money as they pursue postsecondary education.

Who can enroll in the Gateway Regional Academy?

- Any high school or home school student age 16 and above and who has the minimum SAT, ACT, COMPASS or KYOTE scores needed to enter the class being offered may be admitted into the Academy.

What are the benefits of enrolling in the Gateway Regional Academy?

- Students can earn up to 24 college credit hours at half tuition.
- Depending on the classes they take, students may matriculate into postsecondary programs with a large portion of their freshman-level credits completed, along with having Category Certifications as outlined by Kentucky's General Education Transfer Policy and Implementation guidelines.
<http://cpe.ky.gov/policies/academicinit/transfer/>
- Students benefit from Gateway Community and Technical College policies, procedures and services that provide a solid foundation to prepare them for the transition to postsecondary institutions.
- Specific classes are reserved for Gateway Regional Academy students at the Boone and Edgewood Campuses and the Urban Center in Covington. Some start before 8 a.m. to accommodate secondary school schedules. However, any Gateway class is available to GRA students as long as they meet the class requirements and seats are available.
- All services, such as free tutoring, Career and Transfer counseling, FAFSA workshops for graduating seniors, and advising are offered to GRA students.

What is needed to enroll?

- Student must be 16 or older and working on their high school credential.
- The Gateway Regional Academy packet must be complete and returned to Gateway's Director of Early College Initiatives prior to the deadline indicated for each semester.
 - The packet includes GCTC application, GRA application (which requires guardian's signature), High School Counselor sign-off form, Family Education Rights and Privacy Act (FERPA) release, SAT/ACT/COMPASS/KYOTE scores and high school transcript.
- Any GCTC tuition balance and holds must be cleared before a student can enroll for the next semester.
- Students must maintain a cumulative GPA of 2.0 to remain in the Gateway Regional Academy.

Special Options for Secondary Schools

With adequate notice and planning, GCTC can create and hold classes for specific schools or types of students. GCTC's ability to accommodate requests may be limited due to space, time or instructor availability. Schools should contact the Director of Early College Initiatives for further details and deadlines.

For further information and the Gateway Regional Academy packet, contact:

Shelby Krentz, Director of Early College Initiatives, Boone Campus, 500 Technology Way, Florence, KY 41042

Office: 859-815-7648 • Cell: 859-445-9593 • Email: shelby.krentz@kctcs.edu

NCAA ELIGIBILITY REQUIREMENTS FOR ATHLETES

*Taken from the NCAA Eligibility Center Quick Reference Sheet publication
Changes from the original are in *italics*.

Core Courses

- **NCAA Division I requires 16 core courses.** See the chart below for the breakdown of this 16-course requirement.
- **NCAA Division II currently requires 14 core courses.** Division II will require 16 core courses for students enrolling on or after August 1, 2013. See the breakdown of core-course requirements below.

Test Scores

- **Division I** uses a sliding scale to match test scores and core grade-point averages. The sliding scale for those requirements is shown on *the next page*.
- **Division II** requires a minimum SAT score of 820 or an ACT sum score of 68.
- The SAT score used for NCAA purposes includes **only** the critical reading and math sections. The writing section of the SAT is not used.
- The ACT score used for NCAA purposes is a **sum** of the following four sections: English, mathematics, reading and science.
- **When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 to ensure all SAT and ACT scores are reported directly to the NCAA Eligibility Center from the testing agency. Test scores that appear on transcripts will not be used.**

Grade-Point Average

- **Be sure** to look at your high school's List of NCAA Courses on the NCAA Eligibility Center's website (www.eligibilitycenter.org). Use the list as a guide.
- Only courses that appear on your school's List of NCAA Courses will be used in the calculation of the core grade-point-average. Use the list as a guide.
- **Division I** core grade-point average requirements are listed on the sliding scale on *the next page*.
- **The Division II** core grade-point-average requirement is a minimum of 2.000 on a 4.0 scale (A=4.0, B=3.0, C=2.0, D=1.0, F=0). *No special values are allowed for "+" or "-" grades. A grade of "P" is valued as a "D".*
- Remember, the NCAA grade-point average is calculated using NCAA core courses only.

DIVISION I 16 Core Courses	
4	years of English.
3	years of mathematics (Algebra I or higher).
2	years of natural/physical science (1 year of lab if offered by high school).
1	year of additional English, mathematics of natural/physical science.
2	years of social science.
4	years of additional courses (from any area above, foreign language or comparative religion/philosophy).

DIVISION II 14 Core Courses	
3	years of English.
2	years of mathematics. (Algebra I or higher)
2	years of natural/physical science (1 year lab if offered by high school).
2	years of addition English, mathematics or natural/physical science.
2	years social science.
3	years of additional courses (from any area above, foreign language or comparative religion/philosophy).

DIVISION II 16 Core Courses (2013 and After)	
3	years of English.
2	years of mathematics . (Algebra I or higher)
2	years of natural/physical science (1 year lab if offered by high school).
3	years of addition English, mathematics or natural/physical science.
2	years social science.
4	years of additional courses (from any area above, foreign language or comparative religion/philosophy).

Steps to Achieving Your Eligibility

Freshmen and Sophomores

- Start planning now!
- Work hard to get the best grades possible.
- Take classes that match your high school's list of NCAA courses. The NCAA Eligibility Center will use only approved core courses to certify your initial eligibility.
- You can access and print your high school's list of NCAA courses at www.eligibilitycenter.org. Click the NCAA College-Bound Student-Athlete link to enter and then navigate to the "Resources" tab and select "U.S. Students" where you will find the link for the list of NCAA courses.
- If you fall behind, use summer school sessions before graduation to catch up.

Juniors

- At the beginning of your junior year, complete your online registration at www.eligibilitycenter.org.
- Register to take the ACT, SAT or both and use the NCAA Eligibility Center code "9999" as a score recipient. Doing this sends your official score directly to the NCAA Eligibility Center. **Test scores that appear on the transcript are NOT acceptable for NCAA certification.**
- Double check to make sure the courses you have taken match your school's list of NCAA courses.
- Ask your high school counselor to send an official transcript to the NCAA Eligibility Center after completing your junior year. If you have attended more than one high school, the NCAA Eligibility Center will need official transcripts from all high schools attended. **(The NCAA Eligibility Center does NOT accept faxed transcripts or test scores.)**
- Before registering for classes for your senior year, check with your high school counselor to determine the amount of core courses that you need to complete your senior year.

Seniors

- Take the ACT and/or SAT again, if necessary. The NCAA Eligibility Center will use the best scores from each section of the ACT or SAT to determine your best cumulative score.
- Continue to take college-prep courses.
- Check the courses you have taken to match your school's list of NCAA courses.
- Review your amateurism responses and request final amateurism certification on or after April 1 (for fall enrollees) or October 1 (for spring enrollees).
- Continue to work hard to get the best grades possible.
- Graduate on time (in eight academic semesters).
- After graduation, ask your high school counselor to send your final transcript to the NCAA Eligibility Center with proof of graduation.
- *After reviewing your transcript and test scores, NCAA will make a final certification decision.*

"Steps to Achieving Your Eligibility" is from page 16 of the 2011-2012 Guide for the College-Bound Student-Athlete publication from NCAA Eligibility Center. Changes from the original are in *italics*.

NCAA DIVISION I SLIDING SCALE CORE GRADE-POINT AVERAGE/TEST-SCORE

Core GPA	SAT	ACT
Verbal and Math only		
3.550 & above	400	37
3.525	410	38
3.500	420	39
3.475	430	40
3.450	440	41
3.425	450	41
3.400	460	42
3.375	470	42
3.350	480	43
3.325	490	44
3.300	500	44
3.275	510	45
3.250	520	46
3.225	530	46
3.200	540	47
3.175	550	47
3.150	560	48
3.125	570	49
3.100	580	49
3.075	590	50
3.050	600	50
3.025	610	51
3.000	620	52
2.975	630	52
2.950	640	53
2.925	650	53
2.900	660	54
2.875	670	55
2.850	680	56
2.825	690	56
2.800	700	57
2.775	710	58
2.750	720	59
2.725	730	59
2.700	730	60
2.675	740-750	61
2.650	760	62
2.625	770	63
2.600	780	64
2.575	790	65
2.550	800	66
2.525	810	67
2.500	820	68
2.475	830	69
2.450	840-850	70
2.425	860	70
2.400	860	71
2.375	870	72
2.350	880	73
2.325	890	74
2.300	900	75
2.275	910	76
2.250	920	77
2.225	930	78
2.200	940	79
2.175	950	80
2.150	960	80
2.125	960	81
2.100	970	82
2.075	980	83
2.050	990	84
2.025	1000	85
2.000	1010	86

Dixie Heights High School's List of Approved NCAA Courses

English Courses

English 1 or English 1 Acc
English 2 or English 2 Acc
English 3 or English 3 Honors
English 4 or English 4 Acc
AP English Lang & Comp
AP English Lit & Comp
Speech

Mathematics Courses

Algebra 1 and Algebra 1C Acc (max 1 credit)
Geometry or Geometry Acc
Algebra 2 or Algebra 2 Acc
Pre-Calculus or Pre-Calculus Honors
Calculus Intro
Finite Math
AP Calculus AB
AP Calculus BC

Science Courses

Biology A & B or Life Science
Biology 2
Earth Space Science
Physical Science
Integrated Science
Forensics
Geology
Oceanography
Zoology
Anatomy & Physiology A & B
Chemistry A & B
Physics Honors
AP Biology
AP Chemistry

Social Studies

Integrated Soc Studies or Int. Soc Studies Acc
World Civilization or World Civilization Acc
US History or AP US History
Economics
Political Science
Abnormal Psychology
Psychology
Sociology

Additional Courses

Spanish 1
Spanish 2
Spanish 3 Honors
AP Spanish
German 1
German 2
German 3 Honors
AP German

Please be aware that if you complete any of the approved classes listed above through a credit recovery program, School within a School program, or online program, the course may not be accepted as an NCAA approved course. Check with your counselor for more information.

If you transferred to Dixie Heights from another high school, you will also have to review THAT high school's list of approved courses to determine what classes on your transcript from there will count for NCAA eligibility.

**Keeping our education “Real world” is
a constant process of reviewing,
revising, and changing as the world
changes.**



**Become part of the experience...
A New Way of Learning...**

ENGINEERING ACADEMY



Introduction to Engineering Design™ - PLTW@ Simon Kenton High School 9th Grade Students at Simon Kenton High School Only

The first course in the Project Lead the Way sequence of engineering studies is offered at Simon Kenton High School. This course teaches problem-solving skills using a design to development process. Models of product solutions are created, analyzed, and communicated using solid modeling computer design software. Students who pass the Introduction to Engineering Design course have the option to continue their engineering program by attending the Kenton County Academies of Innovation & Technology Engineering Academy during 10th, 11th & 12th grades.

Students should schedule their mathematics class as Algebra I or Accelerated Algebra I or Accelerated Geometry for 9th grade. Students should schedule their Science class as Physical/Earth Science or Accelerated Physical/Earth Science for 9th grade.



Principles of Engineering™ - PLTW @ Simon Kenton High School 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the Project Lead the Way sequence of engineering studies is offered at Simon Kenton High School to sophomores from all three Kenton County High Schools. This course helps students understand various fields of engineering/engineering technology. Exploring various technology systems and manufacturing processes help students learn how engineers and technicians use math, science, and technology in an engineering problem solving process to benefit people. The course also includes concerns about social and political consequences of technological change. The Principles of Engineering course is offered only in the Kenton County Academies of Innovation and Technology Pre-Engineering Academy. Students must also enroll in a mathematics course and science course in the academy (see below). **PREREQUISITE:** Completion of Introduction to Engineering Design, or bypass from instructor.

Pre-Engineering Academy for 10th Grade Students:

PATHWAY 1:	Principles of Engineering	Chemistry	Geometry
PATHWAY 2:	Principles of Engineering	Accelerated Chemistry	Geometry
PATHWAY 3:	Principles of Engineering	Accelerated Chemistry	Accelerated Algebra II



Civil Engineering & Architecture™ - PLTW @ Simon Kenton High School 11th & 12th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The third course in the Project Lead the Way sequence of engineering studies is offered at Simon Kenton High School to juniors from all three Kenton County High Schools. Students learn about various aspects of civil engineering and architecture and apply their knowledge to the design and development of residential and commercial properties and structures. In addition, students use 3D design software to design and document solutions for major course projects. Students communicate and present solutions to their peers and members of a professional community of engineers and architects. This course is offered only in the Kenton County Academies of Innovation and Technology Pre-Engineering Academy. Students must also enroll in a mathematics course and science course in the academy (see below). **PREREQUISITE:** Completion of Principles of Engineering, or bypass from instructor.

Engineering Academy for 11th and 12th Grade Students:

PATHWAY 4:	Civil Engineering & Architecture Engineering	Physics	Algebra II
PATHWAY 5:	Civil Engineering & Architecture Engineering	Honors Physics	Honors Pre-Calculus
PATHWAY 6:	Principles of Engineering	AP Physics	AP Calculus

HIGH PERFORMANCE PRODUCTION TECHNOLOGY ACADEMY



Introduction to Engineering Design™ - PLTW 9th Grade Students at Simon Kenton High School Only

The first course in the Project Lead the Way sequence of High Performance & Production Technology studies is offered at Simon Kenton High School. This course teaches problem-solving skills using a design development process. Models of product solutions are created, analyzed, and communicated using solid modeling computer design software. Students who pass the Introduction to Engineering Design course have the option to continue in this sequence by attending the Kenton County Academies of Innovation & Technology High Performance Production Technology Academy during 10th, 11th, & 12th grades.

Students should schedule their mathematics class as Algebra I or Accelerated Algebra I or Accelerated Geometry for 9th grade. Students should schedule their English class as English I or Accelerated English I for 9th grade.



Computer Integrated Manufacturing™ - PLTW @ Edgewood Campus 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the Project Lead the Way sequence of high performance & production technology studies is offered at the Edgewood Campus to sophomores from all three Kenton County High Schools. How are things made? What processes go into creating products? Is the process for making a water bottle the same as it is for a musical instrument? How do assembly lines work? How has automation changed the face of manufacturing? While students discover the answers to these questions, they're learning about the history of manufacturing, robotics and automation, manufacturing processes, computer modeling, manufacturing equipment, and flexible manufacturing systems. This course is offered only in the Kenton County Academies of Innovation and Technology High Performance Production Technology Academy. Students must also enroll in a mathematics course and English course in the academy (see below). **PREREQUISITE: Completion of Introduction to Engineering Design, or bypass from instructor.**

High Performance & Production Technology Academy for 10th Grade Students:

PATHWAY 1:	Computer Integrated Manufacturing	English II	Geometry
PATHWAY 2:	Computer Integrated Manufacturing	Accelerated English II	Accelerated Algebra II



Principles of Engineering™ - PLTW @ Edgewood Campus 11th & 12th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The third course in the Project Lead the Way sequence of High Performance Production Technology studies is offered at the Edgewood Campus to juniors and seniors from all three Kenton County High Schools. This course helps students understand various fields of engineering/engineering technology. Exploring various technology systems and manufacturing processes help students learn how engineers and technicians use math, science, and technology in an engineering problem solving process to benefit people. The course also includes concerns about social and political consequences of technological change. The Principles of Engineering course is offered only in the Kenton County Academies of Innovation and Technology Pre-Engineering Academy. Students must also enroll in a mathematics course and science course in the academy (see below). **PREREQUISITE: Completion of Computer Integrated Manufacturing, or bypass from instructor.**

High Performance & Production Technology Academy for 11th & 12th Grade Students:

PATHWAY 3:	Principles of Engineering	AP Language/Composition	Honors Pre-Calculus
PATHWAY 4:	Principles of Engineering	English III	Algebra II

BIOMEDICAL SCIENCES ACADEMY



Principles of Biomedical Sciences™ - *PLTW@ Edgewood Campus* 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The first course in the Project Lead the Way sequence of Biomedical Sciences studies is offered at the Edgewood Campus to sophomores from all three Kenton County High Schools. Student work involves the study of human medicine, research processes and an introduction to bioinformatics. Students investigate the human body systems and various health conditions including heart disease, diabetes, sickle-cell disease, hypercholesterolemia, and infectious diseases. A theme through the course is to determine the factors that led to the death of a fictional person. After determining the factors responsible for the death, the students investigate lifestyle choices and medical treatments that might have prolonged the person's life. Key biological concepts including: homeostasis, metabolism, inheritance of traits, feedback systems, and defense against disease are embedded in the curriculum. The course is designed to provide an overview of all the courses in the Biomedical Sciences program and to lay the scientific foundation necessary for student success in the subsequent courses. This course is offered only in the Kenton County Academies of Innovation and Technology Biomedical Sciences Academy. Students must also enroll in a mathematics course and Science course in the academy (see below). **PREREQUISITE: Completion of Algebra I or Accelerated Algebra I or Accelerated Geometry, AND Physical/Earth Science, or Accelerated Physical/Earth Science, or Biology, or Accelerated Biology.**

Biomedical Sciences Academy for 10th Grade Students:

PATHWAY 1:	Principles of Biomedical Sciences	Biology	Geometry
PATHWAY 2:	Principles of Biomedical Sciences	Accelerated Biology	Geometry
PATHWAY 3:	Principles of Biomedical Sciences	AP Biology	Accelerated Algebra II



Human Body Systems™ - *PLTW@ Edgewood Campus* 11th & 12th Grade Students from Simon Kenton, Dixie Heights, & Scott High School

The second course in the Project Lead the Way sequence of biomedical science studies is offered at Edgewood Campus for juniors. Students engage in the study of the processes, structures, and interactions of the human body systems. Important concepts in the course include: communication, transport of substances, locomotion, metabolic processes, defense, and protection. The central theme is how the body systems work together to maintain homeostasis and good health. The systems are studied as parts of a whole, working together to keep the amazing human machine functioning at an optimal level. Students design experiments, investigate the structures and functions of body systems, and use data acquisition software to monitor body functions such as muscle movement, reflex and voluntary actions, and respiratory operation. Students work through interesting real world cases and often play the role of biomedical professionals to solve medical mysteries. This course is offered only in the Kenton County Academies of Innovation and Technology Biomedical Sciences Academy. Students must also enroll in a mathematics course and Science course in the academy (see below). **PREREQUISITE: Principles of Biomedical Science, or bypass from instructor.**

Biomedical Sciences Academy for 11th and 12th Grade Students:

PATHWAY 4:	Human Body Systems	Chemistry	Algebra II
PATHWAY 5:	Human Body Systems	Anatomy & Physiology	Algebra II
PATHWAY 6:	Human Body Systems	Anatomy & Physiology	Honors Pre-Calculus

SUSTAINABLE ENERGY TECHNOLOGY ENGINEERING ACADEMY



Sustainable Energy Technology @ Edgewood Campus 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The first course in the Sustainable Energy Technology Engineering is offered at the Edgewood Campus and is available to sophomores at the three Kenton County High Schools. This course allows students to examine the sustainability of various energy resources. Presented as an overview of energy technology, energy resources, and emerging future energy technologies coupled with our energy use will bring into context the strengths and weaknesses of different energy methodologies in developing a working concept of sustainable energy. Students will take a more in-depth look at renewable energy forms and the replacement of fossil fuels in our society. Through wind, solar and biomass, students will complete live projects and scientific studies and comparisons of feasibility. Students must also enroll in an English course and Science course in the academy (see below).

Sustainable Energy Technology Engineering for 10th Grade Students:

PATHWAY 1:	Sustainable Energy	English II	Biology
PATHWAY 2:	Sustainable Energy	Accelerated English II	Accelerated Biology



Renewable Energy Systems @ Edgewood Campus 11th & 12th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the Sustainable Energy Technology Engineering is offered at the Edgewood Campus and is available to juniors and seniors from the three Kenton County high schools. This course allows students to examine the need for alternative and renewable energy resources providing citizens from all walks of life an understanding for responsible stewardships of technologies that will contribute to the sustainability of energy in our present and future societies. The object of this course is to take a more in-depth look at renewable energy forms and the replacement of fossil fuels in our society. Through wind, solar, and biomass this class will focus on live projects and scientific studies and comparisons of feasibility. This course will focus on an in-depth look at renewable energy forms and the replacement of fossil fuels in our society by studying energy efficiency and conservation. It will incorporate the transportation sector of energy consumption. Students will engage in live projects, scientific studies and comparisons of feasibility. Students must also enroll in an English course and Science course in the academy (see below). **PREREQUISITE: Sustainable Energy, or bypass from instructor.**

Sustainable Energy Technology Engineering for 11th & 12th Grade Students

PATHWAY 3:	Renewable Energy Systems	AP English Language/Composition	AP Biology
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MEDIA ARTS ACADEMY



Introduction to Media Arts @ Dixie Heights High School Ninth Grade Students at Dixie Heights High School Only

The first course in the sequence of Media Arts studies is offered for 9th grade students at Dixie Heights high school. The Introduction to Media Arts is a class for students who are creative, imaginative, detail oriented, and ready to learn technical skills. Students will intersect their creative ability with today's technology. **The Introduction to Media arts courses for students who plan to attend the Kenton County Academies of Innovation & Technology Media Arts Academy in the 10th, 11th, and 12th grades.** Our goal is for students in our Media Arts program to learn to use their designs to communicate ideas to the world. Areas to explore are: Photographic Imaging, Video Production, Podcasting, Digital Filmmaking & Video and News Production, Flash Animation, Visual Effects & Motion Graphics and Commercial Photography.



Media Arts @ Dixie Heights High School 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the sequence of Media Arts studies is offered at is offered at Dixie Heights High School to sophomores from all three Kenton County high schools. Media Arts course is designed for students who are creative, excellent problem-solvers who thrive in a team-oriented approach to learning. Students will be immersed into an oasis of technology with industry-standard software and equipment to produce high-level, professional print publications and electronic media. Our goal is for students to learn to use their designs to communicate ideas to the world; therefore presentation skills will be a key focus in all areas of the curriculum. Major areas of exploration include: Photographic Imaging, Commercial Photography, Video Production, Audio Production, Digital Filmmaking, Animation and Visual Effects & Motion Graphics. This course is offered only in the Kenton County Academies of Innovation and Technology Media Arts Academy. Students must also enroll in a social studies course and English course in the academy (see below). **PREREQUISITE: Intro to Media Arts, or bypass from instructor.**

Media Arts Academy for 10th Grade Students:

PATHWAY 1:	Media Arts	English II	World Civilizations
PATHWAY 2:	Media Arts	Accelerated English II	Accelerated World Civilizations
PATHWAY 3:	Media Arts	Accelerated English II	AP World Civilizations



Advanced Media Arts @ Dixie Heights High School 11th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The third course in the sequence of media arts studies is offered at Dixie Heights High School to juniors from all three Kenton County high schools. The Advanced Media Arts is a class for students who are creative, imaginative, and ready to learn and apply technical skills in real-world setting with real-world clients. Students learn about media arts and animation in a hands-on environment, using industry-related technology and software. Our goal is for students to learn to use their designs to communicate ideas to the world through professional presentations. Areas to explore are: Commercial photography, Photographic Imaging and Animation, including design, illustration, compositing, and 3-D computer modeling. Students will learn story development, background design, scenic layout, cinematography, screenwriting and special effects in Video Production as they produce documentaries and short films. Additional areas of study may include: Audio Production where students will produce and edit personal soundtracks. This course is offered only in the Kenton County Academies of Innovation and Technology Media Arts Academy. Students must also enroll in a social studies course and English course in the academy (see below). **PREREQUISITE: Media Arts, or bypass from instructor.**

Media Arts Academy for 11th Grade Students:

PATHWAY 4:	Advanced Media Arts	English III	U.S. History
PATHWAY 5:	Advanced Media Arts	Accelerated English III	AP U.S. History
PATHWAY 6:	Advanced Media Arts	AP Language/Composition	AP U.S. History

INFORMATICS ACADEMY



Introduction to the Digital World@ *Scott High School* 9th Grade Students at Scott High School Only

The first course in the sequence of Informatics studies is offered to 9th grade students at Scott High School. The Introduction to the Digital World course is for students who are interested in learning about informatics in a hands-on approach that will have students ready to engage in the world of information technology. Students will intersect their interest and ability with today's technology. The course is for 9th grade students at Scott High School who plan to attend the Kenton County Academies of Innovation & Technology Informatics Academy in the 10th, 11th, and 12th grades. Our goal is for students in our Informatics program to learn to use technology to communicate ideas and information in an increasingly technical world.



Connecting to the Digital World@ *Scott High School* 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the sequence of Informatics studies is offered at Scott High School to sophomores in the three Kenton County high schools. Connecting to the Digital World is a contextual project-based course that engages students in learning about the subject of Informatics, how it relates currently in their world and provides awareness to the various career fields Informatics encompasses. Students will be engaged in the following topics: Understanding computer hardware, methods used in computer forensics, collaborating using online tools, computer networking, impacts of social media, geographic information system technologies, digital citizenship, and gathering information to create a video game. Students should have a desire to learn about many different ways that information is used in today's society. Students must also enroll in a mathematics course and English course in the academy (see below). **PREREQUISITE: Introduction to the Digital World, or bypass from instructor.**

Informatics Academy for 10th Grade Students:

PATHWAY 1:	Connecting to the Digital World	English II	Geometry
PATHWAY 2:	Connecting to the Digital World	Accelerated English II	Accelerated Algebra II



Designing the Digital World @ *Scott High School* 11th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The third course in the sequence of Informatics studies is offered at Scott High School to juniors from the three Kenton County high schools. Designing in the Digital World is a contextual project-based course that engages students by providing them with the necessary knowledge and skills to design, implement, and evaluate (test) network connectivity solutions and security methods; rudimentary software applications using visual and code-based programming tools; methods for leveraging mobile devices to enhance productivity; web site designs that enhance the end-user experience, basic computer forensic techniques; file management, backup, and recovery procedures; image tagging techniques, and digital game/simulation-based applications for marketing and training solutions. Students will demonstrate their learned knowledge and skills by engaging real-world challenges through the design and implementation of new and innovative ideas, techniques, and solutions to real-world problems via scenarios drawn from the student's own experiences, school, and community. The field of Informatics leverages technology, data and communication by instilling a new generation with the knowledge, imagination and flexibility to tackle complex issues in a digital world. . Students must also enroll in a mathematics course and English course in the academy (see below).

PREREQUISITE: Connecting to the Digital World, or bypass from instructor.

Informatics Academy for 11th Grade Students:

PATHWAY 3:	Designing the Digital World	English III	Algebra II
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Kenton County School District Accelerated Program Prep/ Prep +

Kenton County School District has implemented the Prep/ Prep + Academic Program. The Kenton County School District has developed this program to insure our identified high achieving students are receiving a well designed, rigorous curriculum based on the Kentucky Core Academic Standards. The focus is on Language Arts and Math at this time. The curriculum will provide student opportunities to think critically, problem solve and take ownership of learning.

General Information

- The identified criteria are required for a student to be placed in the Prep or Prep Plus Program.
- Prep and Prep Plus placement will be evaluated using the most current student MAP (Measure of Assessment Progress) percentile scores.
- Once students are identified, they will continue the outlined acceleration path.
- Students and/or parents/guardians can request a conference to evaluate student course progress as necessary.
- Once students enter high school, the pathway for courses is credit based. Eligibility for a course is NOT based on grade level, but rather on the successful completion of the prerequisite courses therefore identification in Prep and Prep+ will not be based on MAP scores after grade 7.

The Accelerated English courses will utilize **Gates LDC Modules**. The LDC Modules (Literacy Design Collaborative) are instructional modules supported by the Bill and Melinda Gates Foundation which include high-quality student assignments that develop reading, writing, and thinking skills in the context of learning science, history and English. Each module focuses on an instructional task yielding argumentative or informational explanatory academic writing built off of the Common Core State Standards. Levels (1, 2, and 3) indicate increasing cognitive and analytical requirements in student academic writing.

AP Practice Assessments and **FRQ Instruction** will be included in the courses to prepare students for the academic rigor of college. Preparation for College Board AP-like assessments in language arts includes students answering complex, text-based multiple choice assessments and **FRQs** (free response questions) that require students to write critical essays in response to complex texts in a timed test.

Students in Prep and Prep Plus courses using the College Board's SpringBoard program (grades 6-11) will study texts selected for increased complexity beyond those included in the SpringBoard program. Alternate texts for each Prep and Prep Plus course will be published prior to the beginning of the 2013-14 school year.

Kenton County School District Accelerated English Plan

Grade	Prep	Prep Plus
	Criteria- MAP RIT Score (2011 Data) Reading: <u>Winter</u> 75th Percentile 8th - 231 9th - 232 10th - 234 <u>Spring</u> 75th Percentile 232 233 235 AND ONE of the following: <ul style="list-style-type: none"> A minimum 75 percentile on a KDE required norm referenced standardized measure <u>reading composite</u> or other equivalent standardized measure <u>reading composite</u> A minimum 75 percentile on an additional reading MAP score in the current school year A minimum 75 percentile EXPLORE, PLAN, or ACT Reading score 	Criteria- MAP RIT Score (2011 Data) Reading and/or Language Usage: <u>Winter</u> 96th Percentile 8th - 247 9th - 249 10th - 251 <u>Spring</u> 96th Percentile 249 251 254 AND ONE of the following: <ul style="list-style-type: none"> A minimum 96 percentile on a KDE required norm referenced standardized measure <u>reading composite</u> or other equivalent standardized measure <u>reading composite</u> A minimum 96 percentile on an additional reading MAP score in the current school year A minimum 96 percentile EXPLORE, PLAN, or ACT Reading score
9th	9th Grade SpringBoard + identified Gates LDC Modules (Level 2) + AP FRQ instruction	9th Grade SpringBoard + identified Gates LDC Modules (Level 3) + AP Practice assessments and FRQ instruction
10th	10th Grade SpringBoard + identified Gates LDC Modules (Level 2) + AP Practice assessments and FRQ instruction	AP Language and Composition or AP Literature and Composition
11th	AP Language and Composition or AP Literature and Composition	AP Language and Composition or AP Literature and Composition or Dual Credit Option

Kenton County School District Accelerated Math Plan

Grade	Prep	Prep Plus
	Criteria - MAP RIT Score (2011 Data) <u>Winter</u> 75 th Percentile: 8 th - 244 9 th - 247 10 th - 248 <u>Spring</u> 75 th Percentile 246 248 249 AND ONE of the following: <ul style="list-style-type: none"> A minimum 75 percentile on a KDE required norm referenced standardized measure <u>math composite</u> or other equivalent standardized measure <u>math composite</u>. A minimum 75 percentile on an additional math MAP score in the current school year A minimum 75 percentile EXPLORE, PLAN or ACT math score 	Criteria – MAP RIT Score (2011 Data) <u>Winter</u> 96 th Percentile: 8 th - 263 9 th - 267 10 th - 269 <u>Spring</u> 96 th Percentile 266 269 271 AND ONE of the following: <ul style="list-style-type: none"> A minimum 96 percentile on a KDE required norm referenced standardized measure <u>math composite</u> or other equivalent standardized measure <u>math composite</u>. A minimum 96 percentile on an additional math MAP score in the current school year A minimum 96 percentile EXPLORE, PLAN or ACT math score
9th	Accelerated Geometry (Geometry SpringBoard)	Accelerated Algebra II (Algebra II SpringBoard)
10th	Accelerated Algebra II (Algebra II SpringBoard)	Pre Calculus
11th	Pre Calculus	AP Calculus/AP Statistics/Dual Credit Option
12th	AP Calculus/AP Statistics/Dual Credit Option	AP Calculus/AP Statistics/Dual Credit Option

BUSINESS AND MARKETING CAREER MAJORS

There are several opportunities for students to get a head start on their college and careers by taking advantage of career majors offered at Dixie. Students can use the majors as résumé builders and can earn valuable certifications recognized by colleges and businesses.

MAJORS AVAILABLE NOW

**Business Management
Recommended Courses
Computer & Technology Applications A & B Accounting and Finance Foundations A & B Business Economics *Business Management & Entrepreneurship (required)
Elective Courses
Career Exploration and Consumerism Principles of Marketing Specialized Marketing Principles of Management Introduction to Business Business Economics Web Page Design I Web Page Design II Computer Graphics ***Other Courses

Business Technology
Recommended Courses
In this career major any four (4) credits in the Business Education Curriculum may be taken to achieve this career major. There is no upper-level course. This equals (8) course completions.

Major Possibilities in the Future:

Business Multimedia
Accounting

DID YOU KNOW THAT SOME COLLEGES OF BUSINESS WITHIN UNIVERSITIES *REQUIRE* MOS CERTIFICATIONS?

Below is a quote from Gatton College of Business's (University of Kentucky) website:

"Microsoft Office certification exams in Word, PowerPoint, and Excel are required to be completed by students for upper division admission into the Gatton College of Business and Economics. Students satisfy this requirement by passing an exam in each of the areas."

<http://gatton.uky.edu/undergraduates/content.asp?pagename=ums>

WHAT ARE MICROSOFT OFFICE SPECIALIST (MOS) CERTIFICATIONS?

MOS Certifications are exams proving students' abilities in various Microsoft Office products. The MOS certifications set students apart from their peers. Having this accomplishment listed on a résumé allows colleges and businesses to see that the students are already skilled in Microsoft Office products. To learn more on the certifications, please visit the site listed below:

<http://www.microsoft.com/learning/en/us/mos-certification.aspx>

Four MOS Certifications are available through the Computer & Technology Applications classes. Part A will focus on PowerPoint and Word. Part B will focus on Excel and Access. This gives students the opportunity to set themselves apart from their peers in FOUR areas.

LEHHS LAW, EDUCATION HEALTH, & HUMAN SERVICES

PATHWAY: EDUCATION/ PSYCHOLOGY	PATHWAY: LAW/ PUBLIC SERVICE	PATHWAY: HOSPITALITY	PATHWAY: PERSONAL TRAINER/ATHLETE	PATHWAY: COSMETOLOGY/ MASSAGE THERAPY	PATHWAY: HEALTH SCIENCE	PATHWAY: EARLY CHILD DEVELOPMENT	PATHWAY: ENTREPRENEURSHIP
<i>OCCUPATIONS IN PATHWAY INCLUDE:</i>	<i>OCCUPATIONS IN PATHWAY INCLUDE:</i>	<i>OCCUPATIONS IN PATHWAY INCLUDE:</i>	<i>OCCUPATIONS IN PATHWAY INCLUDE:</i>	<i>OCCUPATIONS IN PATHWAY INCLUDE:</i>	<i>OCCUPATIONS IN PATHWAY INCLUDE:</i>	<i>OCCUPATIONS IN PATHWAY INCLUDE:</i>	<i>OCCUPATIONS IN PATHWAY INCLUDE:</i>
CLERGY	CORRECTIONS OFFICER	EVENT PLANNER	ATHLETE	COSMETOLOGIST	LPN/RN	DAYCARE INSTRUCTOR	ENTREPRENEUR
CORPORATE TRAINER	CRIMINOLOGIST	FLIGHT ATTENDANT	EXERCISE PHYSIOLOGIST	MASSAGE THERAPIST	DIETICIAN	DAY CARE PROVIDER/DIRECTOR	OFFICE MANAGER
COUNSELOR	FBI/CIA	HOTEL/MOTEL MANAGEMENT	PERSONAL TRAINER	NAIL TECHNICIAN	EMT		WEBPAGE DESIGNER
HUMAN RESOURCE MANAGER	FIREFIGHTER	TRAVEL AGENT			MEDICAL ASSISTANCE		HOTEL/RESTAURANT MANAGER
INSTRUCTIONAL AIDE	JAILER	CULINARY CHEF			MID WIFE		MOTIVATIONAL SPEAKER
LIBRARIAN	LAWYER				OCCUPATIONAL THERAPIST		MARKETING AGENT
PSYCHIATRIST	MILITARY				PARAMEDIC		GRAPHIC DESIGNER
PSYCHOLOGIST	PARALEGAL				PHYSICAL THERAPIST		
SOCIAL WORKER	PARK RANGER				RESPIRATORY THERAPIST		
TEACHER	POLICE OFFICER				SPEECH THERAPIST		
TUTOR	POLITICIAN						
<i>RECOMMENDED COURSES</i>	<i>RECOMMENDED COURSES</i>	<i>RECOMMENDED COURSES</i>	<i>RECOMMENDED COURSES</i>	<i>RECOMMENDED COURSES</i>	<i>RECOMMENDED COURSES</i>	<i>RECOMMENDED COURSES</i>	<i>RECOMMENDED COURSES</i>
CHILD HUMAN DEVELOPMENT	FORENSICS	HOSPITALITY	MEDICAL SCIENCE	MEDICAL SCIENCE	MEDICAL SCIENCE	EARLY CHILD DEVELOPMENT	BUSINESS ECONOMICS
SPEECH	SPEECH	TRAVEL & TOURISM	FITNESS	PSYCHOLOGY	FORENSICS	CHILD HUMAN DEVELOPMENT	BUSINESS MATH
PSYCHOLOGY/ ABNORMAL PSYCHOLOGY	PSYCHOLOGY/ABNORM AL PSYCHOLOGY	BUSINESS MANAGEMENT	TEAM SPORTS	APPLIED ANATOMY	PSYCHOLOGY	PSYCHOLOGY	MANAGEMENT PRINCIPLES
EARLY CHILD DEVELOPMENT	MOCK TRIAL	ENTREPRENEURSHIP	STRENGTH & CONDITIONING	BUSINESS MANAGEMENT	CHEMISTRY	READY, SET, TEACH	WEBPAGE DESIGN 1 & 2
READY, SET, TEACH I & II	SOCIOLOGY	MONEY SKILLS	NUTRITION	ENTREPRENEURSHIP	APPLIED ANATOMY	NUTRITION	WORD/EXCEL
SCHOOL TO WORK	AP US HISTORY	NUTRITION	ATHLETIC TRAINING	SENIOR PROJECT	CHILD HUMAN DEVELOPMENT	ENTREPRENEURSHIP	BUSINESS MANAGEMENT
NKU CLASSES	MILITARY HISTORY	FOOD SCIENCE 1 & 2	SENIOR PROJECT	SCHOOL TO WORK	EARLY CHILD DEVELOPMENT	SENIOR PROJECT	ENTREPRENEURSHIP
	SCHOOL TO WORK	SENIOR PROJECT	SCHOOL TO WORK		NUTRITION	SCHOOL TO WORK	ACCOUNTING & FINANCE FOUNDATIONS
	NKU CLASSES	SCHOOL TO WORK	NKU CLASSES		NKU CLASSES	NKU CLASSES	SPECIAL MARKETING
	AP AMERICAN GOVERNMENT						SCHOOL TO WORK
	AMERICAN LAW & JUSTICE						NKU CLASSES

STEM

SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS

PATHWAY: ENGINEERING/ ARCHITECTURE	PATHWAY: MEDICAL SCIENCE	PATHWAY: BIOLOGY/ CHEMISTRY	PATHWAY: COMPUTER/ TECHNICAL SYSTEMS	PATHWAY: APPLIED TECHNOLOGY	PATHWAY: ACCOUNTING/ FINANCE	PATHWAY: MATH-RELATED
OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:
AEROSPACE ENGINEER	DENTIST	AGRICULTURAL SPECIALIST	AVIATION TECHNICIAN	AIRCRAFT MECHANIC	ACCOUNTANT	ACTUARY
ARCHITECTURAL DESIGNER	MEDICAL DOCTOR	BIOLOGIST	COMPUTER PROGRAMMER	AUTOMOTIVE TECHNICIAN	ACCOUNTING CLERK	MATHEMATICIAN
CHEMICAL ENGINEER	PHARMACIST	CHEMIST	ELECTRONIC TECHNICIAN	CARPENTER	BANK TELLER/MANAGER	METEOROLOGIST
CIVIL ENGINEER	VETERINARIAN	LANDSCAPE ARCHITECT	PILOT	CONTRACTOR	BOOKKEEPER	STATISTICIAN
ENVIRONMENTAL ENGINEER	VETERINARIAN TECHNICIAN	MARINE BIOLOGIST	ROBOTIC TECHNICIAN/OPERATOR	ELECTRICIAN	ECONOMIST	
MECHANICAL ENGINEER		METALLURGIST		HVAC	LOAN OFFICER	
ROBOTIC TECHNICIAN/OPERATOR		ZOOLOGIST		MANUFACTURING SPECIALIST	INSURANCE AGENT	
URBAN & REGIONAL PLANNER		CONSERVATION OFFICER		MECHANIC	FINANCIAL ADVISOR/ANALYST	
		ECOLOGIST		PLUMBER	STOCK BROKER	
		ENVIRONMENTAL CHEMIST		WELDER		
RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES
PHYSICS	MEDICAL SCIENCE	CHEMISTRY	PRECALCULUS	BUSINESS & INDUSTRY MATH	ACCOUNTING I & 2	PROBABILITY & STATISTICS
CHEMISTRY	CHEMISTRY	ENVIRONMENTAL SCIENCE	AP CALCULUS	HIGH PERFORMANCE PRODUCTION TECHNOLOGY ACADEMY	BUSINESS ECONOMICS	FINITE MATH
PRECALCULUS	AP BIOLOGY	AP BIOLOGY	WORD/EXCEL	SUSTAINABLE ENERGY TECHNOLOGY ACADEMY	PRECALCULUS	PRECALCULUS
AP CALCULUS	PRECALCULUS	AP CHEMISTRY	WEB PAGE 1 & 2		CALCULUS	AP CALCULUS
SENIOR PROJECT	AP CALCULUS	PRECALCULUS	SCHOOL TO WORK		WEBPAGE DESIGN 1 & 2	PHYSICS
SCHOOL TO WORK	ANATOMY & PHYSIOLOGY	AP CALCULUS	NKU CLASSES		WORD/EXCEL	NKU CLASSES
NKU CLASSES	PHYSICS	NKU CLASSES			ENTREPRENEURSHIP	
	SENIOR PROJECT				SCHOOL TO WORK	
	NKU CLASSES				NKU CLASSES	

VPAM Visual Performing Arts & Media

PATHWAY: INSTRUMENTAL MUSIC	PATHWAY: THEATRE/DRAMA	PATHWAY: VISUAL ARTS	PATHWAY: MULT-MEDIA	PATHWAY: VOCAL MUSIC	PATHWAY: MARKETING	PATHWAY: INTERIOR DESIGN	PATHWAY: JOURNALISM/ WRITING
OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:	OCCUPATIONS IN PATHWAY INCLUDE:
COMPOSER	ACTOR/PERFORMER	ART EDUCATION	3D MODELER/ ANIMATOR	MUSIC EDUCATION	ADVERTISING AGENT	DESIGNER	JOURNALIST
CONDUCTOR	MAKE-UP/ COSTUME DESIGNER	ART HISTORIAN	GRAPHIC/ COMPUTER DESIGNER	SOLOIST/SINGER	BROADCAST MEDIA	INTERIOR DESIGNER	CREATIVE WRITER
MUSIC EDUCATION	SET DESIGNER	ART THERAPIST	ILLUSTRATOR		CUSTOMER SERVICE REPRESENTATIVE	LANDSCAPE DESIGN	PLAYWRIGHT
MUSIC THERAPIST	SPEECH WRITER	ARTIST	JOURNALIST		HUMAN RESOURCE MANAGER		SPEECH WRITER
MUSICIAN	THEATER/ MOVIE DIRECTOR	FASHION DESIGNER	WRITER		SPORTS/ENTERTAINMENT AGENT		
		PHOTOGRAPHER			MARKET RESEARCHER		
					PRODUCT PROMOTER		
					PUBLIC RELATIONS AGENT		
					REAL ESTATE BROKER		
RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES	RECOMMENDED COURSES
SYMPHONIC BAND A-B- C	DRAMA 1	ART 1	COMPUTER GRAPHICS 1 & 2	CONCERT CHOIR	ACCOUNTING & FINANCE FOUNDATIONS 1 & 2	ART 1	CREATIVE WRITING 1 & 2
JAZZ BAND	DRAMA 2	DRAWING 1	WEB PAGE DESIGN 1 & 2	BASS/TREBLE CHOIR	PRINCIPLES OF MARKETING	DRAWING 1	CREATIVE WRITING: PERFORMANCE
MUSIC THEORY	CREATIVE WRITING: PERFORMANCE	PAINTING 1	YEARBOOK	CHAMBER CHOIR	WEBPAGE DESIGN 1 & 2	PAINTING 1	JOURNALISM A & B
GUITAR	STUDENT PRODUCTIONS	SCULPTURE/CERAMICS	SENIOR PROJECT	MUSIC THEORY	WORD/EXCEL	SCULPTURE/CERAMICS	SPEECH INTRO
SENIOR PROJECT	SPEECH	PRINTMAKING	SCHOOL TO WORK	GUITAR	SPECIALIZED MARKETING	DESIGN	ARGUMENTATION & DEBATE
SCHOOL TO WORK	SENIOR PROJECT	DESIGN	NKU CLASSES	SENIOR PROJECT	BUSINESS MANAGEMENT	SENIOR PROJECT	SENIOR PROJECT
NKU CLASSES	SCHOOL TO WORK	AP STUDIO ART		SCHOOL TO WORK	SCHOOL TO WORK	SCHOOL TO WORK	SCHOOL TO WORK
	NKU CLASSES	SENIOR PROJECT		NKU CLASSES	NKU CLASSES	NKU CLASSES	NKU CLASSES
		SCHOOL TO WORK					
		NKU CLASSES					

Freshman Academy

Dixie Heights High School is dedicated to providing a rigorous curriculum that prepares students for the future. The Freshman Academy is designed to assist with the transition from middle school to high school.

Freshmen will take 10-11 required classes in the following areas: English, math, social studies, science, Health/PE, and CEC Applications. They will round out their schedule with elective classes. Descriptions of all of their choices follow.

REQUIRED COURSES

ENGLISH

English 1A & B

Grade Level: 9 Credit: ½ each
Prerequisite: Teacher Recommendation

English I uses the Springboard curriculum. English 1 explores the English language through paired readings, visual aids, and connected writing assignments. English 1 A seeks to complete the first two units of English Textual Power: Level 4. English 1 B seeks to complete the second two units of English Textual Power: Level 4. Students will work to complete their writing folder requirements for the year.

English 1 A & B Accelerated

Grade Level: 9 Credit: ½ each
Prerequisite: MAP Reading Score of 232

Accelerated English 1 uses the Springboard curriculum. Accelerated English 1 explores the English language through paired readings, visual aids, and connected writing assignments. The course also implements Gates LCD Modules and AP preparation materials. Accelerated English 1 A seeks to complete the first half of English Textual Power: Level 4. Accelerated English 1 B seeks to complete the second half of English Textual Power: Level 4. Students will be challenged with enrichment activities and work to begin their writing folders.

MATHEMATICS

Students passing 8th grade mathematics other than Algebra I are advised to take Algebra 1A, Algebra 1B, and Algebra 1C.

Algebra 1A, 1B, 1C

Grade Level: 9 Credit: ½ each
Prerequisite: Previous Math Course

This course is designed to develop the basic algebra skills. Algebra 1A will focus on the various numbers and their operations, and solving equations as well as inequalities, basic graphing skills, and use of formulas. Algebra 1A prepares the student to solve real world problems and applications using various techniques. Algebra 1B topics include graphing equations of lines using slopes, exponents and polynomial. Students will also engage in more complex equation solving. Using a graphing calculator will be introduced. Algebra 1C topics include quadratic equations, square roots, linear systems, exponential equations, and factoring.

Accelerated Geometry Parts A & B

Grade Level: 9 Credit: ½ each
Prerequisite: Successful completion of Algebra in 8th grade.

This class is tailored to the freshman student who is advanced in mathematics. Students will need to have taken Algebra of High School Credit while in 8th grade. Topics are the same as the topics in Geometry A and Geometry B, but covered in more depth.

SOCIAL STUDIES

Integrated Social Studies Parts A & B

Grade Level: 9 Credit: ½ each
Prerequisite: None

The intent of this class is to build a foundation of knowledge and skills that can be utilized in real world situations and in subsequent social studies classes. Introduction to Social Studies A will provide the students with a basic understanding of Culture and Geography. Introduction to Social Studies B will provide the students with a basic understanding of Economics and Civics. Activities in the class will encourage knowledge comprehension, application, analysis, synthesis and evaluation of the principles and topics discussed.

AP American Government A, B & C

Grade Level: 9 Credit ½ each
Prerequisite: Score of 237 on MAP Reading Test
Fee: \$90 (estimated AP exam fee)

This course will give student an analytical perspective on government and politics in the United States. It includes both the study of general concepts used to interpret U.S. politics and the analysis of specific examples. The course requires familiarity with the various institutions, groups, beliefs and ideas that constitute U.S. politics. Students will become acquainted with the variety of theoretical perspectives and explanations for various behaviors and outcomes. The topics covered will parallel those explored in college courses. Topics for the class include: Constitutional Underpinnings of the U.S. Government; Political Beliefs and Behaviors; Political Parties, Interest Groups, and Mass Media; Institutions of National Government; Public Policy; and Civil Rights and Civil Liberties. Students will learn facts and concepts to understand the typical political process. Students will use specific information in order to critically evaluate general propositions about, and the relationships between, government and politics. Students will also analyze relationships between the people and political institutions as well as the relationships among the different institutions. Using primary and secondary sources, students will interpret and utilize basic data relevant to government and politics in sustained written arguments.

SCIENCE**Integrated Science A (Earth/Space)**

Grade Level: 9 Credit: ½
Prerequisite: None

In this course, students will study the following topics: earth formation, plate tectonics, earthquakes, volcanoes, astronomy and geologic time. This course is required for all students.

Integrated Science B (Physical)

Grade Level: 9 Credit: ½
Prerequisite: None

In this course, students will study basic chemistry and physics concepts. Topics include: states of matter, properties of atoms and the periodic table, chemical bonds, chemical reactions, forces, and Newton's Laws. This course is required for all students.

PHYSICAL EDUCATION/HEALTH**Physical Education 1**

Grade Level: 9 Credit: ½
Prerequisite: None

A variety of activities will be utilized in stressing the development of the components of physical fitness. Basic skills, strategies, teamwork, and general knowledge of team sports will also be included.

Activities will include but not be limited to weight training, softball, basketball, soccer, and volleyball.

Health

Grade Level: 9 Credit: ½ each
Prerequisite: None

The class will introduce students to many current health topics that impact today's society and specifically the teenage population. The course is taught so all students gain sufficient knowledge and motivation to function at their best physically, mentally, emotionally and socially. A major emphasis will be placed on prevention as the best means for healthy living. Specific units covered in this class include: Fitness, Nutrition, Drugs Alcohol and Tobacco, Sex Education, CPR and Basic First Aid, and Consumer Health.

PRACTICAL LIVING**CEC (Career Exploration & Consumerism)**

Grade Level: 9 Credit: ½
Prerequisite: None

Students will explore the many different avenues of the business world emphasizing personal life skills including consumerism, banking services, business technology, and career exploration. As part of the student's Individual Learning Plan (ILP), the different career clusters and individual careers will be explored. The following pieces will be created and filed in the student's ILP: personal resume, letter of application, and Career Cruising information.

ELECTIVE COURSES**Art I**

Grade Level: 9-12 Credit: ½
Prerequisite: None

General Art introduces the student to the elements of design as well as different drawing and painting techniques. The class will allow the student to become more artistically aware. Students will also be exposed to several key artists throughout history.

Bass Choir A, B, & C

Grade Level: 9-12 Credit: ½
Prerequisite: None

This class is designed to teach the basics of male vocals, including basic music theory and sight-singing. Grades will be based upon daily rehearsal, technique, theory lessons, quizzes, mandatory attendance at performances, and a final exam. Students who show a strong work ethic and excel in sight-singing can be considered for upper choirs.

Computer Graphics 1

Grade: 9-12

Credit: ½

Prerequisite: None

This course is an exploration and use of computer generated graphics, typography, layout and design. Students will utilize Adobe Photoshop CS3 to learn to edit and draw images, basic desktop publishing and to create presentation graphics. Students will be expected to develop proficiency in the use of Adobe Photoshop, Microsoft Publisher, digital cameras, scanners, and printers. During the course of the trimester, students will work on short assignments as well as extended projects.

Concert Choir A & B

Grade Level: 9-12

Credit: ½

Prerequisite: None

Concert Choir is a non-auditioned beginning choir designed for any student wanting to sing in a choir at Dixie. This class is designed to teach the basics of singing along with basic music theory and sight-singing. Concert Choir is viewed as a preparatory course for the auditioned choirs. Grades will be based upon daily rehearsal technique, theory lessons, quizzes, mandatory attendance at performances, and a final exam. Students who show a strong work ethic and excel in sight-singing can be considered for the auditioned choirs at Dixie.

Drama I

Grade Level: 9-10

Credit: ½

Prerequisite: None

Study in Drama provides both individual and social development. The course involves the individual and class members in fundamental knowledge of the stage areas and positions, as well as individual and group projects. Monologues, skits, and scenes will be planned, rehearsed and presented. Personal growth is assured as students gain confidence and poise from participation and performances.

Global Issues

Grade Level: 9-10

Credit: ½

Students will read about and view current events in the U.S. and the World. The class will be discussion-based and will include research of interesting current topics.

History/Hollywood Films/Diaries

Grade Level: 9

Credit: ½

Prerequisite: None

This course is designed to improve students' knowledge and abilities in describing, analyzing, and interpreting historical events through the use of historical films in contrast to primary documents. This class is designed to explore a deeper understanding of the historical past as it pertains to first hand accounts

and as it is interpreted through the use of secondary documents.

Hospitality

Grade Level: 9-10

Credit: ½

Prerequisite: None

This course will introduce jobs and careers in the field of hospitality including restaurant management, hotel/motel management and the travel industry. Students will research related careers, duties and skills in planning, housekeeping, customer service, and recreation and leisure program planning.

Intro to Business

Grade Level: 9-10

Credit: ½

Prerequisite: None

This course is designed to assist students in managing limited resources in order to acquire and maintain wants and needs. Practical problems addressed include the role of the consumer, career opportunities in consumerism, and the following aspects of financial management: setting up a budget, maintaining a checking account, savings and investments, use of credit, insurance and consumer advocacy.

Introduction to Media Arts

Grade Level: 9

Credit: ½

Prerequisite: None

The first course in the sequence of Media Arts studies, this course is for students who are creative, imaginative, detailed oriented, and ready to learn technical skills. Students will intersect their creative ability with today's technology. **The Introduction to Media Arts course is for students who plan to attend the Kenton County Academies of Innovation and Technology Media Arts Academy in the 10th, 11th, and 12th grades.** The goal for students on the Media Arts program is to learn to use their designs to communicate ideas to the world. Areas to explore are: Photographic Imaging, Video Production, Podcasting, Digital Filmmaking, Video and News Production, Flash Animation, Visual Effects & Motion Graphics and Commercial Photography.

Jazz Band

Grade Level: 9-12

Credit: ½

Prerequisite: None

This course focuses on the musical styles of Jazz, Blues, Funk, and Swing. Students need to have some musical background in order to participate in this course and instrumentation is limited. The following instruments will need to be auditioned to join this course – Guitar, Bass, Piano, and Drum Set. Wind Instruments used in Jazz Band include all saxes, trombones, and trumpets. Other wind instruments can be accepted into the jazz band with the approval from the band director

Management Principles

Grade Level: 9-10

Credit: ½

Prerequisite: None

Information relating to the free enterprise system and its impact on the flow of goods and services in our economy is emphasized through a simulation managing a local business.

Principles of Marketing

Grade Level: 9-10

Credit: ½

Prerequisite: None

This course provides a basic foundation for further study in marketing. Students study the development of products and then explore what occurs in the marketplace by studying purchasing, pricing, and distribution functions. Decision-making and problem-solving skills are involved in units of human relations, distribution systems, market information management, and product/service planning.

Symphonic Band B & Band C (2nd & 3rd Trimester)

Grade Level: 9-12

Credit: ½

Prerequisite: None

These courses are only for students who have prior band experience either at the middle school or high school level. We will focus on standard band literature and strive to improve musicianship and technique. Students in these courses perform at the Northern Kentucky Concert Band Festival, three school based concerts, and the Dixie Heights Graduation ceremony

FOREIGN LANGUAGES

All students who plan to attend college are advised to take two or three credits of a foreign language. Those students who wish to acquire a basic knowledge of a foreign language and wish to learn about its culture but who maintain average or lower grades in English in the 8th or 9th grade are strongly recommended to wait until the sophomore or junior year before beginning courses of study in foreign language. This will assure the average English student of more confidence and greater success in foreign language study.

German 1 A&B or Spanish 1 A&B

Credits: ½ credit for each Part

Prerequisite: Recommended at least an 85 average in 8th grade English for incoming freshmen

The beginning course of German or Spanish integrates the four language skills in reading, writing, listening, and speaking with the German or Hispanic culture to encourage the student to actively participate in simulated real-life situations. The goal of these courses is to inspire the student to use the skills he/she acquires to participate in real communication from the outset. Recommendation from previous language arts teacher is required.

German I and Spanish I B both require a passing grade in part A of the same course and are a continuation of the same topics described above.

CORE CLASSES for 10th - 12th grade students**ENGLISH****English 2 A & B**

Grade: 10

Credit: ½ each

Prerequisite: None

English 2, which uses the Springboard curriculum, explores the English language through paired readings, visual aids, and connected writing assignments. English 2 A seeks to complete the first two units of English Textual Power: Level 5. English 2 B seeks to complete the second two units of English Textual Power: Level 5. Students will work to complete their writing folder requirements for the year.

At the end of the English 2 sequence, students will be required to take a state-mandated exit exam.

English 2 A & B Accelerated

Grade: 10

Credit: ½ each

Prerequisite: MAP Reading Score of 233

Accelerated English 2, which uses the Springboard curriculum, explores the English language through paired readings, visual aids, and connected writing assignments. The course also implements Gates LCD Modules and AP preparation materials. Accelerated English 2 A seeks to complete the first half of English Textual Power: Level 5. Accelerated English 2 B seeks to complete the second half of English Textual Power: Level 5. Students will be challenged with enrichment activities and work to begin their writing folders.

At the end of the English 2 sequence, students will be required to take a state-mandated exit exam.

English 3 A & B

Grade: 11

Credit: ½ each

Prerequisite: None

English 3 uses the Springboard curriculum. English 3 explores the English language through paired readings, visual aids, and connected writing assignments. English 3 A seeks to complete the first two units of English Textual Power: Level 6. English 3 B seeks to complete the second two units of English Textual Power: Level 6. Students will work to complete their writing folder requirements for the year.

English 4 A & B

Grade: 12

Credits: ½ each

Prerequisite: None

English 4 uses the Springboard curriculum. English 4 explores the English language through paired readings, visual aids, and connected writing assignments. English 4 A seeks to complete the first two units of English Textual Power: Senior Level. English 4 B seeks to complete the second two units of English Textual Power: Senior Level. Students will work to complete their writing folder requirements for the year.

AP English Language & Composition Parts A, B & C

Grade Level: 11

Credits: ½ each

Prerequisite: Teacher Recommendation

Fee: \$90 (estimated AP exam fee)

This year-long course engages students in becoming skilled readers of prose written in a variety of periods, disciplines, and rhetorical contexts, and in becoming skilled writers who compose for a variety of purposes. This class culminates in the AP Language Exam in May for possible college credit. Students enrolled in this course must assume considerable responsibility for the amount of reading and writing required.

AP English Literature & Composition – Parts A, B & C

Grade level: 12

Credit: ½ each

Prerequisite: Teacher Recommendation

Fee: \$90 (estimated AP exam fee)

This year-long AP course in English Literature and Composition engages students in the careful reading and critical analysis of literature. The emphasis will be on the writing process as a means of assessing reading comprehension and writing abilities. The use of material from various genres will necessitate a variety of writing and speaking activities that should enhance students' awareness of the resources of language. Students enrolled in this course must assume considerable responsibility for the amount of reading and writing required. A proficient level senior writing portfolio is a course requirement.

College/Career Readiness English 11

Grade: 11

Credit: ½

Prerequisite: 15 or below PLAN Reading Test

College/Career Readiness English 11 serves students who currently score below benchmark in Reading on the Plan assessment, but plan to further their education in college or find success in a career. The course focuses on students' deficit skills in reading in hopes of reaching the benchmark score on the ACT standardized exam.

College/Career Readiness English 12

Grade: 12

Credit: ½

Prerequisite: 15 or below PLAN or 17 or below on ACT Reading Tests

College/Career Readiness English 12 serves students who currently score below benchmark in Reading on the ACT assessment, but plan to further their education in college or find success in a career. The course focuses on students' deficit skills in reading in hopes of reaching the benchmark score on the KYOTE standardized exam.

MATHEMATICS

Algebra 1C

Grade Level: 9-10

Credit: ½

Prerequisite: Algebra 1B, or success in 8th grade Algebra.

This is a continuation of Algebra 1B. Topics include square roots, linear systems, and factoring.

Geometry A & B

Grade Level: 10 – 11

Credit: ½ each

Prerequisite: Algebra 1C

These courses emphasize the discovery, proof, and application of geometric principles and relationships. Geometry A topics include points, lines, planes, angles, triangles, area, surface area and volume, geometric solids, and formulas. Geometry B topics include transformations, parallel lines, proof, similarity and congruence, similar polygons, circles, applications of geometric principles relationships and formulas.

Algebra 2 A&B

Grade Level: 11-12

Credit: ½

Prerequisite: Geometry B

Algebra 2 introduces the student to more complex concepts from algebra. In Part A, students will learn to solve one-variable and two-variable equations and use matrices to solve problems. Students will use graphing calculators to compute more complex solutions. Part B introduces the students to the advanced algebraic concepts as they apply to real world circumstances as well as future math related courses with a special focus on rational expressions, polynomials, exponential and quadratic functions, mathematical patterns and probability. Algebra 2 prepares the student to solve real-life situations. This course covers content from the ACT.

At the end of the Algebra 2 sequence, students will be required to take a state-mandated End of Course Assessment.

Algebra 2 A&B Accelerated

Grade Level: 10

Credit: ½

Prerequisite: Accelerated Geometry

This course is designed to provide students with advanced placement algebraic concepts, skills, and applications. Part A topics will include relations and functions, linear relationships, matrices, linear systems, and quadratic equations. Part B introduces the students to the advanced algebraic concepts as they apply to real world circumstances as well as future math related courses with a special focus on rational expressions, polynomials, exponential and quadratic functions, mathematical patterns and probability. This class is tailored to the advanced math student who is considering taking Calculus in high school.

At the end of the Algebra 2 sequence, students will be required to take a state-mandated End of Course Assessment.

AP Calculus AB-A, B & C

Grade Level: 11-12

Credit: ½

Prerequisite: Pre-Calculus Honors

Fee: \$90 (estimated AP exam fee)

This course is intended for the student who has a thorough knowledge of college preparatory mathematics, including: Algebra, axiomatic geometry, trigonometry, and analytic geometry. This class covers chapters 1-6 of the AP Calculus book (for sections A, B, and C). Part A topics include functions, limits, derivatives, and applications of derivatives. Part B topics include integration, applications of integrals, exponential and transcendental functions, volume of solids by disk method and shell method, and L'Hopital's rule. Part C continues the study of above topics. *Upon completion of this course and passing of the AP exam, students can receive up to 5 college credit hours depending upon university regulations and the score they receive.*

AP Calculus BC-A, B & C

Grade Level: 12

Credit: ½

Prerequisite: Introduction to Calculus

Fee: \$90 (estimated AP exam fee)

NOTE: This class may not be taken if the student has taken AP Calculus AB

This course is designed for the advanced mathematics student who is interested in a career in, math, science, engineering, computer programming, or medicine. This class covers chapters 3-9 of the AP Calculus book (for sections A, B, and C). Topics in Part A include applications of derivatives, integration, and volume of solids. Part B topics include L'Hopital's rule, improper integrals, infinite series, parametric, and polar coordinates. Part C is a continuation of AP Calculus BC-B. *Upon completion of this course and passing this AP exam, students can receive up to 10 college credit hours depending upon university regulations and the score they receive.*

Students may take either AP Calculus AB or AP Calculus BC but not both.

College Career Readiness Math 11

Grade Level: 11

Credit: ½ each

Prerequisite: 15 or below on ACT or PLAN Tests

This course is designed for students who are below a benchmark score of 16 on the PLAN test in mathematics and will be placed into this course accordingly. Topics covered will include pre-algebra, elementary algebra, intermediate algebra, coordinate geometry, plane geometry, and trigonometry.

College Career Readiness Math 12

Grade Level: 12

Credit: ½ each

Prerequisite: 15 or below on PLAN Tests or 17 on Math ACT test

This course is designed for students who are intending on furthering their education in college but have yet to reach the required benchmark score of 19 on the ACT in mathematics or 16 on the PLAN test in mathematics. The students will have an opportunity to take the KYOTE College Readiness Placement test at the end of the course in order to be able to try to test out of remedial mathematics in college in the state of Kentucky and become college ready. Topics covered will include numerical and algebraic expressions, arithmetic calculations, simple coordinate and plane geometry problems, operations on polynomials, rational expressions, linear equations and inequalities, linear and quadratic graphs, factoring, and systems of equations.

Consumer Math

Grade Level: 12

Credit: ½

Prerequisite: Successful completion of Algebra 2B

This course is designed for students interested in practical mathematical applications for business and industry. Topics may include business applications, payroll, mortgages, taxes, investments, business statistics, exponential growth and decay, and construction geometry. This class is recommended for students joining the work force after high school or who are planning on attending a two-year college.

Finite Math

Grade Level: 12

Credit: ½

Prerequisite: Algebra 2B

This class introduces the students to the advanced algebraic concepts as they apply to real world circumstances. Topics include systems of linear equations, linear programming, counting techniques, Venn diagrams, finance, permutations, combinations, and probability. This course is for students who already have achieved a benchmark score of 19 on the ACT (or approximately a 16 on the PLAN test.)

Foundation of Math Design

Grade Level: 10

Credit: ½ each

Prerequisite: MAPS math score below 230

This course is designed to build conceptual understanding as well as procedural fluency in mathematics. The focus will be on strengthening understanding of algebraic concepts which are required for demonstrating college readiness. These concepts will be further developed in Algebra II. Students may be placed into this course if they are below grade level in mathematics and/or if their MAPS Mathematics score is below 230.

Introduction to Calculus Honors

Grade Level: 11

Credit: ½

Prerequisite: Pre-Calculus Honors

Note: Completion of this class is necessary for AP Calculus BC, but not for AP Calculus AB.

This class is designed for juniors who are interested in taking Calculus BC, or for seniors who do not want to commit to a full year AP program. College credit and AP exams will not be given for this class. We will cover chapters 1-3 of the AP Calculus book. Topics include algebraic functions, limits, derivatives, and applications of derivatives.

NKU Finite Mathematics (MAT 114)

Grade Level: 12

Credit: ½

Prerequisite: 3.25 GPA and 20 or higher on ACT Composite and 23 or higher on ACT Math test

This is a dual credit course offered through NKU. This course will focus on linear functions, matrix algebra, linear programming, and probability. The class will place an emphasis on applications to business. This class will be offered one trimester.

Pre-Calculus A & B

Grade Level: 12

Credit: ½ each

Prerequisite: Algebra 2B or Intro to College Algebra

Pre-Calculus A is designed for the college bound student who has an interest in advanced math. This course introduces students to conic sections, functions, polynomial, rational, exponential, and logarithmic functions. Topics for Pre-Calculus B include trigonometric functions, and analytic trigonometry.

This course is for students who already have achieved a benchmark score of 19 on the ACT (or approximately a 16 on the PLAN test.)

Pre-Calculus A & B Honors

Grade Level: 11

Credit: ½ each

Prerequisite: B or above in Accelerated Algebra 2B, Algebra 2B or Intro to College Algebra

Pre-Calculus A Honors extends the student's knowledge of special functions, polynomial and rational functions, exponential and logarithms, and trigonometric functions. Pre-Calculus Honors prepares the student for Calculus. Pre-Calculus B Honors is a continuation of Pre-Calculus Honors A. Topics include establishing trigonometric identities, solving trigonometric functions, sequences, series, probability, conic sections, and limits.

Probability & Statistics

Grade Level: 12

Credit: ½

Prerequisite: Algebra 2B

This course will cover statistical analysis including standard deviations, margin of error, bell curves, survey analysis, as well as random and statistical probabilities. Student surveys and probability games will be used for analysis. The course will prepare seniors for college mathematics.

SCIENCE

Classes of 2014 and 2015

Students must take the following 5 required science classes and an additional one credit of science electives. Elective choices are listed under each School of Study.

Required: (See descriptions above)

CSI

Biology I – Parts A & B

Earth/Space

Physical

See Appendix A for listing of all science categories and offerings.

Class of 2016

Students must take the following 4 required science classes and an additional 1.5 credits of science electives. Elective choices are listed under each School of Study.

Required: (See descriptions above)

Biology I – Parts A & B

Earth/Space

Physical

See Appendix A for listing of all science categories and offerings.

Class of 2017 and Beyond

Students must take the following 4 required science classes and an additional 1 credit of science electives. Elective choices are listed under each School of Study.

Required: (See descriptions above)

Biology I – Parts A & B

Integrated Science A & B

See Appendix A for listing of all science categories and offerings.

Biology A & B

Grade Level: 10 Credit: ½ each

Prerequisite: recommended successful completion of physical science or Integrated Science)

Part A is the first half of the biology course requirement at the 10th grade level. The course will focus on the following topics: characteristics of life, taxonomy, basic biochemistry, cell structure and function, cellular energy, and cell transport.

Part B is a continuation of Biology I Part A. Students will use their knowledge and skills from Part A to help them study and learn about the following topics: Cell reproduction, Molecular Genetics, Mendelian Genetics, Ecology, and Evolution.

In both Part A and Part B, students will participate in a variety of classroom activities, including lecture/class discussions, labs, hands-on activities, and career-based guest speakers.

At the end of the Biology I sequence, students will be required to take a state-mandated End of Course Assessment.

Biology Accelerated A&B

Grade Level: 10 Credit: ½ each

Prerequisites: Score of 225 on MAP Science Concepts and Processes Test (Preferably – successful completion of physical science or integrated science)

Accelerated Biology is an introductory course aligned with pre-AP Biology curriculum that will emphasize the major underlying and unifying themes of biology. The course will feature a variety of instructional methods with an emphasis

on inquiry and a strong laboratory component. Students will use multiple resources to enhance classroom instruction, such as periodicals, newspapers, Internet, as well as fiction and nonfiction books. Content will be tied into global current events, leading into bioethical discussions.

Part A course topics will include characteristics of life, taxonomy, biochemistry, cell structure and function and bioenergetics.

Part B course topics will include the molecular basis of heredity, cell cycle, genetics, biological evolution, interdependency of organisms, and population growth.

Earth/Space Science

Grade Level: 10-11

Credit: ½

Prerequisite: None

In this course, students will study the following topics: earth formation, plate tectonics, earthquakes, volcanoes, astronomy and geologic time. This course is required for all students.

Physical Science

Grade Level: 10-11

Credit: ½

Prerequisite: None

In this course, students will study basic chemistry and physics concepts. Topics include: states of matter, properties of atoms and the periodic table, chemical bonds, chemical reactions, forces, and Newton's Laws. This course is required for all students.

Anatomy & Physiology: Structures

Grade Level: 11-12

Credit: ½ each

Prerequisite: Biology A & B; Chemistry (Can be Concurrent)

Students interested in pursuing a career in medicine will learn basic medical terminology and the structures and functions of the integumentary, skeletal and muscular systems of the human body.

Anatomy & Physiology: Senses

Grade Level: 11-12

Credit: ½ each

Prerequisite: Biology A & B; Chemistry (Can be Concurrent)

The human body relies on its nervous system including the brain, spine, and special senses to experience the world. Students will learn the structures and functions of the various organs along with diseases and disorders.

AP Biology – Parts A, B & C

Grade level: 11-12

Credit: ½ each

Prerequisite: Biology A&B, Chemistry A & B and teacher recommendation

Fee: \$90 (estimated AP exam fee)

This course will stress: knowledge of facts, principles, and processes; collection of biological information and the interpretation, hypotheses and analysis of the data; and understanding that science is a human endeavor with three levels (molecular/cellular, organism and population). Students signing up for this class must take all 3 parts. The AP student will be expected to attend a lab class one day per week after normal school hours.

AP Chemistry – Parts A, B, & C

Grade level: 11-12

Credit: ½ each

Prerequisite: Chemistry A & B and teacher recommendation

Fee: \$90 (estimated AP exam fee)

(To be offered in 2014-2015)

This course stresses: Periodic Chart, periodic relationships, molecular geometry, thermochemistry, nuclear chemistry and organic chemistry. Students signing up for this course must take all 3 parts. The AP student will be expected to enroll in a specially arranged lab class at a local college to be held one day per week after normal school hours. Students must provide own transportation for this lab class.

Chemistry Part A & Part B

Grade level: 10-12

Credit: ½

Prerequisite: Physical Science & Algebra II (Can be concurrent)

In Chemistry A, students will study fundamentals of matter such as bonding of atoms, intermolecular forces and kinetics as related to physical properties. This class is highly recommended for students planning to attend college. Chemistry B will cover concepts such as stoichiometry, acid base theory, gases and colligative properties will be investigated. This class meets pre-college curriculum and is required by many colleges.

Environmental Science

Grade: 11-12

Credit: ½

Prerequisite: Biology A & B

Do you ever think about where your trash goes? What about the chemicals you use – where do they go? Since they go back into the environment, what does this mean for wildlife, factories, manufacturers, and humans? Learn about the laws and regulations protecting our environment.

Forensics

Grade Level: 10-12

Credit: ½

Prerequisite: None

Do you turn off instant messaging when CSI is on so you don't miss a single minute? Do blood spatters, tire tracks and finger prints fascinate you? Become a crime scene investigator! In this course you will untangle the evidence and solve the crime using inquiry based investigations.

Careers including Blood Pattern Analyst, Medical Examiner, and Facial Reconstructions will be investigated.

Geology

Grade: 10-12

Credit: ½

Prerequisite: Earth Science

Learn about the Earth, its exciting events and its many treasures. This course will take the study of the Earth to a new level. Study the Grand Canyon, learn about the search for petroleum and the mining industry. Learn about careers in this dynamic field such as Geologist and Petroleum Engineer.

Medical Science

Grade Level: 11-12

Credit: ½

Prerequisite: Biology A & B

Microbiology is the study of disease and what makes people sick. This course will focus on the causes of illness, transfer of disease, and prevention. Students will have in in-depth look at bacteria, viruses, and other pathogens. This course is recommended for those interested in the health field.

Physics A & B

Grade level: 11-12

Credit: ½ each

Prerequisite: Algebra II

This course will focus on the study of Matter (motion and the laws of motion, energy) and the fields of magnetism, gravity, heat, sound, light, electricity, nuclear energy.

Radio Technology (Principles of Technology)

Grade level: 10-12

Credit: ½

Prerequisite: Integrated Science A and B & Algebra 1

Earn your amateur radio license. In radio technology, students will be introduced to wireless communications method and theory. FCC rules and regulations as well as radio antennae design will be studied. One option for the final exam will be the FCC test; students that pass will receive an amateur radio license. This is a fantastic course for those students wishing to pursue a career in media and communications and electrical engineering.

SOCIAL STUDIES

World Civilization A & B

Grade Level: 10

Credit: ½ each

Prerequisite: None

World Civilization A will focus on World History from the 1500's through the French Revolution. Students will participate in major projects such as country reports and newspaper writing. They will also develop map skills, write portfolio pieces, and analyzing primary source documents. World Civilization B focuses on World History from the Industrial Revolution to the present.

AP European History A, B & C

Grade: 10

Credit: ½ each

Prerequisite: Teacher Recommendation (Scheduling priority based on MAP Reading scores)

This course will research the past by exploring vibrant and engaging pieces of historical evidence such as various types of documents, paintings, letters, photographs, and cartoons. Learn to analyze historical evidence and write analytical and interpretive essays as you explore the major themes of European history. While the emphasis is on traditional political history, considerable time will also be spent on the intertwined and evolving relationship between Europe and the world

U.S. History A & B

Grade Level: 11

Credit: ½ each

Prerequisite: None

This course will analyze topics such as The United States' role as a world power, investigation of the industrial revolution, and cultural advances of the U.S. United States History A is a required course, which will emphasize the history of the U.S. after the Civil War through World War I. United States History B is a required course, which will emphasize the history of the U.S. from the "Roaring" Twenties to the present.

At the end of the US History sequence, students will be required to take a state-mandated exit exam.

AP US History - Parts A, B & C

Grade Level: 11

Credit: ½ each Part

Prerequisite: Teacher Recommendation

Fee: \$90 (estimated AP exam fee)

Advanced Placement American History extends the study of American History with a special focus on early colonial history to the present. This course provides the student with a comprehensive knowledge of American history and prepares the student to take and pass the Advanced Placement American History examination at the end of the school year.

At the end of the AP US History sequence, students will be required to take a state-mandated exit

Elective Courses

2D 3D Art

Grade Level: 10-12

Credit ½

Prerequisite: Art 1

This course is designed to give students a wide variety of art making experiences. Students will explore the world of relief and 3-D art utilizing both traditional and non-traditional approaches using a variety of media that may include: jewelry, fiber arts, altered books, tile mosaic, collage, assemblage and ordinary objects that can be transformed into creative works of art.

Abnormal Psychology

Grade Level: 12

Credit: ½

Prerequisite: None

This course will examine the pathological behavior patterns and symptoms of personality disorders and will focus on the origin, nature and methods of treatment of abnormal behavior.

Accounting & Finance Foundations 1A & 1B

Grade Level: 10-12

Credit: ½ credit each

Prerequisite: Part A before Part B

These automated (computer-based) courses help students prepare for employment in business occupations, provide a good foundation for college accounting, and are useful in everyday life. The principles taught in Accounting 1A include the accounting cycle for a sole proprietorship and in Accounting 1B include the accounting cycle for a partnership. Both courses cover careers, checking and savings accounts, mutual funds, credit cards, and certificates of deposit

Accounting 2A & 2B

Grade Level: 11-12

Credit: ½ each

Prerequisite: Finance Foundations 1A & 1B

This course provides advanced knowledge of accounting methods and procedures used in keeping records for corporations. Skills are developed in analyzing, interpreting, summarizing and reporting financial information.

Aide

Grade Level: 11-12

Credit: No Credit

Prerequisite: Teacher recommendation

This course does not receive high school credit. A student must be in good standing and receive permission from a teacher before being permitted to be an aide. An application must be completed.

American Law and Justice

Grade Level: 10-11

Credit: ½

Prerequisite: None

This class will help students to better identify the constitutional amendments and core content taught. Elements of practical law and legal principles as it applies to the high school student's daily life will be discussed. Topics covered in the course build an awareness of human rights/civil rights, democratic principles, conflict resolution, the advocacy process, juvenile law, civil law, family law, children's advocacy, employment law, immigration law, consumer law, careers in law and prominent Supreme Court cases. The relevant legal principles taught in the course empowers students to use their knowledge to solve problems and better their communities. Guest lectures by community leaders who work in various capacities in these areas including but not limited to judges, attorneys, bankers, insurance, social work, medicine, and others.

AP Music Theory A&B

Grade Level: 11-12

Credit: ½ each

Prerequisites – Teacher Approval, General Music Theory Course (or Teacher permission if you did not take general Music Theory)

Fee: \$90 (estimated AP exam fee)

AP Music Theory is a course designed to develop student skills in music theory and analysis, composition, arranging, and aural cognition. Upon completion of the course, students are prepared to take the AP Music Theory Exam. This course should be taken by students who plan on becoming music majors in college.

AP Studio Art A

Grade Level: 11-12

Credit: ½

Prerequisite: B Average in 2 advanced art classes and Teacher Signature (or a portfolio review)

This class is designed for the student who will advance to the AP Studio Art class. Students will work on the Breadth section of the AP portfolio during this 12 week class. Students will work at a college level, keep a detailed

journal/sketchbook, participate in group critique sessions and have various writing and reading assignments.

AP Studio Art Parts B & C

Grade Level: 11-12

Credit: ½ credit each part

Prerequisite: Minimum of B average in at least 3 previous art classes including AP Studio Art Part A and Teacher

Signature (or a portfolio review)

Fee: \$90 (estimated AP exam fee)

AP Art is a class which allows students to achieve college credit for their art portfolio. Students may submit one of three portfolios (drawing, 2-D design and 3-D). Students will work on completing their Breadth section of their AP portfolio as well as their Concentration section. Students will participate in groups and individual critiques, keep a comprehensive journal/sketchbook and have various writing and reading assignments throughout the class.

Argumentation and Debate

Grade: 11-12

Credit: ½

Prerequisite: None

Debate is an elective course designed to provide a means for students to argue in support of a position in a formal atmosphere. Basic terminology will provide the background for the course. Activities will include researching and writing briefs that support a position and then presenting arguments orally in formal debate. Controversial questions that allow two or more conclusions or positions will lend themselves to the debate format. Activities will test the students' understanding of the technical aspects of supporting a position through interpretation, analysis and evaluation of arguments. This course is designed to help students prepare for the oral expression necessary in the business world.

Art 1

Grade Level: 9-10

Credit: ½

Prerequisite: None

General Art introduces the student to the elements of design as well as different drawing and painting techniques. The class will allow the student to become more artistically aware. Students will also be exposed to several key artists throughout history.

Athletic Training

Grade Level: 12

Credit: ½

Prerequisite: None

Through course lecture and the application and successful completion of athletic training skills, the student will be provided introductory guidelines pertaining to the prevention, care, treatment, evaluation, and rehabilitation of emergency and athletic injuries. This course will also include the history, goals, roles, and responsibilities of allied health professionals, and guidelines for the construction and fitting of protective sports equipment.

Bass Choir A, B & C

Grade level: 9-12

Credit: ½ each

Prerequisite: None

This class is designed to teach the basics of male vocals, along with basic music theory and sight-singing. Grades will be based upon daily rehearsal, technique, theory lessons, quizzes, mandatory attendance at performances, and a final exam. Students who show a strong work ethic and excel in sight-singing can be considered for upper choirs. Bass Choir A is offered 1st trimester, Bass Choir B is offered 2nd trimester and Bass Choir C is offered 3rd trimester.

Business Economics

Grade Level: 12

Credit: ½

Prerequisite: CEC

This course is designed to be a comprehensive study of economics. It provides an in-depth study of how people produce, distribute, and consume goods and services. Economic terminology, theory, and a comparison of economic systems and policies are integral to the course. Simulations and/or actual work situations may be used to provide practical experience with various economic conditions. Leadership development will be provided through FBLA/DECA.

Business Management

Grade Level: 11 –12

Credit: ½

Prerequisite: None

Business Management is designed for those students who are going to continue their education in the area of business administration or plan to serve as a manager in any career field. The focus is developing the organization, operation, and management skills required to run a business enterprise, manage a school, develop a successful law practice, and many more career areas from the schools of study. It also emphasizes leadership skills, as well as the four functions of management.

Business Math

Grade Level: 12

Credit: ½

Prerequisite: CEC

This course enables the student to explore mathematical content for personal, business, and industrial use. Math concepts and skills are applied through study and problem-solving activities in real-world situations in the following areas: banking, measurement, borrowing and investing, consumer purchases, and financial management. This class does not count as a math course.

Chamber Choir A, B, & C

Grade level: 10-12

Credit: ½ each

Prerequisite: Concert Choir, Bass Choir or Treble Choir

Membership in the Chamber choir is audition-based. This is the elite of all the choirs at Dixie. This ensemble seeks to produce a high quality of music covering various genres, languages, and styles. Students seeking membership in Chamber Choir need to show a high work ethic in Concert Choir or Treble Choir. Grades are based upon daily

rehearsal technique, theory lessons, quizzes, mandatory attendance at performances, and a final exam. Members of this choir will have the opportunity to participate in All-State Choir auditions, Solo & Ensemble, NKU Honor Choir, and Large Group Contest.

Child Human Development

Grade Level: 10-11

Credit: ½

Prerequisite: None

This course addresses the practical problems related to understanding the types and stages of human growth and development, recognizing effects of heredity and environment on human growth and development, meeting the needs of exceptional children, promoting optimum growth and development in the infancy, toddler, and preschool stages.

Computer Graphics 1

Grade: 9-12

Credit: ½

Prerequisite: CEC

This course is an exploration and use of computer generated graphics, typography, layout and design. Students will utilize Adobe Photoshop CS3 to learn to edit and draw images, basic desktop publishing and to create presentation graphics. Students will be expected to develop proficiency in the use of Adobe Photoshop, Microsoft Publisher, digital cameras, scanners, and printers. During the course of the trimester, students will work on short assignments as well as extended projects.

Computer Graphics 2

Grade: 11-12

Credit: ½

Prerequisite: Computer Graphics 1

This course builds on the topics taught in Computer Graphics 1. This course is an exploration and use of computer generated graphics, typography, layout and design. Students will utilize Adobe Photoshop CS3 to learn to edit and draw images, basic desktop publishing and to create presentation graphics. Students will be expected to develop proficiency in the use of Adobe Photoshop, Microsoft Publisher, digital cameras, scanners, and printers. During the course of the trimester, students will work on short assignments as well as extended projects.

Computer & Technology Applications A, B

Grade Level: 10-12 Credit ½ each

Prerequisite: CEC

In Part A, students will reinforce proper keyboarding techniques as they develop speed and accuracy in using the computer and learn proper formatting as they prepare business and personal documents. Students will develop competency operating popular software programs currently used in the business world such as Microsoft Word and PowerPoint. Students will work toward MOS Certification in one or more of these Microsoft areas. In addition, students will utilize Internet access to complete various projects.

In Part B, students will learn Excel, and Access as they complete units of study in word processing, presentation, database, and spreadsheets. Internet research is incorporated into the course as well as basic business concepts with an emphasis on computer terminology/functions and career/employment opportunities. Students will work toward MOS Certification in one or more of these Microsoft areas. In addition, students will utilize Internet access to complete various projects.

Concert Choir A & B

Grade Level: 9-12

Credit: ½

Prerequisite: None

Concert Choir is a non-auditioned beginning choir designed for any student wanting to sing in a choir at Dixie. This class is designed to teach the basics of singing along with basic music theory and sight-singing. Concert Choir is viewed as a preparatory course for the auditioned choirs. Grades will be based upon daily rehearsal technique, theory lessons, quizzes, mandatory attendance at performances, and a final exam. Students who show a strong work ethic and excel in sight-singing can be considered for the auditioned choirs at Dixie.

Contemporary American History

Grade Level: 12 Credit: ½

Prerequisite: US History A and B or AP US History

This course is designed to dig deeper into our most recent US History. Topics will focus on the Cold War to the present day including Vietnam, The Persian Gulf War, the Reagan years and the 21st century. The class will involve discussion, reading and projects.

Creative Writing

Grade Level: 10-12

Credit: ½

Prerequisite: Interest in Writing

Students will work individually to create original creative and expressive written pieces for publication. This class pushes all levels of writers to produce work in an encouraging and accepting work environment. Assignments lead toward pieces that may be entered into the Scholastic Writing Competition.

Creative Writing 2

Grade Level: 12

Credit: ½

Prerequisite: Creative Writing

This course is designed for seniors who excelled in Creative Writing 1 and want to further develop their skills and writing pieces. Students will focus on revision and publication. Students will be expected to seek publication and enter writing contests. Students should be very interested in writing.

Creative Writing: Performance

Grade Level: 10-12

Credit: 1/2

Prerequisite: None

Students will work individually to create original creative and expressive written pieces for performance in front of a group (e.g. spoken word and poetry slam). This class is intended for students of all ability levels and encourages students to write and perform their work. Students will write and develop pieces to be performed at midterm and final.

Design

Grade Level: 10-12

Credit: ½

Prerequisite: Grade of B or higher in Art 1& Teacher recommendation

This class will focus on a variety of topics in product or industrial design, such as furniture, toys, clothing, housewares, or anything that would be designed for humans or animals to use.

Drama 1

Grade Level: 9-10

Credit: 1/2

Prerequisite: None

Study in Drama provides both individual and social development. The course involves the individual and class members in fundamental knowledge of the stage areas and positions, as well as individual and group projects. Monologues, skits, and scenes will be planned, rehearsed and presented. Personal growth is assured as students gain confidence and poise from participation and performances.

Drama 2

Grade Level: 10-12

Credit: ½

Prerequisite: Drama I

Drama II will go more in depth into the art and craft of theater. The course will focus on the literary elements of theater (e.g., character motivation and development) as well as the performance elements (e.g., inflection, diction, tone, etc.). Students will participate in activities associated with Reader's Theater, improvisation, monologues and dialogues, blocking, scene writing, storytelling, etc. In addition, students will begin to direct and take direction during this course. The activities are hands-on and can sometimes be very active. Participation is a must; a desire to excel in the dramatic arts is a requirement.

Drawing 1

Grade Level: 10-12

Credit: ½

Prerequisite: B Average in General Art and Teacher Signature

Drawing 1 is designed to continue drawing skills and techniques that were started in General Art. Students will be exposed to still life, figure and landscape drawing. Students will become familiar with several different drawing media such as graphite, charcoal, ink and pastels. Art history will also be an essential part of the curriculum.

Early Child Development

Grade Level: 10-11

Credit: ½

Prerequisite: None

This course is designed to aid students in developing caregiving skills that can be applied in a variety of situations. The course addresses practical problems related to understanding the types and stages of human growth and development, recognizing the effects of heredity and environment, meeting the needs in preconception, prenatal and postnatal mother, and the needs of the fetus, newborn, and infant.

Entrepreneurship

Grade Level: 11-12

Credit: ½

Prerequisite: None

This course is designed to provide students the skills needed to effectively organize, develop, create and manage their own business. This course is based on the business and marketing core that includes communication skills, economics, financial analysis, operations, promotion and selling. The culminating project of the course is the development of a comprehensive business plan. Cooperative education or shadowing experiences may be used to enhance course instruction.

Fitness

Grade Level: 10-12

Credit: ½

Prerequisite: Phys. Ed I

This course is designed for students wanting to "get in shape." Depending on interest in the class, there will be separate sections for males and females. It will focus on weight management and improving overall wellness and appearance. Outstanding athletic skills are not a requirement for this class.

Food Science

Grade Level: 11

Credit: ½

Prerequisite: None

This course is designed to assist students in making critical decisions about food which contributes to health and well-being. Laboratory instruction is included as an application process. Practical problems addressed relate to attitudes toward food, nutrition facts, special health concerns and diets, management of food resources, preparation skills and careers in nutrition and food service.

Food Science 2

Grade Level: 12

Credit: ½

Prerequisite: Food Science, Teacher Signature

This course is designed to provide training for employment in the hospitality services in the area of food service. Skills and concepts related to support services such as public relations, food presentation techniques, customer relations, use of equipment, tools and supplies required by the industry, and cost analysis and its relationship to profit. Students will prepare food for special events for catering experiences.

Global Issues

Grade: 9-10

Credit: ½

Prerequisite: None

Students will read about and view current events in the U.S. and the World. The class will be discussion-based and will include research of interesting current topics.

Guitar 1

Grade: 9-12

Credit: ½

Prerequisite: None

Applied Music Theory will utilize the guitar. Whether you have studied guitar for years, this class will allow you to work at your present level and enable you to grow as a musician. The class will begin by assessing each student's level and then conferencing with each student to decide upon goals to be achieved by the student. Daily music theory will be part of the structure of this class followed by individual practice time and one-on-one teacher assistance. Grades will be based upon completed class work and assessments and individual goals achieved by each student.

Hospitality

Grade Level: 9-11

Credit: ½

Prerequisite: None

This course will introduce jobs and careers in the field of hospitality including restaurant management, hotel/motel management and the travel industry. Students will research related careers, duties and skills in planning, housekeeping, customer service, and recreation and leisure program planning.

Humanities

Grade Level: 10-11

Credit: ½

Prerequisite: None

Humanities introduces the student to the arts in a cultural and historical context with special focus on music, art, dance, theater and literature throughout history. As a part of the study, the student will learn to identify, examine, analyze and create different arts and will participate in painting, building architecture, writing, listening to music, movement and philosophical discussions. *This class satisfies one half of the Arts & Humanities credit required for graduation.*

Intro to Business

Grade Level: 9-10

Credit: ½

Prerequisite: None

This course is designed to assist students in managing limited resources in order to acquire and maintain wants and needs. Practical problems addressed include the role of the consumer, career opportunities in consumerism, and the following aspects of financial management: setting up a budget, maintaining a checking account, savings and investments, use of credit, insurance and consumer advocacy.

Jazz Band

Grade Level: 9-12

Credit: ½

Prerequisite: Some knowledge of music and the ability to play a musical instrument

This course focuses on the musical styles of Jazz, Blues, Funk, and Swing. Students need to have some musical background in order to participate in this course and instrumentation is limited. The following instruments will need to be auditioned to join this course – Guitar, Bass, Piano, and Drum Set. Wind Instruments used in Jazz Band include all saxes, trombones, and trumpets. Other wind instruments can be accepted into the jazz band with the approval from the band director.

Literature and Film

Grade: 11-12

Credit: ½

Prerequisite: None

Literature and Film is designed to expand the concepts of literary analysis into the genre of film. Students combine the basic knowledge they received in Arts & Humanities classes with what they have learned about literary analysis in their English classes in order to deepen their understanding of analysis and its applications. They will hone their skills in both critical analysis and cross-curricular synthesis.

Management Principles

Grade Level: 9-10

Credit: ½

Prerequisite: None

Information relating to the free enterprise system and its impact on the flow of goods and services in our economy is emphasized through a simulation allowing students to manage a local business. The simulation allows students to complete hands-on assignments, problem solve, and have a taste of a true work experience.

Military History

Grade Level: 11-12

Credit: ½

Prerequisite: None

Students will learn about famous battles in world history. The course will focus on the leaders, tactics, and technology involved in these battles, how they affected warfare, and their subsequent effect on society.

Mock Trial

Grade Level: 11-12

Credit: ½

Prerequisite: None

Students will learn the steps involved when a case goes to trial: opening statements, closing argument, direct examination, and cross examination. Students will learn how to think on their feet and present an argument. Final exam is participation in a trial.

Money Skills

Grade Level: 12

Credit: ½

Prerequisite: None

This course is designed to prepare students to understand and use sound financial management skills and practices contributing to financial stability, improving the quality of life for individuals and family. Students will analyze lifestyle conditions which affect their financial situations throughout the life cycle. They will also learn how to manage checking and savings accounts, budgets and financial investments; identify wise credit practices; and understand the credit rating system.

Music Theory 1*(Offered in 2014-2015)*

Grade: 9-12

Credit: ½

Prerequisite: Some knowledge of music

Music Theory should be taken by students who plan to major or minor in music. This class will be considered a college-prep class covering the basics of music theory, progressing into the circle of fifths and beginning composition. Sight-singing will be a part of the class structure. Grades will be based upon daily student work and a final exam. Prior knowledge in music is highly recommended. If you would like to register for this course and you have no musical background or training, please seek approval from the appropriate teacher.

NKU Introduction to Criminal Justice (JUS 101)

Grade Level: 11-12

Credit: ½

Prerequisite: 3.25 GPA and an ACT/PLAN composite of 20(ACT) or 18 (PLAN) or higher

This is a dual credit course offered through NKU. This course provides an overview of the criminal justice system; organization and operation of police, courts, and corrections; race, ethnicity, gender, and criminal justice decision-making, current trends and future prospects. This class will be offered one trimester.

Nutrition

Grade Level: 11-12

Credit: ½

Prerequisite: None

Nutritional Science has a variety of applications to everyday life. Much of the study and work in this course is directed toward providing students with knowledge of nutrition concepts and the various relationships between nutrition and science. Scientific methods are used to conduct laboratory experiments with food. Students explore career possibilities in science, nutrition, microbiology, family and consumer sciences, dietetics and various research specialties.

Painting 1

Grade Level: 10-12

Credit: ½

Prerequisite: B Average in General Art and Teacher Signature

Painting 1 is designed to continue the painting skills and techniques that were started in General Art. Students will be exposed to Tempera, Watercolors, Acrylic and several other wet media techniques.

Peer Tutor

Grade Level: 11-12

Credit: ½

Prerequisite: 3.0 GPA or higher and must have passed the class they are peer tutoring in

This class allows students to become mentors for fellow high school students. Following the guidance of a mentor teacher they provide support and assistance in the regular classroom setting.

Peer Tutor-Gallery

Grade Level: 12

Credit: ½

Prerequisite: At least three upper level art classes and Teacher signature

This class allows students to learn the ins and outs of running a gallery. Matting and framing skills will be used constantly throughout the year. Students will be in charge of running the Main Dixie Art Gallery and the Main Office Gallery. Students will also assist with in class assignments.

Political Science

Grade Level: 11-12

Credit: ½

Prerequisite: None

The purpose of the course is to help you gain a better understanding of the reasons for government and its place in your life. We will focus on the origins of government and study the United States Constitution with particular emphasis on the legislative, executive, and judicial branches. The course is intended to enable students to become active citizens in the democratic process.

Principles of Marketing

Grade Level: 9-10

Credit: ½

Prerequisite: None

Marketing is required in all schools of study, and this course provides a basic foundation for further study in high school

and beyond. Two main concepts covered in this course are the marketing mix: product, price, promotion, and distribution; as well as the promotional mix including the importance of advertising and personal selling skills. Decision-making and problem-solving skills are involved in units on developing products, competition, and promotion, and career opportunities in this field are discussed for all schools of study.

Printmaking (Offered 2014-2015)

Grade Level: 10-12

Credit: ½

Prerequisite: General Art

In this type of art, the artist uses a plate to work an image, then inks the plate and transfers the image to another surface, such as a piece of paper or fabric. A variety of techniques will be employed in the class, including wood block, monotypes, silkscreen, intaglio, collagraph, and puzzleblock.

Psychology

Grade level: 12

Credit: ½

Prerequisite: None

This course will trace the scientific roots of psychology, major theories, methods of research, life span, theories of learning, and consciousness. It will also cover the elements of motivation, sensation and perception, experimental psychology, development of personality, and personality testing.

Ready, Set, Teach I & II

Grade Level: 11-12

Credit: ½ each trimester

Prerequisite: Application and teacher approval

This course will give the student the opportunity to learn what it takes to teach. Students will be paired with a teacher at the educational level they are most interested in and be a teaching assistant.

Ready, Set, Teach II is available as a dual credit with Thomas More College.

Recreational Sports

Grade Level: 11-12

Credit: ½

Prerequisite: Phys. Ed I

This course is designed to allow students to learn and experience Recreational Activities. Topics covered include, but are not limited to Archery, Table Tennis, Pickle Ball, Tennis, Badminton, Ultimate Frisbee/Football

Sculpture/Ceramics

Grade Level: 10-12

Credit: ½

Prerequisite: B Average in General Art and Teacher Signature

Ceramics and Sculpture will explore art in the round. Students will work in different sculpture techniques and styles.

Shakespeare for All

Grade Level: 10-12

Credit ½

Prerequisite: Drama I

This course explores one of the most influential authors of the Western canon of great literature in-depth and provides students with an opportunity to experience his works in a Readers Theatre setting. Students study Shakespeare's plays in an intense discussion-based environment, and learn to take the written words of plays and interpret them in the manner intended by Shakespeare. The reading list is comprised of six of Shakespeare's plays, as well as Aristotle's *Poetics*. Students will explore the nature of story and narrative, and will be deeply immersed in the study of the culture, history, and politics of Elizabethan England. The class reinforces critical thinking and rhetorical skills and places more emphasis on repeated reading of the text, discussion, and rhetoric.

Sociology

Grade Level: 12

Credit: ½

Prerequisite: None

Sociology is a social science that introduces the student to the discipline of studying people's interactions in groups. This class will look at the individual and how he/she is influenced by his/her culture, peers, family and religion. The focus will include population growth, social stratification, gender, family, divorce, child abuse. The course will help students understand what the sociological imagination is and how to become less ethnocentric about the American way of life.

Specialized Marketing

Grade Level: 11-12

Credit: ½

Prerequisite: None

This class is designed to provide training of skills necessary for a marketing position in Sports and Entertainment, Advertising and Promotion, Fashion and Retail Marketing fields, and to expose the students to jobs at the mid-management, specialist, or supervisory level. Instruction includes marketing skills, skills and techniques of advertising and promotion, psychology of selling, and management associated with the marketing of leisure-time activities and events.

Speech

Grade Level: 10-12

Credit: ½

Prerequisite: None

Prepare yourself for the world beyond high school. Effective communication is essential in virtually every aspect of life. This course will teach students how to express their ideas effectively in various types of oral presentations and discussions based on current issues that affect our world today. Techniques of persuasion, straight thinking, research, and speech organization will be emphasized.

Strength & Conditioning

Grade Level: 11-12

Credit: ½

Prerequisite: Phys. Ed I

This course is designed for students who want to increase athleticism. Activities are designed to improve strength and flexibility. Students should expect to work hard everyday and be willing to push themselves to become their best. Class will also include learning basic physiology and energy systems training, as well as how to design individual programs.

Student Production

Grade Level: 10-12

Credit: ½

Prerequisite: Drama I

This course is designed to teach students the technical aspects of a stage production. Job responsibilities will include: building, planning, designing, painting, advertising, costuming, props, lights, and sound. Students will be assigned to several different crews (2) based upon talent, interest, and experience.

Symphonic Band B & C -- 2nd and 3rd Trimester

Grade: 9-12

Credit: ½ each

Prerequisite: Some knowledge of music

These courses are only for students who have prior band experience either at the middle school or high school level. We will focus on standard band literature and strive to improve musicianship and technique. Students in these courses perform at the Northern Kentucky Concert Band Festival, two school based concerts, and the Dixie Heights Graduation ceremony.

Team Sports

Grade level: 10

Credit: ½

Prerequisite: Phys. Ed I

This course will focus on individual improvement in team-oriented activities. Activities include but are not limited to Touch Football, Soccer, Basketball, Softball, and Volleyball.

Spring term activities might include Softball, Basketball, Track & Field, Team Handball, or Ultimate Frisbee/Football.

Travel & Tourism

Grade Level: 10-11

Credit: ½

Prerequisite: Introduction to Hospitality

This course introduces the student to the travel and tourism industry. This course is based on the Business and Marketing Core that includes communication skills, economics, human resource management, promotion, marketing-information management, and selling. Instruction includes domestic and international travel, sales techniques, transportation methods (road, water, air, and rail), food and beverage marketing, and destination marketing

Treble Choir A, B, & C

Grade level: 10-12 Credit: ½ each

Prerequisite: Audition with chorus teacher

Membership in the Treble Choir is audition-based. These classes are prerequisites for Chamber Choir. The classes are designed to teach the basics of singing along with basic music theory and sight-singing. Grades will be based upon daily rehearsal technique theory lessons, quizzes, mandatory attendance at performances, and a final exam. Students who show a strong work ethic and excel in sight-singing can be considered for Chamber Choir.

Webpage Design 1

Grade Level: 10-12 Credit: ½

Prerequisite: None – keyboarding skills helpful

This course utilizes computer and application software to prepare web pages. Students are assessed through performance and written forms as well as constructing technology projects and creating web pages for the Dixie website. A cumulative portfolio of their work is compiled for successful transition to post-secondary education or entry-level job placement.

Webpage Design 2

Grade level: 11-12 Credit: ½

Prerequisite: Webpage Design

This course utilizes computer and application software to prepare webpages using the Adobe Creative Suites programs. Students will improve their web designing abilities from Webpage Design by incorporating new concepts such as Flash, video, and spy bars.

Yearbook 1 A, B, & C

Grade level: 11-12 Credit: ½ each

Prerequisite: Teacher Recommendation & Application

Note: It is strongly recommended that students take all 3 sections of this course.

Students will be given a true school-to-work experience in the production of the school yearbook. They will be taught layout design and how to produce the yearbook using desktop publishing software. Students will gain experience using a digital camera, uploading and organizing pictures, and editing photos using Photoshop. Journalistic writing will be emphasized as well as advertising, promotion and delivery of the book. Students will be responsible for submitting completed layouts at assigned deadlines in order to publish the yearbook in a timely fashion. As part of the class, attending various after school photo opportunities may be required.

SENIOR PROJECT/SERVICE LEARNING

Grade Level: 12 Credit: ½ each trimester

- 2-3 trimesters (5th period only)
- Prerequisite: Written proposal and teacher/administrator approval.

Senior Project: Students will plan, research, document and complete a significant meaningful project for the improvement of themselves and/or their community. Students will work with a professional in one or more of the following fields:

- Scientific Research
- Historic Research

Service Learning: Students will identify and work to solve social problems within their community, state or country. Social entrepreneurs are committed to produce a measurable impact on part of society that is not functioning in a productive way. Identifying problems and assisting to solve the problems as an agent of change – it is helping to educate the public and teach to be self-reliant. Students will work with professional mentors.

SCHOOL-TO-WORK

- Grade Level: 11-12
- 1 to 3 trimesters
- Juniors – 1 period only – 5th
- Seniors – 1 or 2 periods
- Credits: ½ - 3
- Prerequisite: Completed application and teacher approval. Attendance, discipline and academic achievement are also considered. Must have a job.

Students can gain job experience related to their career interests. Students are responsible for finding and applying for a job, working at least 100 hours per ½ credit, and providing their own transportation

World Language Academy

All students who plan to attend college are advised to take two or three credits of a foreign language. A four-year program of study including Advanced Placement is needed to fulfill the Commonwealth Diploma requirements. Those students who wish to acquire a basic knowledge of a foreign language and wish to learn about its culture but who maintain average grades or lower in English in the 8th or 9th grade are strongly recommended to wait until the sophomore or junior year before beginning courses of study in foreign language. This will assure the average English student of more confidence and greater success in foreign language study.

German 1 A & B or Spanish 1 A & B

Grade Level: 9-12 Credits: ½ credit for each Part
Prerequisite: Recommended at least an 85 average in 8th grade English for incoming freshman; an 80% for all other grade levels or 80% in Introduction.

Part A of German or Spanish integrates the four language skills in reading, writing, listening, and speaking with the German or Hispanic culture to encourage the student to actively participate in simulated real-life situations. The goal of these courses is to inspire the student to use the skills he/she acquires to participate in real communication from the outset. Recommendation from previous language arts teacher is required.

German I and Spanish I B both require a passing grade in part A of the same course and are a continuation of the same topics described above.

German 2 A & B or Spanish 2 A & B

Grade Level: 9-12 Credits: ½ credit for each Part
Prerequisite: 80% in German I or Spanish I and Teacher Recommendation

This course provides the student with a review of previously studied material in order to smooth the transition into the second level of study. The focus works with a variety of cultural situations to develop the student's speaking and writing skills.

German II and Spanish II B both require a passing grade in part A of the same course and are a continuation of the same topics described above.

German 3 A & B (Honors) or Spanish 3 A & B (Honors)

Grade Level: 10-12 Credit: ½ credit for each Part
Prerequisite: German II or Spanish II and Teacher Recommendation

In these courses, all skills are practiced through the concepts presented in the various culture and literacy sections. Meaningful communication and interaction are emphasized as the student develops more accurate basic skills in his/her language study. Language teacher recommendation is advised. This course enables the student to attain a higher level of proficiency required for students going to 4th year. It is highly recommended for students who expect to earn C.L.E.P. credit for college foreign language and/or expect to use the language in careers or future education.

German III and Spanish III B both require a passing grade in Part A of the same course and are a continuation of the same topics described above.

AP German 4 A, B, & C or AP Spanish 4 A, B, & C

Grade Level: 11-12 Credit: ½ credit each Part
Prerequisite: German III or Spanish III, and Teacher Recommendation
Fee: \$90 (estimated AP exam fee)

The focus of this year-long, college level course is to enable the student to develop his or her communicative ability in the language of study. The purpose of this course is to revise, expand and synthesize in order that the student attains greater grammatical accuracy. It requires active, involved participation in real communication with the instructor and fellow students. A strong desire to communicate combined with knowledge of basic skills is needed to guarantee success in this challenging course.

German IV AP-B/C and Spanish IV AP-B/C are both a continuation of German IV AP-A and Spanish IV AP-A and require a passing grade in Parts A and B of the same course and are a continuation of the same topics described above.

NOTE: Any student who has successfully completed German IV AP or Spanish IV AP is eligible to continue foreign language studies at the university level as class schedules permit. He/she may either pursue the same language more in depth as available by the university, OR he/she may choose to investigate a new language not offered at Dixie. Please see your counselor or one of the World Language Academy teachers if interested in this option.

APPENDIX A

SCIENCE CATEGORIES: Classes of 2014 & 2015

Students in the classes of 2014 & 2015 are required to take a total of 3½ credits to graduate. For students who attend Dixie their freshman year, CSI will fulfill the first ½ credit. Students who transfer in may choose from any of the science electives to replace CSI. **During sophomore year, you will be required to take 1 full credit of Biology A & B to fulfill your Life Science category.** You must also take the required Core Earth and Core Physical Science classes. Your remaining 1 credit may be chosen from any of the science electives listed below.

Required Courses:

CSI
Biology A & B
Earth & Space
Physical

Electives

Advanced Biology
Anatomy/Physiology: Structures

Electives (continued)

Anatomy/Physiology: Senses
Chemistry
Environmental Science
Forensics
Geology
Horticulture
Lego Robotics

Electives (continued)

Medical Science
Oceanography
Physics
Radio Technology
Zoology
AP Biology**
AP Chemistry**

SCIENCE CATEGORIES: Class of 2016

Students in the class of 2016 are required to take a total of 3½ credits to graduate. **During sophomore year, you will be required to take 1 full credit of Biology A & B to fulfill your Life Science category.** You must also take the required Core Earth and Core Physical Science classes. Your remaining 1 ½ credit may be chosen from any of the science electives listed below.

Required Courses:

Biology A & B
Earth & Space
Physical

Electives

Anatomy/Physiology: Structures

Electives (continued)

Anatomy/Physiology: Senses
Chemistry A & B
Environmental Science
Forensics
Medical Science

Electives (continued)

Physics A & B
Radio Technology
AP Biology**
AP Chemistry**

SCIENCE CATEGORIES: Class of 2017 & Beyond

Students in the class of 2017 are required to take a total of 3 credits to graduate. **During sophomore year, you will be required to take 1 full credit of Biology A & B to fulfill your Life Science category.** You must also take Integrated Science A & B. Your remaining 1 credit may be chosen from any of the science electives listed below.

Required Courses:

Biology A & B
Integrated Science A & B

Electives

Anatomy/Physiology: Structures
Anatomy/Physiology: Senses
Chemistry A & B
Environmental Science

Electives (continued)

Forensics
Geology
Medical Science
Physics A & B
Radio Technology
AP Biology**
AP Chemistry**

*****Future planned rotation of AP Biology and AP Chemistry follows:***

***2013-2014 AP Biology
2014-2015 AP Chemistry
2015-2016 AP Biology
2016-2017 AP Chemistry***

2D 3D Art	41	Consumer Math	38	Money Skills	46
Abnormal Psychology	41	Contemporary American History	44	Music Theory 1	46
Accelerated Geometry	32	Creative Writing	44	NKU Finite Math	38
Accounting & Finance Foundations 1	41	Creative Writing 2	44	NKU Intro to Criminal Justice	46
Accounting 2	42	Creative Writing: Performance	44	Nutrition	47
Aide	42	Design	44	Painting 1	47
Algebra 1	32	Drama 1	34,44	Peer Tutor	47
Algebra 1C	36	Drama 2	44	Peer Tutor-Gallery	47
Algebra 2	37	Drawing 1	45	Physical Education 1	33
Algebra 2 Accelerated	37	Early Child Development	45	Physical Science	39
American Law and Justice	42	Earth/Space Science	39	Physics	40
Anatomy & Physiology: Senses	39	English 1	32	Political Science	47
Anatomy & Physiology: Structure	39	English 1 Accelerated	32	Pre-Calculus	38
AP American Government	33	English 2	35	Pre-Calculus Honors	38
AP Biology	40	English 2 Accelerated	35	Principles of Marketing	35,47
AP Calculus AB	37	English 3	36	Printmaking	47
AP Calculus BC	37	English 4	36	Probability & Statistics	38
AP Chemistry	40	Entrepreneurship	45	Psychology	47
AP European History	41	Environmental Science	40	Radio Technology	40
AP German 4	50	Finite Math	38	Ready, Set, Teach I & II	47
AP Language & Composition	36	Fitness	45	Recreational Sports	47
AP Literature & Composition	36	Food Science	45	School to Work	49
AP Music Theory	42	Food Science 2	45	Sculpture/Ceramics	47
AP Spanish 4	50	Forensics	40	Senior Project/Service Learning	49
AP Studio Art	42	Foundation of Math Design	38	Shakespeare for All	48
AP US History	41	Geology	40	Sociology	48
Argumentation and Debate	42	Geometry	36	Spanish 1	35,50
Art 1	33,42	German 1	35,50	Spanish 2	50
Athletic Training	42	German 2	50	Spanish 3 (Honors)	50
Bass Choir	33,43	German 3 (Honors)	50	Specialized Marketing	48
Biology	39	Global Issues	34,45	Speech	48
Biology Accelerated	39	Guitar 1	45	Strength & Conditioning	48
Business Economics	43	Health	33	Student Production	48
Business Management	43	History/Hollywood Films/Diaries	34	Symphonic Band	35,48
Business Math	43	Hospitality	34,45	Symphonic Band	48
CEC	33	Humanities	45	Team Sports	48
Chamber Choir	43	Integrated Science	33	Travel & Tourism	48
Chemistry	40	Integrated Social Studies	32	Treble Choir	49
Child Human Development	43	Intro to Business	34,46	U.S. History	41
College Career Readiness Math 11	37	Intro to Media Arts	34	Webpage Design 1	49
College Career Readiness Math 12	37	Introduction to Calculus Honors	38	Webpage Design 2	49
College/Career Readiness English 11	36	Jazz Band	34,46	World Civilization A & B	41
College/Career Readiness English 12	36	Literature & Film	46	Yearbook 1	49
Computer & Technology Applications	44	Management Principles	35,46		
Computer Graphics 1	34,43	Medical Science	40		
Computer Graphics 2	43	Military History	46		
Concert Choir	34,44	Mock Trial	46		

Scott High School



Eagles

COURSE CATALOG 2013-2014

5400 Old Taylor Mill Road
Taylor Mill, KY 41015
Main Office (859) 356-3146
Fax (859) 356-5516

Dr. Brennon Sapp, Principal

Mr. Shane Rogers, Assistant Principal

Ms. Dana Davis, Counselor

Ms Carolyn Stewart, Assistant Principal

Ms. Deborah Ison, Counselor

Mr. Ken Mueller, Athletic Director

Ms. Dee Williams, Counselor

www.scott.kenton.kyschools.us

The information in this book is designed to assist students and parents in understanding the breadth of programs available at Scott High School and in making decisions about courses in which students should enroll. We have revised our Master Schedule for the 2013-2014 school year to maximize time on task according to curricular needs. After much research, we are confident that our changes will result in positive learning communities for all students.

Whether or not a particular course will be taught in any given year depends upon several factors, including staff allocations and demand for that course. Grade levels listed after each course are recommendations from the Curriculum Committee, exceptions may be allowed depending on individual circumstances. All courses are subject to student enrollment and faculty availability.

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Scott High School Graduation Requirements
28 Total credits are required

THIS CHART REPRESENTS THE USUAL ORDER IN WHICH CORE CLASSES ARE TAKEN

The courses listed in the table are Required Courses for Graduation						
Language Arts <i>Must be taken each year in HS</i>	Social Studies	Mathematics <i>Must be taken each year in HS</i>	Science	Health/PE	Humanities/Arts	Business/Technology
4 Credits Required	3 Credits Required	3 Credits Required	3 Credits Required	1 Credit Required	1 Credit Required	1 Credit Required
<input type="checkbox"/> English 1 <input type="checkbox"/> English 2 <input type="checkbox"/> English 3 <input type="checkbox"/> English 4	<input type="checkbox"/> Intro SS A & Intro SS B <input type="checkbox"/> World Civ 1500 & World Civ 1812 <input type="checkbox"/> US History 1865 & US History 1929	<input type="checkbox"/> Algebra 1 <input type="checkbox"/> Geometry <input type="checkbox"/> Algebra 2	<input type="checkbox"/> Integ Sci A & Integ Sci B <input type="checkbox"/> Biology <input type="checkbox"/> Science Electives to Equal 1 Credit	<input type="checkbox"/> Health <input type="checkbox"/> PE Class from choices that will equal at least .5 credit	<input type="checkbox"/> Earn any combination of Humanities/Arts class options that will equal at least 1 credit	<input type="checkbox"/> Earn any combination of Business/Tech class options that will equal at least 1 credit
Students must have 12 ELECTIVE credits (not listed above) to complete a total of 28 credits for Graduation <i>You can write in each .5 credit ELECTIVE you earn in the spaces below to =12 full ELECTIVE credits</i>						
NOTE: The COLLEGE READY curriculum requires that a student earn 2 credits in the same World Language and 1 credit in Chemistry as part of the classes listed in the table above.						

DIPLOMAS

Scott High School Offers 3 Diplomas

<u>Scott High School Diploma</u> Requirements are listed in the table above
<u>Kentucky Scholars Diploma</u> 1. Students must earn a 2.5 GPA 2. Meet the requirements for the COLLEGE READY curriculum <i>A gold seal will be placed on the Scott Diploma noting the Kentucky Scholars Diploma</i>
<u>Kentucky Scholars Honors Diploma</u> 1. Students must earn a 3.0 GPA 2. Meet the requirements for the COLLEGE READY CURRICULUM 3. Achieve the following scores on the ACT: English: 18 Math: 22 Reading: 21 <i>A gold seal will be placed on the Scott Diploma noting the Kentucky Scholars Honors Diploma</i>

Progression through Class Standings

<i>To be a Sophomore = 5.5 Credits</i>	<i>To be a Junior = 13 Credits</i>	<i>To be a Senior = 20.5 Credits</i>
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We suggest you keep this page for future reference

Accelerated Learning Opportunities

Program	Location & Sponsor	Information	Fee	Page for Description
Renaissance Academy	Scott High School	9 th 10 th Grade by application only	None	English: 9
		For maximum benefit, this is intended to be a 2-year program.		Social Studies 33
Informatics Academy	Scott High School Site Kenton County	10 th , 11 th grade by application	None	See Separate Catalog
School Based Scholars	Scott High School NKU	GPA of 3.25 and an ACT score of 20 or PLAN score of 18; application required	\$40 NKU application fee PLUS one third NKU tuition (about \$352)	Page for Description
<p>The classes noted to the right are NKU approved classes for college credit as well as for high school credit (dual credit). They are all taught at Scott High School</p> <p>The availability and title of the courses noted are at the discretion of NKU and may change.</p>		NKU ENG 101 College Writing		11
		NKU ART 100 Art Appreciation		15
		NKU HIS 102 American History to 1877 A & B		30
		NKU HIS 103 American History Since 1877 B & C		30
		NKU PHI 110 Philosophy, Individuals, and Society		30
Media Arts Academy	Dixie HS Site Kenton County	10 th , 11 th grade by application	None	See Separate Catalog
Engineering Academy	Simon Kenton HS Site Kenton County	10 th , 11 th grade by application	None	See Separate Catalog
Biomedical Science Academy	Edgewood Site Kenton County	10 th , 11 th grade by application	None	See Separate Catalog
Sustainable Energy Academy	Edgewood Site Kenton County	10 th , 11 th grade by application	None	See Separate Catalog
High Performance Production Academy	Edgewood Site Kenton County	10 th , 11 th grade by application	None	See Separate Catalog
Gemini Program	Thomas More College At Thomas More	By application	Currently no application fee	A description of these programs can be found at the respective college/university websites.
Gateway Regional Academy	Gateway College At Gateway	By application – meet benchmarks on ACT or COMPASS test	Currently no application fee	

The Administration at Scott High School encourages students and parents to explore opportunities for Accelerated Learning through **other post-secondary institutions**. We recognize the academic value of accelerated learning opportunities for our highly motivated students and seek to reward their initiative and ambitions.



Governor's Scholars Program & Governor's School for the Arts
(No cost to apply)

Governor's Scholars Program: GSP

Participation in this program may lead to tuition scholarships (and possibly additional scholarships) at Kentucky colleges. It is a five-week summer program between the junior and senior year held on college campuses.

In order to apply for GSP, a student must have:

- 3.0 grade point average (3.75 or higher encouraged).
- It is expected that the student will be enrolled in accelerated, honors, AP, and/or dual credit classes in more than one area
- Test score of: **ACT – 22** (26 encouraged) **or**
- **PSAT – selection index of 62** (85 encouraged) **or**
- **SAT – 1530** (1760 encouraged)
-

Student must include on application:

- A variety of Extracurricular Activities with responsibilities
- A variety of Service Activities (Voluntary or Paid) with hours and frequency
- A listing of Honors & Awards (School, Local, District, Regional, State, National, International)
- Leadership Project Proposal in 250 – 350 words
- Writing Entry of 500 words maximum

Student applicants must obtain three teacher recommendations.

For more information please contact the student's counselor or go to www.gsp.ky.gov

Governor's School for the Arts: GSA

Participation in this program may lead to tuition scholarships (and possibly additional scholarships) at Kentucky colleges. It is a three-week summer program for sophomores and juniors. Programs available: architecture, creative writing, dance, drama, instrumental music, musical theatre, new media, visual art, and vocal music.

- Students must be nominated by a teacher and a counselor (or principal).
- Selected students must then audition.

For more information contact the student's counselor or go to www.kentuckygsa.org

Other Selective Recognition Programs

Commonwealth Honors Academy-summer after junior year: www.murraystate.edu/cha

Gatton Academy of Mathematics & Science-sophomores: www.wku.edu/academy

National Merit Scholar – must take PSAT in the junior year & score 98th percentile or higher:
www.nationalmerit.org

BUSINESS/TECHNOLOGY

NOTE: ALL CLASSES AT SCOTT HIGH SCHOOL ARE 1 TERM IN LENGTH. IF A & B ARE LISTED TOGETHER, BOTH ARE REQUIRED AND MUST BE MARKED ON THE COURSE SELECTION SHEET.

CTA: Access Powerpoint Publisher	Satisfies: .5 Required BUSINESS/TECH credit for Graduation
This course is designed to provide students with intermediate database, presentation software applications, design and create publications, and web page construction using the most up-to-date technology. Students will incorporate the use of scanners, digital cameras, and other technologies into project-based learning. Students will develop skills that will lead up to Microsoft Office Specialist (MOS) Certification.	

CTA: Word/Excel	Satisfies: .5 Required BUSINESS/TECH credit for Graduation
This course is designed to provide students with intermediate word processing , spreadsheet software, and e-mail, using the most up-to-date technology. Students will also use a personal information management program to manage appointments, contacts, and tasks. Students will incorporate the use of scanners, digital cameras, and other technologies into project-based learning. Students will develop skills that will lead up to Microsoft Office Specialist (MOS) Certification.	

Entrepreneurship	Satisfies: .5 Required BUSINESS/TECH credit for Graduation
This course provides students the opportunity to explore the rewards and risks of business ownership through the development of a business plan. Emphasis will be on the development of the following aspects of the business plan: executive summary, company description, industry analysis, target market, competitive analysis, marketing plan and sales strategy, operations management and organization, and long-term development. The culminating event of the completion of the business plans will be a class business that is to be developed and managed by the students. Students will be given a hands-on experience on what it is and means to actually run the business. Along with other aspects students may have the chance to practice handling real money, making sales, and interacting with customers.	

Flash A	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	To Take: Must have Web Page Development Intro (HTML)
Students will learn basic multimedia concepts using Adobe Flash. Students will be introduced to Flash's technical skills along with design skills required for success in today's competitive multimedia market. They will create graphics and text, use symbols and interactivity, and create animation. Part of the web development career path and/or professional game design.		

Flash B	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	To Take: Must have .5 credit in Flash A
Students will learn multimedia concepts using Adobe Flash. Students will learn technical skills along with design skills required for success in today's competitive multimedia market. Students will create complex animations, import and modify video/sound, and learn how to optimize and publish a project. Flash is an industry standard Part of the web development career path and/or professional game design.		

Introduction to the Digital World	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	Info: This is an introductory class for the INFORMATICS ACADEMY
Students will develop basic skills and competencies with software programs in word processing, spreadsheets, database, and presentations while utilizing Microsoft Office. Students will complete projects to prepare them for today's work environment, increase their technology and keyboarding skills. Emphasis on computer terminology and functions, as well as career and employability skills, will be incorporated into the curriculum.		

Video Game Design	Satisfies: .5 Required BUSINESS/TECH credit for Graduation
Using object-oriented programming, students will create PC video games using GameMaker software. Content includes an understanding of game design concepts and terminology. The course is well-suited as a start for those seeking a profession in game design and development as well as for enthusiastic amateurs.	

Web Page Development Intro	Satisfies: .5 Required BUSINESS/TECH credit for Graduation
Introduces web page design through the use of HTML and CSS. Students will use text and/or web editors to create web documents with various formats and page layouts, multimedia, tables and forms. Emphasizes W3C web design and accessibility standards. HTML is the basis for ALL web pages. Using only a basic text editor, students learn to create professional-looking web sites. Part of the web page development career path. HTML can also be used for game design.	

JavaScript	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	To Take: Earned credit for Web Page Development Intro
Provides students with an overview of the JavaScript scripting language. Students will code, test and debug JavaScript programs; use variables, operators and data types; create dynamic web pages using JavaScript; control the behavior of forms, buttons and text elements; and use control structures, pattern matching, objects and application scripts. Part of the web page development career path.		

Web Site Design and Development - Dreamweaver	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	To Take: Earned credit for Web Page Development Intro
Students will use Dreamweaver, an industry-standard software, to develop web pages. The course introduces web site production processes with particular emphasis on design, involving layout, navigation and interactivity. Students learn how to use Dreamweaver while developing a fully-functional production website featuring the Colorado National Parks. Part of the web page development career path.		

Web Site Design and Development -- Expression Web	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	To Take: Earned credit for Web Page Development Intro
Students learn the essentials of web design using the latest design software, Microsoft Expression Web. Students will learn valuable skills including creating reports, publishing to the Internet, creating styles and layouts using CSS, and how to work with tables, frames, and forms. Projects included in the course support student understanding of the core capabilities and fundamental skills and techniques of Expression Web software. Part of the web page development career path.		

Career Pathway: Web Page Development

*Completion of the Web Page Development Pathway requires
4 credits (8 individual classes) from the following chart:*

Class Name	Class Name	Choose ✓	Credit Value
Entry Level Class Options (Choose 2 from this group)	Intro to Digital World		.5
	CTA: Word Excel		.5
	CTA: Access, Power Point, Publisher		.5
Level 1 Pathway Options	Web Page Development Intro (HTML)		.5
	Java Script		.5
Level 2 Pathway Options	Web Development: Dreamweaver		.5
	Web Development: Web Expression		.5
Level 3 Pathway Options	(Adobe) Flash A		.5
	(Adobe) Flash B		.5
Completion of this Pathway requires 4 credits or 8 (.5 credit) classes from any of the classes listed above		Total	

ENGLISH & LITERATURE

NOTE: ALL CLASSES AT SCOTT HIGH SCHOOL ARE 1 TERM IN LENGTH. IF A & B (&C) ARE LISTED TOGETHER, BOTH/ALL ARE REQUIRED AND MUST BE MARKED ON THE COURSE SELECTION SHEET.

English 1 Snapshot	English 2 Snapshot	English 3 Snapshot	English 4 Snapshot
<p>The standard course is English 1A & B & C</p> <p>◆</p> <p>Students with MAP Reading Scores of 230+ take English 1 A & 1B Accelerated</p> <p>◆</p> <p>Students with MAP Reading scores of 246+ may choose to take English 2 A & B Accelerated</p>	<p>The standard course is English 2A & 2B & 2C</p> <p>◆</p> <p>Students with MAP Reading Scores of 233+ take English 2 A & B Accelerated</p> <p>◆</p> <p>Students with MAP Reading Scores of 249+ may choose to take English 3 Honors or AP Language or Literature</p>	<p>The standard course is English 3 A & B</p> <p>◆</p> <p>Advanced students may take English 3 Honors or AP Language or Literature or NKU English 101</p>	<p>The standard course is English 4 A & B</p> <p>◆</p> <p>Advanced students may take AP Language or Literature or NKU English 101</p>

English Courses are listed in SEQUENCE order with electives following required course options.

English 1 A & 1B & 1C	Satisfies: 1.5 Required ENGLISH credit	NCAA: Core Class (ENGLISH)
<p>Students will focus intensively on developing and refining reading comprehension skills necessary to succeed in high school. Students will learn and gain competency using various strategies for engaging both literary and real-world texts, for strengthening vocabulary acquisition skills, and for communicating with academic and non-academic audiences for specific purposes. This course will transition students into the freshman English curriculum with an emphasis on mastering fundamental rhetorical skills. This course must be taken in conjunction with English 1A & 1B. Freshman course builds on students' elementary and middle-school language arts abilities. Coursework focuses on higher-order critical thinking skills; close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections; and complex writing tasks to build ability to write effectively in academic and real-life situations. Freshman year emphases include coming-of-age literature, analysis of writing styles, poetry and dramatic interpretation.</p>		

English 1A & 1B Accelerated	Satisfies: 1 Required ENGLISH credit for Graduation	To Take: MAP Reading score of 223 or higher AND EXPLORE Reading score of 17 or higher
<p>Students with a MAP Reading 230+ will be placed in this class</p>	<p>Info: 9TH GRADE FIRST YEAR students with a MAP Reading Score of 246 or higher may take English 2 Accelerated</p>	<p>NCAA: Core Class</p>
<p>English 1 Accelerated is strongly recommended for students who plan to take Honors/AP English in their junior and senior years. Students are expected to work independently and at an accelerated pace. Accelerated students will complete English 1 curriculum, which focuses on higher-order critical thinking skills, close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections, and complex writing tasks to build ability to write effectively in academic and real-life situations. Freshman year emphases include coming-of-age literature, analysis of writing styles, poetry and dramatic interpretation. Accelerated coursework includes upper-level practice in critical reading and analytical writing.</p>		

Renaissance Academy English Year 1	Satisfies: 1.5 Required ENGLISH credits for Graduation	To Take: Students must submit an application (found on Scott's Website) and be recommended by 2 teachers
<p>The first year of Renaissance Academy English will take students through an accelerated thematic program. English Credits satisfied will be Accelerated English 1A—Accelerated English 1B—and Accelerated English 2A. Much of the work is Project-Based, requires the use of technology, and higher order thinking and problem solving skills. This standards-based course is a fusion of English I, which focuses higher-order critical thinking skills, close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections and complex writing tasks to build ability to write effectively in academic and real-world situations, and the content of Introduction to Social Studies, specifically globalization and government. Students completing this program will be preparing for AP or college level English in the Junior/Senior years of high school. This class is taken in conjunction with Renaissance Academy Social Studies Year 1 and is co-taught by two instructors.</p>		

English 2A & 2B & 2C	Satisfies: 1.5 Required ENGLISH credit for graduation	To Take: English 1 credits
	NCAA: Core Class (ENGLISH)	
	Info: The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	
Students will focus intensively on developing and refining reading comprehension skills necessary to succeed in high school. Students will learn and gain competency with various strategies for engaging both literary and real-world texts, for strengthening vocabulary acquisition skills, and for communicating with academic and non-academic audiences for specific purposes. This course will transition students into the sophomore English curriculum with an emphasis on mastering fundamental rhetorical skills. This course must be taken in conjunction with English 2A & 2B. Sophomore course continues building language arts skills necessary to succeed in high school. Coursework focuses on higher-order critical thinking skills; close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections; and complex writing tasks to build ability to write effectively in academic and real-life situations. Emphasis will be placed on increasing skills and confidence in these areas. Sophomore curriculum emphases include synthesis writing, literary analysis and persuasive arguments during an extended examination of culture and its impact on self and community.		

English 2A & 2B Accelerated	Satisfies: 1 Required ENGLISH credit for Graduation	To Take: MAP Reading score of 233 or higher AND English 1 credits
	Info: FIRST YEAR 9 TH may take this class with a MAP Reading score of 246 or higher The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	NCAA: Core Class

English 2 Accelerated is strongly recommended for students who plan to take AP English in their junior and senior years. Students are expected to work independently and at an accelerated pace. Accelerated students will complete English 2 curriculum, which focuses on higher-order critical thinking skills, close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections, and complex writing tasks to build ability to write effectively in academic and real-life situations. Sophomore curriculum emphases include synthesis writing, literary analysis and persuasive arguments during an extended examination of culture and its impact on self and community. Accelerated coursework includes upper-level practice in critical reading and analytical writing.

Renaissance Academy English Year 2	Satisfies: 1.5 Required ENGLISH credits for Graduation	To Take: Students must submit an application (found on Scott's Website) and be recommended by 2 teachers
<p>The second year of Renaissance Academy English will take students through an accelerated thematic program. English Credits satisfied will be Accelerated English 2B—Honors English 3A—and Honors English 3B. Much of the work is Project-Based, requires the use of technology, and higher order thinking and problem solving skills. This course fuses the skills developed in English II and English III, higher-order critical thinking skills, close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections, and complex writing tasks to build ability to write effectively in academic and real-life situations, with the historical content of World Civilization and American History. Students completing this program will be preparing for AP or college level English in the Junior/Senior years of high school. This class is taken in conjunction with Renaissance Academy Social Studies Year 2 and is co-taught by two instructors.</p>		

English 3A & 3B	Satisfies: 1 Required ENGLISH credit for Graduation	To Take: Grade 11
		NCAA: Core Class
<p>Junior course continues building language arts skills with an emphasis on developing reading and writing skills necessary for success in college and/or career. Coursework focuses on higher-order critical thinking skills, close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections, and complex writing tasks to build ability to write effectively in academic and real-life situations. Junior curriculum emphases include synthesizing ideas regarding the American Dream; interpretation and creation of persuasive editorials, satire, and drama; and in-depth analysis of a literary work.</p>		

English 3A & 3B Honors	Satisfies: 1 Required ENGLISH credit for Graduation	To Take: 1 credit in English 1 ACC and English 2 ACC or MAP Reading score 249 or higher
	Info: 2 ND YEAR 10 TH students may take this course with a MAP Reading score 249 or higher	
	GPA Weight: Weighted for Ranking NOT for KEES	NCAA: Core Class
<p>English 3 Honors is strongly recommended for students who plan to take AP English in their senior year. Students taking this class should possess a passion for reading and literary analysis. Students are expected to work independently and at an accelerated pace. Accelerated students will complete the English 3 curriculum, plus upper-level practice in critical reading and analytical writing. Students must assume considerable responsibility for the challenge of independent reading and writing.</p>		

English 4A & 4B	Satisfies: 1 Required ENGLISH credit for Graduation	To Take: Grade 12 only
		NCAA: Core Class
Senior course culminates students' high school language arts experience with an in-depth study of critical perspectives. Coursework focuses on higher-order critical thinking skills, close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections, and complex writing tasks to build ability to write effectively in academic and real-life situations.		

A.P. English Language & Composition A, B, C	Satisfies: 1 Required ENGLISH and .5 ELECTIVE credit for Graduation	To Take: Grade 11-12 Grade 10 with MAP Reading 249 or higher
	GPA Weight: Weighted for Ranking and for KEES	NCAA: Core Class
		Fee: Optional AP Exam \$89
<p>This college-level course "engages students in becoming skilled readers of prose written in a variety of rhetorical contexts, and in becoming skilled writers who compose for a variety of purposes" (AP College Board Course Description). Students continue to build the skills developed in Accelerated/Honors English classes, including work in critical reading and analysis, and academic writing. AP test (required) in May determines college credit. Students must assume considerable responsibility for the challenge of independent reading and writing. Summer reading is required for Term A.</p>		

A.P. English Literature & Composition A, B, C	Satisfies: 1 Required ENGLISH and .5 ELECTIVE credit for Graduation	To Take: Grade 11-12 Grade 10 with MAP Reading 249 or higher
	GPA Weight: Weighted for Ranking and for KEES	NCAA: Core Class
		Fee: Optional AP Exam \$89
<p>This course will continue to build the skills developed in Accelerated/Honors English courses. Literary studies will emphasize British and World literature and enhance the development of skills in critical reading and analysis of both prose and poetry. Students must assume considerable responsibility for the challenge of independent reading and writing. AP test (required) in May determines college credit. Emphasis will, therefore, be placed on analytical writing and a strong understanding of literary terminology as applied to literature. Summer reading is required for Term A.</p>		

NOTE

Students must maintain a grade of "C" or higher in each NKU dual credit course in order to continue in the Early Enrollment Program (Dual Credit Classes)

ENG 101 College Writing – Dual Credit	Satisfies: 1 Required ENGLISH credit for Graduation	To Take: GPA of 3.25 and an ACT score of 20 or PLAN score of 18
	Info: Will also earn 3 General Ed. hours: Written Communication 1	May take this course in place of the regular English 4 classes.
	This is taught at Scott High School during the regular school day.	
	GPA Weight: Weighted for Ranking NOT for KEES	Fee: \$40 NKU application fee PLUS discounted NKU tuition (about \$352)
This class will provide study and practice of writing with attention to audience, purpose, and conventions appropriate to writing situations, as well as reading, writing, and analyzing a variety of texts, including written, digital, or visual.		

Creative Writing	Satisfies: .5 ELECTIVE credit	To Take: Must be Grade 10-12
	Info: NOT available 2013-14. NEXT AVAILABLE 2014-15	
Students will explore a variety of creative writing techniques and strategies. Through analysis of professional texts, students will acquire the tools—specifically voice, characterization, theme and plot—to construct their own work. Students will workshop the writing of others and their own. Main emphasis will be in flash fiction and poetry. Daily journal writing, posting on class blog, and manuscript sharing required.		

21st Century Media	Satisfies: .5 ELECTIVE credit	To Take: Grades 9-12
Newspapers may be headed the way of the dinosaurs, but <i>news</i> is forever—and so is the gathering and reporting of the news. Students in this class will discover what news is—how it's defined and why it matters—as well as explore the tools of the modern-day journalist, from old-school magazines, documentary film and TV/radio to the evolving challenges of the Internet and social media. Plus, students will examine the roles played by PR (public relations) and advertising in shaping what people know and believe.		

Film & TV Writing	Satisfies: .5 ELECTIVE Credit
	Info: MAY CHOOSE for 2013-14 school year. Will not be offered 2014-15
The course will dissect the art and practice of creating works meant to be viewed on movie and television screens, rather than read on paper. Students will explore the elements of dramatic writing, the three-act structure, and creating visual images as they begin a critical analysis of classic and modern works of the big and small screens. Students will also write their own scripts.	

Home Runs and Heroes: Sports Literature	Satisfies: .5 ELECTIVE credit
	Info: NOT available 2013-14. NEXT AVAILABLE 2014-15
Using a variety of perspectives (participant, spectator, historical, economical, cultural, etc.) and media (books, magazines, Internet, television and film), students will explore sports as a microcosm of modern society and achieve a deeper understanding of the cultural forces that impact our games and our world. Coursework will include appropriate experiences in oral and written expression related to the topic.	

Jules Verne to <i>Star Wars</i>: Sci-Fi Literature	Satisfies: .5 ELECTIVE credit	To Take: Grades 9-12
	Info: MAY CHOOSE for 2013-14 school year: Will NOT be offered for 2014-15	
Long before the first rocket left the earth, man was exploring the stars, settling distant planets and exchanging <i>phaser</i> fire with extra-terrestrials in the pages of science-fiction stories. Students will explore brave new worlds and find new homes in worlds created by imagination and science. This course will help students gain proficiencies in understanding purpose, interpreting text and engaging critical analysis skills as they read and respond to science fiction novels, short stories and films.		

Women's Voices	Satisfies: .5 ELECTIVE credit	
	To Take: Grades 11-12 Grades 9-10 may take this class if they exceed benchmarks on MAP Reading	
Students will explore a wide variety of women's literature in its historical context, with an emphasis on shifting gender roles. Fiction and nonfiction readings will represent the traditional limitations that created boundaries for women in general and female authors in particular. However, other selections will emphasize strong female protagonists, and the authors who succeeded in expressing their unique voices.		

Reading	Satisfies: .5 ELECTIVE credit for each term	To Take: Students may NOT elect to take this course. Students will be placed in this course.
	Placement in this class is a direct result of repeated MAP test scores indicating that the student is not ready to succeed with high school reading tasks, including the PLAN and ACT tests. Reading is the foundation of learning in high school. The Reading class uses <i>research-based</i> programs to develop high school reading skills in students. <i>Read 180®</i> and <i>System 44®</i> programs help students with unlocking words, reading fluency, and writing skills. The teaching method is not like a regular classroom. It is intense. Each day, students interact directly with the teacher, build fluency using a microphone and computer, and read independently. Constant data is recorded on each student's progress.	

HEALTH & PHYSICAL EDUCATION

NOTE: ALL CLASSES AT SCOTT HIGH SCHOOL ARE 1 TERM IN LENGTH. IF A & B ARE LISTED TOGETHER, BOTH ARE REQUIRED AND MUST BE MARKED ON THE COURSE SELECTION SHEET.

Athletic Training	Satisfies: .5 ELECTIVE credit	To take: Must have 1 Biology credit
This class is an introduction to athletic training/sports medicine concepts. Course content will include basic skills for prevention, assessment, and care of injuries associated with physical activity. Team taught with a Certified Athletic Trainer from Commonwealth St. Elizabeth Sports Medicine.		

Concepts of Coaching	Satisfies: .5 ELECTIVE credit	To Take: Grades 11-12
The class will examine the roll of head coaches and assistant coaches at the high school and college level. Students will be introduced to coaches at both levels and various sports. Students will examine strategies in coaching, how to talk to players, motivational techniques, fundraising, media relations, and dealing the discipline.		

Fitness-Wellness-Nutrition	Satisfies: .5 ELECTIVE credit
This course will teach students skills which will enable them to participate in physical activities for the rest of their lives to benefit their total health. Students will also be able to prepare healthy meals and understand the food guide pyramid. Students may also become certified in American Red Cross CPR with AED and First Aid.	

Foundations of Sports	Satisfies: .5 ELECTIVE credit	To Take: Grades 9-10 only
This class will take a look at various sports through time as a part of society. The class will examine the origin of each sport, the rules and evolution of those rules, as well as the impact of the sports on American culture. The class will look at Native American Sports, Early American Sports, Olympic Sports, and the major sports in America today. The class will look at all levels of sports and their championships.		

Health (Boys—Girls)	Satisfies: .5 Required HEALTH credit for Graduation	
	Info: Students are separated by gender for Health classes	NCAA: Core Class
Health and Safety provides information that will influence students to develop positive attitudes about their own health. Activities students participate in become learning for living – examination of values, decision-making, goal setting, and behavior alternatives. Students are separated by gender for Health classes		

Leisure Activities 1	Satisfies: .5 Required PHYSICAL EDUCATION credit for Graduation or ELECTIVE	
	Info: Offered every other year. Next available 2014-15	NCAA: Core Class
This class will specialize in sports that include only one to four players with emphasis on the opportunity to participate over and entire lifetime. It will include rules, regulations and scoring along with skill and proper use of equipment and sportsmanship. Some of the sports that may be covered are badminton, bowling, golf, swimming, tennis, pickle ball, Frisbee golf.		

Leisure Activities 2	Satisfies: .5 ELECTIVE credit	To Take: Credit in Leisure Activities 1 or Recreational Activities 1 with a B for final grade
	Info: MAY CHOOSE for 2013-14 school year. Will NOT be offered for 2014-15 <i>PROJECT-BASED LEARNING CLASS</i>	
This class will specialize in sports that include only one to four players with emphasis on the opportunity to participate over an entire lifetime. It will include rules, regulations and scoring along with skill and proper use of equipment and sportsmanship. Game strategy will be involved as well as understanding the performance phases of the skills for the activity. Some of the sports that may be covered are badminton, bowling, golf, swimming, tennis, pickle ball, Frisbee golf. There is a possibility of field trip opportunities for some activities.		

Lifeguard Training	Satisfies: .5 ELECTIVE credit	To Take: Grades 10-12 only. Students must be 16 years old AND pass a swim test
		Fee: \$35
This class will cover the knowledge and skills designed to save your own life and life of another person in event of an aquatic emergency; CPR (enhanced First Aid Instruction) for the professional rescuer. American Red Cross Certification awarded to students meeting the requirement. A \$35.00 certification processing fee will be charged. Limited class size.		

Physical Education-Males	Satisfies: .5 Required PHYSICAL EDUCATION credit for Graduation
	NCAA: Core Class
Physical Education provides physical activities with an emphasis on fitness, skill development, rule knowledge, strategy acquisition and lifetime skill development. Students develop skills in the following: softball, basketball, soccer, flag football, volleyball, weight training, cardiovascular fitness, swimming, bowling, and tennis.	

Physical Education-Females	Satisfies: .5 Required PHYSICAL EDUCATION for Graduation
	NCAA: Core Class
Physical Education provides physical activities with an emphasis on fitness, skill development, rule knowledge, strategy acquisition and lifetime skill development. Students develop skills in the following: softball, basketball, soccer, flag football, volleyball, weight training, cardiovascular fitness, swimming, bowling, and tennis.	

Recreational Activities 1	Satisfies: .5 Required PHYSICAL EDUCATION credit for Graduation or ELECTIVE	
	Info: MAY CHOOSE for 2013-14 school year. Will NOT be offered for 2014-15	NCAA: Core Class
This class will specialize in sports that involve 5 or more players with an emphasis on the opportunity to participate in those sports. It will include rules, regulations, and scoring, as well as skills, strategies, proper use of equipment and sportsmanship. Some of the sports covered may include volleyball, basketball, soccer, flag football, team handball and softball.		

Recreational Activities 2	Satisfies: .5 ELECTIVE credit	To Take: .5 credit in Physical Ed , Leisure Activities 1 or Recreational Activities 1 with a B for final grade
	Info: Offered every other year. Next offered 2014-15 PROJECT-BASED LEARNING CLASS	
This class will specialize in sports that involve 5 or more players with emphasis on the opportunity to participate in those sports. It will include rules, regulations, scoring, along with skills, strategies, proper use of equipment and sportsmanship. Game strategy will be involved as well as understanding the performance phases of the skills for the activity. Some of the sports covered may include volleyball, basketball, soccer, flag football, team handball and softball.		

Strength & Conditioning	Satisfies: .5 ELECTIVE credit	To Take: May take multiple years with a final grade in previous class of B.
This class will cover the principles, theory and techniques of strength/conditioning training and will incorporate cardiovascular and weight training activities. Students will have opportunities for personal application and practice. Some of the activities involved could be the use of free weights, hammer strength machines and water activities.		

Humanities/Arts

NOTE: ALL CLASSES AT SCOTT HIGH SCHOOL ARE 1 TERM IN LENGTH. IF A & B ARE LISTED TOGETHER, BOTH ARE REQUIRED AND MUST BE MARKED ON THE COURSE SELECTION SHEET.

NKU ART 100 Art Appreciation (Dual credit)	Satisfies: 1 Required HUMANITIES credit for Graduation	To Take: GPA of 3.25 and an ACT score of 20 or PLAN score of 18
	Info: Will also earn 3 NKU General Ed. hours: Culture and Creativity. This is taught at Scott High School during the regular school day.	Fee: \$40 NKU application fee PLUS discounted NKU tuition (about \$352)
Examination of the fundamental elements of fine art to increase one's artistic awareness: emphasis placed on developing skills in viewing, interpreting and understanding the use of art in cultural, historical and contemporary contexts. This course is for students not majoring in visual arts.		

CULINARY ARTS

Introduction to Culinary Arts 1	Satisfies: .5 Required HUMANITIES credit for Graduation	
	Info: Only 3 sections will be offered in 2013-14. Multiple sections will be offered in 2014-15	
Students who plan to work in the Food Service industry or who like to cook will benefit from this class. Students will practice professional culinary skills as they learn about and prepare a wide variety of foods. Restaurant standards of sanitation and safety, knife skills, and plating will be covered. Among the foods to be prepared are: omelets, breakfast foods, yeast breads, vegetable dishes, desserts, and convenience foods with a twist. Students who wish to develop culinary skills for personal use may also take this class.		

Introduction to Culinary Arts 2	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: Must have a credit in Intro to Culinary Arts 1
	Info: Multiple sections will be offered in 2013-14. Only 3 sections will be offered in 2014-15	
Students who are or will be employed in the hospitality industry as well as those who have an interest in learning professional cooking skills will benefit from this class. Students will learn to prepare a variety of foods according to professional restaurant industry standards. Using sanitation and safety guidelines, students will work in teams to prepare meats, seafood, poultry, beans, fruit and vegetables, and will learn to present attractive food. Garnishing and plating will be covered.		

Special Topics in Culinary Arts: The Art of Baking	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: Must have .5 credit in Intro to Culinary Arts
	Info: This class will be offered in alternate years beginning with 2013-14	
Students who plan to work in the Food Service industry or who wish to develop skills for their own personal use will benefit from this class. Students will explore many aspects of baking with much time spent cooking in the culinary lab. Topics covered include: cakes and cake decorating, quick breads, yeast breads, pies, cookies, brownies and baked custards. Professional food preparation techniques and equipment will be used. Emphasis will be on creativity and producing delicious, beautiful food.		

Special Topics in Culinary Arts: The Art of International Cooking	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: Must have .5 credit in Intro to Culinary Arts
	Info: This class will be offered in alternate years beginning with 2013-14	
Students who plan to work in the Food Service industry or who like to cook, entertain, and practice food prep skills will benefit from this class. Students will learn about and prepare a wide range of foods from all over the world including foods from: Italy, the Orient, American Cajun, Mediterranean, France, and Mexico. Emphasis will be in the imaginative use of professional food preparation skills to produce attractive, nutritious, and delicious foods.		

Culinary Arts 1A (Under Construction)	Satisfies: .5 CAREER ELECTIVE
<i>This class is planned be offered in the future</i>	
Culinary Arts 1B (Under Construction)	Satisfies: .5 CAREER ELECTIVE
<i>This class is planned be offered in the future</i>	
Nutrition and Food Science A (Under Construction)	Satisfies: .5 CAREER ELECTIVE
<i>This class is planned be offered in the future</i>	
Nutrition and Food Science B (Under Construction)	Satisfies: .5 CAREER ELECTIVE
<i>This class is planned be offered in the future</i>	
Culinary Arts 2A: Internship (Under Construction)	Satisfies: .5 CAREER ELECTIVE
<i>This class is planned be offered in the future</i>	
Culinary Arts 2B: Internship (Under Construction)	Satisfies: .5 CAREER ELECTIVE
<i>This class is planned be offered in the future</i>	

Career Pathway: Culinary Arts

Completion of the Culinary Arts Pathway requires
4 credits (8 individual classes) from the following chart:

Class Name	Class Name	Choose ✓	Credit Value
Entry Level Class	Intro to Culinary Arts 1 (Required)	✓	.5
Level 1 Pathway Options	Intro to Culinary Arts 2		.5
	International Foods		.5
	The Art of Baking		.5
Level 2 Pathway Options	Culinary Arts 1A		.5
	Culinary Arts 1B		.5
	Nutrition and Food Science A		.5
Level 3 Pathway Options	Culinary Arts 2A (Internship)		.5
	Culinary Arts 2B (Internship)		.5
	Nutrition and Food Science B		.5
Completion of this Pathway requires 4 credits or 8 (.5 credit) classes from any of the classes listed above		Total	

DIGITAL ARTS

3D Printing	Satisfies: .5 Required BUSINESS/TECH credit for Graduation
3D printing is an emerging 21st century technology that is now becoming accessible to the average consumer. In this class students will work primarily with Google Sketchup to create 3D sculptures and designs in a computer environment. Students will be responding to assignment prompts to explore the program and their own creativity, and will design objects to be printed. The class is heavily project and critique based, with the expectation that students are willing to work on designs for extended periods and refine them after discussion. Printing will be done on a limited basis due to the amount of time printing can involve.	

Graphic Design	Satisfies: .5 Required BUSINESS/TECH credit for Graduation
Our world is made up of images. We are swiftly becoming a culture that uses imagery to communicate more than words. In Graphic Design students focus on analyzing and dissecting the conventions of the imagery we see, and using those same conventions to create unique designs. Students will be using <i>InDesign®</i> to reinterpret, synthesize, and respond to a series of projects that focus on developing 21 st century skills.	

Photography 1	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	To Take: Must have digital camera
This class is primarily oriented around learning the basics of camera function and using a camera to create interesting imagery. The student will be encouraged to analyze the world around them and think critically about how information is presented to them in the world at large through a series of projects. The projects are all malleable to some degree; students can effectively alter assignments by creating discussions about how to manipulate the meaning of the project.		

Photography 2	Satisfies: .5 BUSINESS/TECH credit for Graduation	To Take: Must have .5 credit in Photography 1 Must have digital camera
In this class, students will learn the intricacies of cameras with special attention paid to focus, f stop, shutter speed, and ISO speed. Students are pushed to work more with the camera as a way to frame and visually organize information and create unique photographs. Much of the course is directed towards the discussion, interpretation, and analysis of each other's work, and developing the ability to think conceptually.		

Photoshop as Art 1	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	To Take: Must have a digital camera and flash drive
This beginning course focuses on manipulating digital imagery through the application Adobe Photoshop CS5, exploring digital media as fine art. Students will learn basic tools and techniques required to: alter photographs, create digital collages, make digital illustrations; and create publication-worthy advertisements and design layouts. Students will be required to work in a focused artistic environment. The history of art, aesthetics, and criticism will be studied in conjunction with studio processes. Students will be required to have a flash drive to store in-progress and finished works. Students may also be required to have access to a digital camera.		

Photoshop as Art 2	Satisfies: .5 Required BUSINESS/TECH credit for Graduation	To Take: Must have a digital camera and flash drive Must have credit in Photoshop as Art 1
This intermediate course builds on the basics learned in Photoshop as Art 1, refining skills and techniques required to use digital means to create fine art. Students enrolled in this course are expected to be self-motivated and self-directed, as many of the projects are open-ended to allow for greater range of creativity. Students will be required to work in a focused artistic environment. The history of art, aesthetics, and criticism will be studied in conjunction with studio processes. Students will be required to have a flash drive on which to store in-progress and finished works. Students may also be required to have access to a digital camera.		

Rosetta Stone A & B (World Studies)	Satisfies: 1 Required HUMANITIES or TECH credit for Graduation
<p>This course is designed to prepare students to speak in languages that will allow them to communicate in the global world. This course utilizes the Internet as our "textbook", as it offers an independent experience in an on-line, teacher-facilitated environment. The languages students may select to learn are limited only by what Rosetta Stone offers. Students must create a professional proposal depicting which language they anticipate learning, and must do so with a partner who is willing to learn the same language. All four language skills (reading, writing, speaking, listening) are incorporated through 21st century learning methods and a variety of project based learning assessments. In this course, students will study complex structures, vocabulary, and grammar, thus enabling the students to improve their language understanding and overall language competency. Communication proficiency is developed through listening and oral activities. This course has been developed for self-motivated language students who are primarily interested in oral communication skills.</p>	

Yearbook 1 & 2	Satisfies: .5 ELECTIVE credit each term	To Take: Students MUST sign up for Yearbook for 3 TERMS
<p>This course is designed to teach the skills necessary to produce the school yearbook, which offers a complete record of an entire school year. Students will study magazine journalism including layout and design techniques, writing and editing copy, headlines and picture captions. This course provides the study of and practice in gathering and analyzing information, interviewing, note taking and photography. Students will learn strategies of planning, marketing (ad sales) and distribution of the yearbook. Students will learn proofing strategies and work independently or alongside with the editors. At times, <u>deadlines require that staff members work after school and weekends.</u> Students will learn good work habits and are responsible for all phases of yearbook</p>		

PERFORMANCE ARTS: DRAMATICS

Acting Out with Shakespeare	Satisfies: .5 Required HUMANITIES credit for Graduation
<p>This is not your mother's Shakespeare class! Reading Shakespeare is difficult, but putting Shakespeare in action makes it come to life which is what students will be doing in this class. Students will perform famous scenes, speeches and sonnets in a variety of ways including visual, physical, and improvisation. Students will experience how Shakespeare's work has inspired film, art and music, and culminate with students rewriting texts for live or filmed final projects that modernize a specific character, scene or monologue in today's world. Guest artist workshops and in-school and off campus field trips are often part of the experience this class provides.</p>	

Costuming for the Stage	Satisfies: .5 Required HUMANITIES credit for Graduation
<p>Students will experience the connection between costume design and drama through script analysis, and creating a concept and costume plot for a specific production determined by the Scott Drama season. Student costume plot concepts will be critiqued by students to determine the best design to be used in actual productions. Through the hands on experience and collaboration, students will learn the essentials of costuming as it relates to production and performance, fashion history (including styling elements of jewelry, eyewear, scarves, belts, shoes, headwear, etc.) reading, cutting and laying patterns, and taking accurate body measurements. Selected student work will compete in Greater Cincinnati's Cappie's Theatre Awards Program to which Scott has been nominated multiple times. Guest artists, workshops and, in-school or off campus field trips are often part of the experience provided in this class.</p>	

Drama 1	Satisfies: .5 Required HUMANITIES credit for Graduation
<p>This course is for students interested in performance. Students develop the physical and emotional disciplines of performance including character development, movement, character study, memorization, concentration, vocal projection, diction and variation through improvisation, and storytelling. Students will write, refine and perform their own true story as a final project. Guest artists, workshops and, in-school or off campus field trips are often part of the experience provided in this class.</p>	

Drama 2	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: Must have .5 credit in Drama 1
	Info: This class will be offered every other year. You MAY CHOOSE it for the 2013-14 school year.	
This course of study offers serious students to refine their performance skills of published drama. Through comedy, tragedy, and classical drama, students will read, interpret and develop monologues and scenes for performance and critique. Students will develop a resume, audition material and research college programs and scholarship opportunities. Guest artists, workshops and, in-school or off campus field trips are often part of the experience provided in this class.		

Drama and Film Fundamentals	Satisfies: .5 Required HUMANITIES credit for Graduation
Students will analyze the elements of filmmaking from script, narrative styles, directing, acting, production design, costuming, sound, cinematography, and special effects by viewing exemplary and original works from the silent era to today. For each unit covered, students will choose to create one of the following products: an "official" movie poster, a marketing product, written 500-700 word critical review, power point featuring the director, or video parody. These products will demonstrate the student's awareness of the historical relevance, special cinematic innovations, or specific genre represented from the film.	

Theatre 1 (Theater and Production)	Satisfies: .5 Required HUMANITIES credit for Graduation
Students gain an overview of the history of theatre developing skills to analyze elements of production and performance value, and audience etiquette. Students are exposed to the vast array of theatre in Greater Cincinnati and will create brochures featuring the season's best. Students will read a play and produce scenes from the play including set, props, costumes, make-up, lights, and sound. Guest artists, workshops and, in-school or off campus field trips are often part of the experience provided in this class.	

PERFORMANCE ARTS: MUSIC

Chamber Choir A, B, & C	Satisfies: .5 HUMANITIES credit per term for Graduation	To Take: Audition
Students accepted by audition only. This is the highest level performing choral ensemble. Students will perform high quality choral literature from all genres. Includes study and appreciation of various vocal music styles and genres, with opportunities to explore and apply the concepts in a variety of group and individual performance settings. Traditional and show choir practices will be explored. Students will be expected to attend all performances during and outside of the school day.		

General Chorus	Satisfies: .5 HUMANITIES credit for Graduation
Focuses on basic vocal techniques, music reading and history. Promotes the study and appreciation of vocal music through the vehicle of performance. Music will reflect pop and traditional repertoire and choreography may also be added. Also includes information and assessment in the other Performing Arts and Visual Arts. An outside performance schedule is a requirement for this course.	

Guitar 1	Satisfies: .5 HUMANITIES credit for Graduation	To Take: Must bring OWN guitar to class
Students will learn basics of note reading, playing melodies and chords.		

Guitar 2	Satisfies: .5 HUMANITIES credit for graduation	To Take: Must have .5 credit in Guitar 1 Must bring OWN guitar to class
Students will expand and implement the skills learned in Guitar 1. They will learn performance skills and demonstrate proficiency in an authentic venue.		

Marching/Concert Band/Symphonic A, B, & C	Satisfies: .5 Required HUMANITIES credit for Graduation for each term
This class promotes the study and appreciation of wind literature through the vehicle of performance. Also includes information and assessment in the other Performing Arts and Visual Arts. An outside performance schedule including Marching Band, Pep Band, concerts, and graduation exercises is a requirement for this course.	

World Percussion	Satisfies: .5 Required HUMANITIES credit for Graduation
Students will make drums and explore drumming patterns of different cultures used in ceremony and recreation.	

History of Rock and Roll	Satisfies: .5 of Required HUMANITIES credit for Graduation
This course explores the development of Rock and Roll from its Rhythm and Blues to its evolution throughout the second half of the 20 th century. Many styles of rock, including their sociological and political impact will be presented, discussed and analyzed. These styles include; the early artists, British Rock, Folk Rock, Soul, Funk and Motown, Acid Rock, Jazz Rock, Art rock, Soft Rock, Heavy Metal, Punk, Mainstream, Dance Music, Country, Rap Hip Hop, Alternative and more.	

VISUAL ARTS

A.P. Studio Art A & B & C	Satisfies: 1.5 Required HUMANITIES credit for Graduation	To Take: This course is open to Juniors and Seniors, on the condition of AP Studio teacher approval. If a student wishes to enroll, they must first compile a portfolio (digital or live) to submit to AP Studio teacher before official approval.
	GPA Weight: Weighted for Ranking and for KEES	Fee: Optional AP Exam \$89
<p>The AP Program in Studio Art enables highly motivated students to perform at the college level while still in high school. All guidelines are set forth by the AP College Board. The AP Studio Art 29 piece portfolio is a performance-based exam rather than a written exam. The AP portfolio should be viewed as the culminating experience in a student's secondary visual arts training. Students must be willing to devote 4-5 hours to homework per week. The portfolio areas include 3-D Design or Drawing. The sections require the student to demonstrate quality, breadth, and in-depth engagement in the process of making art. The 3 sections are:</p> <ul style="list-style-type: none"> • I Quality - the development of a sense of excellence in art (5 actual works); • II Concentration - an in-depth commitment to a particular artistic concern (maximum of 12 pieces of work); and • III Breadth - a variety of experiences in the formal, technical, and expressive means available to an artist (maximum of 12 pieces of work). <p>Due to the large volume of art pieces required (29); students cannot enroll for this class without teacher recommendation. Students must demonstrate the willingness and ability to work independently with responsibility. Time spent on work outside of class is required. Digital photos will be taken after school several times a trimester. Students are responsible for all aspects of slide requirements. Students will be required to purchase materials the school cannot provide are required to complete the portfolio for a credit. Students need a flash drive for this class exclusively. Students are required to complete the portfolio for a credit.</p>		

Contemporary Crafts and Culture 1	Satisfies: .5 Required HUMANITIES credit for Graduation
A special art studio course that investigates the role of craft in America's past to its resurgence in contemporary culture. Through readings, research, conceptualization, production and critical reflection, students will explore the rising popularity of the Handmade/DIY culture. Students will employ and enhance 21st century skills while simultaneously reclaiming historical modes of utilitarian art-making in a variety of media that may include yarn, papercrafting, and recycled materials. Students will work in a focused studio environment where they will interpret, analyze and reflect upon their own artworks, the artworks of their peers, as well as the art of contemporary and historical artists/artisans/craftspeople. Students may be required to supply some of their own art materials.	

Contemporary Crafts and Culture 2	Satisfies: .5 Required HUMANITIES credit for Graduation
This course is an extension and a more in-depth look into the world of craft-making. Students will expand on their knowledge and use of the skills and dexterity needed with different craft materials. They will develop careful work habits and procedures that will contribute to good craftsmanship and create functional and/or decorative objects that are aesthetically pleasing	

Drawing 1	Satisfies: .5 Required HUMANITIES credit for Graduation
This beginning course provides instruction in the basic skills in drawing, focusing on a variety of techniques and media used for drawing and related processes. Special attention to technique exploration and observational work will be stressed. Students will be required to work in a focused artistic environment. Students will regularly interpret, analyze, and reflect upon their own works of art, the art of their peers, as well as looking to historical and contemporary models. The history of art, aesthetics, and criticism will be studied in conjunction with studio processes. Sketchbook assignments and finished quality homework drawings are required. Students will be required to provide some of their own basic art supplies.	

Drawing 2	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: Credit earned for Drawing 1
This intermediate course builds on and strengthens techniques and processes learned in Drawing 1, while introducing new and experimental media. Drawing 2 focuses on professionalism within the field, as expectations are raised and students are exposed to working professionals. As with Drawing 1, students will be required to work in a focused artistic environment. Students will regularly interpret, analyze, and reflect upon their own works of art, the art of their peers, as well as looking to historical and contemporary models. The history of art, aesthetics, and criticism will be studied in conjunction with studio processes. Sketchbook assignments and finished quality homework drawings are required. Students will be required to provide some of their own basic art supplies.		

Painting 1	Satisfies: .5 Required HUMANITIES credit for Graduation
This course provides instruction in the basic skills in two-dimensional designs through the process of painting. This class will focus on a variety of techniques and media used for painting, including intensive study of color theory. Special attention to technique exploration and observational work will be stressed. Prior experience in drawing is built upon and strengthened as students' transition into wet media. Students will be required to work in a focused artistic environment. Students will regularly interpret, analyze, and reflect upon their own works of art, the art of their peers, as well as looking to historical and contemporary models. The history of art, aesthetics, and criticism will be studied in conjunction with studio processes. Students may be required to assemble their own basic art kits and to purchase professional quality art supplies if they choose to work with advanced materials beyond what the school can provide.	

Painting 2	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: Must have credit for Painting 1
This intermediate course is an extension of the techniques and processes learned in Painting 1, while introducing new and experimental media. Special attention to technique exploration and observational work will be stressed. Prior experience in drawing is built upon and strengthened, and students will be exposed to professions and professionals in the painting field. Students will be required to work in a focused artistic environment. Students will regularly interpret, analyze, and reflect upon their own works of art, the art of their peers, as well as looking to historical and contemporary models. The history of art, aesthetics, and criticism will be studied in conjunction with studio processes. Students may be required to assemble their own basic art kits and to purchase professional quality art supplies if they choose to work with advanced materials beyond what the school can provide.		

Sculpture & Ceramics 1	Satisfies: .5 Required HUMANITIES credit for Graduation
This course provides introductory instruction in the area of 3-dimensional media and processes with an emphasis on ceramic pottery and sculpture. Exploration of artists and their works, aesthetics and criticism in conjunction with studio processes will be included. Students will be required to provide some of their own basic materials. A commitment to being focused and creative are required.	

Sculpture & Ceramics 2	Satisfies: .5 Required HUMANITIES credit for Graduation
This advanced course provides instruction in continuation and refinement of skills in sculpture and ceramic pottery. Wheel thrown pottery and a variety of sculpture techniques will be explored. Students will be required to work in a focused artistic environment. The history of art, aesthetics, and criticism will be studied in conjunction with the studio processes. Students will be expected to show refined craftsmanship skills and details in their work. Extra time outside of class may be needed in order to complete certain assignments.	

Special Topics in Studio Art	Satisfies: .5 Required HUMANITIES credit for graduation	To Take: Must have Teacher Approval
	Info: This may be a preparatory course to be taken prior to AP Studio Art , or taken as a companion to AP Studio Art .	This course is only open to students who have successfully completed two sections of any of the art courses offered at SHS.
A student-centered, self-directed art course in which students develop technical art skills through open studio time, facilitated by an art instructor. Students will begin the course by conferencing with the teacher and delineating a specific area of study for the trimester, and secondly structuring a timeline for conceptualization, research, production, critique and reflection. Options for areas of study may include but are not limited to: drawing, painting, printmaking, sculpture, ceramics, bookbinding, graphic novels/comics, and recycled/up-cycled art. Students are required to keep a sketchbook for recording ideas, inspirations, preparatory drawings and reflections; as well as a studio work log where they will record details of their daily practice. Students will regularly interpret, analyze, and reflect upon their own works of art, the art of their peers, as well as looking to historical and contemporary models. Students will be working in an intensively focused artistic environment. Depending on the chosen area of study, students may be required to supply some of their own art supplies.		

Film in Action Part 1: Pre-production	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: Grades 11-12 only
	Info: Students will be required to provide some of their own basic art supplies Will be offered in Term 2 only	
This special studio course focuses intently on the movie-making process through the lens of classic films of a pre-determined genre. Students will interpret historical/classical models to create a contemporary film from their own collective point of view. Students will engage in: researching genre-specific films and literature; script-writing; storyboarding; casting; special effects makeup; costuming; and basics in filming. The history of film, aesthetics, and criticism will be studied in conjunction with studio processes. Students may be required to provide some of their own supplies.		

Film in Action Part 2: Post-production	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: Grades 11-12 only Must have Credit for Film in Action Part 1
	Info: Students will be required to provide some of their own basic art supplies Will be offered in Term 3 only	

A direct follow-up to Part 1; this special studio course continues the movie-making process through the lens of classic films of a pre-determined genre. Students will interpret historical/classical models to create a contemporary film from their own collective point of view. Students will engage in: film and sound editing; creating trailers for film promotion; designing movie posters; and staging a community-wide event for the film premiere. The history of film, aesthetics, and criticism will be studied in conjunction with studio processes. Students may be required to provide some of their own supplies.

MATHEMATICS

Students must take one (1) math course each year of high school.

NOTE: ALL CLASSES AT SCOTT HIGH SCHOOL ARE 1 TERM IN LENGTH. IF A & B (& C) ARE LISTED TOGETHER, BOTH ARE REQUIRED AND MUST BE MARKED ON THE COURSE SELECTION SHEET.

Math must be taken each year in high school		
Senior Math Options Snapshot		
ACT Math Score: 17 or lower	ACT Math Score 18 or higher	Pre-Calculus as a Junior
College & Career Ready Math A & B	Algebra 3A & 3B Pre-Calculus A & B & C AP Statistics A & B & C	AP Calculus A & B & C

Math Courses are listed in SEQUENCE order.

*Courses with the same name in the title are usually options for that title of course.
For example, students do not have to take Geometry and Geometry Accelerated.*

Transitional Algebra	Satisfies: .5 MATH ELECTIVE credit	To Take: Students may NOT elect to take this course. Students will be placed in this course.
	Info: Students with a 232 or lower MAP Math Score will be PLACED in this class	
This class will give students the opportunity to master skills needed to be successful in Algebra I. The course will be standards based to create a strong foundation of algebra skills and will include assignments with a balance of procedural fluency, conceptual understanding, and application problems.		

Algebra 1A & 1B	Satisfies: 1 Required MATH credit for Graduation	NCAA: Core Class
This course is designed to expand a student's understanding of algebra concepts from middle school math through problem solving and abstract thinking. Part A topics include linear & exponential relationships, relationships & reasoning with equations, and descriptive statistics. Part B topics include polynomial expressions & equations and quadratic functions & modeling.		

Transitional Geometry	Satisfies: .5 MATH ELECTIVE credit	To Take: Students may NOT elect to take this course. Students will be placed in this course.
	Info: Students with a PLAN Math Score of below a 17 will be placed in this class	
This course will give students scoring below PLAN Math benchmark (17) the opportunity to master the needed skills to become career and college ready. The course will focus on operations with whole numbers, integers, decimals, and fractions and combining these operations within algebraic expressions and equations.		

Geometry A & B	Satisfies: 1 Required MATH credit for Graduation	NCAA: Core Class
This course is designed to provide discovery and real world applications of geometric relationships and principles. Topics will be explored using constructions, inductive and deductive reasoning, and elementary proofs. Algebraic concepts and formulas will be applied to geometric concepts. Part A topics will include a study of proofs, parallel and perpendicular lines, congruency, triangles and quadrilaterals. Part B topics will include similar triangles, right triangle trigonometry, circles, coordinate geometry, transformations, surface area and volume.		

Geometry Accelerated A & B	Satisfies: 1 Required MATH credit for Graduation	To Take: 1 credit in Algebra 1 (C or higher in 8 th grade) OR MAP Math score of 247
		NCAA: Core Class
<p>This course is designed for students who have demonstrated a high level of understanding and proficiency in concepts and skills of Algebra 1. It is imperative that students have the study habits, maturity, and motivation necessary to be successful in this type of course. Topics will be explored using constructions, inductive and deductive reasoning, and elementary proofs. Algebraic concepts and formulas will be applied to geometric concepts. Part A will include a study of proofs, parallel and perpendicular lines, congruency, triangles and quadrilaterals. Part B will include similar triangles, right triangle trigonometry, circles, coordinate geometry, transformations, surface area and volume. A TI-84 Silver Plus graphing calculator is suggested.</p>		

Algebra 2A & 2B	Satisfies: 1 Required MATH credit for Graduation	To Take: 1 credit in Algebra 1 and 1 credit in Geometry
	Info: The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	NCAA: Core Class
<p>This course is designed to expand the mathematical concepts of Algebra 1. An emphasis is placed on preparation for study of college mathematics and abstract thinking skills. Part A includes functions (linear & quadratic), matrices, and systems of linear equations. Part B includes probability & statistics, sequences & series, polynomials, exponential functions, rational functions, trigonometry and conic sections.</p>		

Algebra 2A & 2B Accelerated	Satisfies: 1 Required MATH credit for Graduation	To Take: 1 credit in Algebra 1 and 1 credit in Geometry AND winter MAP score Math 248 or higher
	Info: The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	NCAA: Core Class
<p>This course will include the content of Algebra 2 A&B in greater depth, with higher expectations in problem solving and understanding theory. Part A will include functions (linear, quadratic, & polynomial), matrices, systems of linear equations & inequalities, and sequences & series. Part B will include probability & statistics, functions (rational, radical, exponential, & logarithmic), trigonometry and conic sections. This course requires an extraordinary devotion to the study of mathematics. A TI-84 Silver Plus graphing calculator is suggested.</p>		

Pre-Calculus A, B, & C Honors	Satisfies: 1.5 MATH ELECTIVE credit	To Take: 1 credit Algebra 1, 1 credit Geometry, 1 credit Algebra 2 Acc or meeting ACT Math Benchmark after Algebra 2
	Info: College-bound students would benefit greatly	
Pre-Calculus Honors A is a thorough examination of linear functions, quadratic functions, polynomials, rational functions, exponential and logarithmic functions. B is a thorough examination of trigonometry, analytic geometry, and various other mathematical topics. C is a thorough examination of systems of equations, matrices, sequences and series, conic sections, and probability. The course is designed to prepare students for calculus and college courses. <i>These courses require an extraordinary devotion to the study of mathematics.</i> A TI-84 Silver Plus graphing calculator is required.		

A.P. Calculus AB A, B, & C	Satisfies: 1.5 MATH ELECTIVE credit	To Take: Complete 50 Problem Summer Packet Review of Pre Calculus Must have Required MATH credits AND Pre-Calculus A, B, C
	Info: Calculus I College Credit with AP Score of 3 or Higher at most college/universities	NCAA: Core Class
	GPA Weight: Weighted for Ranking and for KEES	Fee: Optional AP Exam \$89
<p>This course covers everything in the Calculus AB topic outline as it appears in the <i>AP Calculus Course Description</i>. The two stated objectives of this course are that students do well on the AP Exam and in the subsequent course, whether it is taken at Scott High School or college. This course requires an extraordinary devotion to the study of mathematics. A TI-84 Silver Plus graphing calculator is recommended.</p>		

AP Calculus BC A & B	Satisfies: 1 MATH ELECTIVE credit	To Take: Must have AP Calculus AB credit
	Info: Calculus I and II College Credit with AP Score of 3 or higher at most college/universities	NCAA: Core Class
This course covers everything in the Calculus BC topic outline as it appears in the <i>AP Calculus Course Description</i> . The two stated objectives of this course are that students do well on the AP Exam and in the subsequent course, whether it is taken at Scott High School or college. This course requires an extraordinary devotion to the study of mathematics. A TI-84 Silver Plus graphing calculator is recommended		

AP Statistics A, B, & C	Satisfies: 1.5 MATH ELECTIVE credit	To Take: Must have Required MATH credits for Graduation with a 88% or higher in Algebra 2
	GPA Weight: Weighted for Ranking and for KEES	NCAA: Core Class
		Fee: Optional AP Exam \$89
This is a college course whose purpose is to introduce students to the major concepts and tools for collecting, analyzing, and drawing conclusions from data. Students are exposed to four broad conceptual themes: Exploring Data – describing patterns and departures from patterns; Sampling and Experimentation - planning and conducting a study; Anticipating Patterns – exploring random phenomena using probability and simulation; Statistical Inference – estimating population parameters and testing hypotheses. Students who wish to leave open the option of taking calculus in college should include pre-calculus in their high school program and perhaps take AP Statistics concurrently with pre-calculus. Students with appropriate mathematical background are encouraged to take both AP Statistics and AP Calculus in high school. A TI-84 Silver Plus graphing calculator is required.		

Algebra 3 A & B	Satisfies: 1 MATH ELECTIVE credit	To Take: Must be 12 th Grade ACT Math Score 18 or higher and have all Required MATH credits
This course is an in-depth study of equations and functions: linear, quadratic, exponential, logarithmic, polynomial, rational, and radical. This course builds on the student's understanding of functions by analyzing both algebraically and graphically a variety of different functions such as polynomials, rational, exponential, logarithmic, and trigonometric.		

College & Career Ready Math A & B	Satisfies: 1 MATH ELECTIVE credit	To Take:
	Info: To avoid college remedial classes in KY, students will be given the opportunity to take KYOTE Math exams. With a passing score on the KYOTE College Readiness test, students can test out of part B.	Students with an ACT Math score of 17 or lower will be PLACED in this class.
This course is designed to prepare to students for required Algebra courses in college. The main objective of the course is for each student to pass the two KYOTE placement tests. The KYOTE tests were designed by NKU and are used by all state colleges as placement exams for college level mathematics. With the successful passing of each of the two exams, students will NOT be required to take any remedial math classes at any Kentucky state college/university. This course is intended for students with an ACT Math score of 18 or below.		

SCIENCE

NOTE: ALL CLASSES AT SCOTT HIGH SCHOOL ARE 1 TERM IN LENGTH. IF A & B (& C) ARE LISTED TOGETHER, BOTH (ALL) ARE REQUIRED AND MUST BE MARKED ON THE COURSE SELECTION SHEET.

Science Courses are listed in SEQUENCE order where applicable.
Courses with the same name in the title are options for that title of course.
Science Electives follow alphabetically the Required Science options.

Integrated Science A	Satisfies: .5 Required SCIENCE credit for graduation	NCAA: Core Class
This course investigates topics in Earth Science with emphasis on the scientific method, scientific thinking, and metric system. Topics covered in physical geology include the characteristics and interactions of the hydrosphere, biosphere, atmosphere and geosphere of the Earth. Topics covered in space science emphasize the Earth within the Universe; the Early Earth and its subsequent history; development of the solar system; the planets; space exploration.		

Integrated Science A Accelerated Renaissance Academy	Satisfies: .5 Required SCIENCE credit for graduation	NCAA: Core Class
This course covers the same material as Integrated Science A but at an accelerated pace and in greater depth .		

Integrated Science B	Satisfies: .5 Required SCIENCE credit for graduation	NCAA: Core Class
This course will help fulfill the Science graduation requirement, but does not fulfill the state pre-college curriculum requirement in chemistry or physics for major 4-year institutions. This course will place its emphasis on physical science and thus contains a basic introduction to chemistry and physics. Students will be introduced to the following topics: atoms, the periodic table, basic reactions, Newton's laws, energy and dimensional analysis.		

Integrated Science B Accelerated Renaissance Academy	Satisfies: .5 Required SCIENCE credit for Graduation	NCAA: Core Class
This course covers the same material as Integrated Science B but at an accelerated pace and in greater depth .		

Biology A & B	Satisfies: 1 Required SCIENCE credit for Graduation	To Take: Must have .5 Int Sci A and .5 Int. Sci B credits
	Info: The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	NCAA: Core Class
Biology offers students exploratory experiences and activities in the fundamental concepts of life through a variety of approaches. The material covered will focus on cell biology. Topics include cell structure and function, photosynthesis and cellular respiration, molecular genetics including the human genome, and Mendelian genetics. Additional areas covered will focus on the theory of evolution, the biosphere including ecosystems, communities and populations, and a study of microorganisms, plants and animals.		

Biology Accelerated A & B: Renaissance Academy	Satisfies: 1 Required SCIENCE credit for Graduation	To Take: Must have .5 Int Sci A and .5 Int. Sci B credits
	Info: The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	NCAA: Core Class
This course covers the same material as Biology A&B but at an accelerated pace and in greater depth . The major significant differences are: the application of mathematical skills to analyze data and represent phenomena, exploration of historical perspectives surrounding scientists and their discoveries and independent research of selected applications of science concepts.		

Pre-Chemistry	Satisfies: .5 SCIENCE ELECTIVE credit	To Take: Must have credit in Int. Sci. A & Int Sci.B and 1 credit in Algebra 1 Grades 10-12 only
This course is a bridge between Integrated Science B and high school Chemistry. The course will focus on those literacy skills and Quantitative concepts. The student should improve their technical reading skills, the interpretation of tabular and graphical data along with basic mathematical operations such as percentages, proportions, linear equations, exponents, trigonometric functions, and logarithms. This class will require active student participation and considerable work outside the class period. This class will allow the successful student to raise MAP and ACT scores; possibly meeting the prerequisites for Chemistry in high school or will be better prepared for Chemistry in college.		

Chemistry A & B	Satisfies: 1 SCIENCE ELECTIVE credit	To Take: Algebra I required with a final grade of 85% AND MAP Math score: 236 The successful completion of Chemistry A is required to take Chemistry B
	Info: Necessary for COLLEGE READY CURRICULUM	NCAA: Core Class for Division 1
A pre-college elective that studies the physical and chemical properties of matter, atomic structure, bonding between atoms, and chemical reactions as to <i>stoichiometry</i> and kinetics. Specific topics covered include the behavior of gases, chemical periodicity, solutions, <i>colligative</i> properties, pH, thermodynamics, and electrochemistry. Laboratory techniques/analysis and problem solving are integral parts of the class.		

A.P. Chemistry A, B, & C	Satisfies: .5 SCIENCE ELECTIVE credit for each term taken	To Take: Must have 1 credit in Chemistry with at least 85% grade
	Info: The lab is after school at Thomas More College	NCAA: Core Class for Division 1
	GPA Weight: Weighted for Ranking and for KEES	Fee: Optional AP Exam \$89
This course offers a short review of General Chemistry beginning with measurements, matter, mathematics of chemistry, atomic structure, and the periodic table. Also included are the topics of stoichiometry, solutions & ionic equations, energy, quantum mechanics, periodic trends, Lewis structures, molecular geometry and bonding theories, gas laws, and intermolecular forces, colligative properties and equilibrium. Classroom lab activities will be supplemented by attending Thomas More College where the student will take a college level lab course. The Thomas More laboratory grade will become part of each semester grade as a percentage. In addition to receiving high school credit, students who score high enough on the AP Exam may receive college credit. The AP Exam is a vital part of the course and students are to take it as a preview of college academic expectations.		

Anatomy & Physiology A & B Honors	Satisfies: 1 SCIENCE ELECTIVE credit	To Take: Must have 1 credit in Biology with at least 85% grade
	GPA Weight: Weighted for Ranking NOT for KEES	
The course deals with the structure and functions of the human body. The systems of the body will be discussed along with studying of the human body from models. <u>Dissection of a cat for comparative anatomy is a major activity and is required of all students.</u>		

Environmental Science	Satisfies: .5 SCIENCE ELECTIVE credit	To Take: Grades 10-12
This course will study environmental issues related to ecosystems, biodiversity, water, soil, energy, solid waste, and positive community participation to ensure a sustainable future for all of Earth's inhabitants.		

Forensics	Satisfies: .5 SCIENCE ELECTIVE credit	To Take: Grades 10-12
Forensics is the analysis of evidence collected at a crime scene, not to be confused with crime scene investigation (CSI). The two are related and both will be addressed in this course. Students will learn what is required of the first responder to a crime scene, how evidence is secured and properly collected, and transported to the forensic laboratory for evaluation. Forensic activities that may be covered include: blood splatter and typing, DNA fingerprinting, ballistics, anthropology, facial reconstruction, entomology and latent fingerprinting.		

Field Biology	Satisfies: .5 SCIENCE ELECTIVE credit	To Take: Must have 1 credit in Biology Grades 10-12
This course emphasizes exploratory experiences and activities in the collection and identification of the flora (plants) and fauna (animals) of Kentucky. Students will learn to use taxonomic keys, and will be able to identify plants, birds, reptiles, and mammals.		

Marine Biology	Satisfies: .5 SCIENCE ELECTIVE credit	To Take: Must have 1 credit in Biology Grades 10-12
Marine Biology studies the diversity of habitats and life forms found in the world's oceans, particularly the coral reefs of the Caribbean. We will survey the invertebrates, such as mollusk and cnideria, and the vertebrates including fish, sharks, and marine mammals. The course is lab oriented with many dissections. We will also use the school swimming pool to learn to snorkel and scuba. An extended summer field trip to the Bahamas is planned. This trip will be financed by the students.		

Medical Ethics	Satisfies: .5 SCIENCE ELECTIVE or HUMANITIES credit	To Take: Grades 11-12 only
This course is designed to introduce students to some of the central issues of medical ethics. Ethics addresses questions such as 'How should I act?', 'How do I decide whether one way I could act is morally better than some other way?', and 'Are different ethical systems equally acceptable, or are some people's values just wrong?' Medical ethics addresses these questions in the context of patient care and the distribution of medical attention, and seeks to determine which actions or options in medical practice are obligatory, which permissible, and which impermissible. By the end of the course you should be familiar with the major ethical theories relevant to medical practice, and be able to apply these theories to ethical issues.		

Space Science	Satisfies: .5 SCIENCE ELECTIVE Credit for Graduation	To Take: Grades 10-12
This course takes you into the world of Space and how the earth interacts with it. Students will look into the aspects of space and how it influences how the world works. They will look at technology, the tides, experiments in space, the history of astronomy and explore the laws of physics.		

SENIOR STUDIES/SERVICE EDUCATION

College 101	Satisfies: .5 ELECTIVE credit	To Take: Grade 12 only
The decision to go to college is a one of the most important choices a student can make. Preparing for college entails a lot of planning for the future and making very important decisions early on. This course will help prospective college students understand the steps that need to be taken in order to get ready for college. Topics covered are: basic terms, the application process, financial aid, scholarships, standardized testing, time management, study skills, and the need for and using good credit practices.		

COURSE	GRADE LEVEL	DESCRIPTION	REQUIREMENTS	MAXIMUM CREDITS
Leadership Dynamics A and/or B and/or C	12	This class is open to all seniors. The major focus will be service learning to include preparation, community service, reflection, and closure. Students will act as ambassadors for Scott High School by performing community services at a variety of sites throughout Northern Kentucky during the school day as scheduled.	State law required each student to have own transportation. Admittance is contingent through approval by application process. Submit applications to Mr. Mueller.	.5 ELECTIVE Credit per term.
Library Science	11-12	Students will gain work experience using their computer skills creating various types of office documents and items for display. Students will aid the media technology specialist in maintaining and organizing the library performing the following tasks: checking books/resources in and out, shelving materials and scanning resources for inventory. Students will deliver and set up AV equipment in classrooms. Students will also be trainees as copy aides to work in the copier room. Book lovers and/or fans of technology would be great candidates for this class.	Students must be conscientious, punctual and organized. Students must also be able to work independently when necessary.	.5 ELECTIVE Credit per term.
Peer Tutor	11-12	Teachers may assign Peer Tutors to teach a lesson or re-teach to a small group of students. Peer Tutors will be carefully screened to assure appropriate assignments. Peer Tutors will still be able to assist with special needs students.	*Seniors may be a Peer Tutor ONCE per term *Juniors can be a peer tutor only once per year	.5 ELECTIVE Credit per term.
School-To-Work (STW) Office Assistants	12	Assistants are assigned by department. Students will be selected according to the following criteria: 93% or better attendance rate, an acceptable discipline record, and a positive attitude toward Scott High School. Teachers signature required on application.	Admittance is contingent through approval by application process. Submit applications to Dr. Sapp's office.	.5 ELECTIVE Credit per term.
Work-Based Learning A and/or B and/or C	12	This course allows students to receive credit for work-based learning experience at pre-approved sites (co-op). All work experience must be directly related to the students' chosen career path and must begin during the school day. Students will have an early dismissal each afternoon to go to their job site. State law requires each student to have his or her own transportation. While the class coordinator can assist with job leads and application procedures, students are responsible for securing their own work sites. Admittance is contingent on approval through application process.	Must have a job at an approved location Must complete an application and submit to Mr. Mueller	.5 BUSINESS/ TECHNOLOGY credit per term
Senior Project	12	Scott High School Senior Projects is a project-based educational curriculum designed to give senior students the opportunity to pursue an employment, educational, or community interest. This independent study challenges the student to research and acquire the initial knowledge and skills in a career, educational, or community field and to develop a plan of action. The students have the opportunity to create a wide variety of learning opportunities and real-world connections and experiences.	Project must be approved by the teacher and Dr. Sapp	.5 ELECTIVE Credit per term.

SOCIAL STUDIES

NOTE: ALL CLASSES AT SCOTT HIGH SCHOOL ARE 1 TERM IN LENGTH. IF A & B (& C) ARE LISTED TOGETHER, BOTH ARE REQUIRED AND MUST BE NOTED ON THE COURSE SELECTION SHEET.

NKU HIS 102 (Dual Credit) American History to 1877 A & B	Satisfies: 1 Required SOCIAL STUDIES credit for Graduation*.	To Take: GPA of 3.25 and an ACT score of 20 or PLAN score of 18
	Info: Will also earn 3 NKU General Ed. hours: Culture and Creativity This is taught at Scott High School during the regular school day	Fee: \$40 NKU application fee PLUS discounted NKU tuition (about \$352)
	GPA Weight: Weighted for Ranking NOT for KEES	

***BOTH classes (HIS 102 & 103) must be taken in order to take the place of US History 1865 and 1920 (Graduation Requirements)**

NKU HIS 103 (Dual Credit) American History Since 1877 B & C	Satisfies: 1 Required SOCIAL STUDIES credit for Graduation*.	To Take: GPA of 3.25 and an ACT score of 20 or PLAN score of 18
	Info: Will also earn 3 NKU General Ed. hours: Culture and Creativity. This is taught at Scott High School during the regular school day. May take US His 1865 + NKU HIS 103 to satisfy Graduation Requirement The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	Fee: \$40 NKU application fee PLUS discounted NKU tuition (about \$352)
	GPA Weight: Weighted for Ranking NOT for KEES	

Each course is designed to provide students with the analytical skills and factual knowledge necessary to critically analyze and infer meaning from various primary and secondary sources in American History. The program prepares students for intermediate and advanced college courses by making demands upon them equivalent to those of college courses. This course will focus on the social, political, and cultural aspects of American History from Columbus through the present.

NKU PHI 110 (Dual Credit) Philosophy, Individuals, and Society	Satisfies: 1 ELECTIVE credit	To Take: GPA of 3.25 and an ACT score of 20 or PLAN score of 18
	Info: Will also earn 3 NKU General Ed. hours: Individual and Society. This is taught at Scott High School during the regular school day.	Fee: \$40 NKU application fee PLUS discounted NKU tuition (about \$352)
	GPA Weight: Weighted for Ranking NOT for KEES	

In Philosophy, Individuals and Society students explore a variety of philosophical views about the nature of individuals, social structures and the relationships between them. Students will critically examine different philosophical perspectives and theories that arise from questions about human nature, personal identity, free will and moral responsibility, the nature of mind, and the ethical, social and political dimensions of human existence.

AP US History A & B & C	Satisfies: 1 required SOCIAL STUDIES credit and .5 ELECTIVE credit	To Take: GPA of 3.25 and an ACT score of 20 or PLAN score of 18
	Info: The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	
	GPA Weight: Weighted for Ranking and for KEES	Fee: Optional AP Exam \$89
The Advanced Placement course in American History is designed to provide students with the analytical skills and factual knowledge necessary to deal critically with the problems and materials in American History. The program prepares students for intermediate and advanced college courses by making demands upon them equivalent to those of college courses. The advanced placement American History course will focus on the social, political, and cultural aspects of American History.		

Ancient Civilizations	Satisfies: .5 ELECTIVE credit	To Take: Grades 10-12
Course Description: This course will provide a general introduction to several of the most prominent ancient civilizations around the Mediterranean Sea including Egypt, Greece, and Rome. Students will examine the history, art, architecture, culture, and religion of these ancient societies including the origin of each civilization through their decline. Students analyze the interactions among the various cultures, emphasizing their enduring contributions and link, despite time, between the contemporary and ancient worlds.		

Criminal Justice (formerly Criminal Law)	Satisfies: .5 ELECTIVE credit	
To explore the fundamental principles of the American Criminal Legal System, this course takes a practical approach to explain how the criminal justice system functions and explores careers related to law enforcement, judiciary system, and rehabilitation/incarceration.		

Global Issues	Satisfies: .5 ELECTIVE credit	To Take: Must be Grade 10-12 and have 1 Credit in Intro to Social Studies
This class is for students who are interested in current events and contemporary issues that affect our everyday lives. Global economy, international relations, and America's role in the Global landscape are general topics. Terrorism, Cold War, immigration, tolerance, and the media are some potential issues. Students should expect to work in groups on projects, do reading from outside sources, and do presentations in front of class. Students should be prepared to debate topics, issues, and write opinion pieces on a variety of topics.		

Integrated Social Studies A & B	Satisfies: 1 Required SOCIAL STUDIES credit for Graduation	NCAA: Core Class
These courses are a survey of government, civics, economics, geography, and law. Students will study the rights and responsibilities of citizens as well as learn the basics of the structure and function of government. Included will be discussion of current events. Principles of geography and map skills will be explored. Interpretation of data, analysis of statistics, charts, and graphs will be integrated.		

Mythology	Satisfies: .5 ELECTIVE credit	Info: Must perform (read aloud) various roles in the myths
This course follows "The Hero's Journey" & will cover the Classical World through the modern view of myths. The Classical World will be covered using Reader Theater—students will act out the roles in the myths. The Hero's Journey is used for analyzing myths, legends, films, novels, short stories, plays, or even comic books. By studying ancient mythologies, students must think analytically about modern culture, analyzing the traces ancient mythology has left behind and the legends created in their own day.		

Political Science	Satisfies: .5 ELECTIVE credit	To Take: Grades 11-12 PLAN Reading Score: 17
A survey of national, state & local government and the political process in the United States, with emphasis on the Constitution, the President, Congress, the judicial system, & state & local politics. It will also incorporate a general introduction to the domestic politics of countries in various regions of the world, emphasizing concepts used to understand why political issues and processes differ across developed and developing nations. Students will also learn how domestic & local politics are impacted by national institutions and by our national integration into a global economy. Finally, it will introduce students to the basic knowledge of research methods in political science; including data collection and historical trends & analysis.		

Psychology	Satisfies: .5 ELECTIVE credit	Info: Offered every other year. NOT offered 2013-14. Next offered 2014-15
Psychology is the scientific study of affect, behavior, and cognition. In this survey course, emphasis will be placed on understanding principles of psychological research, brain anatomy, sensation & perception, personality theory, sleep, dreams, social psychology, principles of learning, memory, intelligence, child development, and mental disorders and their treatment. Students will conduct psychological data gathering via surveys and perform correlation studies. Additional topics that may be surveyed include: optical illusions, personality testing, the Mozart Effect, the meaning of dreams, why we need sleep, mob mentality, IQ testing, learning styles, memory aids, ADHD, schizophrenia, phobias, OCD, anxiety and stress. This survey course will ultimately prepare students to be better equipped when taking an introductory level psychology course at the college level.		

Sociology	Satisfies: .5 ELECTIVE credit	Info: MAY CHOOSE for 2013-14 school year. Will not be offered 2014-15
This course studies human social behavior. Sociology assumes a group rather than an individual perspective as psychology does. Students will study patterns in social relationships including class, race, and gender struggles. We will use the scientific method when developing a thesis to test using a variety of activities, including group projects and sociological research. Students will spend time learning about current events from a variety of perspectives in order to gain more of a world perspective on current social issues.		

U.S. History 1865-1929	Satisfies: .5 Required SOCIAL STUDIES credit for Graduation	To Take: Must have 1 credit in Intro to Social Studies and Credits in World Civ 1500 and 1812 NCAA: Core Class
United States History 1865-1929 will emphasize twentieth century America from Reconstruction through the 1920's. A brief review of the aftermath of the Civil War, the events which placed the United States of America in the role of a world power, and an investigation of the industrial, technological, and cultural advances the U.S. has made, will provide insight and context for our current state of affairs.		

U.S. History 1929- Present	Satisfies: .5 Required SOCIAL STUDIES credit for Graduation	To Take: Must have 1 credit in Intro to Social Studies and World Civilization 1500 & 1812 NCAA: Core Class
	Info: The End of Course Assessment (exam) at the end of this class is worth 20% of final grade	
United States History 1929 to present will emphasize twentieth century American concepts through primary and secondary source analysis along with a development of students reading and writing skills. The course follows American history from the Great Depression to technological and cultural advances the US has made over the years. It will provide insight and context for our present state of affairs.		

World Civilizations 1500 – 1812	Satisfies: .5 Required SOCIAL STUDIES credit for Graduation	NCAA: Core Class
In this course we will examine significant eras in world history from 1500 through the Napoleonic Wars. We will develop a chronological understanding and recognize cause and effect relationships in a historical perspective. We will examine political, social, and economic systems and their relationships to world events. We will explore how geography and culture shape human wants and needs. We will also look at current events and see how they fit in the context of history.		

World Civilizations 1812 – Present	Satisfies: .5 Required SOCIAL STUDIES credit for Graduation	NCAA: Core Class
In this course, we will examine significant eras in world history from the Napoleonic Wars through the present. We will develop a chronological understanding and recognize cause and effect relationships in a historical perspective. We will examine political, social, and economic systems and their relationships to world events. We will explore how geography and culture shape human wants and needs. We will also look at current events and see how they fit in the context of history.		

Kentucky History	Satisfies: .5 ELECTIVE credit
This course focuses on the historical and cultural forces that have influenced the people and institutions of the Commonwealth, including a more specific examination of Kenton County and surrounding counties. It will stress the role of geographical regional variations across Kentucky. The customs of the people, their values, their folklore, and their family life will be examined in the context of such forces as agrarianism and urbanism. Historical context & the forces shaping government, politics, and social change will also be discussed.	

World Geography	Satisfies: .5 ELECTIVE Credit
Students will explore major continents, regions of the world, urban areas, physical features, natural wonders, and climates. Students will also examine a variety of different world cultures. Students will learn to think geographically and globally, to use effective research methods and tools, and to seek out answers for themselves about the important and difficult problems facing the world today. Student will learn the relevance of geography by making connections between regional/global issues and their own community.	

Renaissance Academy Social Studies Year 1	Satisfies: 1.5 Required SOCIAL STUDIES Credit for Graduation	To Take: Students must submit an application (found on Scott's Website) and be recommended by 2 teachers
The first year of Renaissance Academy Social Studies will take students through an accelerated thematic program. Social Studies Credits satisfied will be Accelerated Social Studies A—Accelerated Social Studies B—and Accelerated World Civilizations 1500-1812. Much of the work is Project-Based, requires the use of technology, and higher order thinking and problem solving skills. This standards-based course is a fusion of English I, which focuses higher-order critical thinking skills, close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections and complex writing tasks to build ability to write effectively in academic and real-world situations, and the content of Introduction to Social Studies, specifically globalization and government. Students completing this program will be preparing for college level History in the Junior/Senior years of high school. This class is taken in conjunction with Renaissance Academy English Year 1 and is co-taught by two instructors.		

Renaissance Academy Social Studies Year 2	Satisfies: 1.5 Required SOCIAL STUDIES Credit for Graduation	To Take: Students must submit an application (found on Scott's Website) and be recommended by 2 teachers
The second year of Renaissance Academy Social Studies will take students through an accelerated thematic program. Social Studies Credits satisfied will be Accelerated World Civilizations 1812-present—Accelerated US History 1865-1929—and Accelerated US History 1929-present. Much of the work is Project-Based, requires the use of technology, and higher order thinking and problem solving skills. This course fuses the skills developed in English II and English III, higher-order critical thinking skills, close-analysis reading strategies to enable students to independently analyze texts, challenging reading selections, and complex writing tasks to build ability to write effectively in academic and real-life situations, with the historical content of World Civilization and American History. Students completing this program will be preparing for college level History in the Junior/Senior years of high school. This class is taken in conjunction with Renaissance Academy English Year 2 and is co-taught by two instructors.		

WORLD LANGUAGE

NOTE: ALL CLASSES AT SCOTT HIGH SCHOOL ARE 1 TERM IN LENGTH. IF A&B ARE LISTED TOGETHER, BOTH ARE REQUIRED AND MUST BE NOTED ON THE COURSE SELECTION SHEET.

WORLD LANGUAGE TRAVEL OPPORTUNITIES

Each summer, a trip is organized by one of the World Language teachers. If you and/or your family are interested in these trips, contact the teacher listed. The following trips are planned for the next 3 years:

2013	Paris & Loire Valley	Madame Motsinger
2014	Germany , West & East	Frau Pennington
2015	Paris to Vienna	Madame Motsinger & Frau Pennington

French 1 A & B	Satisfies: 1 ELECTIVE credit	To Take: MAP Score Reading (221) & MAP Score Math (233) 78% or higher in prior English class
	Info: 2 Years of the same World Language required for COLLEGE READY CURRICULUM	NCAA: Core Class
The beginning course in French introduces you to the vocabulary and culture of the French-speaking world. You will learn to speak, listen, read, and write about a variety of topics related to your own life. You will be evaluated through projects, storytelling and performance.		

French 2 A & B	Satisfies: 1 ELECTIVE credit	To Take: MAP Score Reading (221) & MAP Score Math (233) 78% or higher in prior English class
	Info: 2 Years of the same World Language required for COLLEGE READY CURRICULUM	NCAA: Core Class—2 credits in World Language for Division 1
The second course builds upon the skills learned in French I. Vocabulary, grammar, and culture are expanded through projects, storytelling, and performance.		

French 3 Honors A & B	Satisfies: 1 Required HUMANITIES credit for Graduation	To Take: Must have 2 credits in prior World Language classes with a 78% or higher in prior World Language class
	Info: Honors level World Language is recommended for college readiness, and to be competitive for scholarships	
	GPA Weight: Weighted for Ranking NOT for KEES	
Basic skills in speaking, listening, reading, and writing are refined. By the end of French 3, you will be able to communicate at an intermediate-mid level about a variety of topics related to your own life.		

French 4 Honors A, and/or B, and/or C	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: 1 credit French 3 Honors
	Info: This course is taught in the same class as AP French	
	GPA Weight: Weighted for Ranking NOT for KEES	
By the end of the course, you will be able to communicate at an intermediate-high level about a variety of topics related to your own life, as well as issues and cultures of the French-speaking world.		

French Literature Honors A & B	Satisfies: 1 Required HUMANITIES credit for Graduation	To Take: 78% or higher in French Honors 3 and Credit in AP French Language or concurrently taking AP French Language, and teacher recommendation
	Info: recommended for college readiness, and to be competitive for scholarships.	
	GPA Weight: Weighted for Ranking NOT for KEES	
You will read novels, poetry, plays, and short stories that date from the Middle Ages to modern day. This class is a helpful accompaniment to the AP French Language course and the AP English Literature course. This class is taught in French.		

A.P. French Language & Culture A, B, C	Satisfies: 1 Required HUMANITIES credit for Graduation and .5 ELECTIVE credit	To Take: Must have 3 credits in prior World Language classes with a 78% or higher in prior World Language class
	Info: AP level World Language is recommended for college readiness, and to be competitive for scholarships.	Fee: Optional AP Exam \$89
	GPA Weight: Weighted for Ranking and for KEES	
By the end of the course, you will be able to communicate at an intermediate-high level about a variety of topics related to your own life, as well as issues and cultures of the French-speaking world. You may elect to take the Advanced Placement French Language and Culture Exam.		

German 1 A & B	Satisfies: 1 ELECTIVE credit	To Take: MAP Score Reading (221) & MAP Score Math (233) 78% or higher in prior English class
	Info: 2 Years of the same World Language required for COLLEGE READY CURRICULUM	NCAA: Core Class
The beginning course in German introduces you to the vocabulary and culture of the German-speaking world. You will learn to speak, listen, read, and write about a variety of topics related to your own life. You will be evaluated through projects, storytelling and performance.		

German 2 A & B	Satisfies: 1 ELECTIVE credit	To Take: MAP Score Reading (221) & MAP Score Math (233) 78% or higher in prior World Language class
	Info: 2 Years of the same World Language required for COLLEGE READY CURRICULUM	NCAA: Core Class—2 credits in World Language for Division 1
The second course builds upon the skills learned in German I. Vocabulary, grammar, and culture are expanded through projects, storytelling, and performance.		

German 3 Honors A & B	Satisfies: 1 Required HUMANITIES credit for Graduation	To Take: Must have 2 credits in prior World Language classes with a 78% or higher grade in prior World Language class
	Info: Honors level World Language is recommended for college readiness, and to be competitive for scholarships.	
	GPA Weight: Weighted for Ranking NOT for KEES	
Basic skills in speaking, listening, reading, and writing are refined. By the end of German III, you will be able to communicate at an intermediate-mid level about a variety of topics related to your own life.		

German 4 Honors A, and/or B, and/or C	Satisfies: .5 Required HUMANITIES credit for Graduation	To Take: 1 credit German 3 Honors
	GPA Weight: Weighted for Ranking NOT for KEES	
By the end of the course, you will be able to communicate at an intermediate-high level about a variety of topics related to your own life, as well as issues and cultures of the German-speaking world.		

A.P. German Language A,B,C	Satisfies: 1 Required HUMANITIES credit for Graduation and .5 ELECTIVE credit	To Take: Must have 3 credits in prior World Language classes with a 78% or higher in prior World Language class
	Info: AP level World Language is recommended for college readiness, and to be competitive for scholarships	Fee: Optional AP Exam \$89
	GPA Weight: Weighted for Ranking and for KEES	
By the end of the course, you will be able to communicate at an intermediate-high level about a variety of topics related to your own life, as well as issues and cultures of the German-speaking world. You may elect to take the Advanced Placement German Language and Culture Exam.		

Spanish 1 A & B	Satisfies: 1 ELECTIVE credit	To Take: MAP Score Reading (221) & MAP Score Math (233) 78% or higher in prior English class
	Info: 2 Years of the same World Language required for COLLEGE READY CURRICULUM	NCAA: Core Class
The beginning course in Spanish introduces you to the vocabulary and culture of the Spanish-speaking world. You will learn to speak, listen, read, and write about a variety of topics related to your own life. You will be evaluated through projects, storytelling and performance.		

Spanish 2 A & B	Satisfies: 1 ELECTIVE credit	To Take: MAP Score Reading (221) & MAP Score Math (233) 78% or higher in prior World Language class
	Info: 2 Years of the same World Language required for COLLEGE READY CURRICULUM	NCAA: Core Class—2 credits in World Language for Division 1
The second course builds upon the skills learned in Spanish I. Vocabulary, grammar, and culture are expanded through projects, storytelling, and performance.		

Spanish 3 Honors A & B	Satisfies: 1 Required HUMANITIES credit for Graduation	To Take: Must have 2 credits in prior World Language classes with a 78% or higher in prior World Language class
	Info: Honors level World Language is recommended for college readiness, and to be competitive for scholarships.	
	GPA Weight: Weighted for Ranking NOT for KEES	
Basic skills in speaking, listening, reading, and writing are refined. By the end of Spanish III, you will be able to communicate at an intermediate-mid level about a variety of topics related to your own life.		

Spanish 4 Honors A, and/or B, and/or C	Satisfies: .5 Required HUMANITIES credit per term for Graduation	To Take: 1 credit Spanish 3 Honors
	GPA Weight: Weighted for Ranking NOT for KEES	
By the end of the course, you will be able to communicate at an intermediate-high level about a variety of topics related to your own life, as well as issues and cultures of the Spanish-speaking world.		

A.P. Spanish A, B, C	Satisfies: 1 Required HUMANITIES credit for Graduation and .5 ELECTIVE credit	To Take: Must have 3 credits in prior World Language classes with a 78% or higher in prior World Language class
	Info: AP level World Language is recommended for college readiness, and to be competitive for scholarships.	Fee: Optional AP Exam \$89
	GPA Weight: Weighted for Ranking and for KEES	
By the end of the course, you will be able to communicate at an intermediate-high level about a variety of topics related to your own life, as well as issues and cultures of the Spanish-speaking world. You may elect to take the Advanced Placement Spanish Language and Culture Exam.		

Prep and Prep+ 2013-14

The Kenton County School District Prep and Prep+ Program Committee has met and approved changes for the 2013-14 school year. The 2012-13 school year served as the pilot year for the program and throughout the year, program information was gathered and reviewed by the committee to implement changes that will strengthen the identification process and clarify communication documents.

As you review the program documents, please be aware of the following changes to begin with student identification for the 2013-14 school year.

- A student will need to meet two assessment data points in the 75 to 95 percentile range for identification in the Prep Program and two assessment data points in the 96 to 99 percentile range for identification in the Prep+ Program as outlined on the 2013-14 Acceleration Plan documents. One assessment data point must be the winter or spring MAP (Measure of Assessment Progress) score for the 2012-13 school year and the second assessment data point must be from either a second MAP score or other most current norm referenced assessment.
- Identification in the ELA Prep or Prep+ Program will be based on MAP (Measure of Assessment Progress) scores in the category of Reading only. The reading assessment provides a comprehensive evaluation as it assesses foundational reading skills, informational reading, vocabulary and literature. A student uses these necessary reading components in all content learning and everyday life skills. Language usage has been eliminated as it provides limited data regarding a student's ability to excel in the prep or prep+ Program.
- Be sure to read the 2013-14 Questions and Answer documents for all program information and changes regarding student identification in the program or student requirements to continue in the program.

The 2013-14 Prep and Prep+ Program Documents can be accessed through our Kenton County School District Website. <http://www.kenton.kyschools.us/> At the top of the page in the middle you will view Kenton County News. As you scroll down the arrow you still see the title 2013-14 Prep and Prep+ Acceleration Program announced. The Math Acceleration Plan, the ELA Acceleration Plan, Elementary Questions and Answers and the Middle/High School Questions and Answers documents can be viewed by clicking on the above underlined title.

Through our Prep and Prep+ Acceleration Program, we will continue to provide a rigorous curriculum to our students who meet the identification criteria. Whenever you have questions, please contact the school principal at the elementary level or the school principal and/or counselors at the middle and high school level.

FREQUENTLY ASKED QUESTIONS ABOUT COURSE SELECTIONS

Do I have to take a World Language to graduate from High School?

No. For the College Ready Curriculum, students must earn 2 credits in the same World Language.

What World Language should I take?

It depends on your goal. If you are planning to earn just the two credits for the College Ready Curriculum, it really does not matter which language you take. You will not be able to speak the language proficiently in just 2 years. You will develop your mind with any language to handle problem-solving tasks you may run into in college. If you want to be proficient at a World Language, or major in a Language in college, you will need to earn as many credits as possible in that language in high school.

What if I get a low MAP score, because I just did not take it seriously, and now I don't have the MAP score to take a course that I want?

You can request to re-take the MAP test in the area you need to re-take. Ask for Ms Davis, the Assessment Coordinator.

Am I going to get ALL of the classes I sign up for?

Not always. A Master Schedule (an organization of all the classes, all the periods, all the teachers, all year) is always somewhat of a compromise. No school can offer each class, each period, each term. Sometimes there are not enough students to sign up for a class and we cannot put it in our master schedule. Sometimes, classes are in conflict with each other and you will have to make a choice between the two classes. We do try to give every student the best schedule we possibly can based on their requests and their alternates. It just doesn't work out for every student to get every elective they would like all the time. We DO guarantee that you will be able to get all of your requirements however.

Does it really matter what I choose? I can always change my mind later, can't I?

We decide what classes we are going to teach based on what students request. If you change your mind after the master schedule has been decided, you may not be able to make a change. That is why we encourage you to read the catalog and make good choices at the beginning of scheduling.

What if I get into a class and I don't like it or I don't have the materials I need for the class?

As a mark of maturity, we really expect you to look at the class descriptions for the classes you want to take. That is why we have the Course Catalog! We have also listed the materials that you will need in each class.

I'm not with any of my friends in my classes or at lunch. Can I get a schedule change to be with my friends or to get a different lunch?

We believe the main reason to come to school is to learn. With such a variety of classes in High School, being with friends must take a back seat to being in classes that will help you meet graduation and career (ILP) goals. If you don't have a valid reason, you probably will not be able to change your schedule. Below are the valid reasons for schedule changes:

1. The student is in a class for which the student already has a credit.
2. The student is in a class for which the student has not met the pre-requisite.
3. The student is in a class that is not recommended for the student's grade level.
4. A teacher has contacted the counselor advising of a class change that would better meet the student's academic needs.
5. The student is a senior and needs the class to meet graduation requirements.
6. Another class would better align with the student's career goals as verified by the student's ILP
7. Other reasons deemed necessary by an administrator

I heard that Scott allows students to earn some required credits in lots of ways. Is that true?

Yes! We have lots of ways to earn PE credits, Arts/Humanities credits and Business/Technology credits. When you look at the course descriptions, they will tell you what credit each class will satisfy. For students who are in the Renaissance Academy at Scott for two years, we waive their Arts/Humanities required credit. Additionally, if you participate in one of the Kenton County Academies of Innovation and Technology (KCAIT) for 2 years, we waive the Business/Technology credit requirement.

How can I see the High School Counselor if I need to? And what are some reasons to see the counselor?

You just need to tell your teacher and the teacher will call the counselor's office to make sure they are available. If the counselor is not available, they will write your name down and send a pass for you later. See the counselor: If you are sad, depressed, angry, or otherwise unable to concentrate in class—if you have a question about your schedule or a class or future classes you need to take—if someone is making you feel uncomfortable or bullying you (especially bullying!)—if you have a friend who has told you that they are being hurt or in danger of hurting themselves (Important!!)—if you just need to talk. If we send a pass for you, please don't think that you are "in trouble." We try to help you stay out of trouble.

English & Literature

- English 1 A & 1B & 1C
- English 1A & 1B Accelerated
- Renaissance Academy-English Year 1
- English 2A & 2B & 2C
- English 2A & 2B Accelerated
- Renaissance Academy-English Year 2
- English 3A & 3B
- English 3A & 3B Honors
- English 4A & 4B
- A.P. English Language & Composition A, B, C
- A.P. English Literature & Composition A, B, C
- Creative Writing
- 21st Century Media
- Film & TV Writing
- Home Runs and Heroes: Sports Literature
- Jules Verne to *Star Wars*: Sci-Fi Literature
- Women's Voices
- Reading

Math

- Transitional Algebra
- Algebra 1A & 1B
- Transitional Geometry
- Geometry A & B
- Geometry Accelerated A & B
- Algebra 2A & 2B
- Algebra 2A & 2B Accelerated
- Pre-Calculus A, B, & C Honors
- A.P. Calculus AB - A, B, & C
- AP Calculus BC - A & B
- Algebra 3 A & B
- College & Career Ready Math A & B

Science

- Integrated Science A
- Integrated Science A Accelerated - Renaissance Academy
- Integrated Science B
- Integrated Science B Accelerated - Renaissance Academy
- Biology A & B
- Biology Accelerated A & B: Renaissance Academy
- Pre-Chemistry
- Chemistry A & B
- A.P. Chemistry A, B, & C
- Anatomy & Physiology A & B Honors
- Environmental Science
- Forensics
- Field Biology
- Marine Biology
- Medical Ethics
- Space Science

Social Studies

- NKU HIS 102/ American History to 1877 A & B
- NKU HIS 103/ American History Since 1877 B & C
- NKU PHI 110/ Philosophy, Individuals, and Society
- AP US History A & B & C
- Ancient Civilizations
- Criminal Justice
- Global Issues
- Integrated Social Studies A & B
- Mythology
- Political Science
- Psychology
- Sociology
- U.S. History 1865-1929
- U.S. History 1929- Present
- World Civilizations 1500 – 1812
- World Civilizations 1812 – Present
- Kentucky History
- World Geography
- Renaissance Academy: Social Studies Year 1
- Renaissance Academy: Social Studies Year 2

Health/PE

- Athletic Training
- Concepts of Coaching
- Fitness-Wellness-Nutrition
- Foundations of Sports
- Health (Boys—Girls)
- Leisure Activities 1
- Leisure Activities 2
- Lifeguard Training
- Physical Education-Males
- Physical Education-Females
- Recreational Activities 1
- Recreational Activities 2
- Strength & Conditioning

Humanities/Arts

- NKU ART 100 Art Appreciation

Culinary Arts

- Introduction to Culinary Arts 1
- Introduction to Culinary Arts 2
- Special Topics in Culinary Arts: The Art of Baking
- Special Topics in Culinary Arts: The Art of International Cooking

Digital Arts

- 3D Printing
- Graphic Design
- Photography 1
- Photography 2
- Photoshop as Art 1
- Photoshop as Art 2
- Rosetta Stone A & B (World Studies)
- Yearbook 1 & 2

Performance Arts: Dramatics

- Acting Out with Shakespeare
- Costuming for the Stage
- Drama 1
- Drama 2
- Drama and Film Fundamentals
- Theatre 1 (Theater and Production)

Performance Arts: Music

- Chamber Choir A, B, & C
- General Chorus
- Guitar 1
- Guitar 2
- Marching/Concert Band/Symphonic A, B, & C
- World Percussion

Visual Arts

- A.P. Studio Art A & B & C
- Contemporary Crafts and Culture 1
- Contemporary Crafts and Culture 2
- Drawing 1
- Drawing 2
- Painting 1
- Painting 2
- Sculpture & Ceramics 1
- Sculpture & Ceramics 2
- Special Topics in Studio Art
- Film in Action Part 1: Pre-production
- Film in Action Part 2: Post-production

Business Technology

- CTA: Access Powerpoint Publisher
- CTA: Word/Excel
- Entrepreneurship
- Flash A
- Flash B
- Introduction to the Digital World
- Video Game Design
- Web Page Development Intro
- JavaScript
- Web Site Design and Development – Dreamweaver
- Web Site Design and Development – Expression Web

World Languages

- French 1 A & B
- French 2 A & B
- French 3 Honors A & B
- French 4 Honors - A, and/or B, and/or C
- French Literature Honors A & B
- A.P. French Language & Culture - A, B, C
- German 1 A & B
- German 2 A & B
- German 3 Honors A & B
- German 4 Honors A, and/or B, and/or C
- A.P. German Language A,B,C
- Spanish 1 A & B
- Spanish 2 A & B
- Spanish 3 Honors A & B
- Spanish 4 Honors A, and/or B, and/or C
- A.P. Spanish A, B, C

Senior Studies/Service Education

- Leadership Dynamics
- Library Science
- Peer Tutor
- School-To-Work
- Work-Based Learning
- Senior Project

Simon Kenton High School

Course Guide

2013 – 2014

General Information

Our Mission

Simon Kenton High School is a community of students, educators, administrators, parents and families. Each member of this community is a valued individual with unique physical, social, emotional and intellectual needs, as well as strengths. With all partners working together, the mission of Simon Kenton High School is to provide quality and equitable educational programs and opportunities for all students. Our focus is to promote life-long learning, social well being and responsible citizenship among our students.

Our Beliefs

- All Students can learn to the maximum of their ability level.
- Student learning and advancement is the chief priority of the school.
- Teachers, administrators, students, parents and the surrounding community share the responsibility for the school's mission.
- Every child can and should be educated in a safe and comfortable environment.

Simon Kenton High School is a four-year public high school located in Independence Kentucky, in the southern part of Kenton County. Established in 1936 Simon Kenton was located in a completely rural area. Today, this location is rapidly transitioning from a rural to suburban community, allowing Simon Kenton to serve a population of approximately 1650 students. Simon Kenton High School is a site-based school and is fully accredited by the Southern Association of Colleges and Schools (SACS) and the Kentucky Department of Education. Our staff and the administration take great pride in providing a quality education for the young men and women in the Independence area.

Students at Simon Kenton High School are encouraged to develop a four-year-and-beyond plan of study. It is very important for students and parents to realize that a high school diploma can no longer be considered the final educational experience. A high school diploma should become a springboard to allow students to continue to pursue a course of study that will better prepare them for the world of work.

Diploma and Certification Opportunities

There are several diploma and certificate opportunities, which students can pursue. Each diploma provides a strong core curriculum and exposes students to a wide variety of educational opportunities. The core curriculum in these programs helps prepare students to meet their graduation requirements and be successful in post graduate pursuits.

Standard Diploma

This curriculum path provides a sequence of courses and requirements that identifies and integrates both academic and technical courses. Completing coursework in this curriculum will prepare students for a variety of post-secondary options, including vocational and technical programs and/or immediate entry into the workforce. If students elect to take 2 credits in the same foreign language, then this path will also meet the state pre-college curriculum. (see pg 6)

Kentucky Scholars Diploma

To receive this diploma, students need to complete an advanced set of requirements that surpass the state's general diploma requirements. (see pg 6)

Honors Diploma

The Honors Diploma is offered by Simon Kenton to reward students exceeding the requirements for a Kentucky Scholars Diploma. To receive this diploma, students need to complete an advanced set of requirements which include advanced classes in English, Math and a Science. (see pg 6)

Work Ethic/Career Passport Diploma

In a joint effort with the Northern Kentucky Chamber of Commerce, Simon Kenton High School offers seniors the opportunity to earn the Work Ethic/Career Passport Diploma. Completion of this program provides a portfolio with proof of accomplishments in high school and additional information that will help students become employed. As the Chamber of Commerce sponsors it, the Career Passport program will increase one's chance of obtaining a position, as it will make one stand out among other job applicants.

Miscellaneous Notes

1. All information in the course guide is subject to change based on board policy, site-based approval, or any other policy beyond the control of Simon Kenton High School.
2. The typical sequence for math is Algebra I→Geometry→Algebra II→Pre-Calculus (or another fourth math credit). **Students are required to take a mathematics class all four years of high school.**
3. Students transferring from a Different Schedule to our Traditional Schedule may face challenges. However, every effort will be made to blend the schedules so that the student is not penalized.
4. Good attendance in school is important for success in any program. As a rule of thumb, **students missing more than 3 classes in one 9-week grading period have a difficult time earning a passing grade.**
5. Accelerated classes are being offered in several content areas. However, every effort will be made to accommodate student requests.
6. Information on government will be included in both 9th and 11th grade social sciences courses. This will allow students to qualify for the Kentucky state scholars program.
7. All students must complete required pieces in the Simon Kenton writing continuum.
8. Students who have taken a certain number of courses in given career and technical courses are eligible to take KOSSA tests in that area which may allow students to earn up to three college credits.
9. Students who qualify for the PREP and PREP+ program will be admitted into the appropriate classes. More information on PREP and PREP+ can be found on the Kenton County Schools webpage, www.kenton.k12.ky.us.

State of Kentucky Pre-College Curriculum

Subject	Pre-college Curriculum (2004)
Language Arts	4 Credits: English I, II, III and IV or AP English
Mathematics	3 Credits: Algebra I, Geometry, Algebra II
Science	3 Credits: Life science, physical science and earth space science (at least one lab course)
Social Studies	3 Credits from the following content areas: U.S. history, economics, government, world geography, and world civilization
Health	½ Credit
Physical Education	½ Credit
History & Appreciation of Visual & Performing Arts	1 Credit: History and appreciation of visual and performing arts or another arts course that incorporates such content
Foreign Language	2 Credits in the same foreign language or demonstrated competency
Electives	7 Credits (5 rigorous)

Grade Advancement and Graduation Requirements

In order to advance to the next grade level, students must earn a minimum number of credits and successfully complete core courses in English, math, science, social studies. For the 2012-2013 school year:

- To be a sophomore, students must have a minimum of 5 credits
- To be a junior, student, must have a minimum of 11 credits
- To be a senior, students must have a minimum of 17 credits

In order to graduate students must:

- Complete 8 semesters of coursework, based on a six hour instructional day
- Earn 23 credits
- Successfully complete the required state assessments.

Administration may replace an equal or more rigorous course completed in a Kenton County Academy for a required course.

Kentucky Educational Excellence Scholarship (KEES) **

Kentucky high school students have a great opportunity to make their education pay with the Kentucky Educational Excellence Scholarship (KEES)! KEES is an exciting program administered by the Kentucky Higher Education Assistance Authority (KHEAA). Students who try to get the most from high school by studying hard and making good grades (C+ or higher) can earn scholarships for Kentucky colleges or technical schools.

For example, let's assume that a student had a 2.8 GPA for their freshmen year. For that, they earned a \$200 KEES award. Their GPA for the sophomore year was 3.2, which earned them another \$300. During their junior and senior years, their GPAs were 3.3 and 3.1, respectively. They earned \$325 for their junior year and \$275 for their senior year. In addition, the student's highest composite score on their ACT was 21, for which they get a \$250 KEES bonus award. Add all those awards together and they will have \$1,350 in KEES awards each year for up to 4 years in higher education.

Note: For KEES rewards only Advanced Placement Courses are weighted, by the state, when figuring a student's GPA.

Ways High School Students Can Earn College Credit

Option 1: Dual Credit through Early Admission (NKU and Thomas More)

Eligible high school students are admitted to a post-secondary institution and take college classes for college credit. This course may also count for high school credit. There is an additional application process for students to enter as college freshman. (See page 5 for details)

Option 2: Dual Credit (Area Technical College (ATC) Schools only, through Gateway)

ATC students are taught by an ATC instructor at an ATC in a course approved by the Gateway Provost. Students can earn Gateway credit if grade requirements are met for the equivalent Gateway course. (See page 5 for details)

Option 3: Articulated Credit

Articulated Credit is by definition a pre-determined agreement between a high school and a post-secondary institution. College credit is **generally** awarded after high school graduation when the student meets admission criteria and/or other standards outlined within the specific agreement.

Option 4: Advanced Placement

Students can enroll in AP courses, designed by College Board. Post-secondary institutions **MAY** award college credit if students receive a 3 or higher (out of a possible 5) on AP exams.

Option 5: College Level Examination Program (CLEP)

A national program of credit-by-examination is sponsored by the College Entrance Examination Board. This option is for students to test out of college courses based on extensive acquired knowledge. Check with our post-secondary institution for further information and availability.

Simon Kenton Advanced Placement (AP) Criteria:

- Students requesting an AP class must sign a contract.
- Students are encouraged to take the A.P. exam at the end of the course but it is not required.
- Students and parents must pay for the exam if it is taken.
- Students will be awarded a weighted grade if they complete the course.
- Students are not allowed to drop AP courses for peer tutoring or a non-academic class.

Class Changes

- **Schedule change requests will only be accepted for 7 days after the new quarter/semester.**
- **Class change requests may not always be honored depending on space in other classes.**

Class change requests are separated into needs, wants, and other requests. All requests are considered but not all changes are able to be accommodated. It is important to understand that scheduling conflicts may result which may prevent a student from receiving every class requested.

Course Descriptions

The following provides essential information to consider when completing the schedule request form. When choosing courses there are several important things to remember:

- Electives are offered according to student interest and faculty availability to teach the course.
- While every effort will be made to provide students with their 1st choices, this may not always be possible as room in classes dictate changes. Classes will not be put above our cap size to make a schedule change request.
- Refer to the Sample Student Schedule (page 6) for information on which courses meet diploma criteria.
- Recommendations and requirements are listed so students can choose courses in which they are most likely to be successful.
- Only Advanced Placement courses will receive a weighted grade, providing all requirements are met.

Special Education

Simon Kenton's special education department incorporates the inclusion model by placing students with special needs in regular education classes. Our program has four components, which blend together to form a successful learning environment for the special needs population. The components are as follows:

1. **Consultation** – a special education teacher consults with the regular education teacher on a regular basis to assist with adaptations and accommodations with possible assistance from a peer tutor.
2. **Collaboration** – special education staff & core content specialist working together in the classroom with students who have special needs, as well as blended groups.
3. **Resource** – students may leave their classroom to receive assistance from a special education staff member in the resource room (i.e. oral reading of test, help with proofreading, & test preparation).
4. **Community Based Program** – the emphasis in this program is to develop basic social, and job skills. Students receive extensive hands-on work experience and functional skills.

DUAL CREDIT INFORMATION SHEET

	Gateway	NKU	Thomas More
What does dual credit Look like?	Gateway Regional Academy - Eligible students can take any class on the Gateway Campus for which they meet the pre-requisites.	High School Option: School-Based Scholars Program (SBS) - NKU faculty teaches college courses at the high school campus, bringing the college culture and contact time. College Campus Option: Early Enrollment Program (EEP) - Eligible students can take any class on the Highland Heights campus for which they meet the pre-requisites.	High School Option: -High School teachers that meet TMC adjunct requirements or, in some cases, TMC faculty teach the college course at the high school -Eligible to juniors or seniors College Campus Option: -Early Admission Program (EAP). -Eligible to juniors or seniors -College may add special sections -Fill open seats in regularly scheduled courses
What is the criteria?	- Student must be 16 or older - ACT or Compass minimum requirement - Completed application packet	- Completed sophomore year - ACT score of 20/PLAN score of 18/SAT of 940/PSAT of 94 - High school GPA of 3.25 - Completed application packet	Completed the following HS units: -2 in English, 2 in Science, 2 in Math, 2 in Social Studies -3.5 GPA in above units -Students must complete an application and submit transcripts -Provisional admittance through Academic Dean
What classes are offered at the high schools?		Examples but not limited to: Public Speaking, History, Political Science, Fine Arts, World Religions, and Criminal Justice.	Examples but not limited to: Biology, Chemistry, Computer Science, English, History, Business and Education.
What are the costs?	- ½ the normal tuition cost - Plus textbook	High School Option: (SBS) - Cost is one credit hour plus university fees if applicable College Campus Option: (EEP) - Cost is one credit hour plus university fees if applicable Other Costs - Application fee of \$40 -Textbook (average about \$125)	High School Option -\$200 per course plus any applicable lab or materials fees (7 credit limit per semester) College Campus Option: -same as high school option Other Costs ~Textbook
Will these college credits transfer to other colleges?	High School Option: Courses taught at the Area Technology Centers are technical courses and are not designed to transfer. However, Gateway has some articulation agreements with NKU and Thomas More. Students should consult with the transfer liaison at the college to which they want to transfer.	NKU is a regionally accredited institution whose credits are accepted by most major colleges and universities. Students should consult with the college of their choice to how their NKU credits would apply.	Thomas More College is regionally accredited by the Southern Association of Colleges and Schools, which greatly eases transferability of credit; however students should consult with their college of choice as to whether TMC credits will transfer and how they would apply. Thomas More College will guarantee that all the high school credit earned while enrolled in the Thomas More Dual credit program will be accepted and applied toward graduation at Thomas More.
Who do I contact for more information?	Shelby Krentz (859) 815-7648 Shelby.krentz@kctcs.edu	School-Based Scholars Program: - Jeff Fox (859) 392 – 2408 or foxj@nku.edu	Gemini Program: -High School Option, Aimee Zimmer, 859.344.3388 -Campus Option, Billy Sargent, 859.344.3402

SAMPLE STUDENT SCHEDULE FOR DIPLOMAS

GRADE LEVEL		TYPE OF DIPLOMA		
		<input type="checkbox"/> STANDARD	<input type="checkbox"/> KY. SCHOLARS	<input type="checkbox"/> HONORS
9 th	1	English 1 (1)	English 1 (1)	English 1 or English 1 Acc(1)
	2	Algebra 1 (1)	Algebra 1 (1)	Algebra 1 or Geometry (1)
	3	Integrated Science (1)	Integrated Science (1)	Integrated Science (1)
	4	Integrated Social Studies (1)	Integrated Social Studies (1)	Integrated Social Studies (1)
	5	Health and P.E. (1)	Health and P.E.(1)	Health and P.E.(1)
	6	Careers & Financial Literacy (.5) *** ----- Semester Elective(.5)	Careers & Financial Literacy (.5) *** ----- Semester Elective(.5)	Careers & Financial Literacy (.5) *** ----- Semester Elective (.5)
10 th	1	English 2 (1)	English 2 (1)	English 2 or English 2 Acc. (1)
	2	Geometry (1)	Geometry (1)	Geometry (1)
	3	Biology (1)	Biology (1)	Biology or Acc. Biology (1)
	4	World History (1)	World History (1)	World History or World History Acc. (1)
	5	Computer Application (1) or Word Processing (.5)	Computer Application (1) or Word Processing (.5)	Computer Application (1) or Word Processing (.5)
	6	Elective (1)	Elective(1)	Spanish/French 1 (1)
11 th	1	English 3 (1)	English 3 (1)	English 3 or English 3 Acc. (1)
	2	Algebra 2 (1)	Algebra 2 or Precalculus (1)	Algebra 2, Algebra 2 Acc. Or Precalculus (1)
	3	Chemistry or Comm. Chemistry (1)	Chemistry or Chemistry Acc.(1)	Chemistry or Chemistry Acc. (1)
	4	U. S. History & Government(1)	U. S. History & Government (1)	U. S. History & Government (1)
	5	Humanities(.5) ----- **Humanities Elective(.5)	Humanities(.5) ----- **Humanities Elective(.5)	Humanities/ Humanities Acc(.5) ----- **Humanities Elective(.5)
	6	Elective(1)	Spanish/French 1 (1)	Spanish 2 / Spanish 2 Acc/ French 2 /French 2 Acc (1)
12 th	1	English 4 (1)	English 4 (1)	English 4 Acc or English AP. (1)
	2	*Mathematics for College & Career Readiness (.5) and Elective(.5)	*Mathematics for College & Career Readiness (.5) and Elective(.5)	*Precalculus or Statistics AP (1)
	3	Elective(1)	Physics(1), Principles of Physics (.5), or Principles of Engineering (1)	Physics (1), Principles of Engineering (1), Bio AP. (1), Chemistry AP (1), or Anatomy(1)
	4	Elective(1)	Spanish/French 2 (1)	Elective(1)
	5	Elective(1)	Elective(1)	Elective(1)
	6	Elective(1)	Elective(1)	Elective(1)

KEY:

Credits indicated in () next to course

* Students must take a math class all 4 years

** Art, Music, Drama, etc.

*** Careers & Financial Literacy is not required but is highly recommended for incoming freshmen

Required Core Classes

2013-2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Algebra 1	535000	9 th -10 th	Introduces algebra concepts, analytical skills, and problem solving	Math	N/A	1
English 1	335000	9 th	A general survey of literature combined with writing, grammar, vocabulary, reading, oral communication, open responses, basic research, introductory literary analysis and the development of the thesis statement. During the second semester students may be identified as candidates for accelerated English II.	English	N/A	1
Health	675010	9 th	Emphasis is placed on health values and decision making. SEMESTER LONG COURSE.	PLCS	N/A	0.5
Integrated Science	765000	9 th	The study of earth science, chemistry, and physics	Science	N/A	1
Integrated Social Studies	885000	9 th	The study of the Physical and Human Geography of the world and its people. The course of study will include the topics of climates, vegetation, landforms, regions, people, places, cultures, conflicts and the use of both mental and physical maps. Students will also gain an understanding of other Social Sciences such as: economics, government and early US history. Students will study American colonization, the building of the Nation, and the Civil War and Reconstruction.	Social Studies	N/A	1
PE 1	635402	9 th	Emphasis is placed in lifetime leisure activities and team sports. SEMESTER LONG COURSE	PLCS	NA	0.5
Computer & Technology Applications	655101	10 th	Includes Microsoft Office Word, Excel & PowerPoint (2007) as well as technology issues & skills leading to Microsoft Office Specialist certification. (Recommended for all students & is a prerequisite for Advanced Computer Applications and/or Multimedia-Desktop Publishing classes)	PLCS	N/A	1
Biology	715102	10 th	The study of life including cells, genetics, ecology, and evolution.	Science	N/A	1
English 2	335102	10 th	A general study of literature and a refinement of skills learned at the 9 th grade level. Students will do creative writing, as well as a research paper and speech (oral presentation)	English	N/A	1
Geometry	545102	9 th -11 th	Geometric concepts will be learned and applied through hands-on discovery as well as traditional methods. Emphasis will be placed on mastery of core standards and the use of inductive and deductive reasoning.	Math	Algebra 1	1
Word Processing	655111	10 th	Develops Microsoft Office Word 2007 skills as well as technology issues & skills leading to Microsoft Office Specialist certification. Required for students not taking Computer Technology & Applications. SEMESTER LONG COURSE	PLCS	N/A	0.5
World Civilization	835102	10 th	This course encompasses world history from 1500 – present.	Social Studies	Geography & Economics	1
Algebra 2	535402	10 th -12 th	Continuing with the development of analytical skills and mastery of core content through modeling, data collection, and functions.	Math	Algebra 1 and Geometry	1
Humanities	165204	11 th	Incorporates the visual arts, dance, music and drama/theatre from the Renaissance through Modern and Contemporary Periods, as well as artistic aspects of Asian and Middle Eastern Cultures. Students are required to choose one elective from other arts and humanities electives to complete state requirements. SEMESTER LONG COURSE	Arts & Humanities	N/A	0.5
Chemistry	725202	11 th	The study of matter and its composition, chemical changes etc.	Science	N/A	1
English 3	335202	11 th	American literature from 1600-present including refinements of skills learned at the 9 th and 10 grade levels: writing, reading comprehension, oral communication skills, research skills and an increased emphasis in on-demand writing. A memoir, transactive piece, research paper & speech (oral presentation) will be completed.	English	N/A	1
U.S. History and Government	815302	11 th	Focus is placed on the development of the U.S. from the Colonial era to Modern Day.	Social Studies	World History	1
English 4	335302	12 th	A survey of British and World literature and modern classics with an emphasis on business information and technology. The students will develop and complete writing portfolios, refine on-demand writing skills, write a personal essay, compose a reflective writing piece and participate in a senior exit project that involves research and analysis. English IV students also participate in service learning through the completion of community service hours.	English	N/A	1
Mathematics for College and Career Readiness	557313	12 th	Course is designed to make college entrance more accessible to students and increase the likelihood for successful completion in subsequent math courses. SEMESTER LONG COURSE	Math	Successful completion of Algebra 2	0.5

Accelerated and A.P. Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
AP Studio Art	112306	11th – 12th	Students produce art work at the college level & in preparation for the AP Portfolio.	Arts & Humanities	93% in Level 2 classes and teacher approval	1
Humanities Accelerated	164214	11th – 12th	Covers basic core content for humanities, but emphasizes more analysis, synthesis and evaluation of concepts studied. SEMESTER LONG COURSE. Students are required to choose one elective from the other arts and humanities electives to complete state requirements.	Arts & Humanities	Enrollment in Eng. ACC and/or Hist. AP	0.5
English 1 Accelerated	334000	9th	This course is recommended for students with a strong background in the English language and will prepare students for English 2 - Accelerated. The class will encompass all aspects of the regular English I class, but provide more rigorous coursework. This class is strongly recommended for any students pursuing post-secondary education at a college or university level.	English	93% in 8th grade English, 17 or higher Explore score and teacher recommendation	1
English 2 Accelerated	334100	10th	A Pre-AP Curriculum designed to prepare students for participation in AP course work in the 11th and 12th grades. The class will encompass all aspects of the regular English 2 class, but provide more rigorous coursework based in world literature. This class is strongly recommended for any students pursuing post-secondary education at a college or university level. Summer Assignment May Be Required.	English	91% in English 1 and teacher recommendation or 87% in English 1 Acc and teacher recommendation	1
English 3 Accelerated	334202	11th	English 3 Accelerated follows a Pre-AP curriculum designed to prepare students for participation in AP coursework in the 12th grade. The concentration is a more in-depth, rigorous treatment of the topics covered in English 3. This class is strongly recommended for any students pursuing post-secondary education at a college or university. It is also recommended for any student interested in taking English IV AP. Summer Assignment May Be Required.	English	91% in English 2 and teacher recommendation or 87% in English 2 Acc and teacher recommendation	1
English 4 Accelerated	334302	12th	English 4 Accelerated will prepare students for post-secondary college coursework while studying a variety of literature, including but not limited to British literature. Students will also complete a writing portfolio, refine on-demand writing skills, compose a personal essay and reflective writing piece, engage in literary criticism and participate in a senior exit project that involves research and analysis. English 4 Accelerated students also participate in service learning through the completion of community service hours. This class is strongly recommended for any students pursuing post-secondary education at a college or university. Summer Assignment May Be Required.	English	91% in English 3 and teacher recommendation or 87% in English 3 Acc and teacher recommendation	1
AP English 4	312306	12th	The course of study for AP English 4 will prepare students for post-secondary college course work while studying a variety of literature, including but not limited to British literature. Students will also complete a writing portfolio, refine on-demand writing skills, compose a personal essay and reflective writing piece, engage in literary criticism and participate in a senior exit project that involves research and analysis. Students will also participate in service learning through the completion of community service hours. Summer Assignment May Be Required.	English	98% in English 3 and teacher recommendation or 93% in English 3 Acc and teacher recommendation	1
AP English Language and Composition	312306	11th	This course engages students in becoming skilled readers of prose written in a variety of rhetorical contexts, and in becoming skilled writers who compose for a variety of purposes. Both their writing and their reading should make students aware of the interactions among a writer's purposes, audience expectations, and subjects, as well as the way genre conventions and the resources of language contribute to effectiveness in writing.	English	98% in English 3 and teacher recommendation or 93% in English 3 Acc and teacher recommendation	1
Algebra 2 Accelerated	534206	9th -- 11th	A more challenging and in-depth study of Algebra 2 in preparation for Precalculus -- Accelerated. Students planning to take Calculus A/B AP MUST take this course.	Math	91% in Geometry or teacher recommendation	1
Precalculus Accelerated	514402	10th -- 11th	A more challenging and in-depth study of Precalculus in preparation for Calculus A/B AP. Students planning to take Calculus A/B AP MUST take this course.	Math	91% in Algebra 2 Accelerated or 95% in Algebra 2 non-accelerated	1

Accelerated and A.P. Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
AP Calculus A/B	512306	11th – 12th	Challenges students with a college level calculus curriculum to prepare for the AP exam. Students are expected to take the AP exam if they register for this course. Summer Assignment May Be Required.	Math	91% in Precalculus -- Accelerated	1
AP Statistics	512406	11th – 12th	Challenges students with a college level statistics curriculum to prepare for the AP exam. Students are expected to take the AP exam if they register for this course. Summer Assignment May Be Required.	Math	91% in Algebra 2 or 85% in Precalculus or 85% in English 3	1
AP Accounting	620001	11th -12th	This year-long course covers all the learning objectives of a traditional college level financial accounting course, plus those from a managerial accounting course. Topics include an introduction to accounting, accounting information systems, time value of money, an accounting for merchandising firms, sales and receivables, fixed assets, debt and equity. Other topics include statement of cash flows, financial ratios, cost-volume profit analysis and variance analysis.	PLCS	91% in ALG II OR 87% in ACC ALG II OR 93% in ACC I and teacher recommendation	1
AP Biology	712306	11th – 12th	Students are challenged with a college level biology curriculum to prepare for the AP exam. An after school lab is required one day a week to fulfill the requirements set forth by the College Board.	Science	95% in Bio. & Chem. or teacher recommendation.	1
Biology Accelerated	714103	10th	Provides an in-depth study of biology including many advanced laboratory experiments. Students who wish to advance to AP Biology must take this class.	Science	91% in Integrated Science or teacher recommendation.	1
Chemistry Accelerated	724203	10th – 11th	An in-depth understanding of chemical concepts is gained to prepare students who wish to take AP Chemistry. Students who wish to advance to AP Chemistry must take this class.	Science	91% in Algebra 2 & Biology or teacher recommendation.	1
AP Chemistry	722306	11th – 12th	Challenged with a college level chemistry curriculum to prepare for the AP exam. An after school lab is required one day a week to fulfill the requirements set forth by the College Board.	Science	93% in accelerated chem & pre-calc. or be currently enrolled in pre-calc. or teacher recommendation	1
AP European History	832306	12th	Students are challenged with college level European History to prepare for the AP exam.	Social Studies	90% in World Civilization and U.S. History or 85% in A.P. U.S. History or Teacher Recommendation	1
AP U.S. History	812206	11th	Students are challenged with college level U. S. History to prepare for the AP exam.	Social Studies	93% in World Civilization or 85% in AP World Civilization or teacher recommendation	1
AP World Civilization	832406	10th – 12th	Students are challenged with college level World Civilization to prepare for the AP exam.	Social Studies	93% in Social Studies courses and teacher recommendation	1
World Civilization Accelerated	834102	10th	World History followed at a faster pace & in greater detail.	Social Studies	93% in Geography & Economics or teacher recommendation	1
French 1 Accelerated	414000	9th	This course is recommended for students with a strong background in the English language and will prepare students for French 2 - Accelerated. The class will encompass all aspects of the regular French I class, but move at a faster pace.	World Language	93% in 8th grade English, 17 or higher Explore score	1

Accelerated and A.P. Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
French 2 Accelerated	414405	10th - 11th	This class will encompass all aspects of the regular French 2 class, but provide more rigorous coursework at a faster pace. The class is designed to prepare students for French 3.	World Language	93% in French 1	1
French 3 Accelerated	424405	11th – 12th	Builds on skills from French 2 & is designed for students who wish to continue studying French. Class is conducted in French.	World Language	93% in French 2	1
AP French	412306	12th	Students are challenged with college level French curriculum as they prepare for the AP exam. Class conducted in French. Summer Assignment May Be Required.	World Language	93% in French 3	1
Advanced Spanish 4	472306	12th	Students are challenged with college level Spanish curriculum. Class is conducted in Spanish. This class title replaces the title of AP Spanish. Although the content of the course is similar to AP Spanish, the AP Spanish Exam format will not be the primary focus of the course. Summer Assignment May Be Required.	World Language	93% in Spanish 3	1
Spanish 1 Accelerated	424000	9th	This course is recommended for students with a strong background in the English language and will prepare students for Spanish 2 - Accelerated. The class will encompass all aspects of the regular Spanish I class, but will move at a quicker pace.	World Language	93% in 8th grade English, 17 or higher Explore score	1
Spanish 2 Accelerated	434405	10th - 11th	This class will encompass all aspects of the regular Spanish 2 class, but will provide more rigorous coursework at a faster pace. This class is strongly recommended for any students interested in taking Spanish III.	World Language	93% in Spanish 1	1
Spanish 3 Accelerated	464205	11th – 12th	Builds on skills from Spanish 2 and is designed for students who wish to continue studying Spanish. Class conducted in Spanish.	World Language	93% in Spanish 2	1

The Kenton County Academies Of Innovation & Technology

From the Superintendent

The Kenton County School District proudly presents the *Academies of Innovation and Technology*! Each fall, we welcome over 4,000 high school students into our three high schools -three high schools that in the past have been fierce rivals and competitors. Under the new academy structure, rivals will become teammates working toward common goals in 21st century classroom. Our three high schools are collaborating to ready their students to compete in today's complex, growing, global market.

For maximum efficiency and effectiveness, the physical structure of the academies permits our school district to maximize our resources without compromising the needed resources for each academy. For example, a student enrolled at Simon Kenton High School might travel to Dixie Heights High School to attend the Media Arts Academy. In the recent past, such a concept seemed foreign. However, our 21st century learners welcome the opportunity to participate in a learning climate that facilitates their growth and potential in their career field of interest giving them the competitive edge post graduation.

The 21st century landscape of our school district will still feature Simon Kenton Pioneers, Dixie Colonels, and Scott Eagles continuing to compete on the athletic field. However, as a united front, our three high schools will team up with business and industry professionals in the classroom to learn how to compete together in a global economy.

Sincerely,
Dr. Terri Cox-Cruey
Superintendent

Developing our students:

Five years ago, the Kenton County School District restructured its high schools into *Schools of Study* to make learning more relevant and provide career exploration opportunities for students. The *Academies*, born out of our *Schools of Study*, take career exploration to a deeper level of career implementation. Designed for students who know their career pathway, the academies provide a seamless pipeline for students to advance their education and ultimately, their employability.

Developing our region:

The six academies were strategically implemented using the expertise of an advisory team consisting of educators, administrators, industry experts, and postsecondary institutions. Utilizing anticipated job growth projection data for our region, the six academies were deemed a priority because our region will realize the largest job growth over the next few decades.

Developing our partnerships:

Under the academy structure, students will have the opportunity to attend a half-day program, potentially off their school campus. The senior year results in a post-secondary, personalized learning plan that may feature apprenticeships, job shadows, project- based learning, and internships. Each academy provides an opportunity for students to receive dual credits at a post-secondary institution. Additionally, each academy boasts a business or industry partner who provides our students frequent interaction with industry experts and professionals.

Application Process:

Students must apply and be accepted to an academy. Students should apply as soon as possible since space is limited. Students can find more information about the academies including application and recommendation forms at http://www.kenton.k12.ky.us/content_page.aspx?cid=3030. For help with the application process see your counselor.

ENGINEERING ACADEMY



Introduction to Engineering Design™ - PLTW@ Simon Kenton High School 9th Grade Students at Simon Kenton High School Only

The first course in the Project Lead the Way sequence of engineering studies is offered at Simon Kenton High School. This course teaches problem-solving skills using a design to development process. Models of product solutions are created, analyzed, and communicated using solid modeling computer design software. Students who pass the Introduction to Engineering Design course have the option to continue their engineering program by attending the Kenton County Academies of Innovation & Technology Engineering Academy during 10th, 11th & 12th grades.

Simon Kenton ONLY Course #-2050072

Students should schedule their mathematics class as Algebra I or Accelerated Algebra I or Accelerated Geometry for 9th grade.
Students should schedule their Science class as Physical/Earth Science or Accelerated Physical/Earth Science for 9th grade.



Principles of Engineering™ - PLTW @ Simon Kenton High School 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the Project Lead the Way sequence of engineering studies is offered at Simon Kenton High School to sophomores from all three Kenton County High Schools. This course helps students understand various fields of engineering/engineering technology. Exploring various technology systems and manufacturing processes help students learn how engineers and technicians use math, science, and technology in an engineering problem solving process to benefit people. The course also includes concerns about social and political consequences of technological change. The Principles of Engineering course is offered only in the Kenton County Academies of Innovation and Technology Pre-Engineering Academy. Students must also enroll in a mathematics course and science course in the academy (see below). **PREREQUISITE: Completion of Introduction to Engineering Design, or bypass from instructor.**

Pre-Engineering Academy for 10th Grade Students:

PATHWAY 1:	Principles of Engineering DX/SC-2061472 SK-2061072	Chemistry DX/SC-7072472 SK-7072072	Geometry DX/SC-5061472 SK-5061072
PATHWAY 2:	Principles of Engineering DX/SC-2061472 SK-2061072	Accelerated/Honors Chemistry DX/SC-7032472 SK-7042072	Geometry DX/SC-5061472 SK-5061072
PATHWAY 3:	Principles of Engineering DX/SC-2061472 SK-2061072	Accelerated/Honors Chemistry DX/SC-7032472 SK-7042072	Accelerated Algebra II DX/SC-5041472 SK-5041072



Civil Engineering & Architecture™ - PLTW @ Simon Kenton High School 11th & 12th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The third course in the Project Lead the Way sequence of engineering studies is offered at Simon Kenton High School to juniors from all three Kenton County High Schools. Students learn about various aspects of civil engineering and architecture and apply their knowledge to the design and development of residential and commercial properties and structures. In addition, students use 3D design software to design and document solutions for major course projects. Students communicate and present solutions to their peers and members of a professional community of engineers and architects. This course is offered only in the Kenton County Academies of Innovation and Technology Pre-Engineering Academy. Students must also enroll in a mathematics course and science course in the academy (see below). **PREREQUISITE: Completion of Principles of Engineering, or bypass from instructor.**

Engineering Academy for 11th and 12th Grade Students:

PATHWAY 4:	Civil Engineering & Architecture Engineering DX/SC-2072472 SK-2072072	Physics DX/SC-7172472 SK-7172072	Algebra II DX/SC-5072472 SK-5072072
PATHWAY 5:	Civil Engineering & Architecture Engineering DX/SC-2072472 SK-2072072	Accelerated/Honors Physics DX/SC-7132472 SK-7142072	Accelerated/Honors Pre-Calculus DX/SC-5032472 SK-5042072
PATHWAY 6:	Principles of Engineering DX/SC-2061472 SK-2061072	AP Physics C DX/SC-7122472 SK-7122072	AP Calculus DX/SC-5022472 SK-5022072

HIGH PERFORMANCE PRODUCTION TECHNOLOGY ACADEMY



Introduction to Engineering Design™ - PLTW 9th Grade Students at Simon Kenton High School Only

The first course in the Project Lead the Way sequence of High Performance & Production Technology studies is offered at Simon Kenton High School. This course teaches problem-solving skills using a design development process. Models of product solutions are created, analyzed, and communicated using solid modeling computer design software. Students who pass the Introduction to Engineering Design course have the option to continue in this sequence by attending the Kenton County Academies of Innovation & Technology High Performance Production Technology Academy during 10th, 11th, & 12th grades.

Simon Kenton ONLY Course #-2050072

Students should schedule their mathematics class as Algebra I or Accelerated Algebra I or Accelerated Geometry for 9th grade.
Students should schedule their English class as English I or Accelerated English I for 9th grade.



Computer Integrated Manufacturing™ - PLTW @ Edgewood Campus 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the Project Lead the Way sequence of high performance & production technology studies is offered at the Edgewood Campus to sophomores from all three Kenton County High Schools. How are things made? What processes go into creating products? Is the process for making a water bottle the same as it is for a musical instrument? How do assembly lines work? How has automation changed the face of manufacturing? While students discover the answers to these questions, they're learning about the history of manufacturing, robotics and automation, manufacturing processes, computer modeling, manufacturing equipment, and flexible manufacturing systems. This course is offered only in the Kenton County Academies of Innovation and Technology High Performance Production Technology Academy. Students must also enroll in a mathematics course and English course in the academy (see below). **PREREQUISITE: Completion of Introduction to Engineering Design, or bypass from instructor.**

High Performance & Production Technology Academy for 10th Grade Students:

PATHWAY 1:	Computer Integrated Manufacturing DX/SC-2061473 SK-2061073	English II DX/SC-3061473 SK-3061073	Geometry DX/SC-5061473 SK-5061073
PATHWAY 2:	Computer Integrated Manufacturing DX/SC-2061473 SK-2061073	Accelerated English II DX/SC-3041473 SK-3041073	Accelerated Algebra II DX/SC-5041473 SK-5041073



Principles of Engineering™ - PLTW @ Edgewood Campus 11th & 12th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The third course in the Project Lead the Way sequence of High Performance Production Technology studies is offered at the Edgewood Campus to juniors and seniors from all three Kenton County High Schools. This course helps students understand various fields of engineering/engineering technology. Exploring various technology systems and manufacturing processes help students learn how engineers and technicians use math, science, and technology in an engineering problem solving process to benefit people. The course also includes concerns about social and political consequences of technological change. The Principles of Engineering course is offered only in the Kenton County Academies of Innovation and Technology Pre-Engineering Academy. Students must also enroll in a mathematics course and science course in the academy (see below). **PREREQUISITE: Completion of Computer Integrated Manufacturing, or bypass from instructor.**

High Performance & Production Technology Academy for 11th & 12th Grade Students:

PATHWAY 3:	Principles of Engineering DX/SC-2072473 SK-2072073	AP Language/Composition DX/SC-3022473 SK-3022073	Accelerated/Honors Pre-Calculus DX/SC-5032473 SK-5042073
PATHWAY 4:	Principles of Engineering DX/SC-2072473 SK-2072073	English III DX/SC-3072473 SK-3072073	Algebra II DX/SC-5072473 SK-5072073



BIOMEDICAL SCIENCES ACADEMY

Principles of Biomedical Sciences™ - PLTW@ Edgewood Campus 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The first course in the Project Lead the Way sequence of Biomedical Sciences studies is offered at the Edgewood Campus to sophomores from all three Kenton County High Schools. Student work involves the study of human medicine, research processes and an introduction to bioinformatics. Students investigate the human body systems and various health conditions including heart disease, diabetes, sickle-cell disease, hypercholesterolemia, and infectious diseases. A theme through the course is to determine the factors that led to the death of a fictional person. After determining the factors responsible for the death, the students investigate lifestyle choices and medical treatments that might have prolonged the person's life. Key biological concepts including: homeostasis, metabolism, inheritance of traits, feedback systems, and defense against disease are embedded in the curriculum. The course is designed to provide an overview of all the courses in the Biomedical Sciences program and to lay the scientific foundation necessary for student success in the subsequent courses. This course is offered only in the Kenton County Academies of Innovation and Technology Biomedical Sciences Academy. Students must also enroll in a mathematics course and Science course in the academy (see below). **PREREQUISITE: Completion of Algebra I or Accelerated Algebra I or Accelerated Geometry, AND Physical/Earth Science, or Accelerated Physical/Earth Science, or Biology, or Accelerated Biology.**

Biomedical Sciences Academy for 10th Grade Students:

PATHWAY 1:	Principles of Biomedical Sciences DX/SC-2061471 SK-2061071	Biology DX/SC-7061471 SK-7061071	Geometry DX/SC-5061471 SK-5061071
PATHWAY 2:	Principles of Biomedical Sciences DX/SC-2061471 SK-2061071	Accelerated Biology DX/SC-7041471 SK-7041071	Geometry DX/SC-5061471 SK-5061071
PATHWAY 3:	Principles of Biomedical Sciences DX/SC-2061471 SK-2061071	AP Biology DX/SC-702247 SK-7022071	Accelerated Algebra II DX/SC-5041471 SK-5041071



Human Body Systems™ - PLTW@ Edgewood Campus 11th & 12th Grade Students from Simon Kenton, Dixie Heights, & Scott High School

The second course in the Project Lead the Way sequence of biomedical science studies is offered at Edgewood Campus for juniors. Students engage in the study of the processes, structures, and interactions of the human body systems. Important concepts in the course include: communication, transport of substances, locomotion, metabolic processes, defense, and protection. The central theme is how the body systems work together to maintain homeostasis and good health. The systems are studied as parts of a whole, working together to keep the amazing human machine functioning at an optimal level. Students design experiments, investigate the structures and functions of body systems, and use data acquisition software to monitor body functions such as muscle movement, reflex and voluntary actions, and respiratory operation. Students work through interesting real world cases and often play the role of biomedical professionals to solve medical mysteries. This course is offered only in the Kenton County Academies of Innovation and Technology Biomedical Sciences Academy. Students must also enroll in a mathematics course and Science course in the academy (see below). **PREREQUISITE: Principles of Biomedical Science, or bypass from instructor.**

Biomedical Sciences Academy for 11th and 12th Grade Students:

PATHWAY 4:	Human Body Systems DX/SC-2072471 SK-2072071	Chemistry DX/SC-7072471 SK-7072071	Algebra II DX/SC-5072471 SK-5072071
PATHWAY 5:	Human Body Systems DX/SC-2072471 SK-2072071	Anatomy & Physiology DX/SC-7172471 SK-7172071	Algebra II DX/SC-5072471 SK-5072071
PATHWAY 6:	Human Body Systems DX/SC-2072471 SK-2072071	Anatomy & Physiology DX/SC-7172471 SK-7172071	Accelerated/Honors Pre-Calculus DX/SC-5032471 SK-5042071

SUSTAINABLE ENERGY TECHNOLOGY ENGINEERING ACADEMY



Sustainable Energy Technology @ Edgewood Campus 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The first course in the Sustainable Energy Technology Engineering is offered at the Edgewood Campus and is available to sophomores at the three Kenton County High Schools. This course allows students to examine the sustainability of various energy resources. Presented as an overview of energy technology, energy resources, and emerging future energy technologies coupled with our energy use will bring into context the strengths and weaknesses of different energy methodologies in developing a working concept of sustainable energy. Students will take a more in-depth look at renewable energy forms and the replacement of fossil fuels in our society. Through wind, solar and biomass, students will complete live projects and scientific studies and comparisons of feasibility. Students must also enroll in an English course and Science course in the academy (see below).

Sustainable Energy Technology Engineering for 10th Grade Students:

PATHWAY 1:	Sustainable Energy DX/SC-2061476 SK-2061076	English II DX/SC-3061476 SK-3061076	Biology DX/SC-7061476 SK-7061072
PATHWAY 2:	Sustainable Energy DX/SC-2061476 SK-2061076	Accelerated English II DX/SC-3042476 SK-3042076	Accelerated Biology DX/SC-7041476 SK-7041076



Renewable Energy Systems @ Edgewood Campus 11th & 12th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the Sustainable Energy Technology Engineering is offered at the Edgewood Campus and is available to juniors and seniors from the three Kenton County high schools. This course allows students to examine the need for alternative and renewable energy resources providing citizens from all walks of life an understanding for responsible stewardships of technologies that will contribute to the sustainability of energy in our present and future societies. The object of this course is to take a more in-depth look at renewable energy forms and the replacement of fossil fuels in our society. Through wind, solar, and biomass this class will focus on live projects and scientific studies and comparisons of feasibility. This course will focus on an in-depth look at renewable energy forms and the replacement of fossil fuels in our society by studying energy efficiency and conservation. It will incorporate the transportation sector of energy consumption. Students will engage in live projects, scientific studies and comparisons of feasibility. Students must also enroll in an English course and Science course in the academy (see below). **PREREQUISITE:**

Sustainable Energy, or bypass from instructor.

Sustainable Energy Technology Engineering for 11th & 12th Grade Students

PATHWAY 3:	Renewable Energy Systems DX/SC-2072476 SK-2072076	AP English Language/Composition DX/SC-3022476 SK-3022076	AP Environmental Science DX/SC-7022476 SK-7022076
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MEDIA ARTS ACADEMY



Introduction to Media Arts @ *Dixie Heights High School* Ninth Grade Students at *Dixie Heights High School* Only

The first course in the sequence of Media Arts studies is offered for 9th grade students at Dixie Heights high school. The Introduction to Media Arts is a class for students who are creative, imaginative, detail oriented, and ready to learn technical skills. Students will intersect their creative ability with today's technology. **The Introduction to Media arts courses for students who plan to attend the Kenton County Academies of Innovation & Technology Media Arts Academy in the 10th, 11th, and 12th grades.** Our goal is for students in our Media Arts program to learn to use their designs to communicate ideas to the world. Areas to explore are: Photographic Imaging, Video Production, Podcasting, Digital Filmmaking & Video and News Production, Flash Animation, Visual Effects & Motion Graphics and Commercial Photography.

**Dixie Heights ONLY Course #s-A-2050175
B-2050275
C-2050375**

Students should schedule their English class as English I or Accelerated English I for 9th grade.



Media Arts @ *Dixie Heights High School* 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the sequence of Media Arts studies is offered at is offered at Dixie Heights High School to sophomores from all three Kenton County high schools. Media Arts course is designed for students who are creative, excellent problem-solvers who thrive in a team-oriented approach to learning. Students will be immersed into an oasis of technology with industry-standard software and equipment to produce high-level, professional print publications and electronic media. Our goal is for students to learn to use their designs to communicate ideas to the world; therefore presentation skills will be a key focus in all areas of the curriculum. Major areas of exploration include: Photographic Imaging, Commercial Photography, Video Production, Audio Production, Digital Filmmaking, Animation and Visual Effects & Motion Graphics. This course is offered only in the Kenton County Academies of Innovation and Technology Media Arts Academy. Students must also enroll in a social studies course and English course in the academy (see below). **PREREQUISITE: Intro to Media Arts, or bypass from instructor.**

Media Arts Academy for 10th Grade Students:

PATHWAY 1:	Media Arts DX/SC-2061475 SK-2061075	English II DX/SC-3061475 SK-3061075	World Civilizations DX/SC-8061475 SK-8061075
PATHWAY 2:	Media Arts DX/SC-2061475 SK-2061075	Accelerated English II DX/SC-3041475 SK-3041075	Accelerated World Civilizations DX/SC-8041475 SK-8041075
PATHWAY 3:	Media Arts DX/SC-2061475 SK-2061075	Accelerated English II DX/SC-3041475 SK-3041075	AP World Civilizations DX/SC-8021475 SK-8021075



Advanced Media Arts @ *Dixie Heights High School* 11th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The third course in the sequence of media arts studies is offered at Dixie Heights High School to juniors from all three Kenton County high schools. The Advanced Media Arts is a class for students who are creative, imaginative, and ready to learn and apply technical skills in real-world setting with real-world clients. Students learn about media arts and animation in a hands-on environment, using industry-related technology and software. Our goal is for students to learn to use their designs to communicate ideas to the world through professional presentations. Areas to explore are: Commercial photography, Photographic Imaging and Animation, including design, illustration, compositing, and 3-D computer modeling. Students will learn story development, background design, scenic layout, cinematography, screenwriting and special effects in Video Production as they produce documentaries and short films. Additional areas of study may include: Audio Production where students will produce and edit personal soundtracks. This course is offered only in the Kenton County Academies of Innovation and Technology Media Arts Academy. Students must also enroll in a social studies course and English course in the academy (see below). **PREREQUISITE: Media Arts, or bypass from instructor.**

Media Arts Academy for 11th Grade Students:

PATHWAY 4:	Advanced Media Arts DX/SC-2072475 SK-2072075	English III DX/SC-3072475 SK-3072075	U.S. History DX/SC-8072475 SK-8072075
PATHWAY 5:	Advanced Media Arts DX/SC-2072475 SK-2072075	Accelerated English III DX/SC-3042475 SK-3042075	AP U.S. History DX/SC-8022475 SK-8022075
PATHWAY 6:	Advanced Media Arts DX/SC-2072475 SK-2072075	AP Language/Composition DX/SC-3022473 SK-3022075	AP U.S. History DX/SC-8022475 SK-8022075

INFORMATICS ACADEMY



Introduction to the Digital World@ *Scott High School* 9th Grade Students at Scott High School Only

The first course in the sequence of Informatics studies is offered to 9th grade students at Scott High School. The Introduction to the Digital World course is for students who are interested in learning about informatics in a hands-on approach that will have students ready to engage in the world of information technology. Students will intersect their interest and ability with today's technology. The course is for 9th grade students at Scott High School who plan to attend the Kenton County Academies of Innovation & Technology Informatics Academy in the 10th, 11th, and 12th grades. Our goal is for students in our Informatics program to learn to use technology to communicate ideas and information in an increasingly technical world.

Scott High School ONLY course #s A-2050174

B-2050274

C-2050374

Students should schedule their mathematics class as Algebra I or Accelerated Algebra I or Accelerated Geometry for 9th grade.

Students should schedule their English class as English I or Accelerated English I for 9th grade.



Connecting to the Digital World@ *Scott High School* 10th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The second course in the sequence of Informatics studies is offered at Scott High School to sophomores in the three Kenton County high schools. Connecting to the Digital World is a contextual project-based course that engages students in learning about the subject of Informatics, how it relates currently in their world and provides awareness to the various career fields Informatics encompasses. Students will be engaged in the following topics: Understanding computer hardware, methods used in computer forensics, collaborating using online tools, computer networking, impacts of social media, geographic information system technologies, digital citizenship, and gathering information to create a video game. Students should have a desire to learn about many different ways that information is used in today's society. Students must also enroll in a mathematics course and English course in the academy (see below). **PREREQUISITE: Introduction to the Digital World, or bypass from instructor.**

Informatics Academy for 10th Grade Students:

PATHWAY 1:	Connecting to the Digital World DX/SC-2061474 SK-2061074	English II DX/SC-3061474 SK-3061074	Geometry DX/SC-5061474 SK-5061074
PATHWAY 2:	Connecting to the Digital World DX/SC-2061474 SK-2061074	Accelerated English II DX/SC-3041474 SK-3041074	Accelerated Algebra II DX/SC-5041473 SK-5041074



Designing the Digital World @ *Scott High School* 11th Grade Students from Simon Kenton, Dixie Heights, & Scott High Schools

The third course in the sequence of Informatics studies is offered at Scott High School to juniors from the three Kenton County high schools. Designing in the Digital World is a contextual project-based course that engages students by providing them with the necessary knowledge and skills to design, implement, and evaluate (test) network connectivity solutions and security methods; rudimentary software applications using visual and code-based programming tools; methods for leveraging mobile devices to enhance productivity; web site designs that enhance the end-user experience, basic computer forensic techniques; file management, backup, and recovery procedures; image tagging techniques, and digital game/simulation-based applications for marketing and training solutions. Students will demonstrate their learned knowledge and skills by engaging real-world challenges through the design and implementation of new and innovative ideas, techniques, and solutions to real-world problems via scenarios drawn from the student's own experiences, school, and community. The field of Informatics leverages technology, data and communication by instilling a new generation with the knowledge, imagination and flexibility to tackle complex issues in a digital world. . Students must also enroll in a mathematics course and English course in the academy (see below). **PREREQUISITE: Connecting to the Digital World, or bypass from instructor.**

Informatics Academy for 11th Grade Students:

PATHWAY 3:	Designing the Digital World DX/SC-2072474 SK-2072074	English III DX/SC-3072474 SK-3072074	Algebra II DX/SC-5072474 SK-5072074
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Elective Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Advanced Art/ Art 3	125204	11th – 12th	Open to students completing level II courses. Designed for those students hoping to move towards an AP level class. Students investigate advanced level topics and work on style development while using many medias.	Arts & Humanities	Teacher Approval	1
Art 1	125414	9th – 12th	This is an introductory class and will encompass drawing, painting, sculpture and printmaking. Students will work in many medias including pencil, pastel, charcoal, acrylic, watercolor, marker, airbrush, collage and oil. There will be a focus on the elements and principles of art.	Arts & Humanities	N/A	1
Art 2	125104	10 th – 12th	Students are asked to create imaginative works in drawing and painting while exploring and experimenting with various media such as acrylic, oil, and wax.	Arts & Humanities	Art 1	1
Brass & Woodwind Class - Fall	134414	9th – 12 th	This class is open to all students who are also enrolled in Concert Band, Symphonic Band or Jazz Band. This performance and skill-based class will include marching, concert, jazz, select music and chamber music. Students will play only woodwind and brass instruments in this class. Students will have to opportunity to prepare solo and ensemble music, select band and all state music and various ensemble music. Community activities, school functions and special performances will be included in the class requirement.	Arts & Humanities	Instructor Approval, Co-enrollment in Concert Band, Symphonic Band or Jazz Band	.5
Brass & Woodwind Class - Spring	134424	9th – 12 th	This class is open to all students who are also enrolled in Concert Band, Symphonic Band or Jazz Band. This performance and skill-based class will include marching, concert, jazz, select music and chamber music. Students will play only woodwind and brass instruments in this class. Students will have to opportunity to prepare solo and ensemble music, select band and all state music and various ensemble music. Community activities, school functions and special performances will be included in the class requirement.	Arts & Humanities	Instructor Approval, Co-enrollment in Concert Band, Symphonic Band or Jazz Band	.5
Ceramics	168414	10th – 12th	Design and create ceramic objects, both two-dimensionally and three-dimensionally. Both hand built pieces and pieces thrown on the potter's wheel will be used. SEMESTER LONG COURSE.	Arts & Humanities	N/A	0.5
Chamber Choir	135404	10th – 12th	This is a mixed choir. Audition/teacher recommendation is required for admission. Advanced ensemble consists of soprano, alto, tenor and bass voices. Students are required to participate in after-school concerts and contests.	Arts & Humanities	Audition/Teacher	1
Concert Band	136004	9th - 12th	This class is designed for all students with musical knowledge and skills on wind instruments. The major emphasis will be on building instrumental skills through exercises and the study of concert literature from grades III and IV. Band is a co-curricular class, meaning that there are after school requirements involved including, but not limited to, concerts, music festivals, pep band, graduation and practice/sectionals. Students will also have an opportunity to participate in honors bands, solo/ensemble festivals as well as auditions for placement in all-district and all-state bands. Continued students membership in any of the instrumental music classes must have the approval of the director. Upon the completion of four years of band, students will receive an arts and humanities credit, as well. Students will be placed in Concert Band or Symphonic Band based on audition or instructor recommendation.	Arts & Humanities	Instructor Approval	1
Drama 1	145014	10th – 12th	Students learn the fundamentals of theatrical productions. SEMESTER LONG CLASS	Arts & Humanities	85% in English	0.5
Drama 2	145124	10th – 12th	Skills learned in Drama I are built upon & technology is incorporated into presentations. SEMESTER LONG CLASS	Arts & Humanities	85% in Drama 1	0.5
General Chorus	138404	9th – 12th	This chorus is open to students of any voice. Fundamentals of singing, music notation and performance will be taught and practiced. Students are required to participate in after school contests and concerts.	Arts & Humanities	N/A	1
Guitar 1	157414	10th – 12th	Open to any student wanting to learn the basics of music reading and guitar skills. Students must provide their own acoustic guitar. SEMESTER LONG COURSE.	Arts & Humanities	N/A	0.5
Guitar 2	157424	10th-12th	Open to any student wanting to continue learning to play the guitar. Students must provide their own acoustic guitar.	Arts & Humanities	Guitar I and teacher approval	0.5

Elective Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Independent Art	175404	12th	Must be presently taking AP art, have an interest in fashion design (limited to 2 students per semester), or provide an independent art unit proposal for concentration. Class will demand students to have the ability to work independent of the teacher. Students will be asked to investigate a particular theme within their artwork, while exploring deeper concepts within their creations.	Arts & Humanities	Teacher Approval	0.5
Jazz Band - Fall	179414	9th - 12th	The Jazz Ensemble focuses on traditional forms to help develop the ability to “swing” in all styles. The course will provide emphasis on improvisation, scales and chords, style, articulation and rhythm. Students will study and perform a wide-ranging repertoire. The students will perform at least two concerts during the year.	Arts & Humanities	Instructor Approval, Co-enrollment in Concert Band, Symphonic Band or Marching Band	.5
Jazz Band - Spring	179424	9th - 12th	The Jazz Ensemble focuses on traditional forms to help develop the ability to “swing” in all styles. The course will provide emphasis on improvisation, scales and chords, style, articulation and rhythm. Students will study and perform a wide-ranging repertoire. The students will perform at least two concerts during the year.	Arts & Humanities	Instructor Approval, Co-enrollment in Concert Band, Symphonic Band or Marching Band	.5
Library Science 1	219313	11th – 12th	Students will assist with the use and operations Library Media Center.	Arts & Humanities	Application & Summer Training	1
Library Science 2	219323	12th	Students will assist with the use and operations Library Media Center.	Arts & Humanities	Application & Summer Training	1
Mixed Media	105414	10th-12th	In this course students will be introduced to a variety of artistic media. Students will explore the combination of various materials within each project and be pushed to create both 2-D and 3-D art work that uses multiple forms of media. A good knowledge of drawing skill is required therefore general art is a prerequisite for the class. SEMESTER LONG COURSE.	Arts & Humanities	General Art I	0.5
Music Theory and Composition - Fall	159414	10th - 12th	This course will include the study of melody, harmony, form and structure of music from the 1500s through contemporary popular music. Some basic concepts covered in this course are major and minor scales, music notation, harmonic progression, intervals, sight singing, rhythm and meter, transposition, part-writing, form and cadences. Students will acquire the theoretical knowledge needed to compose music, analyze sounds, and further their understanding of instruments. A portion of the class will be spent on Music History and Music Appreciation.	Arts & Humanities	Approval, Previous membership in a school performance group or permission of director.	.5
Music Theory and Composition - Spring	159424	10th - 12th	This course will include the study of melody, harmony, form and structure of music from the 1500s through contemporary popular music. Some basic concepts covered in this course are major and minor scales, music notation, harmonic progression, intervals, sight singing, rhythm and meter, transposition, part-writing, form and cadences. Students will acquire the theoretical knowledge needed to compose music, analyze sounds, and further their understanding of instruments. A portion of the class will be spent on Music History and Music Appreciation.	Arts & Humanities	Approval, Previous membership in a school performance group or permission of director.	.5
Percussion Class	156414	9th – 12th	This course is designed for students with advanced musical knowledge and skills on percussion instruments. The major emphasis will be on the study of music through the reading and performance of percussion literature from grades III-V. Percussion is a co-curricular class, meaning that there are after school requirements involved including, but not limited to, concerts, music festivals, pep band, graduation and practice/sectionals. Students will also have an opportunity to participate in honors bands, solo/ensemble festivals, as well as auditions for placement in all-district and all-state bands. Continued students membership in any of the instrumental music classes must have the approval of the director. Upon the completion of four years of percussion, students will receive an arts and humanities credit, as well. Students will be placed on music for Concert Band or Symphonic Band based on audition or instructor recommendation. (These students will not be required to take either Concert Band or Symphonic Band during the regular academic day.)	Arts & Humanities	Instructor Approval	1
Photography and Digital Design 1	127414	9th – 12th	This class will introduce students to the fields of photography and digital design. Students will learn the basics of digital photography and the foundations of graphic design. Students will learn how to design by hand drawing and also how to use computer programs to manipulate photos and create graphic design projects. SEMESTER LONG COURSE.	Arts & Humanities	N/A	0.5
Photography and Digital Design 2	127424	10th - 12th	Students will explore more advanced techniques of creating digital artwork and will create a portfolio of images that are based on a student's concentrated area of study. SEMESTER LONG COURSE.	Arts & Humanities	Teacher Approval	0.5

Elective Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Printmaking	129414	10th-12th	Students will be introduced to the field of printmaking and learn various techniques including, monotype, collagraph, block printing, etching, silk screening etc. Students will use materials and tools comparable to a professional printmaker. A strong knowledge of drawing is required therefore general art is a prerequisite for the class. SEMESTER LONG COURSE.	Arts & Humanities	General Art I	0.5
Sculpture	176414	10th – 12th	Create both round (free-standing) and relief sculptures. A variety of material will be used including plaster, clay, wood and junk. SEMESTER LONG COURSE	Arts & Humanities	N/A	0.5
Symphonic Band	155404	9th – 12th	This course is designed for students with advanced musical knowledge and skills on wind instruments. The major emphasis will be on the study of music through the reading and performance of symphonic band literature from grades III-V. Band is a co-curricular class, meaning that there are after school requirements involved including, but not limited to, concerts, music festivals, pep band, graduation and practice/sectionals. Students will also have an opportunity to participate in honors bands, solo/ensemble festivals as well as auditions for placement in all-district and all-state bands. Continued students membership in any of the instrumental music classes must have the approval of the director. Upon the completion of four years of band, students will receive an arts and humanities credit, as well. Students will be placed in Concert Band or Symphonic Band based on audition or instructor recommendation.	Arts & Humanities	Instructor Approval	1
Treble Choir	139404	9th – 10th	Audition/teacher recommendation is required for admission to this advanced ensemble consisting of soprano and alto voices. Students are required to participate in after-school concerts and contests. (All female choir.)	Arts & Humanities	Audition/Teacher	1
Yearbook 1	346416	11th – 12th	Students learn basics of writing and producing newspapers and the student yearbook while learning about freedom of the press, libel and journalistic rights.	Arts & Humanities	85% English	1
Yearbook 2	185414	12th	Students continue learning basics of Journalism.	Arts & Humanities	85% English	1
Peer Tutoring	278406	12th	Students utilize their expertise & talents to help other students.	Counseling	3.0 GPA or higher, minimum of 6 semesters completed, no novice test scores	1
Creative Writing 1	345414	10th – 12th	Course focuses on writing fiction (short stories, plays/screenplays, poetry, etc) and nonfiction (essays, editorials) while developing an in-class a writing community. Students will use Edmodo as part of the coursework, as well as produce work for contests, competitions and publication. SEMESTER LONG COURSE.	English	C or above in English	0.5
Creative Writing 2	349424	10th – 12th	Course focuses on multi-genre writing (different types of writing) and writing for publication. Students will submit work for contests and publication. May be combined with Creative Writing 1 or taken independently. Students will use Edmodo as part of the coursework. Final projects will include a collection of multi-genre writing focusing on a theme and publication of a class or school writing anthology. SEMESTER LONG COURSE.	English	C or above in English	0.5
Speech	287412	10th – 12th	Students will learn the elements of speech & practice public speaking as well as develop debate skills. SEMESTER LONG COURSE.	English	85% in English	0.5
Senior Seminar	255306	12th	Senior Seminar is a capstone course which allows an in-depth exploration of the student's chosen field of interest which culminates in a research paper and a presentation. This experience encourages students to use a variety of skills in the areas of writing, speaking, research, and documentation. Upon completion of Senior Seminar, students will have learned more about their area of interest, their community and most importantly about themselves	Interdisciplinary	N/A	1
Biomedical Science Academy (Edgewood Campus)	See page 14	10th - 11th	These courses are part of the Kenton County Academies. 10th grade students will take Principles of Biomedical Sciences, Chemistry, and Geometry or Algebra 2. 11th grade students will take Human Body Systems, AP Biology, and Algebra 2 or Precalculus. See page 11 for more information.	Kenton County Academy	N/A	Up to 3 credit hours

Elective Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Engineering Academy (SK Campus)	See page 12	10th - 11th	These courses are part of the Kenton County Academies. 10th grade students will take Principles of Engineering, Introduction to Engineering Design, and Geometry or Algebra 2. 11th grade students will take Civil Engineering and Architecture, Physics, Algebra 2 or Precalculus. See page 11 for more information.	Kenton County Academy	N/A	Up to 3 credit hours
High Performance Production Technology Academy (Edgewood Campus)	See page 13	10th - 11th	These courses are part of the Kenton County Academies. 10th grade students will take HPT 1, English 2, and Geometry or Algebra 2. 11th grade students will take HPT 2, English 3, Algebra 2 or Precalculus. See page 11 for more information.	Kenton County Academy	N/A	Up to 3 credit hours
Informatics Academy (Scott Campus)	See page 17	10th - 11th	These courses are part of the Kenton County Academies. 10th grade students will take Connecting the Digital World, English 2, and Geometry or Algebra 2. 11th grade students will take Designing the Digital World, English 3, Algebra 2 or Precalculus. See page 11 for more information.	Kenton County Academy	N/A	Up to 3 credit hours
Media Arts Academy (Dixie Campus)	See page 16	10th - 11th	These courses are part of the Kenton County Academies. 10th grade students will take Media Arts 1, English 2, and Geometry or Algebra 2. 11th grade students will take Media Arts 2, English 3, Algebra 2 or Precalculus. See page 11 for more information.	Kenton County Academy	N/A	Up to 3 credit hours
Sustainable Energy Technology Engineering Academy (Edgewood Campus)	See page 15	10th - 11th	These courses are part of the Kenton County Academies. 10th grade students will take SETE 1, Biology, and Geometry or Algebra 2. 11th grade students will take SETE 2, AP Environmental Science, and Algebra 2 or Precalculus. See page 11 for more information.	Kenton County Academy	N/A	Up to 3 credit hours
Foundations of Mathematical Design	545000	9th	Emphasis on creating a rich background in mathematics to close gaps in achievement for those students who have demonstrated a need.	Math	Teacher Recommendation	1
Precalculus	515402	11th – 12th	Emphasis will be placed on the techniques of algebra, analytical geometry, and trigonometry. This course fulfills requirement for Honors Diploma but it does NOT meet the prerequisite requirements for Calculus A/B AP.	Math	80% in Algebra 2	1
Probability and Statistics	518413	12th	Emphasis placed on statistical analysis and probability. Designed for students who have successfully completed Precalculus and are not taking AP Statistics or AP Calculus.	Math	successful completion of Precalculus	0.5
Trigonometry	516413	11th-12th	Recommended for students who have passed Algebra 2 and are college bound but are not planning to take Calculus. Students will further develop their skills for Right triangle trig using Problem solving, the unit circle, Laws of sine and cosine, and trigonometric ratios. SEMESTER LONG COURSE.	Math	Algebra 2	0.5
Art Appreciation (Fall 2013)	221416	11th-12th	Examination of the fundamental elements of fine art to increase one's artistic awareness: emphasis placed on developing skills in viewing, interpreting and understanding the use of art in cultural, historical and contemporary contexts. For students not majoring in visual arts.	NKU	N/A	0.5
Global Viewpoints in History (Fall 2013)	811443	11th-12th	This course examines a particular continent, cultural region, or nation, focusing on the historical themes, people, and events that fashioned it today, especially those relating to imperialism and colonialism.	NKU	N/A	0.5

Elective Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Introduction to Cultural Anthropology (Spring 2014)	271416	11th-12th	Definition and nature of culture, its content and structure (e.g., kinship, politics, and religion); basic field methods; emphasis on non- western cultures.	NKU	N/A	0.5
Introduction to Popular Culture (Fall 2013)	261416	11th-12th	Major areas of popular culture studies; values and attitude expressed in and passed on by activities, objects and entertainment forms of popular culture.	NKU	N/A	0.5
Introduction to Psychology (Spring 2014)	841406	11th-12th	Systematic and scientific study of behavior from biological, behavioral, and cognitive perspectives; methods, history, biopsychology, perception, learning, development, cognition, personality, mental disorders, therapy, and social psychology.	NKU	N/A	0.5
Music Appreciation (Spring 2014)	111416	11th-12th	Survey of the development of music in Western civilization, with emphasis on the interdependence of classical music with art, literature, politics, religion, socio-economic changes, and world influences. Emphasis will be placed on developing a working knowledge of musical vocabulary and rhetoric, listening skills and the ability to identify differing musical styles, as well as familiarity with monuments of music and major composers.	NKU	N/A	0.5
Accounting and Financial Foundations (Accounting 1)	646401	10th – 12th	Learn accounting principles including: posting, journalizing, analyzing, & more. Personal finance topics such as banking, budgeting, saving/investing, & using credit.	PLCS	N/A	1
Advanced Computer Technology Applications	655401	11th – 12th	Advanced applications include Microsoft Office 2007 Access & Publisher, Dreamweaver, & skills leading to Microsoft Office Specialist certification. Students will explore the Adobe CS5 Suite of programs.	PLCS	85% in Computer Applications or teacher recommendation.	1
Agriscience	635053	9 th – 10 th	Instruction in the foundation of various segments of the agricultural industry. Focus on current events and agricultural issues. Some of the related topics would include genetically modified foods and organisms, land preservations, organic farming, and biotechnological applications.	PLCS	Principles of Agriculture	1
AP Accounting	620001	11 th -12th	This year-long course covers all the learning objectives of a traditional college level financial accounting course, plus those from a managerial accounting course. Topics include an introduction to accounting, accounting information systems, time value of money, an accounting for merchandising firms, sales and receivables, fixed assets, debt and equity. Other topics include statement of cash flows, financial ratios, cost-volume profit analysis and variance analysis.	PLCS	91% in ALG II OR 87% in ACC ALG II OR 93% in ACC I and teacher recommendation	1
Business Law	648401	11th – 12th	Develops an understanding of legal rights and responsibilities in personal and business law.	PLCS	N/A	1
Business Management	649401	11th – 12th	Students will learn management skills including designing efficient work systems, organizing & managing staff, balancing quality & production goals, finances, communications, leadership & ethical decision making. During the second semester, students will be responsible for running the day-to-day operations of a business in the simulation "Mean Jeans Manufacturing".	PLCS	N/A	1
Business Principles & Applications	647401	9th – 10th	Provides an understanding of basic business concepts, careers, management, credit, & insurance. SEMESTER LONG COURSE	PLCS	N/A	0.5
Careers & Financial Literacy	665441	9th	Students explore personal attributes in order to identify appropriate career paths & academies. Students learn to make financial decisions impacting lifelong earning & wellbeing.	PLCS	N/A	0.5

Elective Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Computer Lab Assistant	265403	11th – 12th	Students will assist in the day to day operation of the school's three computer labs and two wireless laptop carts. Previous technology skills are a plus but not required. Must pick up an application from the guidance office and turn it into Mrs. Moore in the library.	PLCS	Application	1
Computer Lab Assistant 2	256403	12th	Students will assist in the day to day operation of the school's three computer labs and two wireless laptop carts. Previous technology skills are a plus but not required. Must pick up an application from the guidance office and turn it into Mrs. Moore in the library.	PLCS	Application	1
Consumer Math	685401	11th – 12th	Students will explore real-world math concepts including banking, credit, consumerism & other areas of financial literacy.	PLCS	N/A	0.5
Entrepreneurship	656401	11th 12th	This course teaches the basic fundamentals of creating & operating a business, with a focus on determining a product that meets an unmet need in the market. Culminates in student-run business. SEMESTER LONG COURSE	PLCS	N/A	0.5
First Aide	675442	11th – 12th	Students will receive their CPR certification for an Adult, Child, and Infant, along with proper training of an AED machine, basic first aid, and disaster training. SEMESTER LONG COURSE	PLCS	85% in Health 1	0.5
Human Growth and Development	676442	11th – 12th	Introduction to basic physical, mental, physiological, emotional, and intellectual development of the human body and mind. SEMESTER LONG COURSE	PLCS	85% in Health 1	0.5
Multimedia/ Desktop Publishing (web team)	628401	12th	Students will learn advanced skills in desktop publishing & web page design. Students' responsibilities include the SK web page and Pioneer Publishing Company.	PLCS	85% in Adv. Comp. App. and/or Teacher Recommendation	1
Fitness, Wellness, Nutrition	675413	11th – 12th	A focus on taking a generalized perspective of basic nutrition and analyzing other areas such as sports related, geography, culture, and other nutritional influences. SEMESTER LONG COURSE	PLCS	85% in Health 1	0.5
PE 2	638412	11th – 12th	Emphasis is placed on sports requiring a higher degree of motor coordination in both team and individual sports. SEMESTER LONG COURSE.	PLCS	93% in PE 1	0.5
Principles of Agriculture	635043	9th	Instruction in the foundations of the various segments of the agricultural industry. Agricultural career opportunities will be emphasized. Animal, plant & land science, and agricultural mechanics skills will be the focus. The selection and planning of a supervised agricultural experience program and related record keeping will be presented. Leadership development will be provided through FFA. Students will receive personal guidance and counseling with preparatory instructional program selection.	PLCS	N/A	1
Principles of Marketing	635411	10th – 12th	This project-based course explores marketing concepts associated within the areas of promotion, selling, pricing, product development, retail, sports, entertainment, hospitality, and tourism.	PLCS	N/A	1
School-To Work 5 & 6 period	236301	12th	An internship work experience to help students make a smooth transition from school to the world of work.	PLCS	95% attendance, 85% in Workplace Readiness, 3.0 GPA, Application Required + JOB	2
School-To-Work 4,5,6 period	238301	12th	An internship work experience to help students make a smooth transition from school to the world of work.	PLCS	95% attendance, 85% in Workplace Readiness, 3.0 GPA, Application Required + JOB	3
Sports Medicine	695412	11th – 12th	Focus on the development and treatment of athletes. SEMESTER LONG COURSE	PLCS	93% in Health or credit in Cont. Health Issues	0.5

Elective Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Strength & Conditioning	696442	10th – 12th	This course is designed for students who want to increase fitness and athleticism. Activities are designed to improve flexibility, strength, agility, and flexibility. Students should expect to work hard every day and be willing to push themselves to become their best. Class will also include learning basic physiology and energy systems training, as well as how to design individual programs. Class would meet 4 days per week in weight room and 1 day in classroom.	PLCS	86% in PE 1	0.5
Strength & Conditioning Advanced	696452	10th – 12th	This course is designed for more advanced lifters/athletes, will cover more advanced training techniques for agility, speed, and quickness, in addition to the weight room work and sport specific topics. This course would include more application time than classroom time. Class would meet 4 days per week in weight room for strength training and 1 day per week in turf room for agility, speed, quickness training.	PLCS	Must be on a varsity athletic roster and approved by Athletic Director	0.5
STW Office	235316	12th	Students will help facilitate the functions in one of the school offices.	PLCS	3.0 GPA or higher, minimum of 6 semesters completed, no novice test scores	1
Veterinary Science	667443	10th-12th	This course introduces students to the field of veterinary science. Major topics include veterinary terminology, safety, sanitation, anatomy/physiology, clinical exams, hospital procedures, parasitology, posology, laboratory techniques, nutrition, disease, office management, and animal management. Careers are also explored. Leadership development will be provided through FFA. Each student will be expected to have an agricultural experience program.	PLCS	Principles of Agriculture	1
Workplace Readiness	655211	11th	Develop problem solving, teamwork, self-management, & job-seeking skills for the work force. SEMESTER LONG COURSE. REQUIRED FOR STUDENTS WANTING TO TAKE SCHOOL TO WORK.	PLCS	N/A	0.5
Anatomy & Physiology	745403	11th – 12th	The study of the structure & function of the body	Science	85% in Biology or teacher recommendation.	1
Astronomy	789413	10 th – 12 th	This course is an introduction to the field of astronomy. Students will learn topics about the history of astronomy, solar systems, galaxies, evolution of stars, and the methods and technology used to explore planetary and stellar processes.	Science	N/A	0.5
Community Chemistry	725206	11th – 12th	Study of the important role chemistry plays in our personal & professional lives.	Science	N/A	1
Forensics 1	768413	10th – 12th	Study of scientific knowledge as it relates to criminal investigations. SEMESTER LONG COURSE	Science	Biology	0.5
Forensics 2	768443	10th – 12th	Student's further study scientific knowledge as it relates to criminal investigations. SEMESTER LONG COURSE	Science	Students must pass Forensics 1 with a 76 or higher	0.5
Marine Biology	775413	10th – 12th	This course is an introduction to organisms and processes in the marine environment. Students will learn about the characteristics of a marine environment and the organisms that live there. They will also study how human interactions have affected the marine environment. Students will be dissecting different marine organisms.	Science	Biology	0.5
Meteorology	799413	10th – 12th	This course focuses on introducing students to basic concepts involved in the analysis of weather phenomena on a global and local scale. Topics of study include weather analysis, precipitation processes, cyclonic activity, atmospheric stability, and very basic weather forecasting techniques.	Science	N/A	0.5
Physics	754303	11th – 12th	Physics is a branch of science that involves the study of the physical world: energy, matter, and how they are related. Students enrolling in physics should have a strong background in mathematics. Physics is a rigorous course of mathematics and problem solving.	Science	Must have taken or is currently taking pre-calc., a B or higher in Algebra II	1

Elective Courses

2013 - 2014

Course	Course Number	Grade Level	Description	Department	Recommendation/ Requirements	Credits
Principles of Physics	755313	11th – 12th	Introduction to classical physical concepts through hands on activities. SEMESTER LONG COURSE	Science	N/A	0.5
Economic Issues in the Social Sciences	864441	10th – 12th	Examine historical events of the world that have had an economic impact on society, technology, and government through a study of the social sciences - Economics, Anthropology, and Political Science. SEMESTER LONG COURSE	Social Studies	N/A	0.5
Government	845442	10th – 12th	This course encompasses the workings and events of the U.S. Government. SEMESTER LONG COURSE	Social Studies	N/A	0.5
History of Technology	845444	9th – 12th	A study of the impact and role of technology in human history with an emphasis on the time before the Industrial Revolution.	Social Studies	N/A	0.5
History of Music Through Cultural Perspective	857412	9th – 12th	This course introduces students with no previous musical training or background to major trends in Western music from the Middle Ages to the present day. Persons registered in the course will acquire some fundamental vocabulary associated with the grammar of music, the names and sounds of instruments, and performance practices. This language will help equip students examine specific works in the historical context of the Western cultural tradition. The course will include at least one week exploring music from a global perspective or what is sometimes known as world music	Social Studies	N/A	0.5
Law and Criminal Justice	846412	11th-12th	Introduction to criminal justice, civil law with an overview of law careers, criminal justice, and the legal system. SEMESTER LONG COURSE	Social Studies	US History and Government	0.5
Military Science	849412	11th-12th	A study of war past and present with an emphasis on the impact of engineering and technology on weapons and strategy. SEMESTER LONG COURSE	Social Studies	US History and World History	0.5
Principles of Teaching	279302	11th – 12th	College-level course. Course provides opportunities for students with an interest in teaching to develop skills, strategies and techniques used for instruction at various grade levels. Students will gain work experience in classrooms with certified teachers (field experience) as part of their course work. Other components include the development of four-year-post-secondary plan, salaries and benefits of a teacher, job security, and future projections of the job market.	Social Studies	N/A	1
Psychology	826412	9th – 12th	Introduction to psychology will be explored, including disorders & treatments. SEMESTER LONG COURSE	Social Studies	NA	0.5
Psychology 2	835412	9th – 12th	This course will focus on the various theories presented by psychologists (i.e. Freud vs. Jung); detail on various mental illnesses and treatments; and the latest research on brain knowledge and development. SEMESTER LONG COURSE	Social Studies	NA	0.5
Sociology	826312	9th – 12th	Students will examine the development of sociology according to the observations and contributions of various theorists. Students will also analyze culture, group behavior, socialization, deviance, crime, and other sociological components that impact societal interaction. SEMESTER LONG COURSE	Social Studies	N/A	0.5
French 1	415405	10th – 12th	Introduction to French grammar & vocabulary. Includes speaking, reading and writing French & cultural aspects.	World Language	85% in English	1
French 2	416405	10th – 12th	Continuation of French 1 which emphasizes listening, speaking, reading, & writing skills.	World Language	76% French 1	1
Spanish 1	465005	10th – 12th	Introduction to Spanish grammar & vocabulary. Includes speaking, reading and writing Spanish & cultural aspects.	World Language	85% in English	1
Spanish 2	465105	10th – 12th	A continuation of Spanish 1 emphasizes listening, speaking, reading, & writing skills.	World Language	76% Spanish 1	1

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Fidelity (Performance) Bond of Treasurer Form

Of the Kenton County Board of Education

We, Gerald Keith Turner, (Treasurer, Finance Officer or Other), and the Ohio Casualty Insurance Company, (Surety Company), do hereby acknowledge ourselves jointly and severally indebted to the Commonwealth of Kentucky in the penal sum of \$1,200,000, that Gerald Keith Turner, with the Board of Education, shall discharge the duties of said office according to law, account for, to the proper authorities, and pay over to all parties legally entitled thereto, on the proper vouchers only, any and all funds that may come into his/her hands as the Treasurer (Treasurer, Finance Officer or Other) of the Board of Education aforesaid, beginning 7/1/2013; and to be renewed 6/30/14 on an annual basis or until his/her successor is duly appointed and qualified. This bond can be terminated by the surety, upon written notice to the Department of Education and school district given by registered mail sixty (60) days in advance.

This joint agreement was WITNESSED on the 6th day of June, 2013.

Witnessed by: _____ Title _____

SURETY COMPANY: The Ohio Casualty Company

Witnessed by: Sherri Runyan Title Attorney-in-Fact

Number of Bond 82C006779 Annual Premium of Bond \$ 1369.21

Approved _____, 20____

By the _____ Board of Education

Chairperson _____ Secretary _____

TO BE RETAINED AT THE LOCAL SCHOOL BOARD OFFICE

Dated 5/6/13

Coaches' Handbook

District Athletic Program



KENTON COUNTY SCHOOLS

Coaches' Handbook - District Athletic Program

Dr Terri Cox-Cruey, Superintendent
Tracy Mann, Assistant Superintendent
~~Kelly Conner, District Athletic Director~~
Tom Arnzen, Director of Student Engagement
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Introduction

Handbook Purpose

The purpose of the handbook is to acquaint you with general policies and procedures of the Kenton County Schools that govern and affect your responsibilities as a coach.

Although this handbook is designed for high school athletics, our middle school coaches should adhere to the guidelines of this handbook as written. However, there may be exceptions that do not apply to some middle school athletics. If there are any questions you should consult with your school's athletic director.

Because this handbook is a general source of information, it is not intended to be, and should not be interpreted as, a contract. It is **not** an all-encompassing document and may not cover every possible situation or unusual circumstance. If a conflict exists between information in this handbook and Board policy or administrative procedures, the policies and procedures govern.

Some policies refer to specific forms that are available as part of the District's administrative procedures. It is the employee's responsibility to refer to the actual policies and/or administrative procedures for further information. Complete copies of those documents are available at the Central Office. Policies and procedures also are available on line via the District's web site or through this Internet address: <http://policy.ksba.org/K01/>. Any employee is free to review official policies and procedures and is expected to be familiar with those related to his/her job responsibilities. Employees and students who fail to comply with Board policies may be subject to disciplinary action. **01.5**

School council policies, which are also available from the Principal, may also apply in some instances. **02.4241**

In this handbook, **bolded policy codes** indicate related Board of Education policies. If an employee has questions, s/he should contact his/her immediate supervisor or any Central Office administrator.

This handbook is intended to be a tool to help implement local policies and procedures and guidelines established by the Kentucky High School Athletic Association (KHSAA) and other sport-specific governing bodies in the administration of student-athletics. For more detailed information about the KHSAA and the bylaws referenced in this handbook, please visit the following website:

www.khsaa.org.

District Mission

The Kenton County School District believes:

- Each student is important
- Every student can be a successful learner.
- Effort creates ability
- Self-esteem and personal dignity come from within an individual
- Each student has a right to a quality education with rigorous learning opportunities.
- Each student has a responsibility to respect others' rights to a quality education.
- Recognition and acceptance of cultural, social, physical, and economic differences creates a healthy learning community.
- Learning is a life-long process.
- Students, educators, staff, families, businesses, and the community share in the responsibility for creating an environment in which students can learn and succeed at high levels.
- Proficiency for all students is within our reach. We believe in excellence for all students.

The Kenton County Board of Education has established three main goals that serve as areas of concentration and focus for the entire school district. The goals are:

Goal 1: All students will perform at or above grade level in numeracy and literacy at each transition point.

Goal 2: All 'professional practices' will be based on a common understanding of quality instruction and best practice for every student, in every classroom, every day.

Goal 3: Beginning in the fourth grade, all students will participate in at least one activity providing a meaningful connection to school beyond the regular classroom each year.

Athletic Program Philosophy

To promote safety, fairness and good sportsmanship at all levels of the District athletic program, coaches shall implement relevant policies and procedures of the Kenton County Board of Education, the SBDM council and the Kentucky High School Athletic Association (KHSAA).

It is the intent of the Board of Education that students participate in as many athletic activities for which they are eligible and their parents wish. To this end, coaches shall strongly encourage students to participate in all sanctioned sports programs offered by the school. It shall be the responsibility of all coaches to follow these guidelines:

- If student-athletes quit when faced with a possible suspension from eligibility or are removed from an activity for disciplinary reasons, they shall be ineligible to compete in another sport for the period of the disciplinary sanction imposed or for the period the sanction would have been imposed had s/he not quit.

- Student-athletes may participate in more than one (1) sport during the same season, if both coaches are able to coordinate a student's schedule.

Cutting of Participants

The coaching staff of each individual sport shall establish the process for deciding whether athletes will be "cut" during a tryout period during which the final composition of a team will be determined. If a coaching staff determines that "cuts" are necessary, they shall discuss with all athletes attending the tryouts the criteria to be used to evaluate the athletes during the tryout period. This procedure shall also describe the notification process that will be used to inform all athletes of their status following the tryout period. The coaching staff must make every effort to ensure that all athletes attending the tryouts clearly understand the criteria to be used to evaluate them. It is recommended that coaches keep written documentation pertaining to tryout criteria for each athlete participating in team try outs.

The notification procedures used by the coaching staff should, if feasible, include individual conferences with each athlete that does not make the final team. These conferences shall include feedback to the athletes on the areas where they might improve athletically and always ensure the dignity and growth of the individual student.

Conduct of Program

All interscholastic and intramural athletic competition shall be in compliance with the constitution, bylaws, and tournament rules of the Kentucky High School Athletic Association (KHSAA), the principles of the Southern Association of Colleges and Schools, and Title IX requirements. As a condition to KHSAA membership, each member school and Superintendent shall annually submit a written certification of compliance with 20 USC Section 1681 (Title IX).

Coaches shall abide by:

- Policies adopted by the school council relating to evaluation of the athletic program that address program equity for both male and female athletics.
- Program implementation requirements developed by Superintendent/designee to promote compliance with Title IX requirements. 09.31

STUDENTS FIRST, ATHLETES SECOND

KHSAA Imposition of Penalties

If KHSAA rules and regulations are violated, penalties may be imposed on the school or individual within the defined parameters of Bylaw 33, the KHSAA Due Process Procedures. The Principal shall be responsible for oversight of the school's athletic program to see that it remains compliant with KHSAA rules.

Please refer to KHSAA Bylaw 33.

Future Changes

Although every effort will be made to update the handbook on a timely basis, the Kenton County Schools reserve the right, and have the sole discretion, to change any policies, procedures, benefits, and terms of employment without notice, consultation, or publication, except as may be required by contractual agreements and law. The District reserves the right, and has the sole discretion, to modify or change any portion of this handbook at any time.

Central Office Personnel and School Administrators

Person/Address	Telephone/E-mail	Fax
Superintendent Dr. Terri Cox-Cruey 1055 Eaton Dr. Fort Wright, Ky. 41017	859.344.8888 terricox.cruey@kenton.kyschools.us	859.344.1531
Asst. Superintendent Barbara Martin 1055 Eaton Dr. Fort Wright, Ky. 41017	859.344.8888 barb.martin@kenton.kyschools.us	859.344.1531
Asst. Superintendent Dr. Kimberly Banta 1055 Eaton Dr. Fort Wright, KY 41017	859.344.8888 kim.banta@kenton.kyschools.us	859.344.1531
Asst. Superintendent Gerald Turner 1055 Eaton Dr. Fort Wright, KY 41017	859.344.8888 gerald.turner@kenton.kyschools.us	859.344.1531
Athletic Director Kelly Conner Director of Student Engagment Tom Arnzen 1055 Eaton Dr. Fort Wright, Ky. 41017	859.344.8888 kelly.conner tom.arnzen@kenton.kyschools.us	859.344.1531
Title IX/Equity Coordinator Kelly Conner Tom Arnzen 1055 Eaton Dr. Fort Wright, Ky. 41017	859.344.8888 kelly.conner tom.arnzen@kenton.kyschools.us	859.344.1531
504 Coordinator Linda Kelley 1055 Eaton Dr. Fort Wright, Ky. 41017	859.344.8888 linda.kelley@kenton.kyschools.us	859.344.1531
Executive Director of Support Operations	859.344.8888	859.344.1531

Rob Haney 1055 Eaton Dr. Fort Wright, Ky. 41017	rob.haney@kenton.kyschools.us	
High Schools		
Dixie Heights High School Larry Tibbs , Karen Hendrix Principal 3010 Dixie Hwy. Crestview Hills, Ky. 41017	859.341.7650 larry.tibbs@kenton.kyschools.us Karen.hendrix@kenton.kyschools.us	859.341.2531
Scott High School Dr. Brennon Sapp, Principal 5400 Old Taylor Mill Rd. Taylor Mill, Ky. 41015	859.356.3146 brennon.sapp@kenton.kyschools.us	859.356.5516
Simon Kenton High School Martha Setters, Principal 11132 Madison Pk. Independence, Ky. 41051	859.960.0100 martha.setters@kenton.kyschools.us	859.960.0360
Success Academy Clay Dawson, Principal 11800 Taylor Mill Road Independence, KY 41051	859.356.1502 clay.dawson@kenton.kyschools.us	859.356.4594
Middle Schools		
Summit View Middle School Patrick Currin , Principal 5002 Madison Pk. Independence, Ky. 41051	859.363.4800 patrick.currin@kenton.kyschools.us	859.363.4804
Turkey Foot Middle School Thomas Arzen , Principal 3230 Turkeyfoot Rd. Edgewood, Ky. 41017	859.341.0216 tom.arzen@kenton.kyschools.us	859.341.7217
Twenhofel Middle School Cheryl Jones , Shannon Gross, Principal 11846 Taylor Mill Rd. Independence, Ky. 41051	859.356.5559 cheryl.jones@kenton.kyschools.us Shannon.gross@kenton.kyschools.us	859.356.1137
Woodland Middle School Malina Owens , Tara Sides Principal 5399 Old Taylor Mill Rd. Taylor Mill, Ky. 41015	859.356.7300 malina.owens@kenton.kyschools.us Tara.Sides@kenton.kyschools.us	859.356.7595
Elementary Schools		
Beechgrove Elementary School	859.371.1636 debbie.howard@kenton.kyschools.us	859.371.7958

Debbie Howard , Kathy Saunders, Principal 1029 Bristow Rd. Independence, Ky. 41051	Kathy.Saunders@kenton.kyschools.us	
Fort Wright Elementary School Barbara Juengling , Tina Wartman, Principal 501 Farrell Dr. Fort Wright, Ky. 41011	859.331.7742 Barb.juengling@kenton.kyschools.us Tina.wartman@kenton.kyschools.us	859.331.7763

Elementary Schools		
James A. Caywood Elementary School Dwight Raleigh , Kelly Conner, Principal 3230 Turkeyfoot Rd. Edgewood, Ky. 41017	859.341.7062 dwright.raleigh@kenton.kyschools.us Kelly.conner@kenton.kyschools.us	859.344.3141
Kenton Elementary School Patricia Goetz , Mary Beth Huss, Principal 11246 Madison Pk. Independence, Ky. 41051	859.356.3781 pat.goetz@kenton.kyschools.us Marybeth.huss@kenton.kyschools.us	859.356.5397
Piner Elementary School Christi Jefferds, Principal 2845 Rich Rd. Morning View, Ky. 41063	859.356.2155 christi.jefferds@kenton.kyschools.us	859.356.6203
R.C. Hinsdale Elementary School Connie Ryle , Sandra Schnatz, Principal 440 Dudley Rd. Edgewood, Ky. 41017	859.341.8226 connie.ryle@kenton.kyschools.us Sandra.schnatz@kenton.kyschools.us	859.341.0759
River Ridge Elementary School Shawna Harney, Principal 2772 Amsterdam Rd. Villa Hills, Ky. 41017	859.341.5260 shawna.harney@kenton.kyschools.us	859.341.5962
Ryland Heights Elementary School Cathy Barwell, Principal 3845 Stewart Dr. Ryland Heights, Ky. 41015	859.356.9270 cathy.barwell@kenton.kyschools.us	859.356.2846
Summit View Elementary School Lesley Smith, Principal 5006 Madison Pk. Independence, Ky. 41051	859.363.4700 lesley.smith@kenton.kyschools.us	859.363.4703
Taylor Mill Elementary School Lois White , Jerraine Dailey, Principal 5907 Taylor Mill Rd. Covington, Ky. 41015	859.356.2566 lois.white@kenton.kyschools.us Jerraine.dailey@kenton.kyschools.us	859.356.5750
White's Tower Elementary School Angela Spencer , Denise Schmiade, Principal 2977 Harris Pk. Independence, Ky. 41051	859.356.9668 angela.spencer@kenton.kyschools.us denise.schmiade@kenton.kyschools.us	859.356.6799

Section

1

Program Guidelines

Equal Educational and Employment Opportunities

Employment

Kenton County Schools is an Equal Opportunity Employer. The District does not discriminate on the basis of age, color, disability, race, national origin, religion, sex or genetic information, as required by law.

Reasonable accommodations for individuals with disabilities will be made as required by law.

If considerations of sex, age or disability have a bona fide relationship to the unique requirements of a particular job or if there are federal or state legal requirements that apply, then sex, age or disability may be taken into account as a bona fide occupational qualification, provided such consideration is consistent with governing law. **03.113/03.212**

Education

No pupil shall be discriminated against because of age, color, disability, race, national origin, religion, sex, or veteran status.

Parents of students who have a temporary or permanent disability may request that the Principal or other District administrator to provide appropriate accommodations necessary for them to have an equal opportunity to participate in instructional and extracurricular activities, as required by law. Students who are at least eighteen (18) years of age may submit their own requests. **09.13**

If you have questions concerning District compliance with state and federal equal educational and employment opportunity laws, contact Dr. Kim Banta or Mike Tolliver at the Central Office.

Harassment/Discrimination

Kenton County Schools intend that employees and students have a safe and orderly work and learning environment. Therefore, the Board does not condone and will not tolerate harassment of or discrimination against employees, students, or visitors to the school or District, or any act prohibited by Board policy that disrupts the work place or the educational process and/or interferes with an employee's job responsibilities or student learning.

Employees or students who believe that they, or any other employee, student, or a visitor to the school or District is being or has been subjected to harassment or discrimination shall bring the matter to the attention of the Principal/immediate supervisor or Dr. Kim Banta in the Central Office. The District will investigate any such concerns promptly and confidentially.

No employee or student will be subject to any form of reprisal or retaliation for having made a good-faith complaint under Board policy. For complete information concerning the District's position prohibiting harassment/discrimination, assistance in reporting and responding to alleged incidents, and examples of prohibited behaviors, employees should refer to the District's policies and related procedures. Complaints of harassment/discrimination, whether verbal or written, shall lead to a documented investigation. 03.162/03.262/09.42811

Confidentiality

In certain circumstances employees will receive confidential information regarding students' or employees' medical, educational or court records. Employees are required to keep student and personnel information in the strictest confidence and are legally prohibited from passing confidential information along to any unauthorized individual. Employees with whom juvenile court information is shared as permitted by law shall be asked to sign a statement indicating they understand the information is to be held in strictest confidence.

Access to be Limited

Employees may only access student record information in which they have a legitimate educational interest. 03.111/03.211/09.14/09.213/09.43

Both federal law and Board policy prohibit employees from making unauthorized disclosure, use or dissemination of personal information regarding minors over the Internet.

Coaches wishing to utilize a social networking site for instructional, administrative or other work-related communication purposes shall comply with the District's acceptable use policy, procedures and other applicable guidelines. 08.2323

Compensation

For employees who are assigned coaching responsibilities, compensation shall be made according to a schedule approved by the Board. Compensation for all services rendered as an employee of the District shall be processed through standard payroll procedures. 03.121/03.221

No coach shall receive from any other source a salary supplement for coaching school-sponsored athletics.

Please refer to KHSAA Bylaw 27.

Reduction in Salary and Responsibilities

Salaries for certified personnel shall not be less than the preceding year unless such reduction is part of a uniform plan affecting all teachers in the entire District or unless there is a reduction of responsibilities. Reduction of coaching responsibilities for teachers may be accompanied by a corresponding reduction in salary. Written notice that states the specific reason(s) for the reduction shall be furnished to teachers no later than ninety (90) days before the first student attendance day of the school year, or May 15, whichever is earlier. **03.1212**

Assignment of supplemental coaching duty to a certified employee is on a year-by-year basis only and does not give rise to any expectation of a continued right to hold and receive compensation for such duties.

Section

2

Staff Responsibilities

Supervision of Coaches

Every employee is assigned an immediate supervisor. All employees shall receive a copy of their job description and responsibilities for review. (Human Resources Dept. or Principal can supply employees with a copy of their job description or the job description can be accessed on the District website). Immediate supervisors may assign other duties as needed. Employees should ask their supervisor if they have questions regarding their assigned duties and/or responsibilities. **03.11/03.21, 03.132/03.232**

The Athletic Director shall review the job description for the position with each coach upon their initial hiring,

Head coaches shall answer directly to the school Athletic Director and/or Principal who shall be responsible for the day-to-day administration of the school's athletic program. Assistant coaches will report directly to the head coach of their sport. Although s/he may assign duties to other staff members, the Principal shall retain the responsibility for the satisfactory conduct of the athletic program. The school Athletic Director shall report regularly to the Principal/designee.

All employees are expected to use sound judgment in the performance of their duties and take reasonable and commonly accepted measures to protect the health, safety, and well-being of others, as well as District property. In addition, employees shall cooperate fully with all investigations conducted by the District as authorized by policy or law. **03.133/03.233**

Professional Development

All coaches shall abide by the requirements of KHSAA Bylaw 27: Requirement for Coaches and Others Working with High School Teams regarding professional development. This professional development shall include, but not be limited to, C.P.R. and AED training along with participation in the Coaches Education Program, Sports Safety Training course, Medical Symposium Updates, and KHSAA Rules clinics.

All coaches are encouraged to grow professionally in their knowledge and understanding of their respective sport through participation in voluntary professional development and membership in local, state, and national organizations.

Athletic Program Volunteers

Athletic program volunteers are persons who do not receive compensation for assisting in program activities. All volunteers shall give assistance only under the direction and supervision of the coach, Principal or other designated member of the professional administrative and teaching staff. **03.6**

At no time should unpaid volunteers be left alone in charge of students without appropriate supervision as outlined above.

Criminal Background Check and Testing

All coaches, assistant coaches and athletic program volunteers must undergo a criminal history background check(s) as required by Board policy. **03.11/03.21, 03.6**

The District shall conduct, at either District or school expense, a state criminal records check on all athletic program volunteers who have contact with students on a regularly scheduled and/or continuing basis, or who have supervisory responsibility for children at a school site or on school-sponsored trips.

Pursuant to KRS 160.380, the Superintendent/designee also may require athletic program volunteers to submit to a national criminal history background check for safety reasons. With prior approval of the Superintendent/designee, the background checks will be conducted at District expense. Otherwise, except as stated previously, the volunteer must pay for the background checks.

No athletic program volunteer shall be utilized to supervise students, or deemed to have the authority to supervise students, unless the volunteer has been designated to supervise students by the Principal and approved by the Superintendent/designee, and the volunteer has undergone the required records check. **03.6**

Physical Examinations

Coaches

All newly employed personnel, including coaches, shall present documentation of a medical examination performed by a licensed physician, physician assistant (PA), or advanced practice registered nurse or by a licensed medical practitioner of the employee's choice. **03.111/03.211**

Students

Each student seeking eligibility to participate in any school athletic activity or sport must pass an annual medical examination performed and signed by a medical practitioner as required by law. Consistent with guidelines issued by KHSAA or the Kentucky Board of Education (KBE), the required physical examination and parental authorization shall include acknowledgement of receipt of information on the nature and risk of concussion and head injury, including the continuance of playing after concussion or head injury. Physicals are valid for one calendar year from date completed. **09.311**

Please refer to KHSAA Bylaw 2.

Fund-Raising Activities

All athletic booster group fund-raising activities shall be approved in advance by the Principal. All schoolwide fund-raising activities must be approved by the Board. Requests must be channeled through the Principal to the Assistant Superintendent.

No student shall be compelled to participate in or meet any kind of quota in a fund-raising activity, nor be required to do door-to-door selling as part of a fund-raising event.

All booster groups wishing to be recognized by and/or affiliated with the District shall adhere to applicable state and federal laws, including taxable income reporting requirements, when conducting fund-raising activities to benefit the school or District.

Funds raised by athletic program booster clubs shall comply with the requirements established by the Board. **04.312, 09.33**

Please refer to KHSAA Bylaw 28.

Safe Working Environment

It is the intent of the Board to provide a safe and healthful working and learning environment for all employees and students. Employees should report any security hazard or conditions they believe to be unsafe to their immediate supervisor.

Employees involved in a job-related accident or incident wherein the employee may have received an injury shall report the incident to the Superintendent or designee. The employee shall be required to fill out forms, etc., attesting to the incident. A report should be made within 24-48 hours of the occurrence and prior to leaving the work premises, UNLESS the injury is a medical emergency, in which case the report can be filed following receipt of emergency medical care.

In order to eliminate or minimize occupational exposure to bloodborne pathogens, employees must comply with the District's Bloodborne Pathogen Control Plan. When bodily fluid spills occur, employees shall follow procedures posted in each school building or worksite. Disposable gloves and plastic bags are available in elementary classrooms and, in each school, the Principal's office, food service office, or the custodian's storage area.

For information on the District's plans for Hazard Communication, Bloodborne Pathogen Control, Lockout/Tagout, and Personal Protective Equipment (PPE), contact the Principal or see the District's *Policy Manual* and related procedures.

Employees should use their school/worksite two-way communication system to notify the Principal, supervisor or other administrator of an existing emergency. 03.14/03.24, 05.4

Disrupting the Educational Process

Any employee who participates in or encourages activities that disrupt the educational process may be subject to disciplinary action, including termination.

Behavior that disrupts the educational process includes, but is not limited to:

- conduct that threatens the health, safety or welfare of others;
 - conduct that may damage public or private property (including the property of students or staff);
 - illegal activity;
 - conduct that interferes with a student's access to educational opportunities or programs, including ability to attend, participate in, and benefit from instructional and extracurricular activities; or
 - conduct that disrupts delivery of instructional services or interferes with the orderly administration of the school and school-related activities or District operations.
- 03.1325/03.2325

Drug-Free/Alcohol-Free Schools

Employees must not manufacture, distribute, dispense, be under the influence of, purchase, possess, use, or attempt to obtain, sell or transfer any of the following in the workplace or in the performance of duties:

1. Alcoholic beverages;

2. Controlled substances, prohibited drugs and substances, and drug paraphernalia; and or any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by federal regulation.
3. Substances that "look like" a controlled substance. In instances involving look-alike substances, there must be evidence of the employee's intent to pass off the item as a controlled substance.

In addition, employees shall not possess prescription drugs for the purpose of sale or distribution.

Any employee who violates the terms of the District's drug-free/alcohol-free policies may be suspended, nonrenewed or terminated. Violations may result in notification of appropriate legal officials.

Any employee charged with and/or convicted of violation of criminal drug statutes shall, within five (5) working days, provide notification of the charge or conviction to the Superintendent. Teachers are subject to random or periodic drug testing following reprimand or discipline for misconduct involving illegal use of controlled substances.

Employees who know or believe that students or other employees have violated the District's alcohol-free/drug-free policies have been violated must promptly make a report to the local police department, sheriff, or Kentucky State Police. **03.13251/03.23251/09.423**

Weapons

Carrying, bringing, using or possessing any weapon or dangerous instrument in any school building, on school grounds, in any school vehicle, or at any school-sponsored activity is prohibited. Except for authorized law enforcement officials or District employees in sworn positions, the Board prohibits carrying concealed weapons on school property. Staff members who violate this policy are subject to disciplinary action, including termination.

Employees who know or believe that this policy has been violated must promptly make a report to the local police department, sheriff, or Kentucky State Police. **05.48**

Assaults and Threats of Violence

Employees should immediately report any threats they receive (oral, written or electronic) to their immediate supervisor. A "threat" shall refer to a communication made by any means, including, but not limited to, electronic and/or online methods. **09.425**

Tobacco Products

The use of any tobacco product is prohibited in any building or vehicle owned or operated by the Board. **03.1327/03.2327**

Students shall not be permitted to use or possess any tobacco product on property owned or operated by the Board, inside Board-owned vehicles, on the way to and from school, or during school-sponsored trips and activities. **09.4232**

Use of School Property

An employee shall not use any District facility, vehicle, electronic communication system, equipment or materials for personal or private use or gain. These items (including security codes and electronic records such as e-mail) are District property.

Employees may not use a code, access a file, or retrieve any stored communication unless they have been given authorization to do so. Employees cannot expect confidentiality or privacy of the information in their e-mail accounts. Authorized District personnel may monitor the use of electronic equipment from time to time.

District-owned telecommunication devices shall be used primarily for authorized District business purposes. However, occasional personal use of such equipment is permitted. **03.1321/03.2321**

Coaches shall advise individuals with disabilities who request accommodations at District athletic activities to contact the District ADA/504 Coordinator for assistance and guidance. **10.5**

Athletic Camps

Coaches in all sports may organize and operate youth sports camps in their respective sports if approved by their immediate supervisor. All camps must be operated as a school-sponsored activity and comply with all relevant policies and procedures as described in other sections of this handbook or in District policy and procedures. All personnel serving as camp instructors shall be:

1. Currently employed coaches of the school,
2. Volunteers as described in previous handbook sections, or
3. Student-athlete members of the respective athletic team offering the camps.

All revenues and expenditures for athletic camps shall comply with school and District financial policies as described in this handbook or in the complete District policy and procedure manual.

All athletic camps should be scheduled so they do not conflict with the regular academic calendar of the Kenton County Schools nor the District's regular academic programming. No athletic camp will be permitted to be scheduled during the KHSAA-designated "Dead Period."

Please refer to KHSAA Bylaw 26.
--

Inventory of Athletic Equipment

Athletic equipment shall be subject to policies and procedures concerning the District's inventory process and related reporting requirements. **04.7**

Gifts

Any gift presented to a school employee for the use of the school must have the prior approval of the Superintendent or the Board of Education. Any gift so approved and accepted on behalf of the school becomes the property of the Board. **03.1322/03.2322**

Solicitations

Unless authorized by the Superintendent or designee, sales representatives, agents, or other solicitors shall not solicit or contact pupils, teachers, or other employees during the school day. **10.4**

There shall be no solicitation of students while they are under the supervision of school personnel without the approval of the Superintendent. **09.33**

Employees shall not solicit for personal financial remuneration from students, parents and other staff during the school day or during school events. **03.1721/03.2721**

Alteration of School Property

Any change or modification to be made in the landscape of school grounds, construction of driveways or roads across such grounds; renovation of the school buildings or the alteration of any part thereof; or the construction of buildings, playing fields, tennis courts, or the erection of lighting systems for such fields or courts shall be done only after the approval of the project by the Board and appropriate state agencies. **05.11**

Advertising

No commercial advertising or distribution of materials shall be allowed in the facilities or on the grounds of school property, except as expressly approved by the Board through the Superintendent or designee.

Announcements, notices and signs that advertise student activities shall be acceptable at the discretion of the Superintendent. **10.4**

District Representation

Use of the school mascot, school logos, and/or school and District imagery is restricted and, as such, cannot be altered. No one shall use these logos or images without the expressed permission of the school or District administration. All logos and images that are to be used shall be approved by the Superintendent or designee and shall comply with the style guide adopted by the District.

Political Activities

Employees shall not promote, organize, or engage in political activities while performing their duties or during the work day. Promoting or engaging in political activities shall include, but not be limited to, the following:

- Encouraging students to adopt or support a particular political position, party, or candidate; or
- Using school property or materials to advance the support of a particular political position, party, or candidate. 03.1324/03.2324

In addition, KRS 161.164 prohibits employees from taking part in the management or activities of any political campaign for school board.

Copyrighted Materials

The use and duplication of copyrighted material for educational purposes shall be within the generally accepted uses delineated by applicable law and procedures developed by the Superintendent. In reference to copyrighted electronic materials, employees shall use such materials only in accordance with the license agreement under which the materials were purchased or otherwise procured. 08.2321

Search and Seizure

All searches of students must be conducted in compliance with Board Policy 09.436.

Searches of a pupil's person or his or her personal effects shall only be conducted by a certified person directly responsible for the conduct of the pupil or the Principal/designee of the school which the student attends. Before a student's outer clothing, pockets, or personal effects (e.g., handbags, backpacks, etc.) are searched, there must be reasonable grounds to believe the search will reveal evidence that the student has violated or is violating either a school rule or the law or possesses an item harmful to the school and its students. Search of a pupil's person shall be conducted only with the express authority of the Principal.

However, when an immediate threat to the health or safety of others occurs off site with no certified employee reasonably available, coaches that are responsible for the student are authorized to conduct the search of a student or his/her personal effects. Examples of immediate threats would include reasonable suspicion of the presence of illegal drugs or a weapon.

No search of a pupil shall be conducted in the presence of other students, except for situations involving an imminent threat to students or staff where immediate action is required to prevent harm to health and safety. No strip searches of students shall be permitted. 09.436

Child Abuse

Per KRS 620.030, any school personnel who knows or has reasonable cause to believe that a child under eighteen (18) is dependent, abused or neglected shall immediately make a report to a local law enforcement agency, the Cabinet for Families and Children or its designated representative, the Commonwealth's Attorney or the County Attorney. 09.227

Reporting telephone numbers:

Cabinet for Health and Family Services	859.292.6340
Kenton County Police	859.392.1940
Kentucky State Police	800.222.5555
Garry Edmondson, County Attorney	859.491.0600
Rob Sanders, County Commonwealth Attorney	859.292.6580

Corporal Punishment

Employees shall not utilize corporal punishment as a penalty or punishment for student misbehavior. Corporal punishment shall refer to the deliberate infliction of physical pain on a student by any means. 09.433

Use of Physical Restraint

Employees may use, within the scope of their employment, such physical restraint as may be reasonable and necessary to protect themselves, students, or others from physical injury; to obtain possession of a weapon or other dangerous object under the control of a student; or to protect property from serious harm.

If the ARC (Admissions and Release Committee) or Section 504 Team anticipates that a student may need to be restrained on a frequent basis, the District shall consider whether special restraint training is needed for one (1) or more of the employees who regularly work with the student. 09.2212

Civility

Employees should be polite and helpful while interacting with parents, visitors and members of the public. Individuals who come onto District property or contact employees on school business are expected to behave accordingly. Employees who fail to observe appropriate standards of behavior are subject to disciplinary measures, including dismissal.

In cases involving physical attack of an employee or immediate threat of harm, employees should take immediate action to protect themselves and others. In the absence of an immediate threat, employees should attempt to calmly and politely inform the individual of the provisions of Policy **10.21** or provide him/her with a copy. If the individual continues to be discourteous, the employee may respond as needed, including, but not limited to: hanging up on the caller; ending a meeting; asking the individual to leave the school; calling the site administrator/designee for assistance; and/or calling the police.

As soon as possible after any such incident, employees shall submit a written incident report to their immediate supervisor. **10.21**

Required Reports

Although you may be directed to make additional reports, the following reports are required by law and/or Board policy:

- If you know or believe that the District's alcohol-free/drug-free policies have been violated, promptly make a report to the local police department, sheriff, or Kentucky State Police. This is required if you know or have reasonable cause to believe that conduct has occurred which constitutes the use, possession, or sale of controlled substances on the school premises or within one thousand (1,000) feet of school premises, on a school bus, or at a school sponsored or sanctioned event. **03.13251/03.23251/09.423**
- Report potential safety or security hazards to the Principal and notify your supervisor immediately after sustaining a work-related injury or accident. **03.14/03.24/05.4**
- Report to the Principal/immediate supervisor or the District's Title IX Coordinator if you, another employee, a student, or a visitor to the school or District is being or has been subjected to harassment or discrimination. **03.162/03.262/09.42811**
- If you suspect that financial fraud, impropriety or irregularity has occurred, immediately report those suspicions to Principal or the Superintendent. **04.41**
- If you know or believe that the District's weapon policy has been violated, promptly make a report to the local police department, sheriff, or Kentucky State Police. This is required when you know or have reasonable cause to believe that conduct has occurred which constitutes the carrying, possession, or use of a deadly weapon on the school premises or within one thousand (1,000) feet of school premises, on a school bus, or at a school sponsored or sanctioned event. **05.48**
- District bus drivers taking medication either by prescription or without prescription shall report to their immediate supervisor and shall not drive if that medication may affect the driver's ability to safely drive a school bus or perform other driver responsibilities. **06.221**

STAFF RESPONSIBILITIES

- District employees who know or have reasonable cause to believe that a student has been the victim of a violation of any felony offense specified in KRS Chapter 508 (assault and related offenses) committed by another student while on school premises, on school-sponsored transportation, or at a school-sponsored event shall immediately cause an oral or written report to be made to the Principal of the school attended by the victim.

The Principal shall notify the parents, legal guardians, or other persons exercising custodial control or supervision of the student when the student is involved in such an incident.

Within forty-eight (48) hours of the original report of the incident, the Principal also shall file with the Board and the local law enforcement agency or the Department of Kentucky State Police or the County Attorney a written report containing the statutorily required information. **09.2211**

- If you know or have reasonable cause to believe that a child under eighteen (18) is dependent, abused or neglected, **immediately** make a report to a local law enforcement agency, the Cabinet for Families and Children or its designated representative, the Commonwealth's Attorney or the County Attorney, and to the Principal (who shall also make a report to the proper authorities) and Superintendent. (See **Child Abuse** section.) **09.227**
- Report to the Principal any threats you receive (oral, written or electronic). **09.425**

Please refer to KHSAA Bylaws 17 and 19.

Section

3

Pre-Season Planning

Notifications to Students/Parents

Each coach of a high school athletic activity is responsible for distributing the forms required by KHSAA to each prospective student athlete and parent/guardian, as well as forms required by the Board of Education.

Coach-Parent Communications

To demonstrate the District's commitment to productive school-home communications, a parent meeting is to be held before the start of each season, coaches are expected to respond to requests from parents via phone calls, e-mail messages, and written requests within forty-eight (48) hours of receipt of the message unless extraordinary circumstances prevail. If the message is received on Friday or the day before a break in the school calendar, every reasonable effort shall be made to respond that day, but certainly no later than the next school day.

Scheduling

Coaches shall adhere to the following scheduling guidelines, unless circumstances dictate otherwise, in which case they shall confer with the Principal.

Except as permitted by Board policy, no regularly scheduled student activities, athletic games, or practices shall take place on Sunday or on holidays observed in the school calendar. 09.3

Teams may practice on Sunday's with prior approval of the Principal and Superintendent/designee and between the hours of 2:00-6:00 p.m. Such approval would be given only under special circumstances (example: post-season tournament competition scheduled on a Monday).

Scheduling of athletic competitions shall be approved in advance by the Principal and meet all applicable conference, district or regional requirements in keeping with KHSAA rules and regulations. **09.31**

Scheduling of all middle school competitions will be completed by the school's athletic director and approved by the principal in cooperation with the Northern Kentucky Middle School Athletic Association and District guidelines.

Please refer to KHSAA Bylaws 21 - 26.

To the extent possible, athletic competitions shall be scheduled:

1. To minimize travel distances and compete with schools of comparable size and classification.
2. To avoid overlap with other school athletic activities already scheduled on the same date.
3. To assure that scheduling of District facilities, practice times and competition times for both male and female sports are consistent with Title IX requirements.
4. To avoid scheduling regular season athletic games on a date that will require loss of instructional time for travel or competition, unless approved by in advance by the Superintendent/designee.

Examples of scheduling of athletic practices and events to be avoided include activities that:

- a. Conflict with end of semester exams.
- b. Occur during professional development activities
- c. Coincide with religious observances and/or times of worship.
- d. Conflict with school open house events

Cancellation of Athletic Activities

The decision to cancel athletic activities is made by the Superintendent or designee in consultation with the building administration and the Athletic Department. Unless travel conditions are upgraded prior to departure time, scheduled games shall be postponed or cancelled whenever school has been dismissed because of inclement weather.

If conditions warrant the cancellation of activities, Head Coaches will be notified by the Athletic Department. The District will also advertise all cancellations via the District website, automated calling system, and local media as conditions warrant.

If coaches are notified regarding the cancellation of an away contest, they should notify the Athletic Department immediately so the public can be notified by any and all of the methods mentioned above.

In the event of a cancellation, the activity should be re-scheduled for the earliest convenient date as long as all KHSAA and District requirements regarding scheduling are met.

Forfeits are addressed by KHSAA guidelines.

Please refer to KHSAA Bylaw 24.

Athletic Trips

Parents are to be informed of the nature of all trips, the approximate departure and return times, means of transportation, and any other relevant information. Parents must give written approval for students to participate in athletic trips.

The planning process for all field trips across all grade levels shall include a statement of where meals will be provided in the event that students are not able to eat lunch at school. Planning documents will identify the location and source of each meal. For meals, each bus shall transport students to one (1) dining location at which all students on that bus must remain. Students are to be dropped off and picked up as close to the dining entrance as possible and supervised closely as they enter and exit. When multiple buses are involved, each bus may be assigned to a different location, but students may not leave the site to which their bus has been assigned.

The Superintendent shall submit for Board approval a listing of excursions designated as local trips. The Board shall consider on an individual basis requests for overnight trips and trips taken to destinations more than fifty (50) miles from school except those destinations on the approved field trip list. 09.36

Please refer to KHSAA Bylaw 20.

Game Officials

www.khsaa.org/handbook/

Please refer to KHSAA Bylaws 20, 29, 30, and 31.

Student Discipline

All students participating in the District's athletic program shall abide by school/District rules and regulations, including provisions of the code of acceptable behavior and discipline. In addition, coaches may set additional reasonable team rules, provided those rules are given to students prior to the beginning of the season and students are required to return to the coach a form signed by both the student and the parent/guardian signifying their receipt of, and agreement to abide by, the rules. Coaches shall keep these forms on file for the duration of the sports season. 09.438

In keeping with Board policy, disciplinary measures should not be administered in a manner that is humiliating, degrading, or unduly severe or in a manner that would cause

the student athlete to lose status before his/her peer group. Coaches should guard against making remarks to other student participants concerning a student's shortcomings.

Serious disciplinary problems shall be promptly reported to the Principal and to the parent(s) of the student. **09.43**

The Principal may suspend a student's eligibility to participate in an athletic activity, pending investigation of any allegation that the student has violated either the District behavior standards or the school council's criteria for participation. **09.3**

Crowd Control

The school Athletic Director shall coordinate with the Principal to promote the orderly conduct and safety of students and other spectators who attend athletic events.

Crowd control procedures shall include supervision by appropriate school officials in all cases. In case of events where it is anticipated that the nature of the crowd may pose conduct or safety problems (e.g. large or emotional crowds), procedures shall call for the posting of adequate police or security personnel. **05.45**

Athletic Program Purchasing

Employees are required to follow applicable state law and regulations and local policies and administrative procedures when making purchases on behalf of the athletic program, including equipment and uniforms. All purchases shall require the prior approval of the Superintendent or the Superintendent's designee. **04.31**

Internal school account purchases must be supported by a properly executed purchase request and authorization for payment by the Principal. **04.312**

Bidding procedures shall conform to the Model Procurement Code, KRS 45A.345 – KRS 45A.460. District small purchase procedures may be used for any contract in which the aggregate amount does not exceed \$20,000.00. For additional assistance, coaches should contact the District Treasurer in the Central Office. **04.32**

Expense Reimbursement

School personnel are reimbursed for travel that is required as part of their duties or for school-related activities approved by the Superintendent/designee. Allowable expenses include mileage, gasoline used for Board vehicles, tolls and parking fees, car rental, fares charged for travel on common carriers (plane, bus, etc.), food (when District business requires an overnight stay), and lodging. **03.125/03.225**

Section

4

Student Oversight

Eligibility

Determination of athletic eligibility for high school students shall be made in compliance with applicable administrative regulations and Kentucky High School Athletic Association requirements. **09.313**

Please refer to KHSAA Bylaws.

Pupils whose parent or guardian resides in the District and has custody of the student, or pupils who are legal residents of the school district, or as otherwise provided by state or federal law, shall be considered residents and entitled to the privilege of participating in the school athletic program, unless such is in conflict with KHSAA Bylaws. All other pupils shall be classified as nonresidents for school purposes. **09.12**

In accordance with school council policy, student athletes are required to attend school for at least a half-day the day of an athletic activity to be eligible to try out, practice or participate in an athletic activity.

Students "Playing Up"

In accordance with school council policy, the coaching staff of each individual sport shall determine if they will allow student-athletes to "play up." For example, a student attending eighth grade may be able to participate at the freshman level in one (1) sport, but not another. Each coaching staff shall make this determination based on council policy prior to the season and clearly disseminate this information at the same time that they distribute information on tryout procedures, tryout evaluation criteria, etc. However, if a coach allows student-athletes to "play up" during one (1) season, that shall not commit that sport to the same policy in future years.

Notification and consultation between the head coach of the receiving school and the Principal and Athletic Director of the school the student attends shall occur prior to any discussion with the student and the parents regarding the student "playing up". Once this consultation occurs, it shall be the joint decision of the coach, parents, and Principal (or Athletic Director) of the sending school as to whether the student will "play up" to the next level.

Student Transfers

Any domestic student who has been enrolled in grades nine (9) through twelve (12) and has participated in any varsity contest in any sport at any school, while maintaining permanent residence in the United States or a United States territory following enrollment in grade nine (9) and who then transfers, shall be ineligible for interscholastic athletics at any level in any sport for one (1) year from the date of enrollment at the new school. The period of ineligibility may be waived in the event of a dissolution of marriage or properly recorded legal separation of the student's parents. See KHSAA Bylaw 6, Section 2 for Discretionary Exceptions for Waiver.

The period of ineligibility may be waived in the event that the transferring student did not participate in an interscholastic contest at any level in any sport while enrolled in grades nine (9) through twelve (12) during the previous calendar year.

Foreign students (non-domestic) attending school in Kentucky shall be considered ineligible for the first calendar year following enrollment. The period of ineligibility may be waived if the entire family unit is relocating from a foreign country or if the members of a family from a foreign country are relocating due to a declaration of asylum or seeking refuge due to acknowledged conflict.

Foreign exchange students attending school in Kentucky shall be considered ineligible for the first calendar year following enrollment. The period of ineligibility may be waived if the student is placed in a KHSAA member school under the auspices of approved student exchange programs. In addition, a waiver may be made in other circumstances approved by the Board of Control within its.

<p>Please refer to KHSAA Bylaws 6 & 7.</p>
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Recruitment Violations

A student at any grade level shall not be recruited to a member school of the KHSAA for the purpose of participating in athletics, including recruitment under the guise of academics. A student enrolled at any grade level shall not be given improper benefits not available to all members of the student body to remain at a member school.

Recruiting is defined as an act on behalf of or for the benefit of a school, which attempts to influence a student to transfer to a member school for the purpose of participating in athletics. It also shall be defined as recruiting to provide improper benefits to an already enrolled student to influence that student to remain at a member school for the purpose of participating in athletics. A school official utilizing an intermediary including a peer, another school employee, a student, parent, or a citizen, for the purpose of recruiting a student athlete shall be in noncompliance.

Please refer to KHSAA Bylaws 10 and 13.

Supervision Responsibilities

While at school or during school-related or school-sponsored activities, students must be under the supervision of a qualified adult at all times. All District employees are required to assist in providing appropriate supervision and correction of students. **09.221**

All athletic practices and events shall be under the direct supervision of a qualified employee of the Board. All persons employed by the District as a coach for any interscholastic athletic activity or sport shall meet statutory training requirements. In addition, at least one (1) person who has completed the required course shall be present at every interscholastic athletic practice and competition.

Prior to assuming their duties, nonfaculty coaches/coaching assistants shall successfully complete training provided by the District as required by KRS 161.185 and a sports safety course as required by KRS 160.445, including training on how to recognize the symptoms of a concussion and how to seek proper medical treatment for a person suspected of having a concussion. Follow-up training shall be provided annually. **09.311**

Employees are expected to take reasonable and prudent action in situations involving student welfare and safety, including following District policy requirements for intervening and reporting to the Principal or to their immediate supervisor those situations that threaten, harass, or endanger the safety of students, other staff members, or visitors to the school or District. Such instances shall include, but are not limited to, bullying or hazing of students and harassment/discrimination of staff, students or visitors by any party.

The Student Discipline Code shall specify to whom reports of alleged instances of bullying or hazing shall be made. **03.162/09.422/ 09.42811**

In fulfilling their supervision responsibilities, employees are required to enforce the Student Discipline Code adopted by the Board of Education and discipline policies adopted by the school council. **09.43/09.438**

All coaches shall be provided a copy of the Student Discipline Code and appropriate training addressing proper implementation completed by the Principal or designee. Coaches shall inform parents and students they shall be required to follow the Student Discipline Code at all times while representing the school.

Board policy allows for a nonfaculty coach or nonfaculty assistant to accompany students on athletic trips as provided in statute. **09.221**

A coach or an approved designated adult is required to be present to provide direct supervision of student participants during all athletic activities, including conditioning programs, practices, travel and games. Students are not to be left unsupervised while waiting for parents to pick them up. (See also section on Athletic Program Volunteers.)

Insurance

Students participating in or trying out for interscholastic athletics shall be covered by accident insurance that is compatible with the catastrophic insurance coverage required by the Kentucky High School Athletic Association. Students must present evidence of accident insurance that meets *minimum* criteria established by the Superintendent. **09.312**

Please refer to KHSAA Bylaw 2.

Safety and First Aid

The safety of students shall be the first consideration in all athletic practices and events. Each interscholastic coach (head and assistant, including cheerleading) shall be required to complete a sports safety course and medical symposium update consisting of training on how to prevent common injuries. In addition, coaches should be familiar with District emergency plans for medical injuries at events as required by KRS 160.445.

Coaches shall take appropriate measures to provide a safe, healthy experience for participants and helpers in the athletic program to minimize the number and degree of seriousness of athletic injuries and related illnesses. For all athletic practices and competitions, safety procedures shall be implemented that comply with Board policy, state law and regulations, and requirements of the Kentucky Board of Education and the Kentucky High School Athletics Association (KHSAA).

When a player has sustained serious injury that may be aggravated by continued participation in the game or practice, the coach shall receive permission from a physician before the player re-enters the game or participates in practice.

Concussions

A student athlete suspected by an interscholastic coach, school athletic personnel, or contest official of sustaining a concussion during an athletic practice or competition shall be removed from play at that time and shall not return to play until the athlete is evaluated as required by KRS 160.445 to determine if a concussion has occurred.

A student athlete deemed to be concussed shall not be permitted to participate in any athletic practice or competition occurring on the day of the injury or, unless a physician provides written clearance, participate in any practice or athletic competition held on a subsequent day. **09.311**

Please refer to KHSAA Bylaw 27.

Care of District Property

Coaching personnel shall be responsible for program equipment, supplies, books, furniture, and apparatus under their care and use. **03.1321**

Athletic equipment shall be subject to policies and procedures concerning the District's inventory process and related reporting requirements. **04.7**

Precautionary Measures

EQUIPMENT INSPECTION AND OVERSIGHT

The Head Coach of each sport, in consultation with the School Athletic Director, is responsible for developing an ongoing plan of equipment inspection, maintenance, repair or replacement. The plan shall address:

1. A timetable for inspecting athletic equipment (when, how often, by whom, etc.);
2. Factors to be considered during an inspection (appropriate type, adequate quality, proper fit, etc.);
3. Instruction that will be provided to students concerning correct use of equipment; and
4. Direction to be given to athletic staff and volunteers who will assist in oversight of equipment use.

Coaches should regularly inspect equipment to ensure it is in good and safe condition. The use of any equipment that is defective or in questionable condition shall be discontinued immediately. A report concerning this equipment shall be made to the School Administrator immediately so that corrective measures can be initiated. Each school shall determine a regular schedule for the cleaning and inspection of all equipment.

KEY STANDARDS

1. **Heat indices** – The Kentucky High School Athletic Association and the Kentucky Medical Association have adopted a procedure for avoiding heat injury/illness through analysis of Heat Index and restructuring of activities. All coaches are required to read, understand, and follow this procedure for practices and competitions.

<http://www.khsaa.org/sportsmedicine/heat/kmaheatrecommendationscomplete.pdf>

2. **Availability of Water** – It is the responsibility of the coaches to make sure that an adequate supply of water is available for all practices and competitions. Under no circumstances should a coach ever deny athletes the opportunity to hydrate as often as they desire.
3. **Game/Practice Scheduling** – All coaches/athletic administrators who bear the responsibility of game and practice scheduling should adhere to the KHSAA guidelines for limitation of seasons (Bylaw 25) when planning their season. Coaches/athletic administrators are required to present their basic practice and competition schedules to the appropriate school administrator for their approval.
4. **Severe Weather. Lightning Advisory** – All coaches are required to read, understand, and adhere to the KHSAA and NFHS guidelines for severe weather and lighting.

<http://www.khsaa.org/sportsmedicine/nfhslightningsafety.pdf>

Please refer to KHSAA Bylaws 25 and 27.

Sportsmanship

“The Kentucky High School Athletic Association requires officials to enforce sportsmanship rules for athletes and coaches. We will not tolerate negative statements or actions between opposing players, especially trash-talking, taunting or baiting of opponents. If such comments are heard or actions seen, a penalty will be assessed immediately. We have been instructed not to issue warnings. Let today’s contest reflect mutual respect.”

It is the clear obligation of all official representatives of member schools to practice the highest principles of sportsmanship and the ethics of competition in all interscholastic relationships.

THE KENTON COUNTY SCHOOL DISTRICT SPIRIT OF SPORTSMANSHIP CREED

*The Kenton County School District appreciates all of those who participate in and attend our events. Positive school spirit and sportsmanship are key factors to a successful event. Any behavior or language, however, deemed inappropriate by the school administration and/or game officials **will not** be tolerated and may be grounds for ejection from the game and/or the facility.*

Please refer to KHSAA Bylaw 11.

The following behaviors represent the types of behaviors that will not be tolerated at school/District athletic events. Those who exhibit such behaviors will be asked to leave the premises, and extreme or repeated violation may result in permanent exclusion from school/District athletic events.

- Verbally berating players, coaches, official administrators or others in attendance.
- Use of obscene language or gestures or acts of physical violence or threats of violence directed at same or at contest officials.

Specifically, actions that are discouraged and may warrant further action include, but are not limited to:

1. Cursing and use of obscenities,
2. Disrupting or threatening to disrupt school or office operations,
3. Acting in an unsafe manner that could threaten the health or safety of others,
4. Verbal or written statements or gestures indicating intent to harm an individual or property, and
5. Physical attacks intended to harm an individual or substantially damage property. 05.45, 10.21

Awards and Recognitions

The Board recognizes that a significant part of interscholastic athletics is the recognition of achievement by student-athletes. All teams shall hold an end-of-season recognition ceremony where student achievement is recognized. The individual sport shall establish the criteria that will be used to determine whether or not an athlete has achieved status as a varsity, junior-varsity, etc., member and whether a varsity letter will be awarded. The criteria shall be clearly defined and communicated to the team members at the beginning of the season.

<p>Please refer to KHSAA Bylaws 8 and 12.</p>
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Section

5

Appendix

Code of Ethics for Teachers/Certified Employees

16 KAR 1:020:

Section 1. Certified personnel in the Commonwealth:

- (1) Shall strive toward excellence, recognize the importance of the pursuit of truth, nurture democratic citizenship, and safeguard the freedom to learn and to teach;
- (2) Shall believe in the worth and dignity of each human being and in educational opportunities for all;
- (3) Shall strive to uphold the responsibilities of the education profession, including the following obligations to students, to parents, and to the education profession:
 - (a) To students:
 1. Shall provide students with professional education services in a nondiscriminatory manner and in consonance with accepted best practice known to the educator;
 2. Shall respect the constitutional rights of all students;
 3. Shall take reasonable measures to protect the health, safety, and emotional well-being of students;
 4. Shall not use professional relationships or authority with students for personal advantage;
 5. Shall keep in confidence information about students which has been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law;
 6. Shall not knowingly make false or malicious statements about students or colleagues;
 7. Shall refrain from subjecting students to embarrassment or disparagement; and
 8. Shall not engage in any sexually related behavior with a student with or without consent, but shall maintain a professional approach with students.

Sexually related behavior shall include such behaviors as sexual jokes; sexual remarks; sexual kidding or teasing; sexual innuendo; pressure for dates or sexual favors; inappropriate physical touching, kissing, or grabbing; rape; threats of physical harm; and sexual assault.

(b) To parents:

1. Shall make reasonable effort to communicate to parents information which should be revealed in the interest of the student;
2. Shall endeavor to understand community cultures and diverse home environments of students;
3. Shall not knowingly distort or misrepresent facts concerning educational issues;
4. Shall distinguish between personal views and the views of the employing educational agency;
5. Shall not interfere in the exercise of political and citizenship rights and responsibilities of others;
6. Shall not use institutional privileges for private gain, for the promotion of political candidates, or for partisan political activities; and
7. Shall not accept gratuities, gifts, or favors that might impair or appear to impair professional judgement, and shall not offer any of these to obtain special advantage.

(c) To the education profession;

1. Shall exemplify behaviors which maintain the dignity and integrity of the profession;
2. Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities;
3. Shall keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law;
4. Shall not use coercive means or give special treatment in order to influence professional decisions;
5. Shall apply for, accept, offer, or assign a position or responsibility only on the basis of professional preparation and legal qualifications; and
6. Shall not knowingly falsify or misrepresent records of facts relating to the educator's own qualifications or those of other professionals.

Section 2. Violation of this administrative regulation may result in cause to initiate proceedings for revocation or suspension of Kentucky certification as provided in 704 KAR 20:585.

Code of Ethics for Coaches

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated as though he or she were the coaches' own, and his or her welfare should be uppermost at all times. Accordingly, the following guidelines for coaches have been adopted by the NFCA Board of Directors.

- The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student-athlete and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.
- The coach shall uphold the honor and dignity of the profession. In all personal contact with student-athletes, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
- The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.
- The coach shall avoid the use of alcohol and tobacco products when in contact with players.
- The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
- The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
- The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.
- The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.
- Before and after contests, coaches for the competing teams should meet and exchange cordial greetings to set the correct tone for the event.
- A coach shall not exert pressure on faculty members to give student-athletes special consideration. A coach shall not scout opponents by any means other than those adopted by the league and/or the Kentucky High School Athletic Association (KHSAA).

-National Federation of High School Associations (NFHS)

Acknowledgement Form

I, _____, have received a copy of the
Name

Coaches' Handbook issued by the Kenton County School District, and understand and agree that I am to review this handbook in detail, familiarize myself with the requirements listed on my job description and to consult District and school policies and procedures with my Principal/supervisor if I have any questions concerning its contents.

I understand and agree:

1. that this handbook is intended as a general guide to District personnel policies and procedures and that it is not intended to create any sort of contract between the District and any one or all of its employees;
2. that the District may modify any or all of the referenced policies and procedures, in whole or in part, at any time, with or without prior notice; and
3. that in the event the District modifies any of the information contained in this handbook, the changes will become binding on me immediately upon issuance of the new or revised policy or procedure by the District.

I understand that as an employee of the Kenton County School District I am required to review and follow the information set forth in this handbook and rules disseminated by the Kentucky High School Athletic Association and other governing bodies specific to the sport/s I coach and I agree to do so.

Signature of Employee

Date

Return this signed form to Athletic Director who makes a copy for each coach and keeps a copy on file at the school. ~~the Central Office.~~

TITLE: Secondary Gifted Talented and VPAM Consultant – Level IV/**Community Education Director**

QUALIFICATIONS:

1. Holds certification/endorsement for Teaching of Gifted and Talented Education or is willing to pursue Gifted Certification.
2. Minimum of five years teaching experience at the middle or high school level.
3. Master's Degree in Education
4. Two years Successful Leadership Experience in schools.

REPORTS TO: ~~Assistant Superintendent for Academic and Student Support~~ **Deputy Superintendent or Designee**

SUPERVISES: None

JOB GOAL To provide guidance in the development and implementation of a strong instructional program designed to assist in improving learning opportunities for all students.
To implement a comprehensive countywide community education program that supports implementation of Senate Bill 1.

PERFORMANCE RESPONSIBILITIES:

1. Collaborate with the Middle/High School principals to plan and implement a school program for students identified in general intellectual ability and VPAM.
2. Work directly with identified gifted/talented lead teachers in each middle and high school to enhance opportunities for gifted students in all areas.
3. Model the implementation of multiple service delivery options to provide the appropriate services matched to the strengths and needs of identified students.
4. Promote positive communication and support in the schools community.
5. Attends meetings, seminars, and conferences at local, regional, state and national levels as pertains to the areas of gifted and talented education.
6. Provide Professional Development Training in the implementation of the gifted/talented courses, programs, and student opportunities.
7. Collaborate with secondary schools to enhance the Kentucky Scholars Program.
8. Collaborate with secondary schools to create more opportunities for advanced placement dual credits and VPAM.
9. Collaborate with schools and teachers to create advanced curriculums and help implement in the secondary schools.
10. Collaborate with the Scott/Woodland campus to create a unique and rigorous shared academic and VPAM program.
11. Model differentiated lessons in middle and high school classrooms.
12. Collaborate with schools to expand the VISION Quest Pilot Advanced English Class throughout Middle Schools.
13. Assist high schools with the Governor's Scholars program.

E11.308C

14. Collaborate with District Staff and Principals to create public relations academic message for Community.
15. Chair a district arts committee to provide a coordinated arts program.
16. Develop checklists for school walk-throughs specific to arts and gifted education.
17. Develop a district on-line resource website for arts information.
18. Collaborate with principals and district-wide arts teachers to secure specific, focused, high school professional development.
19. Provide leadership for schools to implement KDE program reviews.
20. Coordinate schedules of district art teachers to ensure consistent, quality instruction.
21. Assist in implementing the district strings program.
22. Assist in implementing the district forensic programs.
23. Facilitate arts seminars throughout the district.
24. Facilitate a calendar of district-wide arts events.
25. Supports schools in reducing dropout rate, decreasing the number of students who are retained, and increase attendance through participation in community education programs.
26. Work with schools to coordinate resources and supports for at risk students through community education programs.
27. Facilitate the sharing of student information with parents through community education trainings that provide resources for parents.
28. Serve as the liaison between school and community to increase community support.
29. Performs such other duties as consistent with the position assigned as may be requested by the supervisor.

Term of Employment: ~~200 days~~ 230 days

Salary: Based upon Certified Salary Schedule

Evaluation: Performance of this job will be evaluated by the ~~Assistant Superintendent for Academic and Student Support~~. Deputy Superintendent or Designee

DATE APPROVED: 3/15/10

DATE REVISED: 5/17/10

Date Revised: 7/1/13

ADMINISTRATIVE INDEX AS OF JULY 1, 2013

This schedule implies at least an eight (8) hour work day for all listed positions with the exception of counselors' positions, which are based on a teacher's work day. The salary index is applied to the teacher salary schedule. Salary will be adjusted according to the number of days worked.

		Administrator	140	141	142	143	144
		Guidance – 9mo.	145	146	147	148	149
		3000 Project #'s	173	174	175	176	177
DAYS WORKED		YEARS OF ADMIN. EXPERIENCE					
		0-3	4-9	10-14	15-19	20+	
<u>225/230 Days</u>	<u>Deputy Superintendent</u>	<u>1.89</u>	<u>1.90</u>	<u>1.91</u>	<u>1.92</u>	<u>1.93</u>	
<u>225/230 Days</u>	<u>Assistant Superintendent</u>	<u>1.77</u>	<u>1.78</u>	<u>1.79</u>	<u>1.80</u>	<u>1.81</u>	
<u>225/230 Days</u>	<u>Exec. Dir. of College/Career Readiness</u>	<u>1.66</u>	<u>1.67</u>	<u>1.68</u>	<u>1.69</u>	<u>1.70</u>	
<u>225/230 Days</u>	<u>Exec. Dir. of Secondary Education</u>	<u>1.66</u>	<u>1.67</u>	<u>1.68</u>	<u>1.69</u>	<u>1.70</u>	
<u>225/230 Days</u>	<u>Exec. Dir. of Elem Edu and Fed Prog</u>	<u>1.66</u>	<u>1.67</u>	<u>1.68</u>	<u>1.69</u>	<u>1.70</u>	
<u>225/230 Days</u>	<u>Exec. Dir. of Special Education</u>	<u>1.66</u>	<u>1.67</u>	<u>1.68</u>	<u>1.69</u>	<u>1.70</u>	
<u>225/230 Days</u>	<u>Director of Assessment & Accountability</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Federal Programs</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Finance & Budget</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Instr Tech and Innov Prog</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Personnel</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Psychological Services</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Public Info & Comm Engage</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Secondary Education</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of State and Federal Grants</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Student Engagement</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Director of Student Services</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	
<u>225/230 Days</u>	<u>Assistant Director of Special Education</u>	<u>1.45</u>	<u>1.46</u>	<u>1.47</u>	<u>1.48</u>	<u>1.49</u>	
<u>225/230 Days</u>	<u>Asst. Dir. Pupil Personnel</u>	<u>1.45</u>	<u>1.46</u>	<u>1.47</u>	<u>1.48</u>	<u>1.49</u>	
<u>215/220 Days</u>	<u>ESL Consultant</u>	<u>1.33</u>	<u>1.34</u>	<u>1.35</u>	<u>1.36</u>	<u>1.37</u>	
<u>215/220 Days</u>	<u>Title I Consultant</u>	<u>1.33</u>	<u>1.34</u>	<u>1.35</u>	<u>1.36</u>	<u>1.37</u>	
<u>225/230 Days</u>	<u>Curriculum & Instruction Consultant IV</u>	<u>1.40</u>	<u>1.41</u>	<u>1.42</u>	<u>1.43</u>	<u>1.44</u>	
<u>215/220 Days</u>	<u>Curriculum & Instruction Consultant III</u>	<u>1.33</u>	<u>1.34</u>	<u>1.35</u>	<u>1.36</u>	<u>1.37</u>	
<u>205/210 Days</u>	<u>Curriculum & Instruction Consultant II</u>	<u>1.27</u>	<u>1.28</u>	<u>1.29</u>	<u>1.30</u>	<u>1.31</u>	
<u>195/200 Days</u>	<u>Curriculum & Instruction Consultant I</u>	<u>1.21</u>	<u>1.22</u>	<u>1.23</u>	<u>1.24</u>	<u>1.25</u>	
<u>195/200 Days</u>	<u>Coordinator I</u>	<u>1.19</u>	<u>1.20</u>	<u>1.21</u>	<u>1.22</u>	<u>1.23</u>	
<u>187 Days</u>	<u>Program Specialist</u>	<u>1.10</u>	<u>1.11</u>	<u>1.12</u>	<u>1.13</u>	<u>1.14</u>	

ADMINISTRATIVE INDEX AS OF JULY 1, 2013

This schedule implies at least an eight (8) hour work day for all listed positions with the exception of counselors' positions, which are based on a teacher's work day. The salary index is applied to the teacher salary schedule. Salary will be adjusted according to the number of days worked.

		Administrator	140	141	142	143	144
		Guidance – 9mo.	145	146	147	148	149
		3000 Project #'s	173	174	175	176	177
DAYS WORKED		YEARS OF ADMIN. EXPERIENCE					
		0-3	4-9	10-14	15-19	20+	
<u>225/230 Days</u>	<u>High School Principal</u>	<u>1.77</u>	<u>1.78</u>	<u>1.79</u>	<u>1.80</u>	<u>1.81</u>	
<u>225/230 Days</u>	<u>High School Asst. Principal</u>	<u>1.50</u>	<u>1.51</u>	<u>1.52</u>	<u>1.53</u>	<u>1.54</u>	
<u>205/210 Days</u>	<u>High School Associate Principal</u>	<u>1.36</u>	<u>1.37</u>	<u>1.38</u>	<u>1.39</u>	<u>1.40</u>	
<u>225/230 Days</u>	<u>Principal –Alternative Learning Center</u>	<u>1.62</u>	<u>1.63</u>	<u>1.64</u>	<u>1.65</u>	<u>1.66</u>	
<u>215/220 Days</u>	<u>Head Teacher - NKYDC</u>	<u>1.23</u>	<u>1.24</u>	<u>1.25</u>	<u>1.26</u>	<u>1.27</u>	
<u>225/230 Days</u>	<u>Middle School Principal</u>	<u>1.62</u>	<u>1.63</u>	<u>1.64</u>	<u>1.65</u>	<u>1.66</u>	
<u>225/230 Days</u>	<u>Middle School Asst. Principal</u>	<u>1.45</u>	<u>1.46</u>	<u>1.47</u>	<u>1.48</u>	<u>1.49</u>	
<u>205/210 Days</u>	<u>Middle School Associate Principal</u>	<u>1.32</u>	<u>1.33</u>	<u>1.34</u>	<u>1.35</u>	<u>1.36</u>	
<u>225/230 Days</u>	<u>Elem. Principal-850+ (RR/SVE)</u>	<u>1.57</u>	<u>1.58</u>	<u>1.59</u>	<u>1.60</u>	<u>1.61</u>	
<u>225/230 Days</u>	<u>Elem. Principal-501/850</u>	<u>1.53</u>	<u>1.54</u>	<u>1.55</u>	<u>1.56</u>	<u>1.57</u>	
<u>215/220 Days</u>	<u>Elem. Assistant Principal</u>	<u>1.28</u>	<u>1.29</u>	<u>1.30</u>	<u>1.31</u>	<u>1.32</u>	
<u>190/195 Days</u>	<u>Counselors Elementary</u>	<u>1.08</u>	<u>1.09</u>	<u>1.10</u>	<u>1.11</u>	<u>1.12</u>	
<u>200/205 Days</u>	<u>Counselors Middle School</u>	<u>1.17</u>	<u>1.18</u>	<u>1.19</u>	<u>1.20</u>	<u>1.21</u>	
<u>200/205 Days</u>	<u>Counselors High School</u>	<u>1.19</u>	<u>1.20</u>	<u>1.21</u>	<u>1.22</u>	<u>1.23</u>	
<u>195/200 Days</u>	<u>School Psychologists</u>	<u>1.13</u>	<u>1.14</u>	<u>1.15</u>	<u>1.16</u>	<u>1.17</u>	

SB 97 - Raising Compulsory Attendance Age Grant Application and Certifications

SB 97 (2013) grants local boards of education the opportunity to adopt (or revise) a district-wide policy to raise the compulsory attendance age from sixteen (16) to eighteen (18) effective beginning with the 2015-2016 school year. The Kentucky Department of Education is offering grants of \$10,000 to districts adopting or revising such a policy to assist them in developing programs to address the specific needs of these students. Adoption (or revision) of the policy permitted by SB 97, as well as certification of the following conditions, is required to apply for the \$10,000 grant. If your Board intends to apply for this grant, please complete the following:

The _____Kenton County_____ Board of Education affirms that, on _____, 2013, (must be no earlier than the first moment of June 25, 2013) we have adopted (or revised) a policy raising the compulsory attendance age from sixteen (16) to eighteen (18) years of age effective with the 2015-2016 school year. The Board further certifies that we have, or will have in place, programs in compliance with SB 97 (2013) and other applicable legal requirements to meet the needs of potential dropouts no later than the beginning of the 2015-2016 school year.

The Board affirms our understanding that implementation of the policy shall be contingent upon notice of approval from the Kentucky Department of Education, and that such approval is contingent on the Board's adoption and implementation of the conditions found below.

The Board certifies that grant funds, if awarded, will be expended in compliance with KRS 158.146 (4) and 704 KAR 7:070 to support the types of dropout prevention programs and strategies outlined therein. The Board understands and agrees that dropout prevention programs implemented pursuant to SB 97, KRS 158.146 and 704 KAR 7:070 will be evaluated using the criteria below, in addition to the specific criteria contained in 704 KAR 7:070, and assures that prior to implementation their programs will meet all required evaluation criteria:

- The district/school has a defined purpose and expected outcomes for the program(s) to address at-risk or potential dropouts;
- The district/school will monitor program effectiveness and use data to ensure continuous improvement of the program(s);
- The district/school will monitor faculty performance to ensure highly effective instruction is occurring;
- Formative and summative data will be used to measure student success to ensure college and career readiness;

- Program(s) will be assessed to ensure alignment with common core standards and the district curriculum map;
- A variety of instructional methods and supports will be used to ensure student engagement and active learning;
- Policies and processes are in place that identify criteria for admission and ensure successful transition;
- Program(s) will be evaluated to measure their effectiveness relative to KDE's college and career readiness goals and K-12 student proficiencies;
- Student data (academic, demographic, perception and non-academic) will be collected and analyzed to inform yearly goals and plans for improvement as evidenced within the CDIP/CSIP; and
- When applicable, programs and policies shall comply with 704 KAR 19:002, Alternative education programs. This may include, when appropriate, a student Individual Learning Plan Addendum.

The Board understands and agrees to provide KDE with assurances of program compliance with the above criteria and to include in its comprehensive plan the goals, strategies and activities necessary to address the needs of students at risk of dropping out of school. The Board agrees to undergo KDE monitoring processes and provide documentation necessary to verify compliance.

The Board understands that in order to complete the application process, the district shall upload into the ASSIST system a signed copy of the grant application/certifications document, the approved policy and board minutes showing its adoption. Following that, the superintendent shall send an e-mail to SB97@education.ky.gov confirming the upload of the documents and requesting funds. At that point the district will become eligible for possible funding.

The Board understands and agrees that failure to comply with the requirements of this policy or to satisfactorily implement the plan shall result in payback of the grant to KDE.

Superintendent

Date

Chair, Local Board of Education

Date

KSBA Policy Service 2013 Policy Update (#36) Checklist

District: Kenton County Schools

So that we can track and store your District's policies in our policy database, please indicate below what action you have taken on the new/revised policies enclosed for your review. We will forward printed or reproducible copies of the policies when we receive this form.

Policy Number	Adopt as Written	Adopt with Modification*	Adoption Date	Order Number	Keep Current Policy	Rescind Policy
01.1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
01.111	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
01.61	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
01.821	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
02.131	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
02.4241	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
02.442	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.113	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.121	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.12322	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.125	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.127	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.1321	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.212	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.221	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.22322	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.225	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

Policy Number	Adopt as Written	Adopt with Modification*	Adoption Date	Order Number	Keep Current Policy	Rescind Policy
03.226	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
03.2321	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
04.31	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
04.3111	<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input type="checkbox"/>
04.312	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
04.41	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
05.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
05.411	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
05.42	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
05.48	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
08.113	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
08.4	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.111	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.12	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.121	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.122	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.124	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.14	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.15	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.22	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>
09.2241	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>

Policy Number	Adopt as Written	Adopt with Modification*	Adoption Date	Order Number	Keep Current Policy	Rescind Policy
09.3	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
09.31	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
09.33	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
09.425	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
09.4341	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
<u>03.122</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

*Please attach a copy of the modified policy. DO NOT RETYPE A DRAFT - simply indicate the district-initiated changes by writing in colored ink, circling, highlighting, etc.

Superintendent's
Signature

Date

Board Chair's Signature

Date

**Please return this completed form to KSBA at your earliest opportunity.
Please contact your KSBA Consultant IF you need KSBA to completely reprint all policy pages or
to order additional new manuals, instead of just getting copies of the updated policies.**

Additions:

02.4242	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.11	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
03.21	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
06.35	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
09.36	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

LEGAL: FEDERAL LAW REQUIRES EACH DISTRICT RECEIVING FEDERAL FUNDS TO ESTABLISH A NOTICE OF NONDISCRIMINATION, WHICH MAY BE ASKED FOR AS PART OF A FEDERAL AUDIT. THE PROPOSED NEW LANGUAGE IS DESIGNED TO MEET REQUIREMENTS FOR SUCH A NOTICE AND DESIGNATIONS OF CONTACTS FOR TITLE IX AND 504/ADA COMPLAINTS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.1

Legal Status of the Board

CORPORATE POWERS

1. The school district is under the management and control of the Board of Education consisting of five (5) members.
2. The Board is a body politic and corporate with perpetual succession.
3. The Board shall be known as the “Board of Education of *Kenton County*, Kentucky.”
4. The Board may sue and be sued; make contracts; expend funds necessary for liability insurance premiums and for the defense of any civil action brought against an individual Board member in an official or individual capacity, or both, on account of an act made in the scope and course of the performance of legal duties as a Board member; purchase, receive, hold, and sell property; issue its bonds to build and construct improvements; and do all things necessary to accomplish the purposes for which it is created.¹
5. The Board has power to act only when it meets in session as a Board and as a Committee of the Whole. The Board shall not be bound in any way by any statement or action on the part of any individual Board member or employee.

NOTICE OF NONDISCRIMINATION

As required by federal law, the District does not discriminate on the basis of race, color, national origin, sex, genetic information, disability, or age in its programs and activities and provides equal access to its facilities to the Boy Scouts and other designated youth groups.

Notice of the name, work address and telephone number of the Title IX Coordinator and the Section 504 Coordinator for the District shall be provided to employees, applicants for employment, students, parents/guardians, and other beneficiaries such as participants in activities offered to the public.

REFERENCE:

¹KRS 160.160
KRS 160.370
Americans with Disabilities Act
Section 504 of the Rehabilitation Act of 1973
Title VI of the Civil Rights Act of 1964
42 U.S.C. 200e, Civil Rights Act of 1964, Title VII
20 U.S.C. 1681, Education Amendments of 1972, Title IX
Genetic Information Nondiscrimination Act of 2008
20 U.S.C. § 7905 (Boy Scouts of America Equal Access Act)

RELATED POLICIES:

03.113, 03.212, 09.13
03.162, 03.262, 09.42811
05.3, 09.3211

LEGAL: CHANGES NOTED ARE SUGGESTED TO REFLECT REQUIREMENTS OF RECENTLY REVISED 703 KAR 5:225. THESE CHANGES HAVE BEEN REVIEWED BY THE KDE OFFICE OF NEXT GENERATION SCHOOLS AND DISTRICTS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.111

District Planning

PLANNING CYCLE

The District's planning cycle shall run from November 1-October 31.

PLAN REQUIREMENTS

The primary purposes of the District Improvement Plan shall be:

- To improve student achievement information, including school and District performance on state and federal mandated testing/accountability instruments;
- To eliminate achievement gaps among groups of students; and
- To develop District strategies and services to address deficiencies and/or sustain or strengthen current efforts.

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The District plan shall be comprised of a Strategic Plan (longer range) and a District Improvement/ Plan (shorter range). The Strategic Plan shall include, at a minimum, a mission statement, goals, strategies, and a method of evaluating the plan. The plan shall be updated every five (5) years.

The District Plan shall provide assistance in reducing physical, mental health, and academic barriers to learning and address student equity. The Superintendent shall present to the Board for review and approval the form and function of the planning process, including format and timelines.

The District Improvement/ Plan (DIP) shall reflect both the Strategic Plan and the School Improvement Plan (SIP). The plan structure shall include, at a minimum, the following components set out in 703 KAR 5:225.:

- a mission statement,
- short- and long-term goals,
- priority needs resulting from a comprehensive needs assessment,
- established gap targets,
- strategies and action plans to achieve the goals, along with supporting budgetary information,
- opportunities to collaborate with businesses, colleges, and community organizations in providing services as part of or aligned with the District's extended school services (ESS) program, and
- a method of and schedule for evaluating the accomplishments of the plan that includes implementation and impact checks on completion of plan activities and achievement of plan goals and objectives.

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As part of the District planning process, the Board shall review District academic performance on the state assessments for various groups of students in compliance with legal requirements. Upon agreement of the council, or the Principal if there is not a council, and the Superintendent, the Board shall establish a biennial target for each school for reducing identified gaps in achievement.²

District Planning**PLANNING COMMITTEE**

A District planning committee, representative of the community and the school district, shall be appointed by the Superintendent and approved by the Board to develop, monitor, and annually update a Strategic Plan and a District Improvement Plan (DIP) as stated herein. The committee shall include teachers, principals, council members, central office administrators, Board member(s), classified staff, parents, community representatives, and a recent high school graduate.

The Superintendent shall develop, and present to the Board for review, procedures for appointment and training of the planning committee. The Superintendent shall make the procedures known to the community and school personnel.

Selection of committee members shall reflect reasonable minority representation and encourage active minority participation.¹

The District Improvement Plan shall be compiled by District Staff and shared with the Strategic Planning Committee prior to Board review and action.

PUBLIC REVIEW

The Strategic Plan and the plan shall have public review prior to presentation to the Board for final adoption.

BOARD APPROVAL

The Strategic Plan shall be presented to the Board for review and approval by December 1. The District Improvement Plan shall be presented to the Board for review and approval by May 30.

The Principal of each school shall sign the assurance certification required as part of the plan application, prior to the Superintendent and Board Chair signing the certification.

IMPLEMENTATION

The District shall maintain a copy of each plan for at least five (5) years and, consistent with the District's planning cycle, post the current plan on the District's web site.

The plan shall serve as a resource for Board decision making.

SCHOOL PLANS

The District plan shall be broad enough to allow each school to develop its own School Improvement Plan, within the goals and objectives of the District.

REFERENCES:

¹KRS 156.500

²KRS 158.649

KRS 160.290; KRS 160.345; 703 KAR 5:225; 704 KAR 3:390

RELATED POLICIES:

02.44, 02.442, 09.21

LEGAL: THE 2013 GENERAL ASSEMBLY AMENDED KRS 160.705 TO ESTABLISH REQUIREMENTS FOR DISTRICT RETENTION OF DIGITAL, VIDEO, AND AUDIO RECORDINGS.
FINANCIAL IMPLICATIONS: ADDITIONAL RECORD-KEEPING DUTIES

POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.61

Records Management

RECORDS OFFICER

The Superintendent shall designate a Records Officer who shall inventory, analyze and schedule disposition of District records, as well as maintain a destruction record, noting the authorization for said destruction and the amount of records to be destroyed. Each year, the Records Officer shall provide a copy of this record to the Board (Superintendent) and to the Director of the Division of Archives and Records.¹

An inventory of all public records kept by the District shall be taken, these records to include those made or received by the District in connection with the transaction of school business. Records shall refer to those documents specified in KRS 171.410 and in the Records Retention Schedule, Public School District.

SUPERINTENDENT'S RESPONSIBILITIES

Pursuant to statutory requirements, the Superintendent shall establish procedures to safeguard against the unlawful destruction, removal or loss of records.² The Superintendent shall notify the Department of Libraries and Archives of any actual, impending or threatened unlawful disposition of records and shall initiate action through the Attorney General for recovery of such records.³

RETENTION AND DISPOSAL OF RECORDS

The District shall follow the Records Retention Schedule, Public School District in its management of school records. If a record in question is not listed in this schedule, a written request for disposal of records must be submitted by the Superintendent to the Division of Archives and Records and the request must be approved in writing by the State Librarian.⁴

For record and archival purposes, the Superintendent shall place on permanent file one (1) copy of each Board policy that is rescinded or amended in any manner.

When there is a question whether a particular record or group of records should be destroyed, the state archives and records commission shall have exclusive authority to make this decision.⁵

LITIGATION

After consultation with the Board Attorney as deemed appropriate, the Superintendent should direct that records relevant to pending or threatened litigation, administrative proceedings, or investigations shall not be destroyed even if the retention period for such records has passed.

RETENTION OF RECORDINGS

School officials shall retain any digital, video, or audio recording according to the following:

- Retain for a minimum period of one (1) week a master copy of any digital, video, or audio recordings of school activities without editing, altering, or destroying any portion of the recordings, although secondary copies of the master copy may be edited; and

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Records Management**RETENTION OF RECORDINGS (CONTINUED)**

- Retain for a minimum of one (1) month in an appropriate format, a master copy of any digital, video, or audio recordings of activities that include, or allegedly include, injury to students or school employees without editing, altering, or destroying any portion of the recordings.⁶

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If an incident is being investigated, retain recordings until investigation and legal activity are completed.

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REFERENCES:

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¹725 KAR 1:010²KRS 171.710³KRS 171.720⁴725 KAR 1:030; KRS 171.420; KRS 171.570⁵KRS 171.670; KRS 171.410; KRS 171.660; 725 KAR 1:020⁶KRS 160.705

702 KAR 1:025; 725 KAR 1:025

Records Retention Schedule, Public School District**RELATED POLICIES:**

01.5; 04.81

RECOMMENDED: THE KENTUCKY STATE AUDITOR RECOMMENDS THAT BOARD POLICY ADDRESS BOARD MEMBER EXPENSES AND THAT THOSE WHICH ARE NOT IN COMPLIANCE WITH POLICY SHALL NOT BE REIMBURSED BY THE BOARD.
THIS CHANGE IS NOT REQUIRED BY LAW.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

POWERS AND DUTIES OF THE BOARD OF EDUCATION

01.821

Board Member Expense Reimbursement

PER DIEM

Board members shall receive a per diem of seventy-five dollars (\$75) per regular or special Board meeting or training session attended as required by law, not to exceed \$3,000 per calendar year per member.

IN-DISTRICT EXPENSES

Members shall be reimbursed for actual and necessary expenses incurred within the District while attending to Board business, not to exceed \$3,000 per calendar year per member.

Actual mileage shall be reimbursed at the same rate as that for employees of the District.

Meals incurred inside the District shall not be reimbursed, except for banquets that members attend representing the District.

DEDUCTIONS

At the request of a Board member, deductions from per diem and expense reimbursement may be made for, but not be limited to, membership dues that provide a reasonable business benefit, health insurance purchases, scholarship funds, and contributions to a political action committee.

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OUT-OF-DISTRICT TRAVEL

Members of the Board shall be reimbursed for actual and necessary expenditures incurred outside the District. Board members shall obtain Board approval prior to incurring out-of-district expenses. Reimbursement shall be at the same rates and allowable time frames as that for employees of the District and be documented by receipts. Advancements for anticipated expenses shall not be made.

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Expenses for personal entertainment shall not be reimbursed.

Expenses not in compliance with this policy shall not be reimbursed or paid by the Board.

CREDIT CARDS

Board members shall not be issued District credit cards.

SPOUSE'S TRAVEL

All travel expenses of spouses shall be paid by the Board member at the time the expense is incurred. There shall be no reimbursement of such expenditures.

REFERENCES:

KRS 160.280; KRS 161.158
OAG 76-329; OAG 80-395; OAG 85-53; OAG 92-136

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RELATED POLICIES:

01.4; 03.125; 03.225

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RECOMMENDED: THE KENTUCKY STATE AUDITOR RECOMMENDS THAT THE BOARD APPROVE THE SUPERINTENDENT'S COMPENSATION PACKAGE AND CONSIDER THE DISTRICT'S FINANCIAL RESOURCES, CURRENT ECONOMIC CONDITIONS, EMPLOYEE PERFORMANCE, AND SALARY DATA FOR SIMILAR POSITIONS AT RELEVANT ORGANIZATIONS WITHIN THE REGION.
THIS CHANGE IS NOT REQUIRED BY LAW.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

ADMINISTRATION

02.131

Contract of Superintendent

CONTRACT

Except for individuals serving in an interim or acting capacity, the Superintendent shall be granted a contract by the Board for a term of one (1), two (2), three (3), or four (4) years in accordance with statutory requirements.¹

The Board shall establish and approve the Superintendent's salary and length of term before entering into a contract for his/her employment. In determining compensation for the Superintendent, the Board shall consider the District's financial resources, current economic conditions, employee performance, and salary data for similar positions at relevant organizations within the region.

The Board shall approve the salary, benefits and other conditions of employment to be provided to the Superintendent in an open and public meeting. All such payments, benefits, and conditions shall be clearly documented in the Superintendent's current employment contract and in any contractual extensions approved by the Board thereafter.

VACANCY

In case of a vacancy in the office of Superintendent prior to the expiration of the term set by the Board, the term shall expire on the date the vacancy occurs.

When a vacancy occurs between a school Board election and the time that new members take office, the vacancy may not be filled until the new members take office. The Board may appoint an acting Superintendent during that period for a term not to exceed six (6) months. Such term may be renewed once for a period not to exceed three (3) months.

RESIGNATION

No Superintendent may resign his/her term prior to its expiration date and accept a new term from the same Board.

REFERENCE:

¹KRS 160.350

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School Budget and Purchasing**BOARD ALLOCATIONS**

The Board shall appropriate to each school an amount equal to or greater than that specified by the formula prescribed in 702 KAR 3:246. The Superintendent shall inform the council of the formula used. School councils shall be provided notice of allocations for the next budget year in accordance with the timelines required by regulation.¹

An amount for professional development shall be allocated as required by Kentucky Administrative Regulation.

The Board shall allocate Section 7 funds according to the options provided in 702 KAR 3:246. Notice of the Section 7 allocation shall be provided in accordance with that regulation. Based on the needs assessment conducted by the school, the council shall forward to the Board a list of those priorities no later than January 15 each year.

SCHOOL RESPONSIBILITY

The school shall, in expending allocated funds, comply with all state and Board budgeting, purchasing and reporting laws, regulations, policies and procedures. Board purchasing procedures shall be followed in the expenditure of these funds.

The Board allocation is the total financial resource available to that school in those budget categories for the fiscal year. The council may reassign these funds to alternate budget categories for purposes consistent with its responsibilities. The school shall not expend or commit to expend any funds in excess of those allocated to the school. 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 to reimburse the District for the amount spent in excess of the allocation.

Under procedures developed by the Superintendent, school councils shall submit a budget/financial management plan to the Superintendent by the date specified each year for the following year.

All allocated funds managed by the school but not expended by the end of the fiscal year, shall revert to the District general fund, unless the school council has received the Superintendent's approval by March 30 to escrow the funds to be used at a future date for an approved project.

BOARD APPROPRIATION

The council shall determine, within available resources, the instructional resources, travel, equipment, and student support services to be provided in the school.

PURCHASING

In order to comply with state accounting and bidding requirements, all purchases of goods and services shall be made in conformity with Board policy.

SUPERINTENDENT'S RESPONSIBILITY

The Superintendent/designee shall prepare and provide the school a monthly statement of the current financial status of funds allocated to the school. This statement shall include the beginning unencumbered balance for each category of authorized expenditure, an itemized listing of purchase orders paid, an itemized listing of purchase orders authorized but not paid, and the end-of-the-month unencumbered balance of funds allocated.

ADMINISTRATION

02.4242
(CONTINUED)

School Budget and Purchasing

EXPENDITURE OF FUNDS

In schools where SBDM has been implemented, the school council shall determine the expenditure of funds allocated to the school. In schools not operating under SBDM, the District administration shall determine the expenditure of these funds.

REFERENCES:

¹702 KAR 3:246; School Council Allocation Formula
704 KAR 3:510; KRS 160.345
OAG 91-10; OAG 91-206; OAG 92-59

RELATED POLICIES:

04.1; 04.312

LEGAL: THE 2013 GENERAL ASSEMBLY ENACTED A NEW SECTION OF KRS CHAPTER 158 TO REQUIRE EACH COUNCIL TO ADOPT A SCHOOL EMERGENCY PLAN.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

ADMINISTRATION

02.4241

School Council Policies (SBDM)

ADOPTION OF POLICY

The school council shall adopt policy to be implemented by the Principal in each of the following areas of responsibility:

1. Determination of curriculum including needs assessment and curriculum development; Such policies shall determine the writing program for the school, including use of writing portfolios consistent with KRS 158.6453, to be submitted to the Kentucky Department of Education for review and comment.
2. Assignment of all instructional and non-instructional staff time;
3. Assignment of students to classes and programs within the school;
 - Placement of students from the household of an active duty service member or civilian military employee transferring into the District before or during the school year shall be based initially on enrollment in courses offered at the sending school and/or educational assessments conducted at that school. Course placement includes, but is not limited to, Honors, International Baccalaureate, Advance Placement, vocational, technical, and career pathways courses. Initial placement does not preclude the District/school from performing subsequent evaluations to ensure appropriate placement and continued enrollment of students in the course(s).
 - Each secondary school-based decision making council shall establish a policy on the recruitment and assignment of students to advanced placement (AP), International Baccalaureate (IB), dual enrollment, and dual credit courses that recognizes that all students have the right to participate in a rigorous and academically challenging curriculum.
4. Determination of the schedule of the school day and week, subject to the beginning and ending times of the school day and school calendar and transportation requirements established by the Board;
5. Determination of the use of school space during the school day;
6. Planning and resolution of issues regarding instructional practices;
7. Selection and implementation of discipline and classroom management techniques as a part of a comprehensive school safety plan, including responsibilities of the student, parent, teacher, counselor and principal;
8. Selection of extracurricular programs and determination of policies relating to student participation based on academic qualifications and attendance requirements, program evaluation and supervision;
The school shall facilitate the opportunity for transitioning military children's inclusion in extracurricular activities to the extent they are otherwise qualified, regardless of application deadlines.
9. Adoption of a school emergency plan and implementation of safety practices required by KRS 158.____;

School Council Policies (SBDM)**ADOPTION OF POLICY (CONTINUED)**

10. Procedures, consistent with local Board policy, for determining alignment with state standards, technology utilization, and program appraisal;
11. Commitment to a parent involvement process that provides for:
 - a. Establishing an open, parent-friendly environment;
 - b. Increasing parental participation;
 - c. Improving two-way communication between school and home, including what their child will be expected to learn; and
 - d. Developing parental outreach programs.
12. Procedures to assist the council with consultation in the selection of personnel by the Principal, including but not limited to meetings, timelines, interviews, review of written applications, and review of references. Procedures shall address situations in which members of the council are not available for consultation.
13. Schools with K-5 organization, or any configuration thereof, shall develop and implement, in compliance with requirements of federal and state law and board policy, a wellness policy that includes moderate to vigorous physical activity each day, encourages healthy choices among students, and incorporates an assessment tool to determine each child's level of physical activity on an annual basis. The policy may permit physical activity to be considered part of the instructional day, not to exceed thirty (30) minutes per day, or one hundred and fifty (150) minutes per week. (In the absence of a council, the Principal of the school shall develop and implement the required wellness policy.)

The Superintendent/designee shall provide assistance in identifying strategies and options to promote daily moderate to vigorous physical activity for students, which may include those that increase strength and flexibility, speed heart rate and breathing and stress activities such as stretching, walking, running, jumping rope, dancing, and competitive endeavors that involve all students.

It is permissible for a council policy to be a statement of acceptance of an existing school or Board policy or for the council to delegate the responsibility to the administration.

It is recommended that councils do not adopt a policy at the meeting in which the policy is first introduced.

OTHER POLICIES

Councils may adopt policies for areas other than those listed above to provide an environment that enhances student achievement and to help the school meet goals established by law and by the Board, provided the policies adopted are consistent with Board policies in those areas.

REVIEW OF POLICIES

Before final adoption of a council policy, it shall be reviewed by the Superintendent who may request that the proposed policy be reviewed by the Board Attorney. Any concerns shall be shared with the council within ten (10) working days of the Superintendent's receipt of the draft policy. If there are concerns, the Superintendent shall provide a copy of the council policy to the Board for review, along with any concerns s/he and the Board Attorney may have noted, such as possible conflicts with state and federal laws or contractual obligations, liability and/or health and safety questions, and budgetary issues.

School Council Policies (SBDM)**REVIEW OF POLICIES (CONTINUED)**

The review process is not intended to interfere with a council's authority to adopt and implement legally and operationally permissible policies. Therefore, it is the Board's intent that information resulting from the review process be shared with the council in a timely manner.

COMPLIANCE WITH BOARD POLICY

In the development and application of school policies as permitted by statute, schools operating under SBDM shall comply with those policies that fall within the authority of the Board, including but not limited to those prohibiting discrimination based on age, race, sex, color, religion, national origin, political affiliation, or disability.

MANUAL

Each school council shall maintain a manual of council policies and make such a manual available to the school's council members, working committees and staff, and to the public, Superintendent and Board.

WAIVER OF STATE REGULATIONS

School councils who decide to request a waiver of state regulations and/or reporting requirements established by a Kentucky Revised Statute requiring paperwork to be submitted to the Kentucky Board of Education or the Department of Education shall submit the supporting information to the Superintendent as required by law. The Superintendent shall then forward the request to the Kentucky Board of Education.

SCHOOLS OF INNOVATION

In a designated school of innovation participating in a district of innovation application and plan, the council may request a waiver from KRS 160.345 or specific provisions within that statute by conducting a vote as set out in KRS 160.107.

REFERENCES:

KRS 156.072; KRS 156.160; KRS 156.730; KRS 156.735
KRS 158.197; KRS 158.645; KRS 158.6451; KRS 158.6453
A New Section of KRS Chapter 158
KRS 160.345; KRS 160.348
KRS 156.108; KRS 160.107; 701 KAR 5:140
OAG 93-55; OAG 94-29; 702 KAR 7:140; 704 KAR 3:510
Board of Educ. of Boone County v. Bushee, Ky., 889 S.W. 2d 809 (1994)
U. S. Dept. of Agriculture's *Dietary Guidelines for Americans*

RELATED POLICIES:

01.11; 02.422; 02.4231; 03.112; 08.1
09.126 (re requirements/exceptions for students from military families)

LEGAL: CHANGES NOTED ARE SUGGESTED TO REFLECT REQUIREMENTS OF RECENTLY REVISED 703 KAR 5:225. THESE CHANGES HAVE BEEN REVIEWED BY THE KDE OFFICE OF NEXT GENERATION SCHOOLS AND DISTRICTS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

ADMINISTRATION

02.442

School Improvement Plan

RESPONSIBILITY

Each school council, or Principal, in a school without a council, shall develop, monitor, and annually update a Comprehensive School Improvement Plan (CSIP).

In an SBDM school, the school council shall organize a planning process, consistent with District's established planning process.

In a school without a council, the Principal shall appoint a School Planning Committee comprised, at a minimum, of four (4) teachers, four (4) parents, and a community representative. The high school(s) shall include a student on the committee. The community representative shall not be a teacher, spouse of a teacher, or a parent of child(ren) attending the District schools.

The primary purposes of the SIP shall be:

- To improve student achievement on state and federal mandated testing/accountability instruments; and
- To eliminate achievement gaps among groups of students.

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FORM

Unless the school planning committee requests and is granted a waiver by the Board, the school committee shall use any improvement plan format that has been established and approved by the Board. The CSIP structure shall include, at a minimum, the following component set out in 703 KAR 5:225 and the elements required by KRS 158.649.:

- a mission statement,
- short- and long-term goals and objectives,
- strategies and activities along with supporting budgetary information,
- a comprehensive needs assessment process, as required by Board policy,
- established gap targets,
- plan to achieve the goals, and
- a method of evaluating the accomplishment of the plan that includes implementation and impact checks on completion of CSIP activities and achievement of plan goals and objectives.

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In addition, the school council, or school planning committee appointed by the Principal if there is no school council, shall review annually the school's disaggregated student data and revise the school's comprehensive improvement plan, as required by applicable statute and regulation, to address any achievement gaps between various groups of students.

The plan shall also address the reduction of physical and mental health barriers to learning, student equity, District safety and student discipline assessments, and District goals established by the Board.

The school plan shall serve as a resource for school/council decision making and shall be posted to the school's web site.

School Improvement Plan**BOARD REVIEW**

The school's plan for eliminating gaps among various groups of students shall be presented to the Board for its review and comment. The Board may share its comments, in writing, with the council.

In keeping with Board Policy 02.44, each School Council or School Planning Committee shall annually report to the Board regarding the progress toward achieving the goals and desired outcomes and meeting the needs identified in the improvement plan, including those for student groups for whom data indicate an achievement gap exists.

REFERENCES:

KRS 158.645
KRS 158.6451
KRS 158.649
KRS 158.650
KRS 160.290
KRS 160.345
703 KAR 5:225

RELATED POLICIES:

01.111, 02.432, 02.44

- CERTIFIED PERSONNEL -**Hiring****SUPERINTENDENT'S RESPONSIBILITIES**

All appointments, promotions, and transfers of certified personnel for positions authorized by the Board shall be made by the Superintendent who, at the first meeting following the actions, shall notify the Board of same. Such notification shall be recorded in the Board minutes.

EFFECTIVE DATE

Personnel actions shall not be effective until the employee receives written notice of such action from the Superintendent. Certified employees may be appointed by the Superintendent for any school year at any time after February 1 preceding the beginning of the school year.

QUALIFICATIONS

The Superintendent shall employ only individuals who are certified for the positions they will hold and who possess qualifications established by law, regulation and Board policy, except in the case where no individual applies who is properly certified and/or who meets established qualifications set by Board policy.

All teachers of core academic subjects shall be "highly qualified," as defined by state and federal regulation.³

CRIMINAL BACKGROUND CHECK AND TESTING

Applicants, employees, and student teachers assigned within the District shall undergo records checks and testing as required by applicable statutes and regulations.¹

Each application or renewal form provided applicants for a certified position shall conspicuously state the following: "FOR THIS TYPE OF EMPLOYMENT, STATE LAW REQUIRES A NATIONAL AND STATE CRIMINAL HISTORY BACKGROUND CHECK AS A CONDITION OF EMPLOYMENT".¹

As permitted by KRS 160.380, employment shall be contingent on receipt of records documenting that the individual does not have a conviction for a felony sex crime or as a violent offender as defined in KRS 17.165 or other conviction determined by the Superintendent to bear a reasonable relationship to the ability of the individual to perform the job. Probationary employment shall terminate on receipt of a criminal history background check documenting a conviction for a felony sex crime or as a violent offender.

JOB REGISTER

The Superintendent or the Superintendent's designee shall maintain in the Central Office a job register listing all current job openings in the District. The register shall describe the duties and qualifications for each opening, and District employment policies shall be attached to the register. The job register shall be open to public inspection during Central Office business hours.

VACANCIES POSTED

All vacancies, as they occur, shall be listed in the central office directory and posted in all school buildings and updated on the Kenton County webpage.

No vacancy shall be filled until it has been posted for thirty (30) calendar days, unless a waiver has been granted by the Kentucky Department of Education in order to prevent disruption of the instructional program. Waivers shall be requested within thirty (30) calendar days prior to the beginning of the school year and, as they occur, during the school year. In those instances where a vacancy occurs during the school year, the position shall be filled on a one (1) year contract basis.

Hiring**VACANCIES POSTED (CONTINUED)**

Any teacher who was involuntarily transferred during the past three (3) years from one building to another will be notified by the central office staff if a vacancy occurs in the building from which the teacher was transferred.

The Superintendent shall conduct a search to locate minority candidates to be considered for a vacant position.

REVIEW OF APPLICATIONS

Under procedures developed by the Superintendent, eEach application shall be reviewed and each applicant so notified upon initial application. Applications shall be kept on file for three (3) years.

RELATIONSHIPS

The Superintendent shall not employ a relative of a member of the Board unless the relative was initially employed by the District prior to the tenure of the Board member and the member was seated on the Board prior to July 13, 1990.

A relative of the Superintendent shall not be employed. No Principal's relative shall be employed in the Principal's school.

Relatives of current District employees may be employed. They shall not be assigned to positions wherein they are directly responsible to or would directly supervise a relative.

CONTRACT

Except for noncontracted substitute teachers, all certified personnel shall enter into written contracts with the District.

JOB DESCRIPTION

All employees shall receive a copy of their job description and responsibilities.

INTENT

Under procedures developed by the Superintendent, employees may be requested to indicate their availability for employment for the next school year.

REASONABLE ASSURANCE OF CONTINUED EMPLOYMENT

Each year all full-time and part-time certified employees shall be notified in writing by the last day of school if they have reasonable assurance of continued employment for the following school year.

Certified employees assigned extra duties such as coaching, but are not otherwise employed by the District on a full-time basis, shall be notified in writing by the last day of that assigned duty if they have reasonable assurance of continued employment in that or a similar capacity for the following school year.

EMPLOYMENT OF RETIREES

Hiring of certified personnel who have previously retired under KTRS shall be in compliance with applicable legal requirements.²

Full-time employment is defined as employment in a position that requires service on a continuing basis equal to seventy percent (70%) or more of normal full-time service for that position as established by the Kenton County Board of Education.

Hiring**EMPLOYMENT OF RETIREES (CONTINUED)**

Part-time employment is defined as less than seventy percent (70%) of the time established by the Kenton County Board of Education for each position.

PART-TIME EMPLOYMENT AND SUBSTITUTE POSITIONS

All part-time employees and substitutes filling Kentucky Teachers Retirement System eligible positions will require regular employee contributions to the Kentucky Teachers Retirement System. Part-time and substitute employees filling Kentucky Teachers Retirement System eligible positions will no longer contribute social security contributions from these wages.

Retirees employed on a part-time basis that have thirty (30) or more years of service credit to the Kentucky Teachers Retirement System or any state teachers retirement system or retired prior to July 1, 2002, can earn seventy-five percent (75%) of their last annual compensation measured on a daily rate increased by the CPI index established by the Kentucky Teachers Retirement System or the current Rank two (2) with fifteen (15) years experience level on the Kenton County Board of Education certified salary schedule, measured on a daily rate, whichever is less.

Retirees employed on a part-time basis that have less than thirty (30) years service credit with the Kentucky Teachers Retirement System or any state teacher retirement system or retired prior to July 1, 2002, can earn sixty-five percent (65%) of their last annual compensation measured on a daily rate increased by the CPI index established by the Kentucky Teachers Retirement System or the current Rank two (2) with twelve (12) years experience level on the Kenton County Board of Education certified salary schedule, measured on a daily rate, whichever is less.

Retirees employed in substitute positions that are Kentucky Teachers Retirement System eligible will be paid from the substitute teacher salary schedule established by the Kenton County Board of Education, but not to exceed the above limitations set forth for retirees employed part-time.

FULL-TIME EMPLOYMENT

All retirees employed full-time in Kentucky Teachers Retirement System eligible positions are required to make regular employee contributions to the Kentucky Teachers Retirement System. Retirees employed full-time will not make employee contributions to social security from these wages.

Retirees employed on a full-time basis that have thirty (30) or more years of service credit in the Kentucky Teachers Retirement System or any state teacher retirement system or retired prior to July 1, 2002, can earn seventy-five percent (75%) of their last annual compensation measured on a daily rate increased by the CPI index established by the Kentucky Teachers Retirement System or the current Rank two (2) with fifteen (15) years experience level on the Kenton County Board of Education certified salary schedule, measured on a daily rate, whichever is less. This provision does not apply to out-of-state retirees hired prior to July 1, 2002.

Hiring**FULL-TIME EMPLOYMENT (CONTINUED)**

Retirees employed on a full-time basis that have less than thirty (30) years service credit with the Kentucky Teachers Retirement System or any state teacher retirement system or retired prior to July 1, 2002, can earn sixty-five percent (65%) of their last annual compensation measured on a daily rate increased by the CPI index established by the Kentucky Teachers Retirement System or the current Rank two (2) with twelve (12) years experience level on the Kenton County Board of Education certified salary schedule, measured on a daily rate, whichever is less.

All retirees employed full-time in Kentucky Teachers Retirement System eligible positions are required to make regular employee contributions to the Kentucky Teachers Retirement System. Retirees employed full-time will not make employee contributions to social security from these wages.

Retirees employed on a full-time basis that have thirty (30) or more years of service credit in the Kentucky Teachers Retirement System or any state teacher retirement system or retired prior to July 1, 2002, can earn seventy-five percent (75%) of their last annual compensation measured on a daily rate increased by the CPI index established by the Kentucky Teachers Retirement System or the current Rank two (2) with fifteen (15) years experience level on the Kenton County Board of Education certified salary schedule, measured on a daily rate, whichever is less. This provision does not apply to out-of-state retirees hired prior to July 1, 2002.

Retirees employed on a full-time basis that have less than thirty (30) years service credit with the Kentucky Teachers Retirement System or any state teacher retirement system or retired prior to July 1, 2002, can earn sixty-five percent (65%) of their last annual compensation measured on a daily rate increased by the CPI index established by the Kentucky Teachers Retirement System or the current Rank two (2) with twelve (12) years experience level on the Kenton County Board of Education certified salary schedule, measured on a daily rate, whichever is less.

The Kentucky Teachers Retirement System must approve each of these positions annually. Retirees employed full-time must have medical insurance coverage through the Kenton County Board of Education.

REQUIRED BREAK IN SERVICE

Retirees are eligible for full-time employment after a one (1) year break in service if returning to the same employer. Retirees are eligible for full-time employment after a ninety (90) day break in service if returning to a different employer.

Retirees are eligible for part-time and substitute employment after a ninety (90) day break in service regardless of the employer.

There is no break in service required for employees retired prior to July 1, 2001.

WAIVER OF ANNUITY

Retired members may freeze their annuity with the Kentucky Teachers Retirement System and return to work full-time at the Kenton County Board of Education's established salary schedule level. The member will no longer receive their Kentucky Teachers Retirement System annuity and medical insurance must be carried with the Kenton County Board of Education.

PERSONNEL

03.11
(CONTINUED)

Hiring

REFERENCES:

¹KRS 160.380

²KRS 161.605; 702 KAR 1:150

³P. L. 107-110 (No Child Left Behind Act of 2001)

34 CFR 200.55-200.56; KRS 17.160, KRS 17.165

KRS 156.106; KRS 160.345; KRS 160.390; KRS 161.042; KRS 161.611

KRS 161.750, KRS 335B.020, KRS 405.435, 704 KAR 7:130

OAG 73-333, OAG 91-10, OAG 91-149, OAG 91-206

OAG 92-1; OAG 92-59, OAG 92-78, OAG 92-131, OAG 97-6

Records Retention Schedule, Public School District

RELATED POLICIES:

01.11; 02.4244; 03.132

LEGAL: IF THE DISTRICT OBTAINS MEDICAL INFORMATION FROM EMPLOYEES AS PART OF THEIR REQUEST FOR AN ACCOMMODATION UNDER SECTION 504 OF THE REHABILITATION ACT, THAT INFORMATION MUST BY LAW BE KEPT CONFIDENTIAL.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.113

- CERTIFIED PERSONNEL -

Equal Employment Opportunity

NONDISCRIMINATION

The Superintendent shall adhere to a policy of equal employment opportunity in all personnel matters. No person shall be subjected to discrimination in regard to employment, retention, promotion, demotion, transfer or dismissal because of race, color, religion, sex, genetic information, national or ethnic origin, political affiliation, age or disabling condition.¹

INDIVIDUALS WITH DISABILITIES

No qualified person with a disability, as defined by law, shall, on the basis of the disability, be subject to discrimination in employment.²

District employment practices shall be in accordance with the Board-approved procedures addressing requirements of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973.

No human immunodeficiency virus (HIV) related test shall be required as a condition of hiring, promotion, or continued employment, unless the absence of HIV infection is a bona fide occupational qualification for the job in question as defined in KRS 207.135.

REASONABLE ACCOMMODATION

Employees who have a long-term or permanent disability may request the District supervisor to provide reasonable accommodations necessary for them to perform the essential duties of the position. Medical information obtained as part of an employee request shall be confidential.³

If assistive technology is deemed necessary for an employee, every effort will be made to obtain that technology in a timely fashion.

Reasonable accommodation shall be provided as required by law.

ADVISING EMPLOYEES

The Superintendent shall inform all school employees of the provisions of this policy.¹

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Equal Employment Opportunity

REFERENCES:

¹KRS 161.164
²29 U.S.C.A. 794
³29 U.S.C., section 1630.14
KRS 207.135
34 C.F.R. 104.3 - 104.14
42 U.S.C. 200e, Civil Rights Act of 1964, Title VII, KRS Chapter 344
42 C.F.R. 2000e-2; 42 C.F.R. 2000(k)
Americans with Disabilities Act of 1990
Kentucky Education Technology System (KETS)
Section 504 of the Rehabilitation Act of 1973
Title IX of the Education Amendments of 1972
Genetic Information Nondiscrimination Act of 2008

RELATED POLICIES:

03.133, 05.11

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RECOMMENDED: THE KENTUCKY STATE AUDITOR RECOMMENDS THAT PRIOR APPROVAL OF THE BOARD BE REQUIRED BEFORE THE NUMBER OF DAYS TO BE WORKED IN A CONTRACT OR AN EXTENDED EMPLOYMENT JOB DESCRIPTION FOR A POSITION GO INTO EFFECT. THIS CHANGE IS NOT REQUIRED BY LAW.
LEGAL: 702 KAR 3:070 SPECIFIES THAT ONLY THE BOARD HAS LEGAL AUTHORITY TO APPROVE A SALARY INCREMENT FOR EXTRA SERVICES
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

DRAFT (08/06/12)

PERSONNEL

03.121

- CERTIFIED PERSONNEL -

Salaries

SINGLE-SALARY BASIS

All salaries for certified personnel shall be based on a single-salary schedule providing, at minimum, for the number of working days required by law.

Although a school may submit a request for an increment for an extended employment position, extra service, or related adjustments, the Board must set increments in pay for positions requiring services beyond those normally expected of other positions if the duties rendered extend beyond the regular school day or require extended days.

Employees transferring to the District from a public, nonpublic, or parochial elementary or secondary school or from a college or university that is approved by the public accrediting authority in the state in which professional experience was rendered shall be credited with experience as defined in KRS 157.320.

EXTENDED EMPLOYMENT

Compensation for employment contracted beyond the minimum number of working days required by law shall be prorated.

Extended employment positions shall be established in a position job description, funded in the District budget, and specified in an addendum to the employee's contract.

Addition of days to be worked beyond the original contract or additional days of extended employment for a position require prior Board approval before the change goes into effect.

EXTRA SERVICES, SUPPLEMENTS AND SUPERVISION

The Board shall annually establish a schedule of compensation for extra services and supervision. As provided under law, teachers who attain certification from the National Board for Professional Teaching Standards shall be given an annual salary supplement of \$2000 for the life of the certificate.

RANK AND EXPERIENCE

The rank and experience of certified personnel shall be determined at time of hire. The Board shall direct the Superintendent to validate all experience of professional personnel employed in the District.

Changes in rank and experience shall be determined on September 15 of each year.

To assist with the budgeting process, candidates for National Board certification shall notify the Superintendent/designee in writing prior to September 15 that certification is pending in order for the employee to receive any rank-related increase retroactive to the beginning of the school year.

Salaries**EXCEPTION**

The Superintendent's salary may be established without regard to the above-mentioned schedules.

PAYROLL DISTRIBUTION

Checks will be issued according to a schedule approved by the Board.

At the close of the school year, employees who have completed all responsibilities and duties may request to be paid their remaining salary prior to the end of the fiscal year.

DIRECT DEPOSIT

All newly hired employees and substitutes shall participate in the direct deposit payroll program.

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QUALIFICATIONS

Employees shall be responsible for providing the Superintendent with all required certificates, health examinations, and verifications of experience prior to beginning work.

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NOTICE OF SALARY

If a negotiated salary agreement between the Board of Education and the Kenton County Education Association has been reached, not later than forty-five (45) days before the first student attendance day of the succeeding school year or June 15, whichever occurs earlier, the Superintendent shall notify all certified personnel of the best estimate of the salary for the coming year.

LIST OF SALARIES

The Board shall maintain for public scrutiny a factual list of individual salaries of its employees for the fiscal year just closed and shall furnish that list by mail to a newspaper qualified under KRS 424.2120 to publish advertisements for the District.

PAYROLL DEDUCTIONS

The Board shall approve all payroll deductions as specified by KRS 161.158 and Board policy 03.1211.

REFERENCES:

KRS 157.075; KRS 157.320; KRS 157.350; KRS 157.360
KRS 157.390; KRS 157.395; KRS 157.397; KRS 157.420
KRS 160.290; KRS 160.291
KRS 161.1211; KRS 161.134; KRS 161.168; KRS 161.760
KRS 424.120; KRS 424.220; 16 KAR 1:040; OAG 97-25
702 KAR 3:060; 702 KAR 3:070; 702 KAR 3:100; 702 KAR 3:310
29 C.F.R. Section 541.303, 29 C.F.R. Section 541.602, 29 C.F.R. Section 541.710

RELATED POLICIES:

03.114, 03.1211, 03.4

LEGAL: AMENDED FEDERAL FAMILY AND MEDICAL LEAVE REGULATIONS WENT INTO EFFECT IN MARCH CONCERNING MILITARY CAREGIVER LEAVE AND QUALIFYING EXIGENCY REQUESTS. IN ADDITION, THE FAMILY AND MEDICAL LEAVE ACT PROHIBITS AN EMPLOYEE'S DIRECT SUPERVISOR FROM CONTACTING THE EMPLOYEE'S HEALTH CARE PROVIDER FOR INFORMATION CONCERNING A CERTIFICATION IN SUPPORT OF A REQUEST FOR FAMILY AND MEDICAL LEAVE. FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.12322

- CERTIFIED PERSONNEL -

Family and Medical Leave

REASONS

In compliance with the Family and Medical Leave Act of 1993 and under procedures developed by the Superintendent, unpaid leave shall be granted to eligible employees for the following reasons:

1. For the birth and care of an employee's newborn child , or for placement of a child with the employee for adoption or foster care;
2. To care for the employee's spouse, child or parent who has a serious health condition, as defined by federal law;
3. For an employee's own serious health condition, as defined by federal law, that makes the employee unable to perform the employee's job;
4. To address a qualifying exigency (need) defined by federal regulation arising out of the covered active duty or call to active duty involving deployment to a foreign country of a covered family memberthe employee's (spouse, son, daughter, or parent) who serves in a reserve component or as an active or retired member of the Regular Armed Forces or Reserve in support of a contingency operation; and
5. To care for a covered family service member (spouse, son, daughter, parent or next of kin) who has incurred or aggravated an serious injury or illness in the line of duty while on active duty in the Armed Forces that has rendered or may render the family member medically unfit to perform his/her duties of his/her office, grade, rank or rating or to care for a covered veteran with a serious injury or illness as defined by federal regulations.

NOTICES AND DEADLINES

- a. Employees who may be eligible for or who request leave for any of the above reasons shall be provided an FMLA notice of eligibility and rights and responsibilities. Requests for family and medical leave should be made in writing but verbal requests may be made to the immediate supervisor or other designated administrator who shall then document the request. The District may require that a request for leave be supported by a certification for health care or military-related situations as permitted by federal law, but such requirements must be set out in the required notice.

Deadline for Notice to be Provided: Absent extenuating circumstances, within five (5) business days of District receipt of a request or the District being made aware of a potentially qualifying reason.

Family and Medical Leave**NOTICES AND DEADLINES (CONTINUED)**

NOTE: Only the District's human resources professional, leave administrator, or personnel director may contact an employee's health care provider to clarify or authenticate an FML certification in support of an FML request about which there are questions. The employee's direct supervisor shall not contact the provider.

- b. The District shall designate an employee's leave, paid or unpaid, as FMLA-qualifying and shall provide a designation notice indicating whether the request is approved or if additional information is needed. Leave may be delayed if the employee does not provide proper notice (30 days advance notice for a foreseeable leave; otherwise, notice as soon as the need becomes known).

Deadline for Notice to be Provided: Absent extenuating circumstances, within five (5) business days of learning that an FMLA reason supports the leave.

ELIGIBILITY

Employees are eligible for up to twelve (12) workweeks of family and medical leave each school year, if they have been employed by the District for twelve (12) months, have worked at least 1,250 hours during the twelve (12) months preceding the start of the leave, and otherwise qualify for family and medical leave. When family and medical military caregiver leave is taken based on to care for a service member's recovery from a serious illness or injury sustained in the line of duty of a covered service member, an eligible employee may take up to twenty-six (26) workweeks of leave during a single twelve-month period. This provision also applies to covered service members/veterans that have been on active duty within the past five (5) years as defined by federal regulation.

Full-time teachers are presumed to have worked at least 1,250 hours during a school year. In determining whether returning veterans meet the minimum 1,250 hour standard, hours actually worked for the District during the twelve-month period are to be combined with hours they would have worked for the District had they not been called for military service.

In situations involving both the Americans with Disabilities Act (ADA) and FMLA, the District shall apply the law affording the employee the greater benefit.

RESTRICTIONS

Paid leave used by the employee as required under this policy shall count, as applicable, against the twelve (12) or twenty-six (26) FMLA workweek entitlement.

Entitlement to family and medical leave for the birth and care of a newborn child or placement of a child shall expire twelve (12) months after the date of such birth or placement.

When both husband and wife are employed by the District, each employee shall be entitled to 12 work weeks of yearly unpaid leave (for an aggregate total of 24 weeks), if the leave is required due to the illness of a child, the illness of the other spouse, or the employee's own illness. If the leave is to care for the birth or adoption of a child or to care for a sick parent, the District shall limit the couple's aggregate leave to a total of twelve (12) weeks.

Exception: The limit on the combined amount of family and medical leave shall be twenty-six (26) workweeks when both an eligible husband and wife are employed by the District and are eligible for leave that involves a covered Armed Forces service member/veteran.

Family and Medical Leave

RESTRICTIONS (CONTINUED)

Depending on the date family and medical leave is to begin, instructional employees as designated by federal regulation may be required to continue on leave until the end of the school term to avoid disruption.

Unused family and medical leave shall not accumulate from year to year.

INTERMITTENT LEAVE/REDUCED HOURS

Family and medical leave may be taken intermittently (when medically necessary) or on a reduced hours basis.

CONTINUATION OF BENEFITS

While on family and medical leave, employees shall be entitled to all employment benefits accrued prior to the date on which the leave commenced. Health insurance for an employee on family and medical leave shall continue to be provided by the state on the same basis had the employee not taken leave. Other employment benefits and seniority shall not accrue during unpaid family and medical leave.

RETURN TO WORK

As noted by the required notice of eligibility and rights and responsibilities, when family and medical leave is taken due to an employee's own serious health condition, the employee shall provide fitness-for-duty certification before returning to work. This may include certification by the health care provider that the employee is able to perform essential functions specific to the job, as noted by the District in a list attached to the certification form.

Upon return to work, the employee shall be entitled to his/her same position (or an equivalent position with equivalent pay) with corresponding benefits and other terms and conditions of employment.

NOTICE

The District shall notify employees of family and medical leave provisions by posting appropriate notices in conspicuous places in the Central Office and each worksite and distributing notices as required by law.

REFERENCES:

Family and Medical Leave Act of 1993, 29 U.S.C. 2601-2654
Title I of the FMLA, as amended by the National Defense Authorization Act
Code of Federal Regulations, Title 29, Part 825

RELATED POLICIES:

03.123, 03.1232, 03.1233, 03.1234, 03.1238, 03.124

RECOMMENDED: SEVERAL SUGGESTIONS REFLECT SUGGESTED PRACTICES FROM THE KENTUCKY STATE AUDITOR (FOCUS ON NECESSARY AND ACTUAL EXPENSES, DOCUMENTING FUNDING SOURCE FOR TRIP EXPENSES, PROPER DOCUMENTATION FOR REIMBURSEMENT; AND REVIEW OF SUPERINTENDENT'S TRAVEL EXPENSES IN AN OPEN MEETING PRIOR TO APPROVING REIMBURSEMENT).

THIS CHANGE IS NOT REQUIRED BY LAW

LEGAL: ACCOUNTING PROCEDURES FOR KENTUCKY SCHOOL ACTIVITY FUNDS REQUIRES THAT TRAVEL VOUCHERS BE SUBMITTED WITHIN ONE (1) WEEK OF THE TRAVEL.

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.125

- CERTIFIED PERSONNEL -

Expense Reimbursement

Provided the Superintendent/designee has given prior approval to incur thenecessary and appropriate expenses, the Board shall reimburse school personnel for school-related travel when such travel is a required part of the duties of the employee or for school-related activities approved by the Superintendent and, when appropriate, the School Council. A Travel Authorization Request (03.125 AP.21) must be submitted and approved for travel. Travel expenses of school-based personnel in SBDM schools shall be paid from Council funds. In the case of expenses reimbursed from internal accounts, the Principal shall be the authority for approving reimbursement. Travel expenses for guests of employees shall not be reimbursed.

The expense reimbursement process shall require documentation of the funding source/category used to pay expenses for all approved trips.

The Board will be responsible only for actual expenses. Allowable expenses are:

MILEAGE

Actual mileage between official work stations within the school system and actual mileage for trips outside the school system which have been approved by the Superintendent and, when appropriate, the Council in SBDM schools will be reimbursed at the same rate as the standard mileage rate established by the Internal Revenue Service. Mileage reimbursements for travel that does not require an overnight stay shall be submitted on the Travel Voucher Request form and approved by the employee's immediate supervisor.

GASOLINE

Actual cost of gasoline and oil purchased and placed in a Board-owned vehicle by an employee while engaged in school-related travel. Purchase must be substantiated by a receipt showing total gallons and total charges.

Direct fuel purchases are not allowed except in cases of emergency or prior approval of the Superintendent or Director of Finance. Any request for reimbursement for a direct fuel purchase must be accompanied by a receipt on which the license plate number and odometer reading is recorded.

TOLLS AND FEES

All tolls and parking fees incurred in school-related travel. Parking fees must be substantiated by a ticket or receipt. (Tolls are not to be charged for District vehicles being operated in state in an official capacity.)

CAR RENTAL

Car rental charges when approved by the Superintendent and, when appropriate, the Council in SBDM schools. Charges must be substantiated by a receipt.

Expense Reimbursement**COMMON CARRIERS**

All charges or fares for necessary travel on common carriers (plane, bus, train, subway, taxi, ferry, etc.). Sight-seeing and pleasure tours are not reimbursable.

OUT-OF-STATE TRAVEL

Reimbursement for out-of-state travel by privately owned vehicles shall be made on the basis of airplane coach fare or mileage rate, whichever is the lesser amount.

SUBSISTENCE

Employees shall be eligible for a per-diem reimbursement for breakfast or lunch expenses while traveling, if the employee's travel requires an overnight stay and the employee is in travel status during the entire time as established below.

	<u>Authorized Travel</u>	<u>Reimbursement</u>
Breakfast	6:30 a.m. – 9:00 a.m.	\$7.00
Lunch	11:00 a.m. – 2:00 p.m.	\$8.00

Employees shall be eligible for a per diem reimbursement for dinner expenses while traveling, if employee is in travel status during the entire time as established below.

	<u>Authorized Travel</u>	<u>Reimbursement</u>
Dinner	5:00 p.m. – 9:00 p.m.	\$15.00

Members of the Board are eligible for reimbursement of actual and necessary expenses while traveling on Board of Education business.

The Superintendent may approve the following per diems in high-rate areas outside the state of Kentucky. The following per diems apply to high-rate areas:

Breakfast	\$8.00
Lunch	\$9.00
Dinner	\$19.00

LODGING

Hotel or motel charges (not including food or other charges) incurred in school-related travel. Charges must be substantiated by a receipt.

REGISTRATION FEES

Reimbursement for registration fees shall be made for school-related activities approved by the Superintendent and, when appropriate, the School Council. Charges must be substantiated by a receipt.

EMERGENCY REPAIRS TO VEHICLES

Reimbursement will be made for emergency repairs or road service to Board-owned vehicles if incapacitated while out of District. Drivers may not obligate the Board for major repairs without the permission of the Director of Transportation or Superintendent.

REIMBURSEMENT FORM

No requests for travel reimbursement shall be considered unless filed on the proper form and accompanied by the proper itemized receipts. Requests for reimbursement shall be made within sixty (60) days of the date(s) the expenses are incurred.

PERSONNEL

03.125
(CONTINUED)

Expense Reimbursement

TRAVEL BUDGET

Each department, school, or individual shall be given an annual travel budget allocation. It is the responsibility of the appropriate supervisor to ensure that budgeted amounts are not exceeded. Travel which will exceed the available budget may not be approved without specific approval of the Superintendent or designee.

SUPERINTENDENT'S TRAVEL EXPENSES

Prior to granting approval for payment, the Board shall review itemized reimbursement requests for the Superintendent's travel expenses in an open board meeting.

REFERENCES:

KRS 160.290; KRS 160.410; KRS 175.525
OAG 80-395
United States v. Correll, 389 U.S. 299 (1967)
Accounting Procedures for Kentucky School Activity Funds

LEGAL: THE 2013 GENERAL ASSEMBLY AMENDED KRS 157.350 TO ALLOW DISTRICTS ENROLLING CHILDREN OF NONRESIDENT EMPLOYEES TO RECEIVE ADA FUNDS. THE REVISED STATUTE ALLOWS THE DISTRICT TO RECEIVE ADA FOR THE EMPLOYEE'S CHILD, WITHOUT THE NECESSITY OF A RECIPROCAL WRITTEN AGREEMENT.
FINANCIAL IMPLICATIONS: THE DISTRICT SHOULD REVIEW RAMIFICATIONS OF THE AMENDED LAW IN REFERENCE TO EXISTING RECIPROCAL AGREEMENTS.

PERSONNEL

03.127

- CERTIFIED PERSONNEL -

Tuition-Free Enrollment of Children

CHILDREN OF STAFF MEMBERS

Upon application by the parent/guardian, students whose parents reside outside the District and whose parents are full-time District employees may be admitted to the District's schools, with permission of the Superintendent or designee. Tuition for these students shall be waived contingent on the District receiving ADA as provided by law provided their district of residence signs a contract to transfer ADA to the Board. Out-of-State residents are responsible for payment of an amount equal to the SEEK allocation.

RECOMMENDED: THE KENTUCKY STATE AUDITOR RECOMMENDS THAT BOARD POLICY ADDRESS MISSING PROPERTY OR PROPERTY BEING USED FOR OTHER THAN SCHOOL OR DISTRICT BUSINESS. ALSO, IF YOUR DISTRICT ASSIGNS A DISTRICT-OWNED VEHICLE TO ONE OR MORE EMPLOYEES, PLEASE CONTACT YOUR KSBA CONSULTANT FOR SUGGESTED LANGUAGE TO REQUIRE ADHERENCE TO IRS GUIDELINES FOR THAT TAXABLE BENEFIT.
THIS CHANGE IS NOT REQUIRED BY LAW.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.1321

- CERTIFIED PERSONNEL -

Use of School Property

All personnel shall be responsible for the school equipment, supplies, books, furniture, and apparatus under their care and use. Any damaged, lost, stolen, or vandalized property shall be reported to the employee's immediate supervisor. The employee's supervisor shall complete an incident report and submit to the Director of Finance, who shall then report it to the Superintendent/designee once it is confirmed that the item cannot be recovered.

In addition, employees shall not perform personal services for themselves or for others for pay or profit during work time and/or using District property or facilities. District property being used for unauthorized purposes shall be reported to that employee's immediate supervisor.

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OUTSIDE WORK

An employee shall not use any District facility, vehicle, electronic communication system, equipment, or materials in performing outside work. These items (including security codes and electronic records, such as E-mail) are property of the District and shall be used solely for job-related purposes.

ELECTRONIC COMMUNICATIONS

Employees shall not use a code, access a file, or retrieve any stored communication unless they have been given authorization to do so. Employees cannot expect confidentiality or privacy as to information entered or stored in their E-mail accounts. Authorized District personnel may monitor the use of electronic equipment from time to time.

DRIVING RECORD

Employees who have occasion to drive any Board-owned vehicle and/or transport students shall annually provide the Superintendent with a copy of their driving record from the Kentucky Department of Transportation. Any traffic citation received during the year shall be reported to the Superintendent prior to driving a Board-owned vehicle or transporting students.

BOARD-OWNED VEHICLES

The Superintendent shall recommend for Board approval a list of Board-owned vehicles to be assigned to positions requiring full-time use. Such use shall be restricted to commuting to and from job-related sites and must comply with IRS requirements, including implications for reporting taxable income. Employees assigned full-time use of Board-owned vehicles shall be on call twenty-four (24) hours a day to perform services required by their job responsibilities. Other than commuting to and from work, use of these vehicles for personal use is prohibited. A daily record of personal use must be maintained from January 1st to December 31st of each year and submitted to the Director of Finance by January 5th for the preceding year. The record shall include each date, mileage for each date, and each destination.

Use of School Property**USE OF ASSIGNED TELECOMMUNICATION DEVICES**

The Board authorizes the purchase and employee use of telecommunication devices, as deemed appropriate by the Superintendent. These devices shall include, but are not limited to, pagers and digital or cell phones. Telecommunication devices may be assigned or made available on a temporary or on-going basis when it is determined that:

1. Assignment of a device to an employee is a prudent use of District resources.
2. The employee's job responsibilities require the ability to communicate frequently and access to a District or public telephone is not readily available.
3. The employee's job involves situations where immediate communication is necessary to ensure the security of District property or safety of students, staff or others while on District property or engaged in District-sponsored activities.

District-owned telecommunication devices shall be used primarily for authorized District business purposes. However, occasional personal use of such equipment is permitted.

REFERENCES:

| KRS 160.290; KRS 189.292; KRS 189.294
KRS 281A.205; 702 KAR 5:080

- CLASSIFIED PERSONNEL -**Hiring****SUPERINTENDENT'S RESPONSIBILITIES**

All appointments, promotions, and transfers of classified personnel for positions authorized by the Board shall be made by the Superintendent who, at the first meeting following the actions, shall notify the Board of same. Such notification shall be recorded in the Board minutes.

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EFFECTIVE DATE

Personnel actions shall not be effective until the employee receives written notice of such action from the Superintendent.

RECRUITMENT/SELECTION

The recruitment and recommendation of candidates for school-based classified positions shall be the responsibility of each principal. The appropriate central office administrator or supervisor shall be responsible for recruiting and recommending candidates for District-wide positions.

CRIMINAL BACKGROUND CHECK AND TESTING

Applicants and employees shall undergo records checks and testing as required by applicable statutes and regulations and the District.¹ & ²

Each application or renewal form provided applicants for a classified position shall conspicuously state the following: "FOR THIS TYPE OF EMPLOYMENT, STATE LAW REQUIRES A STATE CRIMINAL HISTORY BACKGROUND CHECK AND A NATIONAL CRIMINAL BACKGROUND CHECK IS ALSO REQUIRED OF APPLICANTS FOR CLASSIFIED POSITIONS AS A CONDITION OF EMPLOYMENT."¹

As permitted by KRS 160.380, employment shall be contingent on receipt of records documenting that the individual does not have a conviction for a felony sex crime or as a violent offender as defined in KRS 17.165 or other conviction determined by the Superintendent to bear a reasonable relationship to the ability of the individual to perform the job. Probationary employment shall terminate on receipt of a criminal history background check documenting a conviction for a felony sex crime or as a violent offender.

JOB PLACEMENT ASSESSMENT (JPA)

Applicants for the positions listed below will be required to undergo and pass job placement assessment (JPA) protocol. The cost of the JPA shall be borne by the District. Positions requiring JPA: transportation department employees, cafeteria employees, maintenance employees, custodial employees and special education instructional assistants.

Hiring**EDUCATIONAL REQUIREMENTS**

No person shall be initially hired unless s/he holds at least a high school diploma or high school certificate of completion or GED certificate or unless s/he shows progress, as defined by Administrative Regulations of the State Board for Adult, and Technical Education, toward obtaining a certificate of high school equivalency. Employees shall hold the qualifications for the position as established by the Commissioner of Education.³ Applicants possessing regular or emergency teaching certification shall be given preference in the employment process.

Existing and new paraprofessionals who provide instructional service or support in programs supported by Title I funds shall satisfy educational requirements specified by federal law.⁴

JOB REGISTER

The Superintendent or the Superintendent's designee shall maintain in the Central Office a job register listing all current job openings in the District. The register shall describe the duties and qualifications for each opening, and District employment policies shall be attached to the register. The job register shall be open to public inspection during Central Office business hours.

VACANCIES POSTED

Under procedures developed by the Superintendent, a listing of all District job openings shall be posted in the Central Office and in each school building on a timely basis and shall refer interested persons to the Central Office job register for additional information. Postings of vacancies may be made with other agencies, as appropriate.

REVIEW OF APPLICATIONS

Under procedures developed by the Superintendent, eEach application shall be reviewed and each applicant so notified. Applications for candidates not employed shall be retained for three (3) years.

HIRING RELATIONSHIPS

The Superintendent shall not employ a relative of a member of the Board unless the relative was initially employed by the District prior to the tenure of the Board member and the member was seated on the Board prior to July 13, 1990.

A relative of the Superintendent shall not be employed except as provided by KRS 160.380.¹

Relatives of current District employees may be employed. They shall not be assigned to positions wherein they are directly responsible to, or would directly supervise, a relative.

EMERGENCY HIRING

During emergency situations, job openings may be filled without listing in the job register or posting in District buildings.

JOB DESCRIPTION

All employees shall receive a copy of their job description and responsibilities.

CONTRACT

All regular full-time and part-time classified employees shall enter into annual written contracts with the District.

Hiring**INTENT**

Under procedures developed by the Superintendent, employees may be requested to indicate their availability for employment for the next school year.

REASONABLE ASSURANCE OF CONTINUED EMPLOYMENT

Each year, all full-time and part-time classified employees, including substitutes, shall be notified in writing by the last day of school if they have reasonable assurance of continued employment for the following school year.

Classified employees assigned extra duties such as coaching, but are not otherwise employed by the District on a full-time basis, shall be notified in writing by the last day of that assigned duty if they have reasonable assurance of continued employment in that or a similar capacity for the following school year.

RETURN TO WORK PROVISIONS

Employed retirees that have an initial retirement date after June 30, 2002 and have thirty (30) or more years of service credit in the County Employees Retirement System or any state or federal retirement system, can earn up to the fifteen (15) year experience level for the position that they are rehired as established by the Kenton County Board of Education.

Employed retirees that have an initial retirement date after June 30, 2002 and have less than thirty (30) years of service credit in the County Employees Retirement System or any state or federal retirement system, can earn up to the twelve (12) year experience level for the position that they are rehired as established by the Kenton County Board of Education.

REQUIRED BREAK IN SERVICE

Retired employees under the age sixty-five (65) may return to work in a different position after a break in service of at least one (1) month.

Retired employees under age sixty-five (65) may not be re-employed, including substitute, in the same position or a position with the same principal duties until there has been a consecutive six (6) month break in service.

Retired employees age sixty-five (65) or older may return to the same position after a break in service of at least one (1) month.

PERSONNEL

03.21
(CONTINUED)

Hiring

REFERENCES:

¹KRS 160.380
²702 KAR 5:080
³KRS 161.011
⁴P. L. 107-110 (No Child Left Behind Act of 2001)
34 CFR 200.58-200.59
KRS 17.160; KRS 17.165; KRS 156.070
KRS 160.345; KRS 160.390; KRS 335B.020; KRS 405.435
OAG 91-10; OAG 91-149; OAG 91-206; OAG 92-1; OAG 92-59
OAG 92-78; OAG 92-131; OAG 97-6
Kentucky Local District Classification Plan; 785 KAR 1:110
Records Retention Schedule, Public School District

RELATED POLICIES:

01.11, 02.4244, 03.232, 03.27, 03.5, 06.221

LEGAL: IF THE DISTRICT OBTAINS MEDICAL INFORMATION FROM EMPLOYEES AS PART OF THEIR REQUEST FOR AN ACCOMMODATION UNDER SECTION 504 OF THE REHABILITATION ACT, THAT INFORMATION MUST BY LAW BE KEPT CONFIDENTIAL.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.212

- CLASSIFIED PERSONNEL -

Equal Employment Opportunity

NONDISCRIMINATION

The Superintendent shall adhere to a policy of equal employment opportunity in all personnel matters. No person shall be subjected to discrimination in regard to employment, retention, promotion, demotion, transfer or dismissal because of race, color, religion, sex, genetic information, national or ethnic origin, political affiliation, age, or disabling condition.¹

INDIVIDUALS WITH DISABILITIES

No qualified person with a disability, as defined by law, shall, on the basis of the disability, be subject to discrimination in employment.²

District employment practices shall be in accordance with the Board-approved procedures addressing requirements of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973.

No human immunodeficiency virus (HIV) related test shall be required as a condition of hiring, promotion, or continued employment, unless the absence of HIV infection is a bona fide occupation qualification for the job in question as defined in KRS 207.135.

REASONABLE ACCOMMODATION

Employees who have a long-term or permanent disability may request the District supervisor to provide reasonable accommodations necessary for them to perform the essential duties of the position. If assistive technology is deemed necessary for an employee, every effort will be made to obtain that technology in a timely fashion. Medical information obtained as part of an employee request shall be confidential.³

Reasonable accommodation shall be provided as required by law.

ADVISING EMPLOYEES

The Superintendent shall inform all school employees of the provisions of this policy.¹

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Equal Employment Opportunity

REFERENCES:

¹KRS 161.164

²29 U.S.C.A. 794

³29 U.S.C., section 1630.14

KRS 207.135

34 C.F.R. 104.3 - 104.14

42 U.S.C. 200e, Civil Rights Act of 1964, Title VII, KRS Chapter 344

Americans with Disabilities Act of 1990

Kentucky Education Technology System (KETS)

Section 504 of the Rehabilitation Act of 1973

Title IX of the Education Amendments of 1972

Genetic Information Nondiscrimination Act of 2008

RELATED POLICIES:

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RECOMMENDED: THE KENTUCKY STATE AUDITOR RECOMMENDS THAT POLICY SHOULD ADDRESS HOW EXPERIENCE CREDIT WILL BE GRANTED TO NEW OR TRANSFERRING CLASSIFIED EMPLOYEES.
THIS CHANGE IS NOT REQUIRED BY LAW.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

DRAFT (08/06/12)
PERSONNEL

03.221

- CLASSIFIED PERSONNEL -

Salaries

HOURLY OR SALARY BASIS

All regular and substitute classified personnel shall be employed and paid on an hourly or salary basis as established by the Board.

WORK DAY/WORK WEEK

The length of the work day shall be established for each position by the Board. The work week for hourly (non-exempt) employees shall not exceed forty (40) hours per week, unless overtime is authorized as provided by this policy.

QUALIFICATIONS

All employees shall be responsible for providing the Superintendent with all required certificates, other credentials, health examinations, and verifications of experience prior to beginning work.

DETERMINATION OF EXPERIENCE

Upon initial employment or transfer of a classified employee, the Superintendent shall determine experience credit to be granted from any previous employment consistent with applicable salary schedules adopted by the Board and, in the absence of the issue being addressed in such schedules, experience credit shall be determined as follows:

1. Previous experience in the District.

Credit for years of experience in one (1) classified position with the District will transfer with the employee when assuming another classified position within the District, if there is no break in employment.

2. Previous experience in an equivalent position in another school district.

Years of experience in an equivalent position may be transferred from another school district.

1.3. Previous private sector experience in a job of a similar nature.

In determining whether previous experience is applicable to a District position, similar experience shall refer to the essential functions, licensing/training requirements, and/or daily job responsibilities of the positions being similar.

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LIST OF SALARIES

The Board shall maintain for public scrutiny a factual list of individual salaries of its employees for the fiscal year just closed and shall furnish that list by mail to a newspaper qualified under KRS 424.2120 to publish advertisements for the District.

PERSONNEL

03.221
(CONTINUED)

Salaries

PAYROLL DISTRIBUTION

Checks will be issued according to a schedule approved annually by the Board.

Deferred salary checks shall be written in accordance with applicable Kentucky Administrative Regulations. At the close of the school year, employees who have completed all responsibilities and duties may request to be paid their remaining salary prior to the end of the fiscal year.

DIRECT DEPOSIT

All newly hired employees and substitutes shall participate in the direct deposit payroll program.

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PAYROLL DEDUCTION

The Board shall approve all payroll deductions as specified by specified by KRS 161.158 and Board policy 03.2211.

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OVERTIME

Overtime work shall be approved in advance by the Superintendent or designee. Hourly employees required to work in excess of forty (40) hours per week will be paid at the rate of 1 1/2 times the regular rate for all hours beyond 40 as provided by law for overtime work.

REFERENCES:

KRS 78.615; KRS 160.291; KRS 161.011; KRS 161.158

KRS 337.285; KRS 424.120; KRS 424.220

702 KAR 3:060; 803 KAR 1:060; 803 KAR 1:070

Fair Labor Standards Act

Garcia v. San Antonio Metropolitan Transit Authority, 105 S.Ct. 1005 (1985)

RELATED POLICY:

03.2211

LEGAL: AMENDED FEDERAL FAMILY AND MEDICAL LEAVE REGULATIONS WENT INTO EFFECT IN MARCH CONCERNING MILITARY CAREGIVER LEAVE AND QUALIFYING EXIGENCY REQUESTS. IN ADDITION, THE FAMILY AND MEDICAL LEAVE ACT PROHIBITS AN EMPLOYEE'S DIRECT SUPERVISOR FROM CONTACTING THE EMPLOYEE'S HEALTH CARE PROVIDER FOR INFORMATION CONCERNING A CERTIFICATION IN SUPPORT OF A REQUEST FOR FAMILY AND MEDICAL LEAVE. FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.22322

- CLASSIFIED PERSONNEL -

Family and Medical Leave

REASONS

In compliance with the Family and Medical Leave Act of 1993 and under procedures developed by the Superintendent, unpaid leave shall be granted to eligible employees for the following reasons:

1. For the birth and care of an employee's newborn child or for placement of a child with the employee for adoption or foster care;
2. To care for the employee's spouse, child or parent who has a serious health condition, as defined by federal law;
3. For an employee's own serious health condition, as defined by federal law, that makes the employee unable to perform the employee's job;
4. To address a qualifying exigency (need) defined by federal regulation arising out of the covered active duty or call to active duty involving deployment to a foreign county of a covered family member the employee's (spouse, son, daughter, or parent) who serves in a reserve component or as an active or retired member of the Regular Armed Forces or Reserve in support of a contingency operation; and
5. To care for a covered family service member (spouse, son, daughter, parent or next of kin) who has incurred or aggravated a serious injury or illness in the line of duty while on active duty in the Armed Forces that has rendered or may render the family member medically unfit to perform his/her duties of his/her office, grade, rank or rating or to care for a covered veteran with a serious injury or illness as defined by federal regulations.

NOTICES AND DEADLINES

- a. Employees who may be eligible for or who request leave for any of the above reasons shall be provided an FMLA notice of eligibility and rights and responsibilities. Requests for family and medical leave should be made in writing, but verbal requests may be made to the immediate supervisor or other designated administrator who shall then document the request. The District may require that a request for leave be supported by a certification for health care or military-related situations as permitted by federal law, but such requirements must be set out in the required notice.

Deadline for Notice to be Provided: Absent extenuating circumstances, within five (5) business days of District receipt of a request or the District being made aware of a potentially qualifying reason.

NOTE: Only the District's human resources professional, leave administrator, or personnel director may contact an employee's health care provider to clarify or authenticate an FML certification in support of an FML request about which there are questions. The employee's direct supervisor shall not contact the provider.

Family and Medical Leave**NOTICES AND DEADLINES (CONTINUED)**

- b. The District shall designate an employee's leave, paid or unpaid, as FMLA-qualifying and shall provide a designation notice indicating whether the request is approved or if additional information is needed. Leave may be delayed if the employee does not provide proper notice (30 days advance notice for a foreseeable leave; otherwise, notice as soon as the need becomes known).

Deadline for Notice to be Provided: Absent extenuating circumstances, within five (5) business days of learning that an FMLA reason supports the leave.

ELIGIBILITY

Employees are eligible for up to twelve (12) workweeks of family and medical leave each school year, if they have been employed by the District for twelve (12) months, have worked at least 1,250 hours during the twelve (12) months preceding the start of the leave, and otherwise qualify for family and medical leave. When family and medical military caregiver leave is taken based on to care for a service member's recovery from a serious illness or injury sustained in the line of duty of a covered service member, an eligible employee may take up to twenty-six (26) workweeks of leave during a single twelve-month period. This provision also applies to covered service members/veterans that have been on active duty within the past five (5) years as defined by federal regulation.

In determining whether returning veterans meet the minimum 1,250 hour standard, hours actually worked for the District during the twelve-month period are to be combined with hours they would have worked for the District had they not been called for military service.

In situations involving both the Americans with Disabilities Act (ADA) and FMLA, the District shall apply the law affording the employee the greater benefit.

RESTRICTIONS

Paid leave used by the employee as required under this policy shall count, as applicable, against the twelve (12) or twenty-six (26) FMLA workweek entitlement.

Entitlement to family and medical leave for the birth and care of a newborn child or placement of a child shall expire twelve (12) months after the date of such birth or placement.

When both husband and wife are employed by the District, each employee shall be entitled to 12 work weeks of yearly unpaid leave (for an aggregate total of 24 weeks), if the leave is required due to the illness of a child, the illness of the other spouse, or the employee's own illness. If the leave is to care for the birth or adoption of a child or to care for a sick parent, the District shall limit the couple's aggregate leave to a total of 12 weeks.

EXCEPTION: The limit on the combined amount of family and medical leave shall be twenty-six (26) workweeks when both an eligible husband and wife are employed by the District and are eligible for leave that involves a covered Armed Forces service member/veteran.

Unused family and medical leave shall not accumulate from year to year.

Family and Medical Leave

INTERMITTENT LEAVE/REDUCED HOURS

Family and medical leave may be taken intermittently (when medically necessary) or on a reduced hours basis.

CONTINUATION OF BENEFITS

While on family and medical leave, employees shall be entitled to all employment benefits accrued prior to the date on which the leave commenced. Health insurance for an employee on family and medical leave shall continue to be provided by the state on the same basis had the employee not taken leave. Other employment benefits and seniority shall not accrue during unpaid family and medical leave.

RETURN TO WORK

As noted by the required notice of eligibility and rights and responsibilities, when family and medical leave is taken due to an employee's own serious health condition, the employee shall provide fitness-for-duty certification before returning to work. This may include certification by the health care provider that the employee is able to perform essential functions specific to the job, as noted by the District in a list attached to the certification form.

Upon return to work, the employee shall be entitled to his/her same position (or an equivalent position with equivalent pay) with corresponding benefits and other terms and conditions of employment.

NOTICE

The District shall notify employees of family and medical leave provisions by posting appropriate notices in conspicuous places in the Central Office and each worksite and distributing notices as required by law.

REFERENCES:

Family and Medical Leave Act of 1993, 29 U.S.C. 2601-2654
Title I of the FMLA, as amended by the National Defense Authorization Act
Code of Federal Regulations, Title 29, Part 825

RELATED POLICIES:

03.223, 03.2232, 03.2233, 03.2234, 03.2238, 03.224

RECOMMENDED: SEVERAL SUGGESTIONS REFLECT SUGGESTED PRACTICES FROM THE KENTUCKY STATE AUDITOR (FOCUS ON NECESSARY AND ACTUAL EXPENSES, DOCUMENTING FUNDING SOURCE FOR TRIP EXPENSES, AND PROPER DOCUMENTATION FOR REIMBURSEMENT). THIS CHANGE IS NOT REQUIRED BY LAW
LEGAL: ACCOUNTING PROCEDURES FOR KENTUCKY SCHOOL ACTIVITY FUNDS REQUIRES THAT TRAVEL VOUCHERS BE SUBMITTED WITHIN ONE (1) WEEK OF THE TRAVEL.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.225

- CLASSIFIED PERSONNEL -

Expense Reimbursement

Provided the Superintendent/designee has given prior approval to incur thenecessary and appropriate expenses, the Board shall reimburse school personnel for school- related travel when such travel is a required part of the duties of the employee or for school-related activities approved by the Superintendent and, when appropriate, the School Council. A Travel Authorization Request (03.225 AP.21) must be submitted and approved for travel. Travel expenses of school-based personnel in SBDM schools shall be paid from Council funds. In the case of expenses reimbursed from internal accounts, the Principal shall be the authority for approving reimbursement. Travel expenses for guests of employees shall not be reimbursed.

The expense reimbursement process shall require documentation of the funding source/category used to pay expenses for all approved trips.

The Board will be responsible only for actual expenses. Allowable expenses are:

MILEAGE

Actual mileage between official work stations within the school system and actual mileage for trips outside the school system which have been approved by the Superintendent and, when appropriate, the Council in SBDM schools will be reimbursed at the same rate as the standard mileage rate established by the Internal Revenue Service. Mileage reimbursements for travel that does not require an overnight stay shall submitted on the Travel Voucher Request form and approved by the employee's immediate supervisor.

GASOLINE

Actual cost of gasoline and oil purchased and placed in a Board-owned vehicle by an employee while engaged in school-related travel. Purchase must be substantiated by a receipt showing total gallons and total charges.

Direct fuel purchases are not allowed except in cases of emergency or prior approval of the Superintendent or Director of Finance. Any request for reimbursement for a direct fuel purchase must be accompanied by a receipt on which the license plate number and odometer reading is recorded.

TOLLS AND FEES

All tolls and parking fees incurred in school-related travel. Parking fees must be substantiated by a ticket or receipt. (Tolls are not to be charged for District vehicles being operated in state in an official capacity.)

CAR RENTAL

Car rental charges when approved by the Superintendent and, when appropriate, the Council in SBDM schools. Charges must be substantiated by a receipt.

Expense Reimbursement**COMMON CARRIERS**

All charges or fares for necessary travel on common carriers (plane, bus, train, subway, taxi, ferry, etc.). Sight-seeing and pleasure tours are not reimbursable.

OUT-OF-STATE TRAVEL

Reimbursement for out-of-state travel by privately owned vehicles shall be made on the basis of airplane coach fare or mileage rate, whichever is the lesser amount.

SUBSISTENCE

Employees shall be eligible for a per-diem reimbursement for breakfast or lunch expenses while traveling, if the employee's travel requires an overnight stay and the employee is in travel status during the entire time as established below.

<u>Authorized Travel</u>	<u>Reimbursement</u>
Breakfast 6:30 a.m. – 9:00 a.m.	\$7.00
Lunch 11:00 a.m. – 2:00 p.m.	\$8.00

Employees shall be eligible for a per diem reimbursement for dinner expenses while traveling, if employee is in travel status during the entire time as established below.

<u>Authorized Travel</u>	<u>Reimbursement</u>
Dinner 5:00 p.m. – 9:00 p.m.	\$15.00

Members of the Board are eligible for reimbursement of actual and necessary expenses while traveling on Board of Education business.

The Superintendent may approve the following per diems in high-rate areas outside the state of Kentucky. The following per diems apply to high-rate areas:

Breakfast	\$8.00
Lunch	\$9.00
Dinner	\$19.00

LODGING

Hotel or motel charges (not including food or other charges) incurred in school-related travel. Charges must be substantiated by a receipt.

REGISTRATION FEES

Reimbursement for registration fees shall be made for school-related activities approved by the Superintendent and, when appropriate, the School Council. Charges must be substantiated by a receipt.

EMERGENCY REPAIRS TO VEHICLES

Reimbursement will be made for emergency repairs or road service to Board-owned vehicles if incapacitated while out of District. Drivers may not obligate the Board for major repairs without the permission of the Director of Transportation or Superintendent.

Expense Reimbursement**REIMBURSEMENT FORM**

No requests for travel reimbursement shall be considered unless filed on the proper form and accompanied by the proper itemized receipts. Requests for reimbursement shall be made within sixty (60) days or one (1) week of the date(s) the expenses are incurred.

Without proper documentation, individuals shall not receive reimbursement, and, if it is determined that reimbursement was made based on incomplete or improper documentation, the individual may be required to reimburse the District.

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TRAVEL BUDGET

Each department, school, or individual shall be given an annual travel budget allocation. It is the responsibility of the appropriate supervisor to ensure that budgeted amounts are not exceeded. Travel which will exceed the available budget may not be approved without specific approval of the Superintendent or designee.

REFERENCES:

KRS 160.290; KRS 160.410; KRS 175.525
OAG 80-395
United States v. Correll, 389 U.S. 299 (1967)
Accounting Procedures for Kentucky School Activity Funds

LEGAL: THE 2013 GENERAL ASSEMBLY AMENDED KRS 157.350 TO ALLOW DISTRICTS ENROLLING CHILDREN OF NONRESIDENT EMPLOYEES TO RECEIVE ADA FUNDS. THE REVISED STATUTE ALLOWS THE DISTRICT TO RECEIVE ADA FOR THE EMPLOYEE'S CHILD, WITHOUT THE NECESSITY OF A RECIPROCAL WRITTEN AGREEMENT.
FINANCIAL IMPLICATIONS: THE DISTRICT SHOULD REVIEW RAMIFICATIONS OF THE AMENDED LAW IN REFERENCE TO EXISTING RECIPROCAL AGREEMENTS.

PERSONNEL

03.226

- CLASSIFIED PERSONNEL -

Tuition-Free Enrollment of Children

CHILDREN OF STAFF MEMBERS

Upon application by the parent/guardian, students whose parents reside outside the District and whose parents are full-time District employees may be admitted to the District's schools, with permission of the Superintendent or designee. Tuition for these students shall be waived, contingent on the District receiving ADA as provided by law provided their district of residence signs a contract to transfer ADA to the Board. Out-of-State residents are responsible for payment of an amount equal to the SEEK allocation.

REFERENCES:

KRS 158.120
KRS 147.350
OAG 72-154

RELATED POLICIES:

09.11
09.12
09.124
09.125

RECOMMENDED: THE KENTUCKY STATE AUDITOR RECOMMENDS THAT BOARD POLICY ADDRESS MISSING PROPERTY OR PROPERTY BEING USED FOR OTHER THAN SCHOOL OR DISTRICT BUSINESS. ALSO, IF YOUR DISTRICT ASSIGNS A DISTRICT-OWNED VEHICLE TO ONE OR MORE EMPLOYEES, PLEASE CONTACT YOUR KSBA CONSULTANT FOR SUGGESTED LANGUAGE TO REQUIRE ADHERENCE TO IRS GUIDELINES FOR THAT TAXABLE BENEFIT.
THIS CHANGE IS NOT REQUIRED BY LAW.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

PERSONNEL

03.2321

- CLASSIFIED PERSONNEL -

Use of School Property

All personnel shall be responsible for the school equipment, supplies, books, furniture, and apparatus under their care and use. Any damaged, lost, stolen, or vandalized property shall be reported to the employee's immediate supervisor. The employee's supervisor shall complete an incident report and submit to the Director of Finance, who shall then report it to the Superintendent/designee once it is confirmed that the item cannot be recovered.

In addition, employees shall not perform personal services for themselves or for others for pay or profit during work time and/or using District property or facilities. District property being used for unauthorized purposes shall be reported to that employee's immediate supervisor.

OUTSIDE WORK

An employee shall not use any District facility, vehicle, electronic communication system, equipment, or materials in performing outside work. These items (including security codes and electronic records, such as E-mail) are property of the District and shall be used solely for job-related purposes.

ELECTRONIC COMMUNICATIONS

Employees shall not use a code, access a file, or retrieve any stored communication unless they have been given authorization to do so. Employees cannot expect confidentiality or privacy as to information entered or stored in their E-mail accounts. Authorized District personnel may monitor the use of electronic equipment from time to time.

DRIVING RECORD

Employees who have occasion to drive a Board-owned vehicle and/or transport students, shall annually provide the Superintendent with a copy of their driving records from the Kentucky Department of Transportation. Any traffic citation received during the year shall be reported to the Superintendent prior to driving a Board-owned vehicle or transporting students.

BOARD-OWNED VEHICLES

The Superintendent shall recommend for Board approval a list of Board-owned vehicles to be assigned to positions requiring full-time use. Such use shall be restricted to commuting to and from job-related sites and must comply with IRS requirements, including implications for reporting taxable income. Employees assigned full-time use of Board-owned vehicles shall be on call twenty-four (24) hours a day to perform services required by their job responsibilities. Other than commuting to and from work, use of these vehicles for personal use is prohibited. A daily record of personal use must be maintained from January 1st to December 31st of each year and submitted to the Director of Finance by January 5th for the preceding year. The record shall include each date, mileage for each date, and each destination.

Use of School Property

USE OF ASSIGNED TELECOMMUNICATION DEVICES

The Board authorizes the purchase and employee use of telecommunication devices, as deemed appropriate by the Superintendent. These devices shall include, but are not limited to, pagers and digital or cell phones.

Telecommunication devices may be assigned or made available on a temporary or on-going basis when it is determined that:

1. Assignment of a device to an employee is a prudent use of District resources.
2. The employee's job responsibilities require the ability to communicate frequently and access to a District or public telephone is not readily available.
3. The employee's job involves situations where immediate communication is necessary to ensure the security of District property or safety of students, staff or others while on District property or engaged in District-sponsored activities.

District-owned telecommunication devices shall be used primarily for authorized District business purposes. However, occasional personal use of such equipment is permitted.

REFERENCES:

KRS 160.290
KRS 189.292; KRS 189.294
KRS 281A.205
702 KAR 5:080

RECOMMENDED: SEVERAL SUGGESTIONS REFLECT RECOMMENDATIONS FROM THE KENTUCKY STATE AUDITOR. IF YOUR DISTRICT HAS NOT AUTHORIZED SCHOOL OR DISTRICT CREDIT CARDS, PLEASE MARK THROUGH THAT SECTION, MARK "ADOPT WITH MODIFICATION" ON THE UPDATE CHECKLIST, AND RETURN A COPY OF THIS DRAFT TO KSBA WITH YOUR CHECKLIST.
THIS CHANGE IS NOT REQUIRED BY LAW
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

FISCAL MANAGEMENT

04.31

Authority to Encumber and Expend Funds

FINANCIAL STATEMENT

The daily administration of the budget shall be the responsibility of the Superintendent. The Superintendent shall provide the Board with a monthly financial statement. This shall include a report of receipts and disbursements and estimated status by major budget category, the cash balance on hand, and the amount of invested funds at the end of the immediate preceding month.

EXPENDITURE OF FUNDS

Expenditures from any District fund shall be made in accordance with the budgets approved by the Board. All purchases shall require the prior approval of the Superintendent or the Superintendent's designee.

AUTHORITY TO OBLIGATE

Administrators designated by the Superintendent may initiate a purchase order, subject to the limits of their designated budgeted funds and approval by their supervisor.

The Board shall not be responsible for expenditures not properly authorized and not made according to the purchasing procedures developed by the Superintendent.

REVIEW OF CREDIT CARD TRANSACTIONS

The Superintendent shall establish a process consistent with Board policy to regulate use of credit cards and credit card accounts. This process will include procedures for recovery of District funds for any unauthorized purchases.

Employees shall report immediately any District/school credit card that is lost. Personal purchases on District/school credit cards are prohibited. Unauthorized charges made by employees to District/school credit cards may result in disciplinary action.

BOARD APPROVAL REQUIRED

Prior Board approval shall be required in order for the District to participate in any cash management, bond issuance, tax revenue anticipation note, or other program involving commitment of District funds. The Board shall designate the fiscal agent and bond counsel.

REFERENCES:

KRS 160.340; KRS 160.370
KRS 160.390; KRS 160.470
KRS 160.530; KRS 160.550
702 KAR 3:050; 702 KAR 3:120
702 KAR 3:246; 702 KAR 3:300
School Council Allocation

RELATED POLICIES:

02.4242; 04.311; 04.3111

RECOMMENDED: SUGGESTION REFLECTS RECOMMENDATION FROM THE KENTUCKY STATE AUDITOR.

THIS CHANGE IS NOT REQUIRED BY LAW

FINANCIAL IMPLICATIONS: NONE ANTICIPATED

FISCAL MANAGEMENT

04.3111

District Issuance of Checks

AUTHORIZATION

The treasurer shall prepare warrants or "Orders of the Treasurer" to be acted upon at each regular Board meeting. Except for situations as defined below providing for subsequent Board approval, before checks are issued, the treasurer shall have received the approved warrant or "Orders", or approved equivalent properly executed, which shall include signatures of the chairperson and secretary of the Board.

The Board shall designate one (1) or more Board members to review bills before a meeting for items that may need clarification prior to presentation for final approval for payment.

PAYMENT OF BILLS

With the exception of recurring monthly payments such as utilities and fixed charges, no bill shall be paid without the following supportive information:

1. A purchase order signed by the Superintendent or his designated representative(s);
2. An invoice as to goods or services received; and
3. Confirmation that invoiced materials were received in accurate quantity and in good order.

BOARD MINUTES

The original copy of warrants or "Orders" shall be maintained on file as a part of the official Board minutes.

SUBSEQUENT APPROVAL

The Board shall give subsequent approval to all budgeted disbursements made between meetings of the Board. Payments made between regular Board meetings shall be confined to the following:

1. contract salaries,
2. payments to take advantage of discounts,
3. payments made to prevent penalties and disruption of services, and
4. payments for approved purchases made in accordance with District policy and procedures to avoid invoices being more than thirty (30) days past due as of the date of the Board meeting.

REFERENCES:

KRS 160.290; KRS 160.340

KRS 160.370; KRS 160.560

OAG 79-321; 702 KAR 3:120

Accounting Procedures for Kentucky School Activity Funds

LEGAL: REQUIREMENTS FOR BOOSTER CLUBS AND NUMEROUS SCHOOL ACTIVITY FUNDS HAVE BEEN UPDATED IN THE REVISED ACCOUNTING PROCEDURES FOR KENTUCKY SCHOOL ACTIVITY FUNDS ISSUED BY THE KENTUCKY DEPARTMENT OF EDUCATION, WHICH WILL GO INTO EFFECT JULY 1, 2013.

FINANCIAL IMPLICATIONS: ADDITIONAL STAFF TIME TO MONITOR/DOCUMENT NEW REQUIREMENTS AND POSSIBLE LOSS OF REVENUE FROM ANY EXTERNAL ORGANIZATIONS UNABLE TO COMPLY.

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 Accounting Procedures for Kentucky School Activity Funds. Based on a schedule developed by the Superintendent, the Board shall review school activity funds at least twice each fiscal year.

The school shall not expend or commit to expend any activity fund in excess of balance and receipts received for the fiscal year.

UNIFORM ACCOUNTING

All personnel shall comply with the uniform financial accounting system¹ and activity fund accounting procedures set out in Kentucky Administrative Regulation.²

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.

PURCHASE ORDERS

Activity funds may only be expended as authorized in the Accounting Procedures for Kentucky School Activity Funds.

Internal account purchases must be supported by a properly executed purchase request and authorization for payment by the Principal.

FINANCIAL REPORTS

Each month the Principal shall provide the Superintendent District Finance Officer with a financial report for activity fund accounts. On or before July 25, following the end of the fiscal year, the Principal shall submit to the Superintendent District Finance Officer an annual financial report for those accounts.

DEFINITION OF SCHOOL ACTIVITY FUNDS

School activity funds refer to all school funds including funds derived from fund-raising activities sponsored under the auspices of the school. Funds raised or received by organizations that do not come under the direct supervision of school authorities shall not be considered activity funds.

AUDIT OF FUNDS

All school activity funds shall be audited annually by a certified public accountant. All audit reports shall be reviewed and appropriate action taken as required by Kentucky Administrative Regulation.¹

School Activity Funds**SUPPORT/BOOSTER CLUBS FUNDS**

Parent-teacher associations and booster club funds are not subject to deposit and accounting procedures as school activity funds.³ However, each year the Principal shall obtain be provided the following from all support/booster club organizations as required by the state activity fund accounting procedures:

1. Within the first thirty (30) days of the school year or within thirty (30) days of the first transaction for the group:
 - a. Names of club officers;
 - b. Federal tax exempt number; and
 - c. A copy of the annual budget. within the first thirty (30) days of the school year or within thirty (30) days of the first transaction for the group; and
2. An annual financial report by July 25 15 for the year ending June 30 reporting receipts, expenditures, and beginning and ending balances.;¹ and
3. All other information required by Accounting Procedures for Kentucky School Activity Funds.

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All booster groups wishing to be recognized by and/or affiliated with the District shall comply with the following:

- Adhere to applicable state and federal laws, including taxable income reporting requirements, when conducting fund-raising activities to benefit the school or District; and
- Conduct fund-raising activities to benefit the entire group and not permit credit to be earned through fund-raising for an individual student in lieu of participation fees or related activity costs.

Each year the Superintendent shall report to the Board when all booster organizations have been informed of requirements from the Accounting Procedures for Kentucky School Activity Funds that apply to them.

External support/booster organizations shall obtain prior Board approval to establish and lend support, seek assistance, and/or raise funds in the name of the District or school or students or a District or school program.

Although they may be general members, Board members and employees shall not serve as the treasurer or any other officer with check-signing authority on a bank account for an external support/booster organization. Employees may serve as a member of the executive board of an organization.

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FUND-RAISING PROJECTS

Schoolwide fund-raising projects must be approved by the Board.⁴

Proof of general liability insurance for external support/booster organizations must be submitted to the Principal prior to commencing any fund-raising activities.

All fund-raising activities conducted by school-sponsored groups shall be for the benefit of the entire school or group.

School Activity Funds

HANDLING OF CASH

Money collected for any purpose shall be submitted to the Principal or to his/her designee who shall provide for its proper deposit. No money shall be left overnight in classrooms; no more than \$50 will be kept overnight in school buildings.

REFERENCES:

¹702 KAR 3:130; Accounting Procedures for Kentucky School Activity Funds

²702 KAR 3:120

³OAG 79-556

⁴KRS 158.290

KRS 139.497; KRS 156.070; KRS 160.290; KRS 160.340

RELATED POLICY:

09.33

RECOMMENDED: SUGGESTION REFLECTS RECOMMENDATION FROM THE KENTUCKY STATE AUDITOR.
THIS CHANGE IS NOT REQUIRED BY LAW
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

FISCAL MANAGEMENT

04.41

Fraud Prevention

All employees, Board members, consultants, vendors, contractors and other parties maintaining a business relationship with the District shall act with integrity and due diligence in matters involving District fiscal resources.

DEFINITION

As used in this policy, “fraud” refers to intentionally misrepresenting, concealing, or misusing information in an attempt to commit fiscal wrongdoing. Fraudulent actions include, but are not limited to:

- Behaving in a dishonest or false manner in relation to District assets, including theft of funds, securities, supplies, or other District properties.
- Forging or altering financial documents or accounts illegally or without proper authorization.
- Improper handling or reporting of financial transactions.
- Personally profiting as a result of insider knowledge.
- Disregarding confidentiality safeguards concerning financial information.
- Violating Board conflict of interest policies.
- Mishandling financial records or District assets (destroying, removing, or misusing).

STAFF RESPONSIBILITIES

Employees who suspect that financial fraud, impropriety or irregularity has occurred shall immediately report those suspicions to their immediate supervisor and/or the Superintendent/designee who shall have the primary responsibility for initiating necessary investigations. If the Superintendent is an alleged party in the fraud complaint, provision shall be made for addressing the complaint to the Board chairperson.

Investigations shall be conducted in coordination with legal counsel and other internal or external departments and agencies as appropriate.

The Superintendent/designee shall inform employees with financial/accounting responsibilities of the following anti-fraud standards established by the Board:

1. The District shall operate in a culture of honesty and ethical behavior with employees doing all within their power to further that goal.
2. Employees shall comply with all laws, rules, regulations and court orders of the Commonwealth of Kentucky and of the United States, as well as Board policy addressing fiscal matters.
3. Employees shall practice good stewardship of District financial resources, including timely reporting of fraudulent expenditures.
4. Employees with financial/accounting responsibilities shall support and follow sound business practices to the best of their ability and in keeping with their assigned responsibilities and job-related training by:

Fraud Prevention**STAFF RESPONSIBILITIES (CONTINUED)**

- a. Maintaining and protecting District financial records;
- b. Performing one's job with the highest attention to detail to minimize and prevent error, falsification of accounting records, and omission of transactions;
- c. Reporting knowledge of fraud or suspected fraud, including intentional misstatements and omissions of amounts or disclosures;
- d. Guarding against misappropriation of assets;
- e. Refusing to reveal investment activities engaged in or contemplated by the District to unauthorized persons or agencies; and
- f. Resisting incentives, pressures, and negative attitudes that detract from performance of assigned responsibilities.

INTERNAL CONTROLS/INVESTIGATIONS

The Superintendent/designee shall be responsible for developing internal controls to aid in preventing and detecting fraud or financial impropriety or irregularity within the District. Reports of suspected fraudulent activities shall be investigated in a manner that protects the confidentiality of the parties and avoid unfounded accusations. Employees involved in the investigation shall be advised to keep information about the investigation confidential.

If an investigation substantiates occurrence of a fraudulent activity, the Superintendent/designee shall issue a report to appropriate personnel and to the Board of Education. Final disposition of the matter and any decision to file a criminal complaint or refer the matter to the appropriate law enforcement and/or regulatory agency for independent investigation shall be made in consultation with legal counsel. Results of the investigation shall not be disclosed to or discussed with anyone other than those individuals with a legitimate need to know.

REFERENCES:

Governmental Accounting Standards
KRS 7.410; KRS 158.155
725 KAR 1:030; KRS 171.420
Records Retention Schedule, Public School District

RELATED POLICIES:

01.61
03.17/03.27
03.1721/03.2721
04.8; 04.81

LEGAL: THE 2013 GENERAL ASSEMBLY ENACTED A NEW SECTION OF KRS CHAPTER 158 TO REQUIRE EACH SCHOOL TO DEVELOP AN EMERGENCY PLAN.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED.

SCHOOL FACILITIES

05.4

Safety

BOARD TO ADOPT PLAN

The Board shall adopt a plan for immediate and long-term strategies to address school safety and discipline, which shall be reviewed annually and revised, as needed. This plan shall utilize information gathered from the District assessment of school safety and student discipline required by law and shall include the Board's code of acceptable behavior and discipline and a description of instructional placement options for threatening or violent students. The committee that develops the plan for Board consideration shall include at least one (1) representative from each school in the District, as well as representatives from the community as required by law.

The plan shall identify measures to be taken in protecting students, staff, visitors, and property. Areas addressed by the plan shall include, but not be limited to, the following:

1. Employment practices and employee management;
2. School facility design, maintenance and usage;
3. Safety and security procedures, orientation and training in use and management of equipment and facilities;
4. Supervision of students;
5. Compliance with state and federal safety requirements;
6. Regularly scheduled reports to the Board concerning implementation of the plan and its effects on District students, personnel and operations.
7. Emergency/crisis intervention;
8. Community involvement.

SCHOOL EMERGENCY PLANNING

The school council or, if none exists, the Principal shall adopt an emergency plan for the school that shall include procedures to be followed in cases of fire, severe weather, earthquake or a building lockdown as defined in KRS 158.164. A copy of the emergency plan, including a diagram of the facilities shall be given to first responders, including local fire, police, and emergency medical personnel.

Following the end of each school year, the school council, or if none exists, the Principal, and first responders shall review the emergency plan and revise it as needed.

School safety plansThe school emergency plan shall address staff responsibilities for safely evacuating students needing special assistance during safety drills and actual emergency situations, including students with disabilities and those with 504 plans. The Principal shall discuss the emergency plan with all school staff prior to the first instructional day annually and shall document the date and time.

Whenever possible, first responders shall be invited to observe emergency response drills.

In addition, the school council or, if none exists, the Principal shall:

1. Establish and post primary and secondary evacuation routes in each room by any doorway used for evacuation;
2. Identify severe weather safe zones and post the location of the safe zones in each room. These safe zones are to be reviewed by the local fire marshal or fire chief;

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Safety**SCHOOL EMERGENCY PLANNING (CONTINUED)**

3. Develop school procedures to follow during an earthquake; and
4. Develop and adhere to practices to control access to the school.

No later than November 1 of each school year, the Superintendent shall send verification to the Kentucky Department of Education that all schools are in compliance with school emergency planning requirements.

PRECAUTIONS

Precautions will be taken for the safety of the students, employees, and visitors.

REPORTING HAZARDS

Each employee observing a potential safety or security hazard shall report such hazard in writing to his/her immediate supervisor who shall cause the situation to be remedied or reported to the proper authority for remedy.

COMMUNICATION SYSTEM

The Board shall establish a process for a two-way communication system for employees to notify the Principal, supervisor or other administrator of an existing emergency. The process may include, but is not limited to, use of intercoms, telephones, and two-way radios.

REFERENCES:

A New Section of KRS Chapter 158
KRS 158.148; KRS 158.445; KRS 160.290; KRS 160.445
KRS 311.667; KRS 411.148

RELATED POLICIES:

03.14; 03.24; 05.2; 05.21; 05.41; 05.411; 05.42; 05.45; 05.47
09.22; 09.221; 09.4 (entire section)

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LEGAL: THE 2013 GENERAL ASSEMBLY ENACTED A NEW SECTION OF KRS CHAPTER 158 TO ESTABLISH NEW REQUIREMENTS FOR LOCKDOWN DRILLS AND PROCEDURES.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED.

SCHOOL FACILITIES

05.411

Building Lockdowns

DEFINITION

Building lockdown means to restrict the mobility of building occupants to maintain their safety and care.

ANNUAL PRACTICES

A building lockdown practice shall be implemented at least once each trimester during each school year. One (1) lockdown drill shall to be held during the first thirty (30) instructional days of the school year and another in January. As directed by the Superintendent, the Principal or other building supervisor shall document that the practice has occurred.

PROCEDURE REQUIRED

The school council or, if none exists, the Principal shall establish procedures to perform a building lockdown, including protective measures to be taken during and immediately following the lockdown. Local law enforcement agencies shall be invited to assist in establishing lockdown procedures. Each school year, the school shall provide appropriate notice of building lockdown procedures to students, parents, guardians, certified staff, and classified staff.

REFERENCES:

KRS 158.164
A New Section of KRS Chapter 158

RELATED POLICY:

05.4

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LEGAL: THE 2013 GENERAL ASSEMBLY ENACTED A NEW SECTION OF KRS CHAPTER 158 TO ESTABLISH NEW REQUIREMENTS FOR SEVERE WEATHER DRILLS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED.

SCHOOL FACILITIES

05.42

Severe Weather/Tornado Drills

PROCEDURE SYSTEM

To maintain the safety and care of students and employees, a severe weather/tornado emergency procedure system shall be established to include, but not be limited to, the following components:

1. A school building disaster plan that provides for a drop procedure and safe area evacuation practices;
2. Designation of a safe zones area for each facility that have been reviewed by local fire marshal or fire chief as part of the school emergency planning process and posted in each room of the school;
3. Protective measures to be taken before, during, and following a severe weather/tornado; and
4. Training of staff and students in the system, including use of a drop procedure.

TIMES FOR DRILLS

Severe weather/Tornado and safe area evacuation drills are to be held during the first full month/thirty (30) instructional days of the school year and in February, March, and April/January. Designated safety areas/school primary and secondary evacuation routes and the route thereto are to be posted in all classrooms and other areas where students assemble by any doorway used for evacuation.

IMPLEMENTATION

The Principal is responsible for implementing this policy.

REFERENCES:

A New Section of KRS Chapter 158
KRS 158.163

RELATED POLICY:

05.4

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LEGAL: KRS 527.070 (3) REFLECTS THAT POLICE AND PEACE OFFICERS ARE EXCEPTED FROM THE GENERAL BAN ON WEAPONS ON SCHOOL GROUNDS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

SCHOOL FACILITIES

05.48

Weapons

This policy applies to students, staff members, and visitors to the school.

WEAPONS PROHIBITED

Except where expressly and specifically permitted by Kentucky Revised Statute, the carrying, bringing, using, or possessing any weapon or dangerous instrument in any school building, on school grounds, in any school vehicle or at any school-sponsored activity is prohibited.³

Violation of this policy by staff members shall constitute reason for disciplinary action, including possible termination.

Violation of this policy by students shall require that the Principal immediately make a report to the Superintendent, who shall determine if charges for expulsion from the District schools should be filed under Policy 09.435. In addition, when they have reasonable belief that a violation has taken place, principals shall immediately report to law enforcement officials when an act has occurred on school property or at a school-sponsored function that involves student possession of a firearm in violation of the law or assault involving the use of a weapon.

Violations by visitors shall be reported to a law enforcement agency.

Exceptions:

- An exception may be made for students participating in an authorized curricular or extracurricular activity or team involving the use of firearms and to those persons listed in KRS 527.070.
- Law enforcement officials, including peace officers and police as provided in KRS 527.070 and KRS 527.020, or District employees in sworn positions are authorized to bring weapons onto school property in performance of their duties.

FEDERAL REQUIREMENTS REGARDING STUDENTS

The penalty for students possessing a firearm at school or bringing a firearm or other deadly weapon, destructive device, or booby trap device¹ to school or onto the school campus/property under jurisdiction of the District shall be expulsion for a minimum of twelve (12) months under Policy 09.435. However, the Board may modify such expulsions on a case-by-case basis. Any case-by-case modification of the one (1)-year expulsion requirement, including those made for students with disabilities to meet the requirements of IDEA and Section 504, shall be in writing and may be based upon a recommendation of the Superintendent/designee.

Any student who possesses a firearm at school or brings to school a firearm or other deadly weapon, destructive device, or booby trap device shall be referred to the criminal justice or juvenile delinquency system.²

Although students are subject to disciplinary action for violating any restriction in this policy, the twelve (12) month expulsion penalty mandated by the Federal Gun-Free Schools Act does not apply to a firearm lawfully stored in a locked vehicle on school property.¹

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Weapons**STATE POSTING REQUIREMENTS**

The Superintendent shall post the following notice in prominent locations in the schools, including, but not limited to, sports arenas, gymnasiums, stadiums, and cafeterias. The notice shall be at least six (6) inches high and fourteen (14) inches wide and shall state:

UNLAWFUL POSSESSION OF A WEAPON ON SCHOOL PROPERTY IN KENTUCKY IS A FELONY PUNISHABLE BY A MAXIMUM OF FIVE (5) YEARS IN PRISON AND A TEN THOUSAND DOLLAR (\$10,000) FINE.¹²

The above criminal penalty shall not apply to those persons listed in KRS 527.070 (3).

STATE REPORTING REQUIREMENTS

Employees of the District shall promptly make a report to the local police department, sheriff, or Kentucky State Police, by telephone or otherwise, if they know or have reasonable cause to believe that conduct has occurred which constitutes the carrying, possession, or use of a deadly weapon on the school premises or within one thousand (1,000) feet of school premises, on a school bus, or at a school sponsored or sanctioned event.

For state reporting purposes, a deadly weapon shall be defined as:

1. a weapon of mass destruction;
2. any weapon from which a shot, readily capable of producing death or serious physical injury, may be discharged;
3. any knife other than an ordinary pocket knife or hunting knife;
4. billy, nightstick or club;
5. blackjack or slapjack;
6. nunchaku karate sticks;
7. shuriken or death star; or
8. artificial knuckles made from metal, plastic, or other similar hard material.

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Employees who receive information from a student or other person regarding conduct required to be reported shall report the conduct in the same manner as stated above.

ENFORCEMENT

In the enforcement of this policy, principals may authorize, if they have reasonable suspicion, searches in compliance with applicable Board policies.

REFERENCES:

¹KRS 527.0720; KRS 158.150; 20 U.S.C. §7141 (Gun-Free Schools Act)

18 U.S.C. §921(a)

²KRS 527.070; KRS 500.080

³KRS 237.106

KRS 158.150; KRS 158.154

KRS 158.155; KRS 160.290; KRS 160.340; KRS 161.790

KRS 237.106; KRS 237.110; KRS 500.080

KRS 508.075; KRS 508.078; KRS 527.020

Individuals with Disabilities Education Improvement Act (IDEA)

Section 504 of the Rehabilitation Act of 1973, as amended

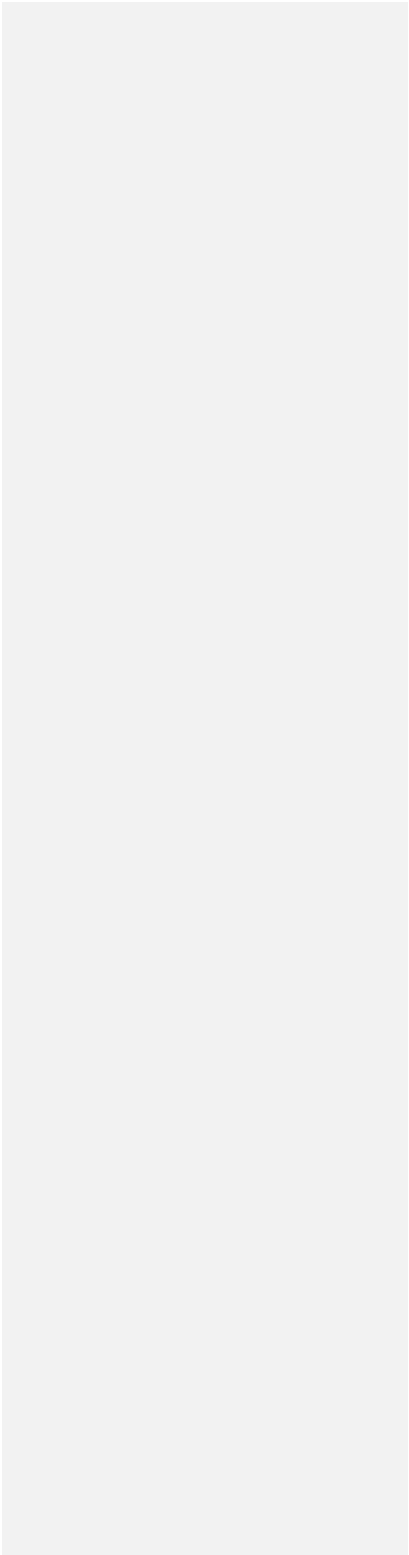
SCHOOL FACILITIES

05.48
(CONTINUED)

Weapons

RELATED POLICIES:

09.435; 09.436; 09.4361



School-Sponsored Trips and Extra-Curricular Transportation

(See Policy 09.36.)

School vehicles may be used for school sponsored trips upon the prior approval of the Principal when not disruptive to the regular transportation of pupils.

ATHLETICS

The Principal shall be responsible for meeting the transportation needs of athletic teams and maintaining compliance with 20 USC Section 1681 (Title IX) as specified by the Kentucky High School Athletic Association (KHSAA).

EXTRA-CURRICULAR TRANSPORTATION

The Kenton County Board of Education offers a broad range of sports and extracurricular activities to students at the elementary, middle and high school levels. This broad range of activities places constraints on the ability of the District to provide transportation for all these activities at all times. The purpose of this policy is to provide guidance to principals, athletic directors, coaches, extracurricular sponsors and parents regarding the availability of transportation provided by the Board.

The following guidelines shall apply unless a waiver is sought from and granted by the Superintendent:

- 1)Elementary School Extracurricular Events:
 - a.Parents shall be solely responsible for providing transportation to Elementary Level extracurricular activities.
- 2)Middle School Extracurricular Events:
 - a.Parents shall be solely responsible for providing transportation to Middle School Level extracurricular activities.
- 3)High School Extracurricular Events:
 - a.Transportation will be available to all High School athletic teams and bands. Each High School will have assigned busses and assigned drivers specifically for this purpose.
 - b.Athletic Directors, with support of the transportation department, will schedule all transportation as reflected by the season schedules.
 - c.Parents will be informed seasonally about all transportation arrangements.
 - i.Coaches and Athletic Directors are expected to actively communicate with parents and monitor the implementation of this policy.
 - ii.When transportation is not provided by the District, parents shall drive their own children or may grant permission and arrange for another parent to drive their child. All approved paperwork must be completed in advance of the season.
 - iii.Students are not to drive themselves or other students to school-sponsored games, matches, meets or extracurricular competitive events.
 - iv.Parents may provide written consent in advance for students to transport themselves **ONLY** to off campus practice. Note: it is understood that students are not to transport other students under any circumstances to any off campus practice.
- 4)Summer camps, special events and other activities:
 - a.Parents shall be solely responsible for providing transportation to summer camps and any other special events or activities not covered elsewhere in this policy.

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TRANSPORTATION

06.35
(CONTINUED)

School-Sponsored Trips and Extra-Curricular Transportation

RELATED POLICY:

09.31
09.36
20 USC 1681 (Title IX)
Kentucky High School Athletic Association (KHSAA)

RECOMMENDED: PER REVISED 704 KAR 3:340, THE STATE WILL NO LONGER ISSUE A COMMONWEALTH DIPLOMA AFTER THE CURRENT (2012-2013) SCHOOL YEAR. HOWEVER, DISTRICTS HAVE THE OPTION TO CONTINUE TO AWARD A LOCAL COMMONWEALTH DIPLOMA AT DISTRICT EXPENSE. PER REVISED 704 KAR 3:305 AND AT STUDENT REQUEST, THE DISTRICT HAS THE OPTION TO AWARD AN ALTERNATIVE HIGH SCHOOL DIPLOMA TO FORMER STUDENTS WHO RECEIVED A CERTIFICATION OF ATTAINMENT AT TIME OF GRADUATION FROM THE DISTRICT.

THESE CHANGES ARE NOT REQUIRED BY LAW.

LEGAL: THE 2013 GENERAL ASSEMBLY ENACTED KRS 158.142 TO ALLOW STUDENTS TO EARN AN EARLY GRADUATION SCHOLARSHIP CERTIFICATE BEGINNING WITH THE 2014-2015 SCHOOL YEAR.

FINANCIAL IMPLICATIONS: IF THE DISTRICT AWARDS A LOCAL COMMONWEALTH DIPLOMA, ALL COSTS WILL BE ABSORBED BY THE DISTRICT.

CURRICULUM AND INSTRUCTION

08.113

Graduation Requirements

In accordance with 704 KAR 3:305 and Kenton County School District policy and in support of student development goals set out in KRS 158.6451 and the Kentucky Academic Expectations, students must complete the required minimum number of units, including demonstrated performance-based competency in technology, and all other state and local requirements in order to graduate from a Kenton County High School with a Traditional Diploma.

All required courses shall include content contained in the Kentucky Core Academic Standards, and electives shall address academic and career interest standards-based learning experiences, including four (4) credits in an academic or career interest based on the student's individual learning plan.

Students that do not meet the college readiness benchmarks for English and language arts and/or mathematics shall take a transitional course or intervention before exiting high school.

The following graduation requirements must be met:

KENTUCKY HIGH SCHOOL GRADUATION REQUIREMENTS *BEGINNING WITH THE CLASS OF 2015		
SUBJECT	CREDITS	COURSES
Language Arts	4	English I, II, III, IV (To include the content strands of reading, writing, speaking, listening, observing, inquiry, conventions, analysis, and using technology as a communication tool. Language Arts shall be taken each year of high school.)
Social Studies	3	Credits to include the content strands of historical perspective, including U.S. History, Geography, Economics, Government and Civics, and Cultures and Societies.
Mathematics	3	Algebra I, Geometry and Algebra II (An integrated, applied, interdisciplinary or technical/occupational course that prepares a student for a career path based on the student's Individual Learning Plan may be substituted for a traditional Algebra I, Geometry or Algebra II course on an individual student basis if the course meets the content standards in the <u>Kentucky Core Academic Standards</u> . Pre-Algebra shall not be counted as one of the three required Mathematics credits for high school graduation but may be counted as an elective.) Mathematics shall be taken each year of high school.
Science	3	Credits shall incorporate lab-based scientific investigation experiences and include the content strands of biological science, physical science, earth and space science, and unifying concepts.
Health	1/2	Credit to include the content strands of individual well-being, consumer decision, personal wellness, mental wellness, and community services

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Graduation Requirements

KENTUCKY HIGH SCHOOL GRADUATION REQUIREMENTS *BEGINNING WITH THE CLASS OF 2015		
SUBJECT	CREDITS	COURSES
Physical Education	1/2	Credit to include the content strands of personal wellness, psychomotor, and lifetime activity
Visual and Performing Arts	1	History and appreciation of Visual and Performing Arts or a Performing Arts course which incorporates such content (Credit to include the content strands of arts, dance, music, theatre, and visual arts or a standards-based specialized arts course based on the student's Individual Learning Plan.)
Electives	7	Academic and career interest standards-based learning experiences (to include four (4) standards-based learning experiences in an academic or career interest based on the student's Individual Learning Plan; and Demonstrated performance-based competency in technology.) 1 of which must be a math elective
Total	22	

PRE-COLLEGE CURRICULUM REQUIREMENTS

In order to meet state pre-college curriculum requirements, in addition to the SBDM guidelines and state required courses, students must complete two (2) credits in foreign language. These credits may be taken in place of two (2) required electives.

COMMONWEALTH DIPLOMA REQUIREMENTS

A Commonwealth Diploma shall be issued to each student who successfully completes and meets the requirements of the Commonwealth Diploma Program, as specified in 704 KAR 3:340. This program is based upon support from the Kentucky Department of Education. In addition to the requirements for SBDM and the state, students earning the commonwealth must successfully complete:

- Successful completion of at least 22 approved units of credit, including all the minimum unit requirements for high school graduation set forth in 704 KAR 3:305 or as specified by the local Board of Education.
- Successful completion of all minimum requirements of the pre-college preparation curriculum
- Successful completion (i.e., receiving a grade of "C" or its equivalent) in 4 AP/IB courses in the areas of English, Science/Mathematics, Foreign Language, and Elective (to see a list of courses that fall in these areas see the Student Checklist).
- Successful completion of 3 AP/IB exams in at least 3 of the four required AP/IB course areas, English, Science/Mathematics, Foreign Language, and Elective.

In addition to a Commonwealth Diploma, students will also be awarded the regular high school diploma they have earned according to the school SBDM requirements.

Any Kenton County High School *may substitute an integrated, applied, interdisciplinary or higher level course for any of the required courses* if the alternative course provides rigorous content and addresses the same applicable components of 703 KAR 4:060. If a substitution is made, the high school *must provide the Board a written rationale and course description to be filed at the Board Office and with the Kentucky Department of Education.*

The Board-approved Student Handbook/Course Description for each high school should contain complete details of all courses offered.

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Graduation Requirements**PERFORMANCE-BASED CREDITS**

In addition to Carnegie units, students may earn credit toward high school graduation through the District's standards-based, performance-based credit system that complies with requirements of Kentucky Administrative Regulation. Procedures for the developing and amending the system shall address the following:

1. Conditions under which high school credit will be granted under the system that allow students to demonstrate proficiency and earn credit for learning acquired outside the normal classroom setting, outside of school, or in prior learning;

Performance-based credit may be earned while the student is still "in school," but the instructional setting will look different from a traditional "seat time" environment.

2. Performance descriptors and their linkages to State content standards and academic expectations;

At the high school level, performance descriptors and evaluation procedures shall be established to determine if the content and performance standards have been met.

3. Assessments and the extent to which state-mandated assessments will be used;
4. An objective grading and reporting process; and
5. Criteria to promote and support school and community learning experiences, such as internships and cooperative learning, in support of a student's individual learning plan. Such experiences shall be supervised by qualified instructors and aligned with State and District content and performance standards.

The Board **requires enrollment for eight (8) semesters or the equivalent** for all high school students. (For an exception, see section about the early high school graduation program.)

ALTERNATIVE HIGH SCHOOL DIPLOMA

Students eligible for an Alternative High School Diploma will participate in graduation ceremonies during the same school year in which they complete their program or reach twenty-one (21) years of age.

PARTICIPATION IN GRADUATION EXERCISES

No student shall be permitted to participate in graduation ceremonies until all graduation requirements have been fulfilled, as determined by the Principal.

KENTON COUNTY BASIC DIPLOMA (STATE MINIMUM)

In Kenton County, it is expected that all students will be enrolled for eight (8) semesters of high school. This expectation will also apply for Basic Diploma students. Enrollment may include one (1) or a combination of the following: regular classroom instruction, alternative classroom instruction, on-line credit recovery or cooperative work experience placements. Exceptions to the eight (8) semester rule will only be considered if the class with which he/she entered public school has graduated.

Graduation Requirements**KENTON COUNTY BASIC DIPLOMA (STATE MINIMUM) - CONTINUED**

As noted above, a student must meet or exceed all credits in the prescribed domains and meet or exceed all SBDM requirements to be granted a traditional Diploma from one of the high schools in Kenton County. While it is anticipated that all students will meet this standard, the Board recognizes there may be extenuating circumstances that prevent some students from successfully completing all the standards. In an effort to meet the needs of the total student population, students meeting the following criteria may apply for a Kenton County Basic High School Diploma that meets the State minimum requirements as set forth in 704 KAR 3:305 and described above.

1. Receive their Principal's recommendation for participation in the program
2. Review all SWS/Alternative School options
3. Enrolled in a Kenton County high school for two (2) semesters

ALIGNMENT OF GRADUATION REQUIREMENTS WITH GOALS AND EXPECTATIONS

The high school council shall provide the Board by July 15 of each year with a written description/matrix of any changes in how each course addresses goals set out in KRS 158.6451 (1) and the academic expectations incorporated by reference in 703 KAR 004:060. The council shall determine the process for developing the descriptions, which shall be presented for Board review and comment.

OTHER PROVISIONS

Upon request and approval of the Board, District high schools may offer different diploma programs.

The Board, Superintendent, Principal, or teacher may award special recognition to students. In addition, the Board may award a diploma to a student posthumously indicating graduation with the class with which the student was expected to graduate.

Consistent with the District's graduation practices for all students, an alternative High school diplomas shall be awarded to students with disabilities in compliance with applicable legal requirements. In addition, former students may submit to the Superintendent a request that the District provide them with an alternative high school diploma to replace the certificate of attainment they received at time of graduation from the District.³

Beginning with the 2014-2015 school year, students who complete an early high school graduation program and meet all applicable legal requirements shall be awarded an Early Graduation Scholarship Certificate. Students planning to complete an early graduation program shall notify the Principal of their intent prior to the beginning of grade nine (9) or as soon thereafter as the intent is known.⁴

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Graduation Requirements**MIDDLE SCHOOL CREDIT**

With Board approval, high school credit may be awarded for courses taken at the middle school level if the following criteria are met:

- Teachers with secondary certification with the appropriate content specialization teach proposed middle school courses.
- The student demonstrates mastery of middle school level content as specified in the Kentucky Core Academic Standards and criteria are in place to make reasonable determination that the middle school students are capable of success in the high school course.
- The content of the course offered at the middle school level is the same as that defined in the Kentucky Core Academic Standards for the high school course.

In keeping with statutory requirements, the District shall accept for credit toward graduation and completion of high school course requirements an advanced placement or a high school equivalent course taken by a student in grades 5, 6, 7, or 8 if that student attains performance levels expected of high school students in the District as determined by achieving a score of "3" or higher on a College Board Advanced Placement examination or a grade of "B" or better in a high school equivalent.²

DIPLOMAS FOR VETERANS

In keeping with statute and regulation, the Board shall award an authentic high school diploma to an honorably discharged veteran who did not complete high school prior to being inducted into the United States Armed Forces during World War II, the Korean conflict, or the Vietnam War.¹

REFERENCES:

¹KRS 40.010

²KRS 158.622

³KRS 156.160; KRS 156.070; 704 KAR 3:305; 20 U.S.C. sec. 1414

⁴KRS 158.142

KRS 158.140; 704 KAR 7:140

KRS 158.645

KRS 158.6451; KRS 158.860

13 KAR 2:020

702 KAR 7:125; 703 KAR 4:060

704 KAR 3:303; 704 KAR 3:305; 704 KAR 3:340

OAG 78-348; OAG 82-386

Kentucky Core Academic Standards

RELATED POLICIES:

08.1131; 08.14, 08.22

09.126 (re requirements/exceptions for students from military families)

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LEGAL: 704 KAR 7:150 HAS BEEN REPEALED. STUDENTS WHO DROP OUT AND STILL CHOOSE TO EARN A GED MAY DO SO THROUGH KENTUCKY ADULT EDUCATION OR KENTUCKY EDUCATIONAL TELEVISION. THE SECONDARY GED PROGRAM WILL BE DISCONTINUED AFTER THE 2013-14 SCHOOL YEAR.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

CURRICULUM AND INSTRUCTION

08.4

Adult/Community Education

OPERATION OF PROGRAM

The Board authorizes the Superintendent or designee to plan and operate an educational program based on the needs and interests of adults and youth in the community.

The Board may establish an adult education program to provide basic skills, career and technical training and/or to prepare for meeting equivalency requirements. The Board also may enter into an agreement with the Council on Postsecondary Education to establish an external diploma program.

The conduct of adult/community education programs and determination of eligibility for participation in the GED program shall be consistent with requirements established by applicable statutes and administrative regulations, including, but not limited to, those addressing minimum age requirements, enrollment status and GED test readiness.

SECONDARY GED PROGRAM

Through the end of the 2013-14 school year and Pprovided prior approval has been secured from the Kentucky Department of Education, the District may establish a Secondary GED Program. Implementation of the program shall comply with Kentucky Administrative Regulation.¹

SCHOOL FACILITIES

The Board authorizes the use of school facilities for conducting such programs and further authorizes the acceptance of other agency funds for the operation of such programs.

REFERENCES:

¹704 KAR 7:150
KRS 151B.125
KRS 160.155; KRS 160.156; KRS 160.157
785 KAR 1:010; 785 KAR 1:130

RELATED POLICIES:

05.3
05.31

RECOMMENDED: THE 2013 GENERAL ASSEMBLY AMENDED KRS 159.010 TO ALLOW DISTRICTS TO SET THE DROPOUT AGE AT 18 EFFECTIVE WITH THE 2015-2016 SCHOOL YEAR. DISTRICTS THAT CHOOSE THIS OPTION SHALL BE REQUIRED TO CERTIFY WITH THE KENTUCKY DEPARTMENT OF EDUCATION THAT THEY HAVE OR WILL HAVE PROGRAMS IN PLACE TO MEET THE NEEDS OF POTENTIAL DROPOUTS.

THIS CHANGE IS NOT REQUIRED BY LAW AT THIS TIME. HOWEVER, ONCE 55% OF ALL SCHOOL BOARDS ADOPT SUCH A POLICY, ALL DISTRICTS MUST COMPLY WITHIN FOUR (4) YEARS.

FINANCIAL IMPLICATIONS: ADDITIONAL PROGRAMS FOR STUDENTS AT RISK OF DROPPING OUT MAY REQUIRE ADDITIONAL STAFFING AND RESOURCES.

STUDENTS

09.111

Transfers and Withdrawals

TEACHER TO ASCERTAIN REASON

When a pupil of compulsory school age withdraws from school, the teacher of the pupil shall ascertain the reason.¹

REPORT TO DPP

The teacher shall immediately report the withdrawal and the reason for it to the Superintendent's office (Director of Pupil Personnel).

CHANGE OF RESIDENCE

If the child has withdrawn because of residence, the next residence shall be ascertained and included in the report. The District shall notify the Kentucky Department of Education when a new student enrolls.¹

MISSING CHILDREN

The Director of Pupil Personnel shall notify the Justice Cabinet of any request for the records of a student who has been flagged as missing.¹

PERMISSION REQUIRED

Before an unmarried student between the ages of sixteen (16) and eighteen (18) may withdraw from school and terminate his/her education prior to graduation, s/he shall comply with the requirements of KRS 159.010.

A written permission for withdrawal shall be required from the parent, guardian, or other person residing in the state and having custody or charge of the student before the unmarried student may withdraw.

No written permission for withdrawal shall be required after the student's eighteenth (18th) birthday.²

Beginning with the 2015-2016 school year, students between the ages of six (6) and eighteen (18) shall enroll and be in regular attendance in the schools to which they are assigned and shall be subject to compulsory attendance.²

FOLLOW-UP BY DISTRICT PERSONNEL

Within three (3) months of the date of a student's withdrawal from school, District personnel designated by the Superintendent shall contact each student between the ages of sixteen (16) and eighteen (18) who has withdrawn from school to encourage reenrollment in a regular, alternative, or GED preparation program. If the student does not reenroll at that time, personnel shall make at least one (1) more attempt toward reenrollment of the student before the beginning of the next school year.²

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STUDENTS

09.111
(CONTINUED)

Transfers and Withdrawals

REFERENCES:

- ¹KRS 159.170; KRS 158.032
²KRS 159.010; KRS 159.020

RELATED POLICY:

09.122

LEGAL: THE 2013 GENERAL ASSEMBLY AMENDED KRS 157.350 TO ALLOW DISTRICTS ENROLLING CHILDREN OF NONRESIDENT EMPLOYEES TO RECEIVE ADA FUNDS. THE REVISED STATUTE ALLOWS THE DISTRICT TO RECEIVE ADA FOR THE EMPLOYEE'S CHILD, WITHOUT THE NECESSITY OF A RECIPROCAL WRITTEN AGREEMENT.
FINANCIAL IMPLICATIONS: THE DISTRICT SHOULD REVIEW RAMIFICATIONS OF THE AMENDED LAW IN REFERENCE TO EXISTING RECIPROCAL AGREEMENTS.

STUDENTS

09.12

Admissions and Attendance

RESIDENCE DEFINED

Pupils whose parent or guardian resides in the District and has custody of the student, or pupils who are legal residents of the school District, or as otherwise provided by state or federal law, shall be considered residents and entitled to the privileges of the District's schools. All other pupils shall be classified as nonresidents for school purposes.¹

Upon request, parents shall be required to furnish school officials with proof of legal residency. Legal guardianship must be documented by an order from the County Circuit Court.

HOMELESS CHILDREN AND YOUTH

The District shall provide educational and related services to homeless children and youth in a manner that does not segregate or stigmatize students on the basis of their homeless status.

The District shall provide its schools with guidelines that detail the rights of homeless students and the responsibilities that schools have to meet their needs and eliminate barriers to school attendance. These guidelines shall emphasize the right of homeless students to:

1. Have equal access to all educational programs and services, including transportation, that non-homeless children enjoy;
2. Continue attending their school of origin for the duration of homelessness;
3. Attend regular public school with non-homeless students; and
4. Continue to receive all services for which they are eligible (i.e., special education, gifted and talented, limited English proficient).

The District shall designate an appropriate staff person to serve as liaison to homeless children and youth. The District liaison must provide public notice of the educational rights of homeless children in places where they receive services.²

IMMIGRANTS

No student shall be denied enrollment based on his/her immigration status, and documentation of immigration status shall not be required as a condition of enrollment.

NONRESIDENTS

Nonresident pupils may be admitted to the District's schools in accordance with Board policy and upon approval of the Superintendent.³ Nonresident students shall be withdrawn from District schools upon discovery of any false or misleading information included in an application for admission.

Written nonresident pupil contract information shall be kept on file at both the attending and resident districts.

TRANSFER OF ADA

Nonresident pupils may be admitted to the District schools upon payment of tuition and/or transfer of the pupil's average daily attendance as defined under Kentucky's public fund.^{4 & 5} Out-of-state residents are responsible for payment of an amount equal to the SEEK allocation.

Admissions and Attendance**EMPLOYEES' CHILDREN**

Upon written application of the parent/guardian, students whose parent/guardian resides outside of the District and whose parent/guardian is a full-time employee of the District may be admitted with permission of the Superintendent/designee. Contingent on the District receiving ADA as provided by law, the tuition for these students shall be waived, provided their district of residence signs a contract to transfer the ADA to the Board. Out-of-state residents are responsible for payment of an amount equal to the SEEK allocation.

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EXPELLED/CONVICTED STUDENTS

The parent, guardian, Principal, or other person or agency responsible for the student shall provide to the school prior to admission, a sworn statement or affirmation concerning any of the following that have occurred in or outside Kentucky:

1. If a student has been expelled from school; or
2. If a student has been adjudicated guilty/convicted of, homicide, assault, or an offense in violation of state law or school regulations relating to weapons, alcohol, or drugs.

Assault shall mean any physical assault, including sexual assault.

The sworn statement or affirmation shall be on a form provided by the appropriate state agency and shall be sent to the receiving school within five (5) working days of official notification that a student has requested enrollment in the new school.⁶

If a student is suspended or expelled for any reason, or faces charges that may lead to suspension or expulsion, but withdraws prior to a hearing from any public or private school in Kentucky or any other state and then moves into the District and seeks to enroll, the District shall review the details of the charges, suspension, or expulsion and determine if the student will be admitted, and if so, what conditions may be imposed upon the admission. Prior to a decision to deny admission, the District shall offer the student, parent/guardian, or other persons having legal custody or control of the student a hearing before the Board for expulsion cases and before the Superintendent or designee for suspension cases.

NON-IMMIGRANT FOREIGN STUDENTS

Non-immigrant foreign students qualifying for F-1 immigration status or who obtain an F-1 student visa may be admitted to the District based on the following guidelines:

1. These students shall not be permitted to attend any publicly funded adult education program.
2. These students may be permitted to attend in grades nine through twelve (9-12), but not at earlier grade levels.
3. As required by law, these students shall pay a tuition fee equal to the full, unsubsidized per capita cost to the District for providing education to the student for the period of attendance.
4. The period of attendance shall not exceed twelve (12) months.

These requirements do not apply to immigrant students residing in the District or foreign students in any other immigration status, including exchange students.

Admissions and Attendance**EXCHANGE STUDENTS**

The District shall regulate the admission and participation of exchange students in the District's educational programs. Only exchange students who participate in programs officially recognized by the Board shall be accepted. The District retains the right to maintain an equitable distribution of exchange students among the high schools.

OTHER

For further information concerning students who move out of the District during the school year, refer to Policy 09.124

For further information concerning students attending a school outside their residential attendance zone, refer to Policy 09.11.

REFERENCES:

- ¹KRS 159.010; OAG 78-64; OAG 91-171
- ²42 U.S.C. 11431 et seq. (McKinney-Vento Act)
- ³KRS 158.120; OAG 80-47; OAG 79-327; OAG 75-602
- ⁴KRS 157.320
- ⁵702 KAR 7:125
- ⁶KRS 158.155; KRS 157.330, KRS 158.150
- KRS 157.350
- 704 KAR 7:090; Public Law 104-208
- P. L. 107-110 (No Child Left Behind Act of 2001)
- 8 U.S.C. Sections 1101 and 1184; 8 C.F.R. Section 214; 22 CFR §62.25
- Plyler v. Doe*, 457 U.S. 202 (1982)
- Equal Educational Opportunities Act of 1974 (EEOA)

RELATED POLICIES:

- 09.11, 09.123, 09.124, 09.125, 09.211
- 09.126 (re requirements/exceptions for students from military families)

LEGAL: THE 2013 GENERAL ASSEMBLY AMENDED KRS 157.3175 TO ALLOW CHILDREN WHO ARE FOUR (4) BY AUGUST 1, BEGINNING IN 2017, TO ENTER PRESCHOOL IF THEY ARE AT RISK OF EDUCATIONAL FAILURE.
FINANCIAL IMPLICATIONS: COST OF ADDITIONAL RESOURCES IF MORE STUDENTS ARE ELIGIBLE TO ATTEND.

STUDENTS

09.121

Entrance Age

PRESCHOOL

In accordance with appropriate state and federal legal requirements, any child who has been identified as disabled or as exceptional, and who is three (3) or four (4) years of age, or who may become five (5) years of age after October 1 of the current year, shall be eligible for a free and appropriate preschool education and related services.¹

Children at risk of educational failure who are four (4) by October 1 may enter preschool. All other four (4) year old children may be served to the extent placements are available.² Beginning in 2017, children at risk of educational failure who are four (4) by August 1 may enter preschool.

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PRIMARY SCHOOL

A child who becomes five (5) by October 1 may enter the entry level of primary school (kindergarten). A child who becomes six (6) by October 1 shall attend public schools unless s/he qualifies for an exemption as provided by law.³ A child must be six years of age by October 1 to enter second year primary. Placement of students within the school's instructional program shall be determined in compliance with school council policies.

Beginning with the 2017-2018 school year, the following provisions shall apply:

- A child who becomes five (5) by August 1 may enter primary school and may advance through the primary program without regard to age in accordance with KRS 158.031. A child who becomes six (6) by August 1 shall attend public school unless s/he qualifies for an exemption as provided by law.
- A child who is six (6) years of age, or who may become six (6) years of age by August 1, shall attend public school or qualify for an exemption as provided by KRS 159.030.²

EARLY ENTRANCE PRIMARY ONE (P1) PROGRAM (KINDERGARTEN)

Students who turn five (5) years of age between October 2nd and December 31st will be eligible to enroll in the Early Entrance Primary One (P1) program, provided: (1) cost, is paid by the student's guardian; and (2) criteria established by the Board are met. Application for early entrance testing must be made, in writing, prior to June 15 of the proposed entry school year.

Successful completion of Early Entrance Primary One (P1) is the prerequisite into Primary Two (P2).

To equalize costs, both full-day programs and half-day programs are assessed at the same level. This cost is equal to half of the current school year SEEK formula amount.

CRITERIA FOR EARLY ENTRANCE (P1)

Parents/guardians may petition the Board to allow their child to enter school earlier than permitted under statutory age requirements. On receipt of a petition, the District shall conduct an evaluation process to help determine a student's readiness to engage in and benefit from early entry to school. Criteria for early entrance include:

1. A score at or above the 95th percentile on Developmental Indicators for the Assessment of Learning (DIAL-III);

Entrance Age**CRITERIA FOR EARLY ENTRANCE (P1) (CONTINUED)**

2. Dynamic Indicators of Basic Early Literacy (DIBELS) performing at or above local grade level norms;
3. Scores on standardized intelligence test, behavior rating scales, and standardized achievement test at or above the 95th percentile; and,
4. Considerations may include availability of space and funding.

EARLY ENTRANCE PRIMARY TWO (P2) PROGRAM (FIRST GRADE)

Students who turn six (6) years of age between October 2nd and December 31st who have not participated in the Early Entrance Primary One (P1) Program will be eligible to enroll in the Early Entrance Primary Two (P2) Program, provided: (1) criteria established by the Board are met; and (2) candidates have successfully completed a Kindergarten program. Application for early entrance testing must be made, in writing, prior to June 15 of the proposed entry school year.

CRITERIA FOR EARLY ENTRANCE (P2)

Criteria for early entrance include:

1. Dynamic Indicators of Basic Early Literacy (DIBELS) performing at or above local grade level norms;
2. Scores on standardized intelligence test, behavior rating scales, and standardized achievement test at or above the 95th percentile; and,
3. Committee determination.

PROOF OF AGE

Upon enrollment for the first time in any elementary or secondary school, a student or student's parent shall provide:

- A certified copy of the student's birth certificate, or
- Other reliable proof of the student's identity and age with an affidavit explaining the inability to produce a copy of the birth certificate.⁴

HEALTH RECORDS

Before enrolling in any District, the new student must present a current Kentucky immunization certificate (properly signed and dated by a physician), a physical examination form (performed no earlier than twelve months prior to the date of enrollment), and a vision examination performed by an optometrist or ophthalmologist.

REFERENCES:

¹KRS 157.3175

²KRS 158.030

³KRS 157.226; KRS 159.030

⁴KRS 158.032; KRS 158.035; KRS 214.034

KRS 158.140; KRS 158.990; KRS 159.010

704 KAR 5:070

702 KAR 1:160; OAG 85-55; OAG 82-408

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STUDENTS

09.121
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Entrance Age

RELATED POLICY:

09.126 (re requirements/exceptions for students from military families)

RECOMMENDED: THE 2013 GENERAL ASSEMBLY AMENDED KRS 159.010 TO ALLOW DISTRICTS TO SET THE DROPOUT AGE AT 18 EFFECTIVE WITH THE 2015-2016 SCHOOL YEAR. DISTRICTS THAT CHOOSE THIS OPTION SHALL BE REQUIRED TO CERTIFY WITH THE KENTUCKY DEPARTMENT OF EDUCATION THAT THEY HAVE OR WILL HAVE PROGRAMS IN PLACE TO MEET THE NEEDS OF POTENTIAL DROPOUTS.

THIS CHANGE IS NOT REQUIRED BY LAW AT THIS TIME. HOWEVER, ONCE 55% OF ALL SCHOOL BOARDS ADOPT SUCH A POLICY, ALL DISTRICTS MUST COMPLY WITHIN FOUR (4) YEARS.

FINANCIAL IMPLICATIONS: ADDITIONAL PROGRAMS FOR STUDENTS AT RISK OF DROPPING OUT MAY REQUIRE ADDITIONAL STAFFING AND RESOURCES.

STUDENTS

09.122

Attendance Requirements

COMPULSORY ATTENDANCE

All children in the district who have entered kindergarten or who are between the ages of six (6), as of October 1, and sixteen (16), except those specifically exempted by statute, shall enroll and be in regular attendance in the schools to which they are assigned. Beginning with the 2015-2016 school year, students between the ages of six (6) and eighteen (18) shall enroll and be in regular attendance in the schools to which they are assigned and shall be subject to compulsory attendance.¹

Before an unmarried student between the ages of sixteen (16) and eighteen (18) may withdraw from school and terminate education prior to graduation, s/he shall confer with the Principal or designee, and s/he shall secure written permission from her/his parents, guardian, or other person residing in the state and having custody or charge of the student.¹ (See Board Policy 09.111.)

EXEMPTIONS FROM COMPULSORY ATTENDANCE

The Board shall exempt the following from compulsory attendance:

1. A graduate from an accredited or approved 4-year high school,
2. A pupil who is enrolled in a private or parochial school,
3. A pupil who is less than seven (7) years old and in regular attendance in a private kindergarten nursery school,
4. A pupil whose physical or mental condition prevents or renders inadvisable, attendance at school or application to study,
5. A pupil who is enrolled and in regular attendance in private, parochial, or church school programs for exceptional children, or
6. A pupil who is enrolled and in regular attendance in a state supported program for exceptional children.²

PHYSICIAN'S STATEMENT REQUIRED

The Board, before granting an exemption, shall require a signed statement as required by law unless a student's individual education plan (IEP) specifies that placement of the child with a disability at home or in a hospital is the least restrictive environment for providing services.²

EXCEPTIONS TO PRESENCE AT SCHOOL

Students must be physically present in school to be counted in attendance, except under the following conditions:

1. Students shall be counted in attendance when they are receiving home/hospital, institutional,² or court-ordered instruction in another setting.

Attendance Requirements**EXCEPTIONS TO PRESENCE AT SCHOOL (CONTINUED)**

2. Participation of a pupil in 4-H activities that are regularly scheduled and under the supervision of a county extension agent or the designated 4-H club leader shall be considered school attendance.³
3. Students may participate in cocurricular activities and be counted as being in attendance during the instructional school day, provided the Principal/designee has given prior approval to the scheduling of the activities. Approval shall be granted only when cocurricular activities and trips are instructional in nature, directly related to the instructional program, and scheduled to minimize absences from classroom instruction.⁴ (See policy 09.36)
4. Students having an individual education plan (IEP) that requires less than full-time instructional services shall not be required to be present for a full school day.⁴
5. Students participating in an off-site virtual high school class or block may be counted in attendance in accordance with requirements set out in Kentucky Administration Regulation.⁴
6. Students participating as part of a school-sponsored interscholastic athletic team, who compete in a regional or state tournament sanctioned by the Kentucky Board of Education or KHSAA, that occurs on a regularly scheduled school day shall be counted and recorded present at school on the date or dates of the competition, for a maximum of two (2) days per student per school year. Students shall be expected to complete any assignments missed on the date or dates of the competition.⁵

REFERENCES:¹KRS 159.010; OAG 85-55²KRS 159.030³KRS 159.035; OAG 79-68, OAG 79-539, OAG 87-40; OAG 97-26⁴702 KAR 7:125⁵KRS 158.070

KRS 158.240

KRS 159.180; KRS 159.990

RELATED POLICIES:

08.131; 08.1312

09.111; 09.123; 09.36

LEGAL: THE 2013 GENERAL ASSEMBLY AMENDED KRS 157.350 TO ALLOW DISTRICTS ENROLLING CHILDREN OF NONRESIDENT EMPLOYEES TO RECEIVE ADA FUNDS. THE REVISED STATUTE ALLOWS THE DISTRICT TO RECEIVE ADA FOR THE EMPLOYEE'S CHILD, WITHOUT THE NECESSITY OF A RECIPROCAL WRITTEN AGREEMENT.
FINANCIAL IMPLICATIONS: THE DISTRICT SHOULD REVIEW RAMIFICATIONS OF THE AMENDED LAW IN REFERENCE TO EXISTING RECIPROCAL AGREEMENTS.

STUDENTS

09.124

Tuition

FEE TO BE CHARGED

According to a schedule recommended by the Superintendent and adopted by the Board annually, the Board shall charge a fee for each student attending its schools whose parent, guardian or legal custodian is not bona fide resident of the District¹ or a full-time employee of the District.

If the student's district of residence does not release ADA funds, or if the student lives out of state, the tuition fee shall also include the ADA amount.

WHEN STUDENTS MOVE

When a student's parents move out of the District, the student may continue to attend the District school during the current grading period without tuition charge. Students who move out of the District with more than a full grading period remaining in the year shall be required to transfer to a school in their new district of residence or pay tuition.

Failure by the student or parent/guardian to notify the school that the student has moved outside the District or is fraudulently attending the school shall result in the forfeiture of attendance privileges, effective on the date school officials become aware of the situation.

EMPLOYEES' CHILDREN

With permission of the Superintendent, full-time employees who live outside the District may enroll their children in District schools without a tuition charge, contingent on the District receiving ADA as provided by law provided their district of residence signs a contract to transfer ADA to the Board or the employee pays the monetary equivalent.

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STUDENTS WITH DISABILITIES

For information concerning nonresident students requiring special educational services, refer to the Board-approved policy and procedures manual for students with disabilities. The District shall not discriminate against students with disabilities in accordance with Section 504 and Title II of the Americans with Disabilities Act.

REFERENCES:

¹KRS 158.120
237 S.W. 2D 65 (1951), OAG 80-47, OAG 91-75
KRS 157.350, KRS 158.135, 702 KAR 7:125

RELATED POLICIES:

09.12, 09.125
09.126 (re requirements/exceptions for students from military families)

RECOMMENDED: CHANGES REFLECT RELEASE OF RECORDS AS ALLOWED BY THE RECENTLY ENACTED UNINTERRUPTED SCHOLARS ACT (20 U.S.C. 1232G(B)(1)(L) AND (2)(B)). CLARIFICATION ALSO IS PROVIDED CONCERNING NOTIFICATION OF PARENTS/STUDENTS ABOUT ISSUANCE OF A COURT ORDER OR SUBPOENA.

THIS CHANGE IS NOT REQUIRED BY LAW.

LEGAL: REQUIREMENTS FOR RELEASE OF STUDENT INFORMATION THAT IS PART OF OUTSOURCED SERVICES OR FUNCTIONS PROHIBIT DISCLOSURE OF THE INFORMATION TO ANY OTHER PARTY WITHOUT PRIOR WRITTEN CONSENT OF THE PARENT/ELIGIBLE STUDENT OR AS OTHERWISE AUTHORIZED BY LAW.

FINANCIAL IMPACT: NONE ANTICIPATED

STUDENTS

09.14

Student Records

Data and information about students shall be gathered to provide a sound basis for educational decisions and to enable preparation of necessary reports.

PROCEDURE TO BE ESTABLISHED

The Superintendent shall establish procedures to promote effective notification of parents and eligible students of their rights under the Family Educational Rights and Privacy Act (FERPA) and to ensure District compliance with applicable state and federal student record requirements.

DISCLOSURE OF RECORDS

Student records shall be made available for inspection and review to the parent/guardian(s) of a student or to an eligible student on request. Eligible students are those 18 years of age or older or those duly enrolled in a post-secondary school program. In general, FERPA rights pass to the eligible student upon either of those events. Parents may be provided access to the educational records of an eligible student 18 years old or older if the student is dependent under federal tax laws.¹

Upon written request, parents, guardians, or eligible students may be provided copies of their educational records, including those maintained in electronic format, when necessary to reasonably permit inspection. Such copies shall be provided in a manner that protects the confidentiality of other students. A reasonable fee may be charged for copies of student records.

District personnel must use reasonable methods to identify and authenticate the identity of parents, students, school officials, and any other parties to whom the District discloses personally identifiable information from education records.

In addition, considering the totality of the circumstances, the District may disclose information from education records to appropriate parties, including parents of eligible students, whose knowledge of the information is necessary to protect the health or safety of a student or another individual, if there is an actual, impending, or imminent articulable and significant threat to the health or safety of a student or other individual. In such instances, the basis for a decision that a health or safety emergency existed shall be recorded in the student's education records.

Authorized District personnel also may disclose personally identifiable information to the following without written parental consent:

- Officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll or is already enrolled, so long as the disclosure is for purposes related to the student's enrollment or transfer;
- Authorized representatives of a Kentucky state child welfare agency if such agency presents to the District an official court order placing the student whose records are requested under the care and protection of said agency. The state welfare agency representative receiving such records must be authorized to access the child's case plan.

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Student Records**DISCLOSURE OF RECORDS (CONTINUED)**

- School officials (such as teachers, instructional aides, administrators) and other service providers (such as contractors, consultants, and volunteers used by the District to perform institutional services and functions) having a legitimate educational interest in the information.

District and school officials/staff may only access student record information in which they have a legitimate educational interest.

Contractors, consultants, volunteers, and other parties to whom the District has outsourced services or functions may access student records provided they are:

- Under the District's direct control with respect to the use and maintenance of education records; and
- Prohibited from disclosing the information to any other party without the prior written consent of the parent/eligible student, or as otherwise authorized by law.

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DISCLOSURE TO REPRESENTATIVES FOR FEDERAL OR STATE PROGRAM PURPOSES

Personally identifiable student information may be released to those other than employees who are designated by the Superintendent in connection with audit, evaluation, enforcement, or compliance activities regarding Federal or State programs. Such designation must be executed in writing with the authorized representative and specify information as required by 34 CFR Part 99.35.

DUTY TO REPORT

If it is determined that the District cannot comply with any part of FERPA or its implementing regulations due to a conflict with state or local law, the District must notify the Family Policy Compliance Office (FPCO) within forty-five (45) days of the determination and provide the text and citation of the conflicting law.

DIRECTORY INFORMATION

The Superintendent/designee is authorized to release Board-approved student directory information. Approved "directory information" shall be: name, address, phone number, date and place of birth, student's school email address, major field of study, participation in officially recognized activities and sports, photograph/picture, grade level, weight and height of members of athletic teams, dates of attendance, degrees, honors and awards received, and most recent educational institution attended. Any eligible student or parent/guardian who does not wish to have directory information released shall notify the Superintendent/designee in writing within thirty (30) calendar days after receiving notification of FERPA rights.

The District allows for disclosure of directory information only to specific parties for specific purposes. Such limitations are specified in the student directory information notification.

Unless the parent/guardian or secondary school student requests in writing that the District not release such information, the student's name, address, and telephone number (if listed) shall be released to Armed Forces recruiters upon their request.

SURVEYS OF PROTECTED INFORMATION

The District shall provide direct notice to parents/guardian to obtain prior written consent for their minor child(ren) to participate in any protected information survey, analysis, or evaluation, if the survey is funded in whole or in part by a program of the U.S. Department of Education.

Student Records**SURVEYS OF PROTECTED INFORMATION (CONTINUED)**

Parents/eligible students also shall be notified of and given opportunity to opt their child(ren) out of participation in the following activities:

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Parents/eligible students may inspect, upon written request and prior to administration or use, materials or instruments used for the collection, disclosure, or use of protected information.

PPRA requirements do not apply to evaluations administered to students in accordance with the Individuals with Disabilities Education Improvement Act of 2004.

STUDENTS WITH DISABILITIES

The District's special education policy and procedures manual shall include information concerning records of students with disabilities.

JUVENILE COURT RECORDS

Records or information received on youthful or violent offenders shall not be disclosed except as permitted by law. When such information is received, the Superintendent shall notify the Principal of the school in which the child is enrolled. The Principal shall then release the information as permitted by law. Only the Superintendent and school administrative, transportation, and counseling personnel or teachers or other school employees with whom the student may come in contact, shall be privy to this information, which shall be kept in a locked file when not in use and opened only with permission of the administrator. Notification in writing of the nature of offenses committed by the student and any probation requirements shall not become a part of the child's student record.²

RECORDS OF MISSING CHILDREN

Upon notification by the Commissioner of Education of a child's disappearance, the District in which the child is currently or was previously enrolled shall flag the record of such child in a manner that whenever a copy of or information regarding the child's record is requested, the District shall be alerted to the fact that the record is that of a missing child. Instead of forwarding the records of a child who has been reported as missing to the agency, institution, or individual making the request, the District shall notify the Justice Cabinet.

COURT ORDER/SUBPOENA

Prior to complying with a lawfully issued court order or subpoena requiring disclosure of personally identifiable student information, school authorities shall make a documented effort to notify the parent or eligible student. However, in compliance with FERPA, when a lawfully issued notice to the parent is not required when a court order or subpoena requires that disclosure be made without notification of the student or parent, or when the order is issued in the context of a dependency, neglect, or abuse proceeding in which the parent is a party, the District shall comply with that requirement. If the District receives such an order, the matter(s) may be referred to local counsel for advice.

STUDENTS

09.14
(CONTINUED)

Student Records

REFERENCES:

¹Section 152 of the Internal Revenue Code of 1986
²KRS 158.153; KRS 610.320; KRS 610.340; KRS 610.345
KRS 7.110; KRS 15A.067; KRS 158.032; KRS 159.160; KRS 159.250
KRS 160.990; KRS 161.200; KRS 161.210;
A New Section of KRS Chapter 600
702 KAR 1:140; 702 KAR 3:220
20 U.S.C. 1232g et seq., 34 C.F.R. 99.1 - 99.67
20 U.S.C. 1232h (Protection of Pupil Rights Amendment); 34 C.F.R. 98
OAG 80-33; OAG 85-130; OAG 85-140; OAG 86-2; OAG 93-35
Kentucky Family Educational Rights and Privacy Act (KRS 160.700; KRS 160.705
KRS 160.710; KRS 160.715; KRS 160.720; KRS 160.725; KRS 160.730)
Individuals with Disabilities Education Improvement Act of 2004
Kentucky Education Technology System (KETS)
P. L. 107-110, Sections 1061 and 9528 (No Child Left Behind Act of 2001)

RELATED POLICIES:

09.111; 09.12311; 09.43

LEGAL: THE RECENTLY REVISED ACCOUNTING PROCEDURES FOR KENTUCKY SCHOOL ACTIVITY FUNDS REQUIRES THAT FEES BE USED FOR THE PURPOSE FOR WHICH THEY WERE COLLECTED.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

STUDENTS

09.15

Student Fees

INSTRUCTIONAL FEES

Fees are to be used only for the purchase of resources directly related to the instructional program.

BOARD APPROVAL REQUIRED

All student fees and charges shall be adopted by the Board, including any student activity fees or membership dues. Approved fees shall remain in place until modified or removed by Board resolution.

Fees collected for a specific purpose shall be used for that purpose only.

ADDITIONAL FEES

Additional fees may be required in classes that use consumable items, for items which are to remain the student's property, and for use of school equipment.

INABILITY TO PAY

No child shall be denied full participation in any educational program due to an inability to pay for, or rent, necessary instructional resources.¹

WAIVER OF FEES

The Superintendent shall recommend and the Board shall approve a process to waive fees for students who qualify for free and reduced price meals. At the beginning of the school year or at the time of enrollment all students who qualify shall be given clear and prominent written notice of the fee waiver provisions. The written notice of the fee waiver process shall include a form that parents may use to request waiver of fees. Mandatory waiver of fees for qualifying students shall be accomplished in compliance with applicable statutory and regulatory requirements.²

REFERENCES:

¹KRS 158.108; 704 KAR 3:455

²KRS 160.330; 702 KAR 3:220

Accounting Procedures for Kentucky School Activity Funds

RELATED POLICY:

08.232

LEGAL: THIS LANGUAGE IS BEING ADDED TO CLARIFY THAT ALL MIDDLE AND HIGH PRINCIPALS, GUIDANCE COUNSELORS, AND TEACHERS MUST COMPLETE A MINIMUM OF TWO (2) HOURS OF SELF-STUDY REVIEW OF SUICIDE PREVENTION MATERIALS IN ADDITION TO THE TWENTY-FOUR (24) HOURS OF PROFESSIONAL DEVELOPMENT REQUIRED BY KRS 158.070.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

STUDENTS

09.22

Student Health and Safety

PRIORITY

Student health, welfare and safety shall receive priority consideration by the Board.

Rules and regulations on health and safety promulgated by the Kentucky Board of Education under Kentucky statute and by local and state boards of health relating to student safety and sanitary conditions shall be implemented in each school.

HEALTH SERVICES TO BE PROVIDED

In keeping with applicable legal requirements, only licensed medical professionals or school employees who have been appropriately trained and authorized to do so shall provide health services to students.

Employees to whom health service responsibilities have been delegated must be approved in writing by the delegating physician or nurse. The approval form shall state the employee consents to perform the health service when the employee does not have the administration of health services in his/her contract or job description as a job responsibility, possesses sufficient training and skills, and has demonstrated competency to safely and effectively perform the health service. The approval form shall be maintained as required by law. Delegation of health service responsibilities shall be valid only for the current school year.¹

If the delegation involves administration of medication, the District will maintain proof that the employee has completed the required training provided by the Kentucky Department of Education (KDE).

Employees to whom health service responsibilities have been delegated shall notify their immediate supervisor by April 15 of each year if they are not willing to perform the service(s) during the next school year.

SAFETY PROCEDURES

All pupils shall receive annual instruction in school bus safety.

The Superintendent shall develop procedures designed to promote the safety of all students. Said procedures shall specify specific responsibilities for line positions having responsibility for student supervision and also shall identify measures to be taken in the event of a crisis situation.

SUICIDE PREVENTION

All middle and high school teachers, principals, and guidance counselors shall annually complete a minimum of two (2) hours of self-study review of suicide prevention materials.³

By September 1 of each school year, administrators shall provide suicide prevention awareness information to students in middle school grades and above, as provided by the Cabinet for Health and Family Services or a commercially developed suicide prevention training program.²

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Student Health and Safety

REFERENCES:

¹KRS 156.501; KRS 156.502; 702 KAR 1:160

²KRS 156.095

³KRS 158.070

KRS 156.160

KRS 158.836

702 KAR 5:030; 704 KAR 4:020

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RELATED POLICY:

09.2241

LEGAL: THE 2013 GENERAL ASSEMBLY AMENDED KRS 158.336 TO ALLOW CHILDREN OR DESIGNATED STAFF TO CARRY EPINEPHRINE AUTO-INJECTORS PROVIDED BY THE STUDENT'S PARENTS IF THE STUDENT HAS A DOCUMENTED LIFE-THREATENING ALLERGY AND AN INDIVIDUAL WRITTEN HEALTH PLAN IS IN PLACE FOR SAID STUDENT (WHICH MAY BE ADDRESSED THROUGH THE SECTION 504 OR IDEA PROCESS).

NOTE: IF A SCHOOL CONSIDERS ELECTING TO KEEP EPINEPHRINE AUTO-INJECTORS IN THE SCHOOL IN A MINIMUM OF TWO LOCATIONS FOR EMERGENCY USE AS "ENCOURAGED" BY THE STATUTORY AMENDMENT, THE DISTRICT MAY SEEK GUIDANCE FROM THE STATE OR LOCAL HEALTH DEPARTMENT OR LOCAL CLINICAL PROVIDER REGARDING HEALTH CARE PROTOCOLS. THE AMENDED LEGISLATION REQUIRES THE STATE HEALTH DEPARTMENT TO DEVELOP PROTOCOLS IN COLLABORATION WITH LOCAL HEALTH DEPARTMENTS OR CLINICAL PROVIDERS, SCHOOLS AND SCHOOL DISTRICTS TO ADDRESS AUTO-INJECTORS KEPT BY SCHOOLS. DISTRICTS MAY WANT TO AWAIT DEVELOPMENT OF THESE PROTOCOLS PRIOR TO DEVELOPMENT OF POLICY/PROCEDURE ADDRESSING MAINTENANCE OF SCHOOL PROVIDED AUTO-INJECTORS.

FINANCIAL IMPLICATIONS: ADDITIONAL TRAINING AND STAFF TIME.

STUDENTS

09.2241

Student Medication

Pupils may take medicine which is brought from home once a completed authorization form from the parent/guardian and a signed authorization from the physician is on file, provided the conditions required by administrative procedures are met.

SELF-ADMINISTRATION

Under procedures developed by the Superintendent, students may be permitted to carry medication that has been prescribed or ordered by a physician to stay on or with the pupil due to a pressing medical need.

Provided the parent/guardian and physician files a completed authorization form each year as required by law and follows the procedures developed by the Superintendent, a student under treatment for certain chronic conditions may be permitted to self-administer medication.¹

In accordance with KRS 158.836, students with a documented life-threatening allergy or designated staff shall be permitted to carry an epinephrine auto-injector in all school environments. The auto-injector shall be provided by the student's parent/guardian, and a written individual health care plan shall be in place for the student.²

Students shall not share any prescription or over-the counter medication with another student. Each year, the District shall notify students in writing of this prohibition and that violations shall result in appropriate disciplinary action, including but not limited to suspension or expulsion.

REFERENCES:

¹KRS 158.834

²KRS 158.836

OAG 73-768

OAG 77-530

OAG 83-115

RELATED POLICIES:

09.22

09.224

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LEGAL: THE OFFICE OF CIVIL RIGHTS DIVISION OF THE UNITED STATES DEPARTMENT OF EDUCATION IS ADVISING SCHOOL DISTRICTS THAT UNDER THE DEPARTMENT'S SECTION 504 REGULATIONS, A SCHOOL DISTRICT IS REQUIRED TO PROVIDE A QUALIFYING STUDENT WITH A DISABILITY AN OPPORTUNITY TO BENEFIT FROM THE SCHOOL DISTRICT'S PROGRAM EQUAL TO THAT OF STUDENTS WITHOUT DISABILITIES. THIS REQUIREMENT EXTENDS TO STUDENT ACCESS TO STUDENT ACTIVITIES, FROM CLUBS TO ATHLETICS.

FINAL IMPLICATIONS: POSSIBLE ADDITIONAL COSTS FOR ACCOMMODATIONS AND PARALLEL ACTIVITIES.

STUDENTS

09.3

Student Activities

TO BE ENCOURAGED

Student activities of an educational nature shall be encouraged and maintained, based upon the needs and interests of pupils.

In schools operating under SBDM, the council shall determine selection of extracurricular activities, as well as academic qualifications, attendance requirements, evaluation procedures, and supervision for these programs.

CONTROL

All school-sponsored student activities shall be under the direction of the Principal and faculty of the school, except that a nonfaculty coach or nonfaculty assistant may accompany students on athletic trips as provided in statute.¹

The Principal may suspend a student's eligibility to participate in extracurricular and cocurricular activities, pending investigation of any allegation that the student has violated either the District behavior standards or the school council's criteria for participation.²

STUDENTS WITH DISABILITIES

Students with disabilities shall have an equal opportunity to participate in nonacademic and extracurricular services and activities, including, but not limited to, extracurricular athletics, intramural athletics, and clubs.

NOTE: The District may require a level of skill or ability of a student in order for that student to participate in a selective or competitive program or activity, so long as the selection or competition criteria are not discriminatory.

SUNDAY AND HOLIDAY SCHEDULING

No regularly scheduled student activities, athletic games, or practices shall take place on Sunday or on holidays observed in the school calendar.

With prior approval of the Principal and the Superintendent/Designee, school sponsored student activities/groups and athletic teams may practice on Sunday between 1:00 and 6:00 p.m. and at selected times on holidays to prepare for participation in regularly scheduled events (occurring on Mondays) and district, regional, state or national tournament/competition. Travel time to a tournament/competition or other non-athletic school sponsored event, which continues into Sunday from the previous day(s), will also be permitted with prior approval of the Principal and the Superintendent/Designee.

INCLEMENT WEATHER

Unless travel conditions are upgraded prior to departure time, scheduled games shall be postponed or cancelled whenever school has been dismissed because of inclement weather.

STUDENTS

09.3
(CONTINUED)

Student Activities

REFERENCES:

¹KRS 161.185
²KRS 158.153
OAG 57-40812
KRS 161.180
702 KAR 7:125; 702 KAR 7:140
Section 504 of the Rehabilitation Act of 1973

RELATED POLICIES:

06.21
09.126 (re requirements/exceptions for students from military families)
09.3211; 09.36; 09.438

LEGAL: THIS LANGUAGE IS BEING ADDED TO CLARIFY THAT STATE CRIMINAL BACKGROUND CHECKS AS REQUIRED BY STATUTE SHOULD BE RUN ON VOLUNTEER OR NONFACULTY COACHES OR ASSISTANTS DEPENDING ON THEIR STATUS (E.G. CLASSIFIED OR VOLUNTEER). SINCE KRS 161.185 REQUIRES CHECKS ON VOLUNTEER COACHES UNDER KRS 160.380, KSBA LEGAL RECOMMENDS THAT AT A MINIMUM A KENTUCKY STATE POLICE CHECK MUST BE RUN ON SUCH INDIVIDUALS. ALSO, NEWLY REVISED 702 KAR 7:065 REQUIRES DEVELOPMENT OF RULES AND LIMITATIONS REGARDING STUDENT PARTICIPATION IN SPORTS AND SPORT ACTIVITIES AT THE MIDDLE SCHOOL LEVEL. ALSO, KHSAA HAS CHANGED TERMINOLOGY FROM TOURNAMENT RULES TO COMPETITION RULES TO MORE ACCURATELY REFLECT THE CONTENTS OF SUCH.

FINANCIAL IMPLICATIONS: POSSIBLE INCREASE IN FEES

STUDENTS

09.31

Athletics and Sport Activities

All interscholastic and intramural athletic and sport activity competition shall be in compliance with the constitution, bylaws, and competition tournament rules of the Kentucky High School Athletic Association (KHSAA) or other sanctioned varsity level organizations, the principles of the Southern Association of Colleges and Schools, and Title IX requirements. As a condition to KHSAA membership, each member school and Superintendent shall annually submit a written certification of compliance with 20 USC Section 1681 (Title IX).

PROGRAM EQUITY

Policy adopted by the school council relating to evaluation of the athletic program shall address program equity for both male and female athletics and sport activities. In non-SBDM schools, the Principal shall establish policy for program evaluation.

To assist councils (or the Principal in non-SBDM), the Superintendent/designee shall develop and oversee implementation of procedures to promote compliance with Title IX requirements.

REQUIRED RECORDS CHECKS

All coaches, including volunteer and nonfaculty coaches and assistant coaches, shall submit to a criminal record check as required by KRS 160.380 and KRS 161.185.¹

MIDDLE SCHOOL RULES AND LIMITATIONS

Unless the Board opts to follow rules established by other conferences or associations, the Board shall establish student participation rules and limitations for school sports or sport activities to reflect the following:

1. A defined age limitation for participating students;
2. A policy regarding the participation of students below grade six (6);
3. A limitation on practice time prior to the season in any sport or sport activity;
4. A limitation on the number of scrimmages and regular contests in each sport or sport activity;
5. A limitation on the length of the competitive season in each sport or sport activity, including any invitational activity following the season.

NOTE: Limitations set relative to items three (3) through five (5) shall not to exceed the allowable limits at the high school level.

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STUDENTS

09.31
(CONTINUED)

Athletics and Sport Activities

REFERENCES:

¹KRS 160.380; KRS 161.185
KRS 156.070
KRS 160.345; KRS 160.445
702 KAR 7:065
Kentucky High School Athletic Association (KHSAA) Handbook
20 USC Section 1681 (Title IX)

RELATED POLICIES:

02.4241
09.3

LEGAL: FUND-RAISING REQUIREMENTS HAVE BEEN REVISED IN THE ACCOUNTING PROCEDURES FOR KENTUCKY SCHOOL ACTIVITY FUNDS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED.

STUDENTS

09.33

Fund-Raising Activities

BOARD APPROVAL REQUIRED

All schoolwide fund-raising activities, including the proposed use of the funds, must be approved by the Board.¹ Requests must be channeled through the Principal to the Assistant Superintendent.

All other fund-raising activities, including the proposed use of the funds, shall be approved by the Principal or a designee.

All funds raised for a specific purpose shall be used for that purpose.

DOOR-TO DOOR SALES

The Superintendent shall develop and present for Board review door-to-door sales guidelines to reflect the following standards:

1. Students shall be permitted to participate only when mature enough to benefit safely from the experience;
2. To promote their safety and well-being, students shall be instructed to use specific sales strategies, which shall be provided in writing; and
3. Community members and businesses shall not be overburdened by continual appeals.

Elementary schools and middle schools are prohibited from conducting fund-raising activities which involve elementary or middle school students soliciting door-to-door.

CAMPAIGN RESTRICTIONS

No school or school group shall have more than one (1) school-wide fund-raising project per year.

No fund-raising shall occur during the instructional day.

PUPIL NOT COMPELLED

No student shall be compelled to participate in or meet any kind of quota in a fund-raising activity.¹ Students choosing not to participate in a fund-raiser shall not be excluded from benefitting from the fund-raiser or otherwise penalized in any way.³

CONDUCT OF ACTIVITIES

All school-sponsored groups and any booster group wishing to be recognized by and/or affiliated with the District shall conduct fund-raising activities to benefit the entire group and shall not permit credit to be earned through fund-raising for an individual student in lieu of participation fees or related activity costs.

SOLICITATION

There shall be no solicitation of students while they are under the supervision of school personnel without the approval of the Superintendent.

Teachers shall not collect funds from students under their authority, except for school purposes or to aid group members who have been affected by a catastrophic event. Competition in giving among pupils is not permitted.

School officials shall not send home coin cards or other comparable devices to be filled and returned by the student.

STUDENTS

09.33
(CONTINUED)

Fund-Raising Activities

CHARITABLE NON-PROFIT SOLICITATIONS

Charitable, non-profit organizations may solicit donations in the schools up to two (2) days each year.

Collections shall not take place in classrooms.

SUBSCRIPTION SALE OF PRINTED MATERIAL

The Superintendent shall provide written approval to the county clerk for all subscription sales of printed materials. This approval shall identify the product(s) being sold, the students involved as solicitors and the duration of sales.²

GAMING ACTIVITIES LICENSE

No individual class shall conduct charitable gaming activities.

REFERENCES:

¹KRS 158.290

²KRS 367.515 (3)

³KRS 238.505; KRS 238.535; KRS 238.540; Accounting Procedures for Kentucky School Activity Funds

KRS 156.160; KRS 158.854

OAG 78-508; OAG 79-330; OAG 79-556

RELATED POLICY:

04.312

Field Trips**CO-CURRICULAR ACTIVITIES**

Students who participate in approved co-curricular activities shall be counted as being in attendance during the instructional school day.

Field trips, school-to-work-activities, and other student activities involving travel shall contribute to the achievement of District and school goals and academic expectations. In the planning of such activities, primary consideration shall be given to the educational value of the activity and the safety and welfare of the students involved.

EARNED ATHLETIC AND ACADEMIC TRIPS

Students who compete in approved athletic, academic, musical, and other competitive activities shall contribute to the achievement of the District.

In the event that an individual student, an athletic team, an academic team, or other group representing a school or schools in the District becomes eligible, by successful completion of a qualifying event or test, to attend or compete in a subsequent event that requires travel, the Superintendent, or his designee, may grant approval for such travel upon request of the appropriate Principal.

All matters relating to Scheduling, Drivers, Vehicles, Supervision, Meals, Insurance, and Parental Approval for such earned athletic and academic trips shall be governed by the District's Field Trip policy.

BOARD APPROVAL REQUIRED

The Superintendent shall submit for Board approval a listing of excursions designated as local trips. The Board shall consider on an individual basis requests for overnight trips and trips taken to destinations more than fifty (50) miles from school except those destinations on the approved field trip list.

PRIOR APPROVAL

Prior approval of the Principal is required for each of the above trips. Approval shall be granted only when co-curricular activities and trips are instructional in nature, directly related to the instructional program, and scheduled to minimize absences from classroom instruction.

SCHEDULING

Trips that are longer than one (1) day shall be scheduled during vacation periods, if possible.

DRIVERS/VEHICLES

All District-owned vehicles shall be utilized and driven by an adult duly qualified and licensed to operate the vehicle. Drivers of school vehicles and operation of District-owned passenger vehicles transporting students shall be in compliance with requirements specified in applicable statutes and administrative regulations.¹

When transportation is not provided by the District, parents shall drive their own children or may grant permission and arrange for another parent to drive their child. All approved paperwork must be completed in advance of the season.

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Field Trips**DRIVERS/VEHICLES (CONTINUED)**

Students are not to drive themselves or other students to school-sponsored games, matches, meets or extracurricular competitive events.

Parents may provide written consent in advance for students to transport themselves **ONLY** to off campus practice. Note: it is understood that students are not to transport other students under any circumstances to any off campus practice.

School vehicles may be used for school sponsored trips upon the prior approval of the Principal when not disruptive to the regular transportation of pupils.

ATHLETICS

The Principal shall be responsible for meeting the transportation needs of athletic teams and maintaining compliance with 20 USC Section 1681 (Title IX) as specified by the Kentucky High School Athletic Association (KHSAA).

EXTRA-CURRICULAR TRANSPORTATION

The Kenton County Board of Education offers a broad range of sports and extracurricular activities to students at the elementary, middle and high school levels. This broad range of activities places constraints on the ability of the District to provide transportation for all these activities at all times. The purpose of this policy is to provide guidance to principals, athletic directors, coaches, extracurricular sponsors and parents regarding the availability of transportation provided by the Board.

The following guidelines shall apply unless a waiver is sought from and granted by the Superintendent:

- 1) Elementary School Extracurricular Events:
 - a. Parents shall be solely responsible for providing transportation to Elementary Level extracurricular activities.
- 2) Middle School Extracurricular Events:
 - a. Parents shall be solely responsible for providing transportation to Middle School Level extracurricular activities.
- 3) High School Extracurricular Events:
 - a. Transportation will be available to all High School athletic teams and bands. Each High School will have assigned busses and assigned drivers specifically for this purpose.
 - b. Athletic Directors, with support of the transportation department, will schedule all transportation as reflected by the season schedules.
 - c. Coaches and Athletic Directors are expected to actively communicate with parents and monitor the implementation of policy.
- 4) Summer camps, special events and other activities:
 - a. Parents shall be solely responsible for providing transportation to summer camps and any other special events or activities not covered elsewhere in this policy.

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Field Trips**SUPERVISION**

A certified or classified staff member must accompany students on all school-sponsored or school-endorsed trips. For overnight, out-of-state trips, a certified administrator shall accompany the group, which could include more than one (1) school at a single destination. For athletic trips, a nonfaculty coach or a nonfaculty assistant may accompany students as provided in statute. Persons designated to accompany students shall be at least twenty-one (21) years old.² The staff member(s) in charge of the trip shall serve in loco parentis for the participating students and shall be responsible for monitoring the behavior of both students and chaperones.

School personnel shall screen prospective adult chaperones (age 21 or older) and make the final decision as to who shall accompany the students. A reasonable number of chaperones shall be required. On all overnight trips there shall be a minimum of one (1) chaperone in each student room. Adults who voluntarily contribute their time to serve as chaperones on field trips shall be under the direct supervision of school personnel assigned to the activity. Chaperones are expected to act as reasonably prudent adults in providing for the safety of students.

All participants shall be required to comply with District policies and procedures, including those pertaining to alcohol and drug use.

MEALS

The planning process for all field trips across all grade levels shall include a statement of where meals will be provided in the event that students are not able to eat lunch at school. Whenever possible, sponsors are to work with the Kenton County School District Food Services Department to provide carry-on meals to be consumed at a predetermined single site. Planning documents will identify the location and source of each meal. For meals, each bus shall transport students to one (1) dining location at which all students on that bus must remain. Students are to be dropped off and picked up as close to the dining entrance as possible and supervised closely as they enter and exit. When multiple buses are involved, each bus may be assigned to a different location, but students may not leave the site to which their bus has been assigned.

INSURANCE

Only Board insured vehicles or appropriately certificated common carriers shall be used for transporting students.³

Use of certificated common carrier service shall be authorized by the Board on a case-by-case basis, and the reasons to justify such use shall be cited in Board minutes.³

MEDICATION

Administration of medication to students during field trips shall comply with applicable law, regulation and medication administration training developed by the Kentucky Department of Education.

When students will be travelling outside the state, the Superintendent's designee shall do the following:

1. Determine applicable legal requirements concerning delegation of student medication responsibilities in states through which students will be travelling; and

STUDENTS

09.36
(CONTINUED)

Field Trips

MEDICATION (CONTINUED)

2. Assign staff to accompany students on the field trip to address student medication needs, when applicable.

PARENTS' APPROVAL

Parents are to be informed of the nature of the trip, the approximate departure and return times, means of transportation, and any other relevant information. Parents must give written approval for students to participate in school-sponsored trips.

REFERENCES:

¹KRS 156.153

²KRS 161.185

³702 KAR 5:060

702 KAR 3:220, 702 KAR 5:030, 702 KAR 5:080, 702 KAR 5:130

KRS 158.110, KRS 160.340, KRS 189.125, KRS 189.540

Code of Student Conduct

RELATED POLICIES:

03.1321; 03.2321; 03.13251

09.15; 09.221; 09.2241; 09.24; 09.423

LEGAL: THE CHANGE INDICATED WILL CORRECT THE WORDING TO MAKE IT CONSISTENT WITH THE APPLICABLE LAW. KRS 161.195 DOES NOT INCLUDE WEAPONS VIOLATIONS.
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

STUDENTS

09.425

Assault and Threats of Violence

For purposes of this policy, a “threat” shall refer to a communication made by any means, including, but not limited to, electronic and/or online methods.

PUPILS

Any pupil who threatens, assaults, batters or abuses another pupil shall be subject to appropriate disciplinary action, including suspension or expulsion.¹

SCHOOL PERSONNEL

Any pupil who threatens, assaults, batters or physically or verbally abuses a teacher or other school personnel shall be subject to appropriate disciplinary action¹ up to and including expulsion from school and/or legal action.

REMOVAL OF STUDENTS

School administrators, teachers, or other school personnel may immediately remove or cause to be removed threatening or violent students from a classroom setting or from the District's transportation system pending any further disciplinary action that may occur. Threatening or violent behavior shall include, but not be limited to:

1. Verbal or written statements or gestures by students indicating intent to harm themselves, others or property.
2. Physical attack by students so as to intentionally inflict harm to themselves, others or property.

Removal of students from a bus shall be made in compliance with 702 KAR 5:080.

Each school shall designate the site(s) to which employees may remove students from a classroom setting and the employee(s) who will supervise the student at the site.

When teachers or other personnel remove a student, they shall complete and submit a form to document the removal and the causes as soon as practicable. The Principal shall review the removal as soon as possible to determine if further disciplinary action is warranted or if the student is to be returned to the classroom.

REPORT TO LAW ENFORCEMENT AGENCY

When they have reasonable belief that a violation has taken place, principals shall immediately report to law enforcement officials when an act has occurred on school property or at a school-sponsored function that involves assault resulting in serious physical injury, a sexual offense, kidnapping or each instance of assault involving the use of a weapon.

NOTIFICATIONS

As soon as the Superintendent/designee confirms that a serious threat has been confirmed, designated personnel shall attempt to notify staff members and/or students who have been threatened and parents of students who are the subject of a threat. Such notification shall observe and comply with confidentiality requirements of applicable law including, but not limited to, state and federal Family Educational Rights and Privacy Act (FERPA) laws.

STUDENTS

09.425
(CONTINUED)

Assault and Threats of Violence

NOTIFICATIONS (CONTINUED)

Any District employee assigned to work directly with, or who comes in contact with, a student with a documented history of weapons violation and/or physical abuse of a school employee or of carrying a concealed weapon on school property or at a school function, shall be notified in writing of the student's history by the Principal or designee, guidance counselor or other school official who has knowledge of the student's behavior prior to the assignment or contact.

REFERENCES:

¹KRS 158.150
KRS 158.154; KRS 160.290
KRS 161.155; KRS 161.190; KRS 161.195
KRS 508.025; KRS 508.075; KRS 508.078; 702 KAR 5:080
Code of Conduct

RELATED POLICIES:

03.123; 03.223; 06.34
09.14; 09.2211; 09.422

LEGAL: NEW REGULATION 704 KAR 19:002 REQUIRES DISTRICTS TO ADOPT ALTERNATIVE EDUCATION PROGRAM POLICIES AND PROCEDURES. IN ONE (1) SECTION NOTED BELOW, PLEASE CHECK THE OPTION YOUR BOARD WANTS INCLUDED OR ADD ALTERNATE LANGUAGE. THEN PLEASE RETURN A COPY OF THIS DRAFT WITH YOUR UPDATE CHECKLIST.
FINANCIAL IMPLICATIONS: IN ADDITION TO FUNDING FOR STAFF AND MATERIALS TO PROVIDE AN ENHANCED ALTERNATIVE EDUCATION PROGRAM, THERE MAY BE COSTS RELATED TO STAFF TIME REQUIRED FOR THE INDIVIDUAL LEARNING PLAN ADDENDUM (ILPA) TEAM TO FULFILL NEW RESPONSIBILITIES.

STUDENTS

09.4341

Alternative Education

DEFINITION

Alternative Education Program means a program that exists to meet the needs of students that cannot be addressed in a traditional classroom setting but through the assignment of students to alternative classrooms, centers, or campuses that are designed to remediate academic performance, improve behavior, or provide an enhanced learning experience. Alternative education programs do not include career or technical centers or departments.¹

PURPOSE

The purpose of the Board's Alternative Education Program is to provide:

- Learning activities that support innovative pathways and are aligned to college and career outcomes for all students.
- A curriculum that is aligned with the Kentucky Core Academic Standards and the learning goals in each student's Individual Learning Plan (ILP).
- Successful student transition to the regular school assignment, when possible, or to post-secondary status.
- A meaningful alternative to suspension and/or expulsion of a student.

NOTE: Students do not have a right to assignment to alternative programs or services except as specifically provided by law.

As required by Kentucky Administrative Regulation:

- The District's Alternative Education Program shall include training to build capacity of staff and administrators to deliver high-quality services and programming.
- The Board shall review this policy and accompanying procedure(s) annually.²

ELIGIBILITY CRITERIA

Alternative education placements may be utilized for students at:

- ☐ All grade levels
- ☐ Middle and high school grade levels
- ☐ High school level

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Placement may be voluntary or involuntary, and the program may be offered either on-site or off-site.

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Alternative Education**ELIGIBILITY CRITERIA (CONTINUED)**

An ILP shall exist for a student in grade six (6) and above as required by regulation prior to placement in a District Alternative Education Program. Criteria for involuntary assignment by District personnel in the Alternative Education Program may include one (1) or more of the following:

- The need for a different educational environment for the student that will reflect an instructional delivery style best provided in an alternative setting.
- The student has contributed to substantial and on-going disruption of the educational process.
- Documentation that there are specific academic and/or behavioral performance areas that require intensive assistance best provided in alternative setting.
- Confirmation that the student has significant and on-going truancy issues that are impeding academic growth.
- Documentation that that the student needs intensive support in the areas of social and personal issues that are impeding academic performance and/or behavioral expectations.
- The student has been assigned for code of conduct or Board policy violations for which assignment to an alternative program is authorized under the code or policy.
- The student has been identified as being at risk of academic failure and/or dropping out of school.
- The student has previously dropped out of school, but has requested to return to school via enrollment in an alternative education setting.
- The student is assigned to an alternative school or program for other reasons as provided in the code of conduct, Board policy, or other program standards adopted by the Board.
- Other reasons related to safety concerns and educational needs of the student referenced in 702 KAR 19:002.

A student's parent/legal guardian or a student who is eighteen (18) years of age or older may request voluntary placement in the Alternative Education Program.

NOTIFICATION

The Principal or his/her designee other designated administrator shall notify the parents by letter of their child's assignment to the Alternative Education Program. The letter shall include length and reason for assignment, expected behavior of the student, and notification that assignment may be extended or shortened depending upon the attitude and cooperation of the student.

The duration of the alternative assignment shall be as provided in applicable Board policy, code of conduct, or other alternative program standards adopted by the District or as decided by the team and approved by the Superintendent/designee.

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Alternative Education**ASSIGNMENT ILPA TEAM**

For conduct that disrupts the educational process, a student may be assigned to the Alternative Education program by the Principal or his/her designee.

The duration of assignment shall be fixed by the Principal or his/her designee

The Superintendent/designee shall appoint members of a team to develop an Individual Learning Plan Addendum (ILPA) for students in grades six through twelve (6-12) assigned to an alternative school or program. The team may consist of the lead administrator/designee of the student's current school/program, the lead administrator/designee of the alternative school/program, counselors, teachers and other staff as appropriate.

The Superintendent/designee shall chair the team and invite the parents, and as appropriate, the student to participate.

After consideration of input of the team, the counselor or the designated administrator shall prepare or revise the ILPA to address, as appropriate, academic and behavioral needs, criteria for re-entry into the traditional program and review of student progress.

EXCEPTIONS:

- Such decisions for individual students with disabilities under the IDEA shall be made when required through the Admissions and Release Committee process and changes in service delivery required under the IDEA shall be made to the student's IEP.
- Such decisions for students identified under Section 504 shall be made through the team process as required under federal law and corresponding District policies and procedures.

EXTRACURRICULAR PARTICIPATION

Students assigned to alternative schools or programs shall be eligible to access extracurricular activities including, but not limited to sports activities, as allowed under applicable Board policy, code of conduct, SBDM policy, KHSAA rules or other alternative program standards adopted by the District.

SUPERVISION/CONTINUING SUPPORT

The student shall remain in the regular school setting but shall be isolated from the regular school schedule. Opportunities shall be provided for the students to continue regular school work as appropriate under the supervision of Alternative Education Program the school staff., and Students participating in an alternative program shall continue to be able to access tutoring, intervention, counseling, and other resources and services shall be provided to address school-related problems already available in the District as determined through the development of the ILPA.

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Alternative Education**TRANSITION**

Students may transition to a regular classroom setting in accordance with any criteria for re-entry established by the ILPA Team and in accordance with the following process:

1. The lead Alternative Education Program administrator/designee shall invite the student (age 18 or older) or the parent/legal guardian to meet to discuss the proposed transition. If the parent/legal guardian or adult student do not attend, written notification shall be provided to explain the proposed re-entry.

For IDEA or Section 504 students, the IEP or Section 504 team shall determine placement of students as required by law.

2. Strategies shall be documented to promote successful transition to include specific staff responsibilities and how follow-up monitoring will occur.
3. Should the transition not be successful for the student, reassignment to the Alternative Education Program may be considered, and the ILPA Team may be reconvened accordingly.

COLLABORATION WITH OUTSIDE AGENCIES

The coordinator or lead administrator of the Alternative Education Program shall establish a process to collaborate with outside agencies involved with involuntary placements, including courts or other social service agencies to address student transitions between programs. Release of protected information about students involved in the program shall be in compliance with the Family Educational Rights and Privacy Act (FERPA).

NOTE: THIS POLICY DOES NOT APPLY TO A TEMPORARY/SHORT-TERM INTERVENTION.

REFERENCES:

¹KRS 160.380
²704 KAR 19:002
704 KAR 7:050
707 KAR 1:320
Student Discipline Guidelines, Kentucky Department of Education
OAG 77-419

RELATED POLICIES:

08.131, 08.141
09.123, 09.14, 09.426

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RECOMMENDED: THE KENTUCKY STATE AUDITOR RECOMMENDS THAT PRIOR APPROVAL OF THE BOARD BE REQUIRED BEFORE THE NUMBER OF DAYS TO BE WORKED IN A CONTRACT OR AN EXTENDED EMPLOYMENT JOB DESCRIPTION FOR A POSITION GO INTO EFFECT. THIS CHANGE IS NOT REQUIRED BY LAW.
LEGAL: 702 KAR 3:070 SPECIFIES THAT ONLY THE BOARD HAS LEGAL AUTHORITY TO APPROVE A SALARY INCREMENT FOR EXTRA SERVICES
FINANCIAL IMPLICATIONS: NONE ANTICIPATED

DRAFT (08/06/12)

PERSONNEL

03.121

- CERTIFIED PERSONNEL -

Salaries

SINGLE-SALARY BASIS

All salaries for certified personnel shall be based on a single-salary schedule providing, at minimum, for the number of working days required by law.

Although a school may submit a request for an increment for an extended employment position, extra service, or related adjustments, the Board must set increments in pay for positions requiring services beyond those normally expected of other positions if the duties rendered extend beyond the regular school day or require extended days.

Employees transferring to the District from a public, nonpublic, or parochial elementary or secondary school or from a college or university that is approved by the public accrediting authority in the state in which professional experience was rendered shall be credited with experience as defined in KRS 157.320.

EXTENDED EMPLOYMENT

Compensation for employment contracted beyond the minimum number of working days required by law shall be prorated.

Extended employment positions shall be established in a position job description, funded in the District budget, and specified in an addendum to the employee's contract.

Addition of days to be worked beyond the original contract or additional days of extended employment for a position require prior Board approval before the change goes into effect.

EXTRA SERVICES, SUPPLEMENTS AND SUPERVISION

The Board shall annually establish a schedule of compensation for extra services and supervision. As provided under law, teachers who attain certification from the National Board for Professional Teaching Standards shall be given an annual salary supplement of \$2000 for the life of the certificate.

RANK AND EXPERIENCE

The rank and experience of certified personnel shall be determined at time of hire. The Board shall direct the Superintendent to validate all experience of professional personnel employed in the District.

Changes in rank and experience shall be determined on September 15 of each year.

To assist with the budgeting process, candidates for National Board certification shall notify the Superintendent/designee in writing prior to September 15 that certification is pending in order for the employee to receive any rank-related increase retroactive to the beginning of the school year.

Salaries**EXCEPTION**

The Superintendent's salary may be established without regard to the above-mentioned schedules.

PAYROLL DISTRIBUTION

Checks will be issued according to a schedule approved by the Board.

At the close of the school year, employees who have completed all responsibilities and duties may request to be paid their remaining salary prior to the end of the fiscal year.

DIRECT DEPOSIT

All newly hired employees and substitutes shall participate in the direct deposit payroll program.

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QUALIFICATIONS

Employees shall be responsible for providing the Superintendent with all required certificates, health examinations, and verifications of experience prior to beginning work.

NOTICE OF SALARY

If a negotiated salary agreement between the Board of Education and the Kenton County Education Association has been reached, not later than forty-five (45) days before the first student attendance day of the succeeding school year or June 15, whichever occurs earlier, the Superintendent shall notify all certified personnel of the best estimate of the salary for the coming year.

LIST OF SALARIES

The Board shall maintain for public scrutiny a factual list of individual salaries of its employees for the fiscal year just closed and shall furnish that list by mail to a newspaper qualified under KRS 424.2120 to publish advertisements for the District.

PAYROLL DEDUCTIONS

The Board shall approve all payroll deductions as specified by KRS 161.158 and Board policy 03.1211.

REFERENCES:

KRS 157.075; KRS 157.320; KRS 157.350; KRS 157.360
KRS 157.390; KRS 157.395; KRS 157.397; KRS 157.420
KRS 160.290; KRS 160.291
KRS 161.1211; KRS 161.134; KRS 161.168; KRS 161.760
KRS 424.120; KRS 424.220; 16 KAR 1:040; OAG 97-25
702 KAR 3:060; 702 KAR 3:070; 702 KAR 3:100; 702 KAR 3:310
29 C.F.R. Section 541.303, 29 C.F.R. Section 541.602, 29 C.F.R. Section 541.710

RELATED POLICIES:

03.114, 03.1211, 03.4

- CERTIFIED PERSONNEL -**Holidays, Non-Working Days, and Annual Leave**

All certified employees shall be paid for four (4) holidays which shall be designated in the official school calendar. These are part of the school year required by state law.¹ Twelve (12) month employees shall be paid for five (5) holidays, which shall be designated on their work calendar.

WORKING SCHEDULE

All employees working beyond the minimum number of working days required by law shall complete and submit a work schedule prior to July 1. The work schedule shall note the specific dates that the employee will not be scheduled to work. When changes are necessary, a revision of the original request must be filed prior to the change occurring. The immediate supervisor shall approve all work schedules and revisions prior to being submitted to the District personnel office.

ANNUAL LEAVE

Certified personnel who are employed for a minimum of 230 days annually and are credited with a minimum of fifteen (15) years of service within the school district shall be entitled to accumulate a maximum of sixty (60) days of annual leave. Personnel who are terminated with just cause will forfeit any unused annual leave days.

Compensation for accrued annual leave shall be made at time of retirement or resignation at a rate not to exceed the daily salary rate calculated from the employee's last annual compensation.²

In the event of retirement or resignation annual leave shall be prorated and accrue on a monthly basis.

Recognition of annual leave for KTRS purposes shall be governed by applicable statutes and regulations. For an individual who became a member of KTRS on or after July 1, 2008, payment for annual or compensatory leave shall not be included in determining the member's last annual compensation.

REFERENCES:

¹KRS 158.070

²KRS 160.291

KRS 161.220

KRS 161.540

KRS 2.110

KRS 2.190

Adopted/Amended: 08/01/2011

Order #: 4

Expense Reimbursement**COMMON CARRIERS**

All charges or fares for necessary travel on common carriers (plane, bus, train, subway, taxi, ferry, etc.). Sight-seeing and pleasure tours are not reimbursable.

OUT-OF-STATE TRAVEL

Reimbursement for out-of-state travel by privately owned vehicles shall be made on the basis of airplane coach fare or mileage rate, whichever is the lesser amount.

SUBSISTENCE

Employees shall be eligible for a per-diem reimbursement for breakfast or lunch expenses while traveling, if the employee's travel requires an overnight stay and the employee is in travel status during the entire time as established below.

	<u>Authorized Travel</u>	<u>Reimbursement</u>
Breakfast	6:30 a.m. – 9:00 a.m.	\$7.00
Lunch	11:00 a.m. – 2:00 p.m.	\$8.00

Employees shall be eligible for a per diem reimbursement for dinner expenses while traveling, if employee is in travel status during the entire time as established below.

	<u>Authorized Travel</u>	<u>Reimbursement</u>
Dinner	5:00 p.m. – 9:00 p.m.	\$15.00

Members of the Board are eligible for reimbursement of actual and necessary expenses while traveling on Board of Education business.

The Superintendent may approve the following per diems in high-rate areas outside the state of Kentucky. The following per diems apply to high-rate areas:

Breakfast	\$8.00
Lunch	\$9.00
Dinner	\$19.00

LODGING

Hotel or motel charges (not including food or other charges) incurred in school-related travel. Charges must be substantiated by a receipt.

REGISTRATION FEES

Reimbursement for registration fees shall be made for school-related activities approved by the Superintendent and, when appropriate, the School Council. Charges must be substantiated by a receipt.

EMERGENCY REPAIRS TO VEHICLES

Reimbursement will be made for emergency repairs or road service to Board-owned vehicles if incapacitated while out of District. Drivers may not obligate the Board for major repairs without the permission of the Director of Transportation or Superintendent.

REIMBURSEMENT FORM

No requests for travel reimbursement shall be considered unless filed on the proper form and accompanied by the proper itemized receipts. Requests for reimbursement shall be made within sixty (60) days of the date(s) the expenses are incurred.

Mileage vs. travel

PERSONNEL

03.125
(CONTINUED)

Expense Reimbursement

TRAVEL BUDGET

Each department, school, or individual shall be given an annual travel budget allocation. It is the responsibility of the appropriate supervisor to ensure that budgeted amounts are not exceeded. Travel which will exceed the available budget may not be approved without specific approval of the Superintendent or designee.

SUPERINTENDENT'S TRAVEL EXPENSES

Prior to granting approval for payment, the Board shall review itemized reimbursement requests for the Superintendent's travel expenses in an open board meeting.

REFERENCES:

KRS 160.290; KRS 160.410; KRS 175.525

OAG 80-395

United States v. Correll, 389 U.S. 299 (1967)

Accounting Procedures for Kentucky School Activity Funds

District Issuance of Checks**AUTHORIZATION**

The treasurer shall prepare warrants or "Orders of the Treasurer" to be acted upon at each regular Board meeting. Except for situations as defined below providing for subsequent Board approval, before checks are issued, the treasurer shall have received the approved warrant or "Orders", or approved equivalent properly executed, which shall include signatures of the chairperson and secretary of the Board.

PAYMENT OF BILLS

With the exception of recurring monthly payments such as utilities and fixed charges, no bill shall be paid without the following supportive information:

1. A purchase order signed by the Superintendent or his designated representative(s);
2. An invoice as to goods or services received; and
3. Confirmation that invoiced materials were received in accurate quantity and in good order.

BOARD MINUTES

The original copy of warrants or "Orders" shall be maintained on file as a part of the official Board minutes.

SUBSEQUENT APPROVAL

The Board shall give subsequent approval to all budgeted disbursements made between meetings of the Board. Payments made between regular Board meetings shall be confined to the following:

1. contract salaries,
2. payments to take advantage of discounts,
3. payments made to prevent penalties and disruption of services, and
4. payments for approved purchases made in accordance with District policy and procedures to avoid invoices being more than thirty (30) days past due as of the date of the Board meeting.

REFERENCES:

KRS 160.290; KRS 160.340

KRS 160.370; KRS 160.560

OAG 79-321; 702 KAR 003:120

Accounting Procedures for Kentucky School Activity Funds

Adopted/Amended: 08/27/2007

Order #: V-1

Student Activities**TO BE ENCOURAGED**

Student activities of an educational nature shall be encouraged and maintained, based upon the needs and interests of pupils.

In schools operating under SBDM, the council shall determine selection of extracurricular activities, as well as academic qualifications, attendance requirements, evaluation procedures, and supervision for these programs.

CONTROL

All school-sponsored student activities shall be under the direction of the Principal and faculty of the school, except that a nonfaculty coach or nonfaculty assistant may accompany students on athletic trips as provided in statute.¹

The Principal may suspend a student's eligibility to participate in extracurricular and cocurricular activities, pending investigation of any allegation that the student has violated either the District behavior standards or the school council's criteria for participation.²

SUNDAY AND HOLIDAY SCHEDULING

No regularly scheduled student activities, athletic games, or practices shall take place on Sunday or on holidays observed in the school calendar.

With prior approval of the Principal and the Superintendent/Designee, school sponsored student activities/groups and athletic teams may practice on Sunday between 1:00 and 6:00 p.m. and at selected times on holidays to prepare for participation in regularly scheduled events (occurring on Mondays) and district, regional, state or national tournament/competition. Travel time to a tournament/competition or other non-athletic school sponsored event, which continues into Sunday from the previous day(s), will also be permitted with prior approval of the Principal and the Superintendent/Designee.

INCLEMENT WEATHER

Unless travel conditions are upgraded prior to departure time, scheduled games shall be postponed or cancelled whenever school has been dismissed because of inclement weather.

REFERENCES:

¹KRS 161.185

²KRS 158.153

OAG 57-40812

KRS 161.180

702 KAR 007:125; 702 KAR 007:140

RELATED POLICIES:

06.21

09.126 (re requirements/exceptions for students from military families)

09.3211; 09.36; 09.438

Adopted/Amended: 10/20/2008

Order #: 3

LEGAL: THIS LANGUAGE IS BEING ADDED TO CLARIFY THAT STATE CRIMINAL BACKGROUND CHECKS AS REQUIRED BY STATUTE SHOULD BE RUN ON VOLUNTEER OR NONFACULTY COACHES OR ASSISTANTS DEPENDING ON THEIR STATUS (E.G. CLASSIFIED OR VOLUNTEER). SINCE KRS 161.185 REQUIRES CHECKS ON VOLUNTEER COACHES UNDER KRS 160.380, KSBA LEGAL RECOMMENDS THAT AT A MINIMUM A KENTUCKY STATE POLICE CHECK MUST BE RUN ON SUCH INDIVIDUALS. ALSO, NEWLY REVISED 702 KAR 7:065 REQUIRES DEVELOPMENT OF RULES AND LIMITATIONS REGARDING STUDENT PARTICIPATION IN SPORTS AND SPORT ACTIVITIES AT THE MIDDLE SCHOOL LEVEL. ALSO, KHSAA HAS CHANGED TERMINOLOGY FROM TOURNAMENT RULES TO COMPETITION RULES TO MORE ACCURATELY REFLECT THE CONTENTS OF SUCH.

FINANCIAL IMPLICATIONS: POSSIBLE INCREASE IN FEES

STUDENTS

09.31

Athletics and Sport Activities

All interscholastic and intramural athletic and sport activity competition shall be in compliance with the constitution, bylaws, and competition tournament rules of the Kentucky High School Athletic Association (KHSAA) or other sanctioned varsity level organizations, the principles of the Southern Association of Colleges and Schools, and Title IX requirements. As a condition to KHSAA membership, each member school and Superintendent shall annually submit a written certification of compliance with 20 USC Section 1681 (Title IX).

PROGRAM EQUITY

Policy adopted by the school council relating to evaluation of the athletic program shall address program equity for both male and female athletics and sport activities. In non-SBDM schools, the Principal shall establish policy for program evaluation.

To assist councils (or the Principal in non-SBDM), the Superintendent/designee shall develop and oversee implementation of procedures to promote compliance with Title IX requirements.

REQUIRED RECORDS CHECKS

All coaches, including volunteer and nonfaculty coaches and assistant coaches, shall submit to a criminal record check as required by KRS 160.380 and KRS 161.185.¹

MIDDLE SCHOOL RULES AND LIMITATIONS

Effective with the 2014-2015 school year,
Unless the Board opts to follow rules established by other conferences or associations, the Board shall establish student participation rules and limitations for school sports or sport activities to reflect the following:

1. A defined age limitation for participating students;
2. A policy regarding the participation of students below grade six (6);
3. A limitation on practice time prior to the season in any sport or sport activity;
4. A limitation on the number of scrimmages and regular contests in each sport or sport activity;
5. A limitation on the length of the competitive season in each sport or sport activity, including any invitational activity following the season.

NOTE: Limitations set relative to items three (3) through five (5) shall not to exceed the allowable limits at the high school level.

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STUDENTS

09.31
(CONTINUED)

Athletics and Sport Activities

REFERENCES:

¹KRS 160.380; KRS 161.185
KRS 156.070
KRS 160.345; KRS 160.445
702 KAR 7:065
Kentucky High School Athletic Association (KHSAA) Handbook
20 USC Section 1681 (Title IX)

RELATED POLICIES:

02.4241
09.3

LEGAL: NEW REGULATION 704 KAR 19:002 REQUIRES DISTRICTS TO ADOPT ALTERNATIVE EDUCATION PROGRAM POLICIES AND PROCEDURES. IN ONE (1) SECTION NOTED BELOW, PLEASE CHECK THE OPTION YOUR BOARD WANTS INCLUDED OR ADD ALTERNATE LANGUAGE. THEN PLEASE RETURN A COPY OF THIS DRAFT WITH YOUR UPDATE CHECKLIST.

FINANCIAL IMPLICATIONS: IN ADDITION TO FUNDING FOR STAFF AND MATERIALS TO PROVIDE AN ENHANCED ALTERNATIVE EDUCATION PROGRAM, THERE MAY BE COSTS RELATED TO STAFF TIME REQUIRED FOR THE INDIVIDUAL LEARNING PLAN ADDENDUM (ILPA) TEAM TO FULFILL NEW RESPONSIBILITIES.

STUDENTS

09.4341

Alternative Education

or ~~in~~ virtual learning places

DEFINITION

Alternative Education Program means a program that exists to meet the needs of students that cannot be addressed in a traditional classroom setting but through the assignment of students to alternative classrooms, centers, or campuses that are designed to remediate academic performance, improve behavior, or provide an enhanced learning experience. Alternative education programs do not include career or technical centers or departments.¹

PURPOSE

The purpose of the Board's Alternative Education Program is to provide:

- Learning activities that support innovative pathways and are aligned to college and career outcomes for all students.
- A curriculum that is aligned with the Kentucky Core Academic Standards and the learning goals in each student's Individual Learning Plan (ILP).
- Successful student transition to the regular school assignment, when possible, or to post-secondary status.
- A meaningful alternative to suspension and/or expulsion of a student.

NOTE: Students do not have a right to assignment to alternative programs or services except as specifically provided by law.

As required by Kentucky Administrative Regulation:

- The District's Alternative Education Program shall include training to build capacity of staff and administrators to deliver high-quality services and programming.
- The Board shall review this policy and accompanying procedure(s) annually.²

ELIGIBILITY CRITERIA

Alternative education placements may be utilized for students at:

- ☒ All grade levels
- ☐ Middle and high school grade levels
- ☐ High school level

PLEASE MARK A CHOICE and return a copy of the draft to KSBA.

Placement may be voluntary or involuntary, and the program may be offered either on-site or off-site.

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Adopt Alt. Language

Alternative EducationELIGIBILITY CRITERIA (CONTINUED)

An ILP shall exist for a student in grade six (6) and above as required by regulation ~~prior to placement in a District Alternative Education Program. Criteria for involuntary assignment by District personnel in the Alternative Education Program may include one (1) or more of the following:~~

- ~~• The need for a different educational environment for the student that will reflect an instructional delivery style best provided in an alternative setting.~~
- ~~• The student has contributed to substantial and on-going disruption of the educational process.~~
- ~~• Documentation that there are specific academic and/or behavioral performance areas that require intensive assistance best provided in alternative setting.~~
- ~~• Confirmation that the student has significant and on-going truancy issues that are impeding academic growth.~~
- ~~• Documentation that that the student needs intensive support in the areas of social and personal issues that are impeding academic performance and/or behavioral expectations.~~
- ~~• The student has been assigned for code of conduct or Board policy violations for which assignment to an alternative program is authorized under the code or policy.~~
- ~~• The student has been identified as being at risk of academic failure and/or dropping out of school.~~
- ~~• The student has previously dropped out of school, but has requested to return to school via enrollment in an alternative education setting.~~
- ~~• The student is assigned to an alternative school or program for other reasons as provided in the code of conduct, Board policy, or other program standards adopted by the Board.~~
- ~~• Other reasons related to safety concerns and educational needs of the student referenced in 702 KAR 19:002.~~

A student's parent/legal guardian or a student who is eighteen (18) years of age or older may request voluntary placement in the Alternative Education Program.

NOTIFICATION

The Principal or his/her designee ^{an} other designated administrator shall notify the parents by letter of their child's assignment to the Alternative Education Program. The letter shall include length and reason for assignment, expected behavior of the student, and notification that assignment may be extended or shortened depending upon the attitude and cooperation of the student.

The duration of the alternative assignment shall be as provided in applicable Board policy, code of conduct, or other alternative program standards adopted by the District or as decided by the team and approved by the Superintendent/designee.

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Alternative Education**ASSIGNMENT ILPA TEAM**

For conduct that disrupts the educational process, a student may be assigned to the Alternative Education program by the Principal or his/her designee.

The duration of assignment shall be fixed by the Principal or his/her designee.

The Superintendent/designee shall appoint members of a team to develop an Individual Learning Plan Addendum (ILPA) for students in grades six through twelve (6-12) assigned to an alternative school or program. The team may consist of the lead administrator/designee of the student's current school/program, the lead administrator/designee of the alternative school/program, counselors, teachers and other staff as appropriate.

The Superintendent/designee shall chair the team and invite the parents, and as appropriate, the student to participate.

After consideration of input of the team, the counselor or the designated administrator shall prepare or revise the ILPA to address, as appropriate, academic and behavioral needs, criteria for re-entry into the traditional program and review of student progress.

EXCEPTIONS:

- Such decisions for individual students with disabilities under the IDEA shall be made when required through the Admissions and Release Committee process and changes in service delivery required under the IDEA shall be made to the student's IEP.
- Such decisions for students identified under Section 504 shall be made through the team process as required under federal law and corresponding District policies and procedures.

EXTRACURRICULAR PARTICIPATION

Students assigned to alternative schools or programs shall be eligible to access extracurricular activities including, but not limited to sports activities, as allowed under applicable Board policy, code of conduct, SBDM policy, KHSAA rules or other alternative program standards adopted by the District.

SUPERVISION/CONTINUING SUPPORT

The student shall remain in the regular school setting but shall be isolated from the regular school schedule. Opportunities shall be provided for the students to continue regular school work as appropriate under the supervision of Alternative Education Program the school staff, and Students participating in an alternative program shall continue to be able to access tutoring, intervention, counseling, and other resources and services shall be provided to address school-related problems already available in the District as determined through the development of the ILPA.

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Alternative EducationTRANSITION

Students may transition to a regular classroom setting in accordance with any criteria for re-entry established by the ILPA Team and in accordance with the following process:

1. The lead Alternative Education Program administrator/designee shall invite the student (age 18 or older) or the parent/legal guardian to meet to discuss the proposed transition. If the parent/legal guardian or adult student do not attend, written notification shall be provided to explain the proposed re-entry.

For IDEA or Section 504 students, the IEP or Section 504 team shall determine placement of students as required by law.

2. Strategies shall be documented to promote successful transition to include specific staff responsibilities and how follow-up monitoring will occur.
3. Should the transition not be successful for the student, reassignment to the Alternative Education Program may be considered, and the ILPA Team may be reconvened accordingly.

COLLABORATION WITH OUTSIDE AGENCIES

The coordinator or lead administrator of the Alternative Education Program shall establish a process to collaborate with outside agencies involved with involuntary placements, including courts or other social service agencies to address student transitions between programs. Release of protected information about students involved in the program shall be in compliance with the Family Educational Rights and Privacy Act (FERPA).

NOTE: THIS POLICY DOES NOT APPLY TO A TEMPORARY/SHORT-TERM INTERVENTION.

REFERENCES:

¹KRS 160.380
²704 KAR 19:002
704 KAR 7:050
707 KAR 1:320
Student Discipline Guidelines, Kentucky Department of Education
OAG 77-419

RELATED POLICIES:

08.131, 08.141
09.123, 09.14, 09.426

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AIA® Document G701™ – 2001

Change Order

PROJECT (Name and address): 2009-043-ScottHighSchool-Phase2A 5400 Old Taylor Mill Road Taylor Mill, KY	CHANGE ORDER NUMBER: 001-Gexpro DATE: 2013.06.18	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input checked="" type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Gexpro P.O. Box 100275 Atlanta, GA 30384-0275	ARCHITECT'S PROJECT NUMBER: 2009-043 CONTRACT DATE: April 06, 2011 CONTRACT FOR: Gexpro - Electrical materials Purchase Order No. 11005179-00	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Credit for materials not used on the project

TOTAL DEDUCT: \$7,115.23

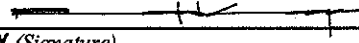
The original Contract Sum was	\$	156,798.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	156,798.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	7,115.23
The new Contract Sum including this Change Order will be	\$	149,682.77

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is as listed in the Project Manual and as modified by Addendum(s).

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

PCA Architecture, PSC ARCHITECT (Firm name) 14 East Eighth Street, Covington, KY 41011 ADDRESS  BY (Signature) Ralph Cooper (Typed name) 2013.06.18 DATE	Gexpro CONTRACTOR (Firm name) P.O. Box 100275 Atlanta, GA 30384-0275 ADDRESS BY (Signature) (Typed name) DATE	Kenton County Board of Education OWNER (Firm name) 1055 Eaton Drive, Ft. Wright, KY 41017 ADDRESS BY (Signature) Mr. Rob Haney (Typed name) DATE
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KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

CHANGE ORDER SUPPLEMENTAL
INFORMATION FORM

702 KAR 4:160

(Supplement to AIA G701 and G701/CMA Change Order Form)

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG No: 11-095 Project: Scott High School Phase 02 - Site Improvements and Addition Contract/ Bid Package: All

Original Contract Sum: \$156,798.00 Change Order Number: 001-Gexpro

Requested Change Order Amount: \$-7,115.23 Time Extension Required: ☐ Yes ☒ No

NOTE: All change orders shall be submitted with complete cost breakdown including materials, labor, overhead and profit, and any descriptive drawings and information.

Contract change requested by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Local Board of Education | <input type="checkbox"/> General Contractor |
| <input type="checkbox"/> Architect/Engineer | <input type="checkbox"/> Construction Manager |
| <input type="checkbox"/> Code Enforcement Official | <input type="checkbox"/> Other: _____ |

Change Order Description and Justification:

ITEM NO. 001-01
Owner's Request

Credit for materials not used in the project.

DEDUCT: \$7,115.23

Cost Benefit to Owner:

1. Credit to the Owner.

Have contract unit prices been utilized to support the cost associated with this change order?

☐ Yes ☒ No

Is the cost for this change order supported by an alternate bid or competitive price quote(s)?

☐ Yes ☒ No

Does this change order effect the total Architect/Engineer design fee for the project? ☐ Yes ☒ No

Current A/E Contract Amount: _____ \$

Fee Amount for this change +/-: _____ \$0.00

New A/E Contract Amount: _____ \$

Board of Education Designee Signature

Date

Attach additional pages if necessary

	A	B	C	D	E	F
1	CONTRACTOR	AMOUNT		CHG. AMT		CUR. COST
2						
3	All-Rite Ready Mix, Inc	\$ 75,000.00				\$75,000.00
4	Con-Quip. Inc.	\$ 22,725.00				\$22,725.00
5	Dayton Windustrial	\$ 174,218.00		-\$174,218.00		\$0.00
6	DBS Pre-Stress	\$ 16,500.00				\$16,500.00
7	Division 4, Inc.	\$ 100,360.90				\$100,360.90
8	F. D. Lawrence Electric	\$ 45,622.00				\$45,622.00
9	F. D. Lawrence Electric	\$ 30,000.00				\$30,000.00
10	F. D. Lawrence Electric	\$ 12,000.00				\$12,000.00
11	Gexpro	\$ 2,000.00				\$2,000.00
12	Gexpro	\$ 156,798.00		-\$7,115.23		\$149,682.77
13	Graybar	\$ 12,500.00				\$12,500.00
14	Habegger Corporation	\$ 26,187.00				\$26,187.00
15	Hilltop Stone, LLC	\$ 15,000.00				\$15,000.00
16	J-Fab	\$ 95,000.00				\$95,000.00
17	Kelley Bros., LLC	\$ 37,500.00				\$37,500.00
18	Kelley Bros., LLC	\$ 94,700.00				\$94,700.00
19	McCool Plaster & Drywall	\$ 30,000.00				\$30,000.00
20	Mid America Door Company	\$ 16,500.00				\$16,500.00
21	New Millennium	\$ 27,244.00				\$27,244.00
22	Oral T. Carter	\$ 54,924.00				\$54,924.00
23	Reading Rock	\$ 4,639.10				\$4,639.10
24	Richards Electric Supply Co.	\$ 31,000.00				\$31,000.00
25	R. P. Biederman Co.	\$ 15,731.00				\$15,731.00
26	Spring Creek Bldg. Supplies	\$ 20,500.00				\$20,500.00
27	Stoermer-Anderson, Inc.	\$ 46,050.00				\$46,050.00
28	Vine & Branch, LLC	\$ 21,576.00				\$21,576.00
29	Wesco Distribution Inc.	\$ 12,000.00				\$12,000.00
30	Wilson Electronic Displays, LLC	\$ 13,000.00				\$13,000.00
31						
32		\$ 1,209,275.00		-\$181,333.23		\$1,027,941.77

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: All-Rite Ready Mix, Inc Bid Package _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 75,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 75,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of Debts and Claims to Date	DATE: _____
3. Warranty & Guarantees Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>Art Fickner - All-Rite Ready Mix</u>	DATE: <u>10-12-11</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Con-Quip, Inc. Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 22,725.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 22,725.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of	DATE: _____
3. Warranty & Guarantees		Debts and Claims to Date	
Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>Con-Quip, Inc. Jami Stone</u>	DATE: <u>12/7/11</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

**KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT**

**BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160**

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: DBS - Pre-Stress Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 16,500.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 16,500.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

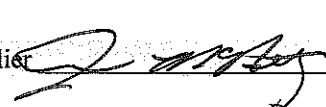
2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of Debts and Claims to Date	DATE: _____
3. Warranty & Guarantees Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier 	DATE: <u>1-12-12</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Division 4 Inc. Bid Package _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 100,360.90
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 100,360.90

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of	DATE: _____
3. Warranty & Guarantees		Debts and Claims to Date	
Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>Division 4</u>	DATE: <u>11-18-11</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

DIVISION OF FACILITIES MANAGEMENT

District: Kenton County District Code: 291 Facility Name: Scott High School School Code: 120

BG#: 11-095 Project: Phase II-A Renovation
Contractor: Stephen Gross & Sons Supplier: F.D. Lawrence Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ \$45,622.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 45,622.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:**1. Office of Housing, Buildings and Construction**

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of	DATE: _____
3. Warranty & Guarantees		Debts and Claims to Date	
Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____ DATE: _____
Engineer: _____ DATE: _____

General Contractor/
Construction Manager/SUPPLIER: F.D. Lawrence DATE: 1-9-13

The _____ Board of Education accepts this project as being complete
subject to the approval of the Division of Facilities Management.

Local Board of Education Designee: _____ DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED

Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: F. D. Lawrence Electric Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 30,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 30,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other _____ DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other _____ DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____ DATE: _____
Engineer: _____ DATE: _____
General Contractor/
Construction Manager/Supplier F. D. Lawrence Electric DATE: 1-9-13
The Kenton County Board of Education accepts this project as being complete
subject to the approval of the Division of Facilities Management.
Local Board of Education Designee: _____ DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

DIVISION OF FACILITIES MANAGEMENT

District: Kenton County District Code: 291 Facility Name: Scott High School School Code: 120

BG#: 11-095 Project: Phase II-A Renovation
Contactor: Stephen Gross & Sons Supplier: F.D. Lawrence Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ \$12,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 12,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of	DATE: _____
3. Warranty & Guarantees		Debts and Claims to Date	
Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____ DATE: _____
Engineer: _____ DATE: _____
General Contractor/
Construction Manager/SUPPLIER: F.D. Lawrence DATE: 1-9-13

The _____ Board of Education accepts this project as being complete
subject to the approval of the Division of Facilities Management.

Local Board of Education Designee: _____ DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED

Submit one complete copy to the Division of Facilities Management

DIVISION OF FACILITIES MANAGEMENT

District: Kenton County District Code: 291 Facility Name: Scott High School School Code: 120

BG#: 11-095 Project: Phase II- A Renovation
Contractor: _____ Supplier: Gexpro Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ \$2,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 2,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ DATE: _____
b. Plumbing Certificate DATE: _____ DATE: _____
c. Electrical Certificate: DATE: _____ DATE: _____
d. Fire Alarm Certificate: DATE: _____ DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other _____ DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ DATE: _____
2. Record Drawings Completed DATE: _____ DATE: _____
3. Warranty & Guarantees Debts and Claims to Date
Information Provided DATE: _____ DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____ DATE: _____
Engineer: _____ DATE: _____
General Contractor/
X Construction Manager/SUPPLIER: _____ DATE: _____

The _____ Board of Education accepts this project as being complete
subject to the approval of the Division of Facilities Management.

Local Board of Education Designee: _____ DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

DIVISION OF FACILITIES MANAGEMENT

District: Kenton County District Code: 291 Facility Name: Scott High School School Code: 120

BG#: 11-095 Project: Phase II-A Renovation
Contractor: Stephen Gross & Sons Supplier: Gexpro Bid Package: _____

A. Project Construction Cost:

Gross Square Footage:	_____	
Original Contract Sum (Include Owner Purchase Orders)	\$ _____	\$156,798.00
Net Total Change by Change Orders	\$ _____	-7,115.23
Total Cost of Construction (Include Change Orders)	\$ _____	149,682.77

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:**1. Office of Housing, Buildings and Construction**

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of Debts and Claims to Date	DATE: _____
3. Warranty & Guarantees Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ X Construction Manager/SUPPLIER: _____	DATE: _____

The _____ Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.

Local Board of Education Designee: _____ DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED

Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Graybar Electric Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 12,500.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 12,500.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____ DATE: _____
Engineer: _____ DATE: _____
General Contractor/
Construction Manager/Supplier Paul Wagner Branch Financial Manager DATE: 3/9/12
The Kenton County Board of Education accepts this project as being complete
subject to the approval of the Division of Facilities Management.
Local Board of Education Designee: _____ DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:161

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Habegger Corporation Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 26,187.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 26,187.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____ DATE: _____
Engineer: _____ DATE: _____
General Contractor/
Construction Manager/Supplier Jason Beckley DATE: 5/23/12
The Kenton County Board of Education accepts this project as being complete
subject to the approval of the Division of Facilities Management.
Local Board of Education Designee: _____ DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

**KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT**
**BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160**

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
 BG#: 11-095 Project: Phase II-A Renovation
 Contactor: Stephen Gross & Sons Supplier: Hilltop Stone, LLC Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
 Original Contract Sum (Include Owner Purchase Orders) \$ 15,000.00
 Net Total Change by Change Orders \$ _____
 Total Cost of Construction (Include Change Orders) \$ 15,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:
1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
 b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
 c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
 d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
 b. Other DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
 2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
 3. Warranty & Guarantees Information Provided DATE: _____ 6. Other DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier: <u>SCM HILLTOP STONE</u>	DATE: <u>7/10/12</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
 Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: J-Fab Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 95,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 95,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

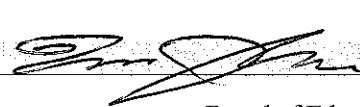
2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of Debts and Claims to Date	DATE: _____
3. Warranty & Guarantees Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier 	DATE: <u>11-18-11</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Kelley Brothers, LLC Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 37,500.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 37,500.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

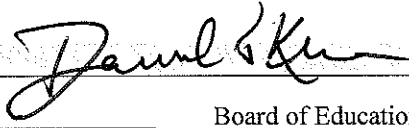
2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier 	DATE: _____
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Kelley Brothers, LLC Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 94,700.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 94,700.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u><i>James H. Ken</i></u>	DATE: _____
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II Renovation
Contactor: Stephen Gross & Sons Supplier: McCool Plaster & Drywall Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 30,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 30,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of	DATE: _____
3. Warranty & Guarantees		Debts and Claims to Date	
Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>_____</u>	DATE: <u>4.23.12</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: MidAmerica Door Co. Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 16,500.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 16,500.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier: <u>Robert Smith</u>	DATE: <u>3/8/12</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: New Millennium Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 27,244.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 27,244.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other _____ DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other _____ DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____ DATE: _____
Engineer: _____ DATE: _____
General Contractor/
Construction Manager/Supplier [Signature], New Millennium DATE: 9-15-11
The Kenton County Board of Education accepts this project as being complete
subject to the approval of the Division of Facilities Management.
Local Board of Education Designee: _____ DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:161

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Oral T. Carter & Assoc. Inc Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 54,924.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 54,924.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of Debts and Claims to Date	DATE: _____
3. Warranty & Guarantees Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>Roger Carter</u>	DATE: <u>3/8/2012</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Reading Rock Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 4,639.10
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 4,639.10

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of Debts and Claims to Date	DATE: _____
3. Warranty & Guarantees Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <i>Steve Pugh</i>	DATE: <i>2-2-12</i>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Richards Electric Supply Co. Bid Package _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 31,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 31,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of	DATE: _____
3. Warranty & Guarantees		Debts and Claims to Date	
Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>ERIC C. ROBINSON, CREDIT MGR / RICHARDS ELECTRIC SUPPLY</u>	DATE: <u>10/12/11</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II Renovation
Contactor: Stephen Gross & Sons Supplier: R.P. Biederman Co. Inc. Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 15,731.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 15,731.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: 4/18/12 h. Other DATE: _____
**Completed need of completion 4/18/12*

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other _____ DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other _____ DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ <u>R.P. Biederman Co</u>	
Construction Manager/Supplier <u>M. Pamela Biederman</u>	DATE: <u>4/18/12</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Spring Creek Bldg. Supplies Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 20,500.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 20,500.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of Debts and Claims to Date	DATE: _____
3. Warranty & Guarantees Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>John H. [Signature]</u>	DATE: <u>9-16-11</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Stoermer-Anderson, Inc. Bid Package _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 46,050.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 46,050.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of	DATE: _____
3. Warranty & Guarantees		Debts and Claims to Date	
Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>R. V. Anderson</u>	DATE: <u>11-21-11</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Vine & Branch, LLC Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 21,576.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 21,576.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy	DATE: _____	e. Sprinkler Certificate	DATE: _____
b. Plumbing Certificate	DATE: _____	f. Boiler Certificate	DATE: _____
c. Electrical Certificate:	DATE: _____	g. Range Hood Suppression	DATE: _____
d. Fire Alarm Certificate:	DATE: _____	h. Other	DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate	DATE: _____
b. Other _____	DATE: _____

C. Close Out:

1. Punch List Completed	DATE: _____	4. Owner Training on Systems	DATE: _____
2. Record Drawings Completed	DATE: _____	5. Verification of Payment of	DATE: _____
3. Warranty & Guarantees		Debts and Claims to Date	
Information Provided	DATE: _____	6. Other _____	DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>Michael W. Jordan</u>	DATE: <u>12-9-11</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Wesco Distribution Inc. Bid Package _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 12,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 12,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier <u>Tom Bell</u> <u>DISTRICT MGR</u> <u>WESCO</u>	DATE: _____
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

KENTUCKY DEPARTMENT OF EDUCATION
DIVISION OF FACILITIES MANAGEMENT

BG-4, 2008
PROJECT CLOSEOUT FORM
702 KAR 4:160

District: Kenton County School District District Code: 291 Facility Name: Scott High School School Code: 120
BG#: 11-095 Project: Phase II-A - Renovation
Contactor: Stephen Gross & Sons Supplier: Wilson Electronics Displays Bid Package: _____

A. Project Construction Cost:

Gross Square Footage: _____
Original Contract Sum (Include Owner Purchase Orders) \$ 13,000.00
Net Total Change by Change Orders \$ _____
Total Cost of Construction (Include Change Orders) \$ 13,000.00

NOTE: FOR CONSTRUCTION MANAGEMENT PROJECTS, SUBMIT ONE BG-4 FOR EACH BID PACKAGE

B. Verification of required approvals by other regulatory agencies:

1. Office of Housing, Buildings and Construction

a. Certificate of Occupancy DATE: _____ e. Sprinkler Certificate DATE: _____
b. Plumbing Certificate DATE: _____ f. Boiler Certificate DATE: _____
c. Electrical Certificate: DATE: _____ g. Range Hood Suppression DATE: _____
d. Fire Alarm Certificate: DATE: _____ h. Other DATE: _____

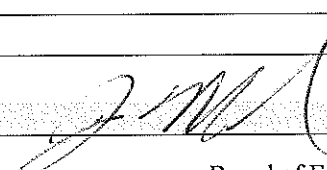
2. Natural Resources and Environmental Protection Cabinet

a. Sewage Disposal Certificate DATE: _____
b. Other _____ DATE: _____

C. Close Out:

1. Punch List Completed DATE: _____ 4. Owner Training on Systems DATE: _____
2. Record Drawings Completed DATE: _____ 5. Verification of Payment of Debts and Claims to Date DATE: _____
3. Warranty & Guarantees Information Provided DATE: _____ 6. Other _____ DATE: _____

The work performed under this contract has been reviewed and found to be substantially complete, according to the plans and specifications approved by the Division of Facilities Management.

Architect: _____	DATE: _____
Engineer: _____	DATE: _____
General Contractor/ Construction Manager/Supplier 	DATE: <u>2/9/12</u>
The <u>Kenton County</u> Board of Education accepts this project as being complete subject to the approval of the Division of Facilities Management.	
Local Board of Education Designee: _____	DATE: _____

LOCAL BOARD ORDER MUST BE ATTACHED
Submit one complete copy to the Division of Facilities Management

06/28/2013 13:11
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Kenton County Schools
PAID WARRANT REPORT

PG 1
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WARRANT: 062813FS

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
270 CRESCENT SPRINGS HARDWARE										
80813		05/13/13			103143	P	06/28/13	0405101 0610	GENERAL SUPPLIES	3.15
INVOICE:	189127-1									
80814		04/01/13			103143	P	06/28/13	0405101 0610	GENERAL SUPPLIES	8.62
INVOICE:	193440-1									
VENDOR TOTALS				7,527.27	YTD INVOICED			8,493.06	YTD PAID	11.77
8155 KLOSTERMAN'S BAKING COMPANY										
80807		04/16/13		13006646	103144	P	06/28/13	1085101 0630	FOOD	185.56
INVOICE:	013010410621									
80808		04/16/13		13006789	103144	P	06/28/13	4955101 0630	FOOD	91.20
INVOICE:	013010410620									
80809		04/16/13		13006741	103144	P	06/28/13	1205101 0630	FOOD	143.40
INVOICE:	013010410618									
80810		05/17/13		13007361	103144	P	06/28/13	0905101 0630	FOOD	157.60
INVOICE:	013017513707									
80811		05/13/13		13007193	103144	P	06/28/13	0455101 0630	FOOD	9.18
INVOICE:	013010613314									
80812		05/13/13		13007193	103144	P	06/28/13	0455101 0630	FOOD	58.20
INVOICE:	013010613312									
80815		05/13/13		13007391	103144	P	06/28/13	1085101 0630	FOOD	216.00
INVOICE:	013010413336									
VENDOR TOTALS				94,002.07	YTD INVOICED			94,029.67	YTD PAID	861.14
8157 REEVES PRODUCE										
80805		06/07/13		13007562	103145	P	06/28/13	4955632 0630	SP13 FOOD	71.25
INVOICE:	43067									
80806		06/14/13		13007562	103145	P	06/28/13	4955632 0630	SP13 FOOD	45.25
INVOICE:	43074									
80821		06/21/13		13007562	103145	P	06/28/13	4955632 0630	SP13 FOOD	41.90
INVOICE:	43085									
VENDOR TOTALS				428,678.10	YTD INVOICED			429,140.55	YTD PAID	158.40
REPORT TOTALS										1,031.31

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	3	1,031.31

** END OF REPORT - Generated by Cherrie Fitzgerald **

06/28/2013 13:33
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Kenton County Schools
PAID WARRANT REPORT

PG 2
appdwarr

WARRANT: 06/28/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS				19,372.81	YTD INVOICED			20,799.72	YTD PAID	763.72
262 ART'S RENTAL EQUIPMENT	04-32301101	06/21/13			103151	P	06/28/13	9201134 0610	GENERAL SUPPLIES	34.80
	INVOICE: 0432301101									
VENDOR TOTALS				8,951.33	YTD INVOICED			9,679.33	YTD PAID	34.80
5985 BEST ONE	166016	05/30/13		13007245	103152	P	06/28/13	9011096 0435	VEHICLE REPAIR & MAINT	289.50
	INVOICE: 166016									
VENDOR TOTALS				28,893.65	YTD INVOICED			28,893.65	YTD PAID	289.50
3884 BLUEGRASS INTERNATIONAL TRUCKS, BUSES AN	X10004532401	06/05/13		13007589	103153	P	06/28/13	9011096 0663	REPAIR PARTS	1,074.42
	INVOICE: X10004532401									
VENDOR TOTALS				16,323.44	YTD INVOICED			18,582.12	YTD PAID	1,074.42
13552 CENGAGE LEARNING	6-21-13	06/21/13		13006681	103154	P	06/28/13	0402154 0610 3483	GENERAL SUPPLIES	3,704.63
	INVOICE: 6/21/13									
VENDOR TOTALS				3,944.71	YTD INVOICED			3,944.71	YTD PAID	3,704.63
4571 CENTRAL JANITORIAL SUPPLY, INC.	59525	06/19/13		13007593	103155	P	06/28/13	1081087 0610	GENERAL SUPPLIES	269.60
	INVOICE: 59525									
VENDOR TOTALS				14,618.58	YTD INVOICED			14,618.58	YTD PAID	269.60
10202 CENTRAL LAWN CARE	6482	06/17/13			103156	P	06/28/13	0051134 0424	CONTRACT GROUNDS SERVICE	470.00
	INVOICE: 6482									
6484	06/17/13				103156	P	06/28/13	0701134 0424	CONTRACT GROUNDS SERVICE	300.00
	INVOICE: 6484									
6485	06/17/13				103156	P	06/28/13	0901134 0424	CONTRACT GROUNDS SERVICE	3,100.00
	INVOICE: 6485									
6486	06/17/13				103156	P	06/28/13	0071134 0424	CONTRACT GROUNDS SERVICE	1,527.50
	INVOICE: 6486									
6486	06/17/13				103156	P	06/28/13	0081134 0424	CONTRACT GROUNDS SERVICE	1,527.50
	INVOICE: 6486									
6487	06/17/13				103156	P	06/28/13	1051134 0424	CONTRACT GROUNDS SERVICE	2,500.00
	INVOICE: 6487									
6491	06/17/13				103156	P	06/28/13	0051134 0424	CONTRACT GROUNDS SERVICE	200.00
	INVOICE: 6491									
6492	06/17/13				103156	P	06/28/13	0701134 0424	CONTRACT GROUNDS SERVICE	140.00
	INVOICE: 6492									
6493	06/17/13				103156	P	06/28/13	0901134 0424	CONTRACT GROUNDS SERVICE	1,030.00

06/28/2013 13:33
9291cfit

Kenton County Schools
PAID WARRANT REPORT

PG 4
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WARRANT: 06/28/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
<hr/>										
VENDOR TOTALS				1,224.80	YTD INVOICED			1,224.80	YTD PAID	372.00
1655 D-C ELEVATOR CO., INC.	188660	06/12/13			103163	P	06/28/13	0501134 0434Y	BLDG REPAIR & MAINTENANCE	329.05
	INVOICE:	188660								
VENDOR TOTALS				18,485.50	YTD INVOICED			18,842.50	YTD PAID	329.05
9537 DELL COMPUTERS	XJ11F2N39C	10/24/12		13007098	103164	P	06/28/13	0001013 0432Y 016X	TECH-RELATED REPAIRS & MA	473.97
	INVOICE:	XJ11F2N39C								
VENDOR TOTALS				452,433.16	YTD INVOICED			477,024.14	YTD PAID	473.97
4806 DEMMIEN, KIMBERLY MCCLURE	4-25-5-28	06/27/13			103165	P	06/28/13	0001121 0580 337X	TRAVEL	36.16
	INVOICE:	4-25-4-28								
VENDOR TOTALS				139.24	YTD INVOICED			139.24	YTD PAID	36.16
13539 DERRICK, GLENN	5-20-6-21	06/27/13			103166	P	06/28/13	9201134 0581	TRAVEL - IN DISTRICT	33.90
	INVOICE:	5-20-6-21								
	6-25-6-27	06/27/13			103166	P	06/28/13	9201134 0581	TRAVEL - IN DISTRICT	5.09
	INVOICE:	6-25-6-27								
VENDOR TOTALS				425.45	YTD INVOICED			425.45	YTD PAID	38.99
227 DUKE ENERGY	002A-6-13	06/19/13			103167	P	06/28/13	0021087 0622	ELECTRICITY	730.45
	INVOICE:	002A-6-13								
	007C-6-13	06/19/13			103168	P	06/28/13	0071087 0622	ELECTRICITY	19,044.78
	INVOICE:	007C-6-13								
	045C-6-13	06/21/13			103167	P	06/28/13	0451087 0621	NATURAL GAS	146.17
	INVOICE:	045C-6-13								
	045C-6-13	06/21/13			103167	P	06/28/13	0451087 0622	ELECTRICITY	77.55
	INVOICE:	045C-6-13								
	045D-6-13	06/21/13			103168	P	06/28/13	0451087 0622	ELECTRICITY	4,634.00
	INVOICE:	045D-6-13								
	045E-6-13	06/21/13			103167	P	06/28/13	0451087 0622	ELECTRICITY	69.65
	INVOICE:	045E-6-13								
	050B-6-13	06/19/13			103168	P	06/28/13	0501087 0622	ELECTRICITY	5,737.12
	INVOICE:	050B-6-13								
	050C-6-13	06/19/13			103167	P	06/28/13	0501087 0621	NATURAL GAS	198.87
	INVOICE:	050C-6-13								
	060B-6-13	06/20/13			103168	P	06/28/13	0601087 0622	ELECTRICITY	4,289.25
	INVOICE:	060B-6-13								
	060C-6-13	06/20/13			103167	P	06/28/13	0601087 0621	NATURAL GAS	94.66
	INVOICE:	060C-6-13								
	070B-6-13	06/24/13			103167	P	06/28/13	0701087 0622	ELECTRICITY	67.41

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	KYERL181597 INVOICE: KYERL181597	05/20/13		13007615	103170	P	06/28/13	9011096 0663	REPAIR PARTS	8.90
	VENDOR TOTALS			69.43	YTD INVOICED			69.43	YTD PAID	8.90
1148	FERRELLGAS 1076831655 INVOICE: 1076831655	06/10/13			103171	P	06/28/13	0805101 0623	BOTTLED GAS	258.67
	VENDOR TOTALS			57,467.48	YTD INVOICED			57,467.48	YTD PAID	258.67
7889	GEORGE'S TRUCK CENTER, INC. 1945 INVOICE: 1945	06/05/13		13007598	103172	P	06/28/13	9011096 0663	REPAIR PARTS	208.75
	VENDOR TOTALS			16,497.09	YTD INVOICED			16,716.05	YTD PAID	208.75
2502	HANEY, ROB 6-14-6-21 INVOICE: 6-14-6-21	06/27/13			103173	P	06/28/13	9201134 0581	TRAVEL - IN DISTRICT	36.16
	VENDOR TOTALS			2,320.23	YTD INVOICED			2,320.23	YTD PAID	36.16
12892	HERMES CONSTRUCTION COMPANY 13238-1 INVOICE: 13238-1	06/18/13		13007200	103174	P	06/28/13	1031134 0432 8709	BUILDING REPAIR & MAINT	3,238.00
	VENDOR TOTALS			16,946.52	YTD INVOICED			31,616.52	YTD PAID	3,238.00
12992	HOFFMAN, NANCY 6-13-13 INVOICE: 6-13-13	06/27/13			103175	P	06/28/13	0011075 0581	TRAVEL - IN DISTRICT	7.91
	VENDOR TOTALS			403.69	YTD INVOICED			403.69	YTD PAID	7.91
9569	INNOVATIVE ENERGY SOLUTIONS 38535 INVOICE: 38535	06/13/13			103176	P	06/28/13	1001134 0431	HVAC/ELECTRIC REPAIR & MA	110.00
	38641 INVOICE: 38641	06/21/13			103176	P	06/28/13	0061134 0431	HVAC/ELECTRIC REPAIR & MA	1,214.12
	38642 INVOICE: 38642	06/21/13			103176	P	06/28/13	1051134 0431	HVAC/ELECTRIC REPAIR & MA	309.00
	38643 INVOICE: 38643	06/21/13			103176	P	06/28/13	1001134 0431	HVAC/ELECTRIC REPAIR & MA	578.00
	38644 INVOICE: 38644	06/21/13			103176	P	06/28/13	1031134 0431	HVAC/ELECTRIC REPAIR & MA	110.00
	VENDOR TOTALS			135,226.54	YTD INVOICED			147,195.08	YTD PAID	2,321.12
12727	JEREMY J. DETERS, P.S.C. 2013-7-L INVOICE: 2013-7-L	06/27/13			103177	P	06/28/13	0011075 0343	LEGAL SERVICES	1,140.00

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	VENDOR TOTALS			19,972.86	YTD INVOICED			19,972.86	YTD PAID	766.28
2716	LLOYD, DAVID 5-20-6-20 INVOICE: 5-20-6-20	06/27/13			103186	P	06/28/13	9201134 0581	TRAVEL - IN DISTRICT	24.86
	VENDOR TOTALS			755.98	YTD INVOICED			755.98	YTD PAID	24.86
9087	LOWE'S 27403 INVOICE: 27403 45813 INVOICE: 45813 52085 INVOICE: 52085	06/24/13		13007678	103187	P	06/28/13	0003607 0349 11096	OTHER PROFESSIONAL SERVIC	23.90
		06/12/13			103187	P	06/28/13	1201134 0434Y	BLDG REPAIR & MAINTENANCE	33.91
		06/14/13			103187	P	06/28/13	1201134 0434Y	BLDG REPAIR & MAINTENANCE	66.89
	VENDOR TOTALS			14,612.71	YTD INVOICED			15,320.53	YTD PAID	124.70
243	LUCAS SANITATION COMPANY 130612-2 INVOICE: 130612-2 130612-2 INVOICE: 130612-2	06/12/13			103188	P	06/28/13	0701087 0411	WATER/SEWAGE	700.00
		06/12/13			103188	P	06/28/13	0801087 0411	WATER/SEWAGE	700.00
	VENDOR TOTALS			57,935.78	YTD INVOICED			57,935.78	YTD PAID	1,400.00
1612	MANN, TRACY JUNE-19-23 INVOICE: JUNE-19-21	06/27/13			103189	P	06/28/13	0011075 0582	TRAVEL - OUT OF DISTRICT	16.00
	VENDOR TOTALS			1,670.86	YTD INVOICED			1,670.86	YTD PAID	16.00
3005	MARTIN, BARBARA J. 6-3-6-13 INVOICE: 6-3-6-13 JUNE-19-21 INVOICE: JUNE 19-21	06/27/13			103190	P	06/28/13	0011075 0581	TRAVEL - IN DISTRICT	32.20
		06/27/13			103190	P	06/28/13	0011075 0582	TRAVEL - OUT OF DISTRICT	258.95
	VENDOR TOTALS			2,305.97	YTD INVOICED			2,462.48	YTD PAID	291.15
321	MATHESON 07128540 INVOICE: 07128540	06/12/13		13007599	103191	P	06/28/13	9011096 0663	REPAIR PARTS	212.99
	VENDOR TOTALS			277.12	YTD INVOICED			277.12	YTD PAID	212.99
10874	MOLONY, KRISTINE DIANE JUNE-9-13 INVOICE: JUNE 9-13	06/28/13			103192	P	06/28/13	0402053 0582 1403	TRAVEL - OUT OF DISTRICT	308.21

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										
				308.21	YTD INVOICED					308.21
				308.21	YTD PAID					308.21
13280	NALLY, TEAL									
	JUNE-10-11	06/28/13			103193	P	06/28/13	0001029 0582	TRAVEL - OUT OF DISTRICT	237.30
	INVOICE: JUNE 10-11									
	JUNE-17-21	06/28/13			103193	P	06/28/13	0001029 0582	TRAVEL - OUT OF DISTRICT	587.20
	INVOICE: JUNE 17-21									
VENDOR TOTALS				2,040.54	YTD INVOICED					824.50
				2,046.09	YTD PAID					824.50
1288	NORTHERN KENTUCKY COOPERATIVE FOR									
	32340	06/12/13			103194	P	06/28/13	0001121 0349	337X OTHER PROFESSIONAL SERVIC	440.00
	INVOICE: 32340									
VENDOR TOTALS				20,206.99	YTD INVOICED					440.00
				20,206.99	YTD PAID					440.00
8600	NORTHERN KENTUCKY WATER SERVICE									
	005-6-13	06/14/13			103195	P	06/28/13	0051087 0411	WATER/SEWAGE	1,001.00
	INVOICE: 005-6-13									
	045-6-13	06/14/13			103195	P	06/28/13	0451087 0411	WATER/SEWAGE	689.32
	INVOICE: 045-6-13									
VENDOR TOTALS				120,701.39	YTD INVOICED					1,690.32
				120,978.07	YTD PAID					1,690.32
1017	NORTHERN TOOL									
	27901768	02/20/13		13007616	103196	P	06/28/13	9011096 0433	EQUIPMENT REPAIR & MAINT	329.66
	INVOICE: 27901768									
VENDOR TOTALS				864.97	YTD INVOICED					329.66
				864.97	YTD PAID					329.66
6024	OFFICE DEPOT									
	662136733001	06/19/13		13007671	103197	P	06/28/13	0602104 0610	1253 GENERAL SUPPLIES	71.76
	INVOICE: 662136733001									
VENDOR TOTALS				61,464.57	YTD INVOICED					71.76
				61,917.04	YTD PAID					71.76
10043	PECK, HANNAFORD & BRIGGS									
	59195	03/22/13			103198	P	06/28/13	0061134 0431	HVAC/ELECTRIC REPAIR & MA	1,740.94
	INVOICE: 59195									
	595221	04/11/13			103198	P	06/28/13	1201134 0431	HVAC/ELECTRIC REPAIR & MA	3,282.57
	INVOICE: 595221									
	59664	04/19/13			103198	P	06/28/13	1081134 0431	HVAC/ELECTRIC REPAIR & MA	9,708.24
	INVOICE: 59664									
	59729	04/18/13			103198	P	06/28/13	0061134 0431	HVAC/ELECTRIC REPAIR & MA	2,862.24
	INVOICE: 59729									
	60897	06/28/13			103198	P	06/28/13	1201134 0431	HVAC/ELECTRIC REPAIR & MA	234.00
	INVOICE: 60897									
VENDOR TOTALS				358,042.73	YTD INVOICED					17,827.99
				533,843.73	YTD PAID					17,827.99

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VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	781526	06/24/13			103205	P	06/28/13	0401134 0421	SANITATION SERVICE	172.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0451134 0421	SANITATION SERVICE	55.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0451134 0421	SANITATION SERVICE	42.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0951134 0421	SANITATION SERVICE	25.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0601134 0421	SANITATION SERVICE	97.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0081134 0421	SANITATION SERVICE	155.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0501134 0421	SANITATION SERVICE	107.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	9011096 0421	SANITATION SERVICE	55.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0021134 0421	SANITATION SERVICE	40.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0901134 0421	SANITATION SERVICE	190.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0071134 0421	SANITATION SERVICE	55.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0081134 0421	SANITATION SERVICE	7.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0901134 0421	SANITATION SERVICE	40.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	1201134 0421	SANITATION SERVICE	55.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	1201134 0421	SANITATION SERVICE	147.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	9011096 0421	SANITATION SERVICE	25.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	1081134 0421	SANITATION SERVICE	65.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0701134 0421	SANITATION SERVICE	42.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0801134 0421	SANITATION SERVICE	120.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	1001134 0421	SANITATION SERVICE	65.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	1051134 0421	SANITATION SERVICE	155.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0951134 0421	SANITATION SERVICE	22.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	4951134 0421	SANITATION SERVICE	75.00
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	1031134 0421	SANITATION SERVICE	107.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	0201134 0421	SANITATION SERVICE	107.50
	INVOICE: 781526									
	781526	06/24/13			103205	P	06/28/13	9031134 0421	SANITATION SERVICE	51.70

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VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	VENDOR TOTALS		13,754.39	YTD INVOICED				13,754.39	YTD PAID	4,764.17
13963	SCHWARTZ, MICHELLE									
	JUNE-2013	06/28/13			103212	P	06/28/13	1055101 0630	FOOD	11.05
	INVOICE: JUNE-2013									
	VENDOR TOTALS		11.05	YTD INVOICED				11.05	YTD PAID	11.05
7932	SHERWIN WILLIAMS									
	4503-8	06/04/13			103213	P	06/28/13	1031134 0610	GENERAL SUPPLIES	515.85
	INVOICE: 4503-8									
	4551-7	06/05/13			103213	P	06/28/13	1031134 0610	GENERAL SUPPLIES	326.55
	INVOICE: 4551-7									
	4805-7	06/25/13			103213	P	06/28/13	0051134 0610	GENERAL SUPPLIES	503.70
	INVOICE: 4805-7									
	4921-2	06/12/13			103213	P	06/28/13	0901134 0434Y	BLDG REPAIR & MAINTENANCE	219.54
	INVOICE: 4921-2									
	4922-0	06/12/13			103213	P	06/28/13	0901134 0434Y	BLDG REPAIR & MAINTENANCE	69.10
	INVOICE: 4922-0									
	5003-8	06/14/13			103213	P	06/28/13	0081134 0610	GENERAL SUPPLIES	136.68
	INVOICE: 5003-8									
	5004-6	06/14/13			103213	P	06/28/13	0081134 0610	GENERAL SUPPLIES	-22.87
	INVOICE: 5004-6									
	5109-3	06/17/13			103213	P	06/28/13	0401134 0610	GENERAL SUPPLIES	349.16
	INVOICE: 5109-3									
	5155-6	06/18/13			103213	P	06/28/13	0071134 0610	GENERAL SUPPLIES	193.25
	INVOICE: 5155-6									
	5155-6	06/18/13			103213	P	06/28/13	0901134 0610	GENERAL SUPPLIES	193.25
	INVOICE: 5155-6									
	5166-3	06/18/13			103213	P	06/28/13	0701134 0610	GENERAL SUPPLIES	214.93
	INVOICE: 5166-3									
	5167-1	06/18/13			103213	P	06/28/13	1001134 0610	GENERAL SUPPLIES	218.04
	INVOICE: 5167-1									
	5231-5	06/19/13			103213	P	06/28/13	1001134 0610	GENERAL SUPPLIES	134.46
	INVOICE: 5231-5									
	52398	06/19/13			103213	P	06/28/13	1001134 0610	GENERAL SUPPLIES	605.35
	INVOICE: 52398									
	5292-7	06/20/13			103213	P	06/28/13	0071134 0610	GENERAL SUPPLIES	66.84
	INVOICE: 5292-7									
	5532-6	06/25/13			103213	P	06/28/13	1081134 0610	GENERAL SUPPLIES	1,088.57
	INVOICE: 5532-6									
	5577-1	06/26/13			103213	P	06/28/13	1081134 0610	GENERAL SUPPLIES	147.85
	INVOICE: 5577-1									
	5578-9	06/26/13			103213	P	06/28/13	1081134 0610	GENERAL SUPPLIES	7.95
	INVOICE: 5578-9									
	VENDOR TOTALS		26,523.99	YTD INVOICED				32,523.13	YTD PAID	4,968.20
10917	SHI									
	B01121848	06/18/13		13006806	103214	P	06/28/13	0002009 0650 1623	Other Supplies-Technology	66,568.00

VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	B01121848								
	VENDOR TOTALS		79,822.81	YTD INVOICED				79,822.81	YTD PAID	66,568.00
2014	SIMON KENTON HIGH SCHOOL 6-6-13 06/28/13 INVOICE: 6-6-13				103215	P	06/28/13	0902104 0610 1253	GENERAL SUPPLIES	119.97
	VENDOR TOTALS		176,445.40	YTD INVOICED				176,445.40	YTD PAID	119.97
12854	SPARKS HARDWARE, INC. 14674 06/13/13 INVOICE: 14674				103216	P	06/28/13	0901134 0610	GENERAL SUPPLIES	110.00
	VENDOR TOTALS		20,499.00	YTD INVOICED				20,559.00	YTD PAID	110.00
7837	ST. ELIZABETH BUSINESS HEALTH 376223 06/03/13 INVOICE: 376223				103217	P	06/28/13	9011096 0341	DRUG TESTING	100.00
	VENDOR TOTALS		18,803.50	YTD INVOICED				19,555.50	YTD PAID	100.00
1114	STATE CHEMICAL MANUFACTURING 96288048 05/31/13 INVOICE: 96288048		13007583		103218	P	06/28/13	9011096 0663	REPAIR PARTS	434.15
	VENDOR TOTALS		2,634.68	YTD INVOICED				2,634.68	YTD PAID	434.15
11171	SUNBELT RENTALS 40524208001 06/19/13 INVOICE: 40524208001				103219	P	06/28/13	1051134 0442	EQUIPMENT & VEHICLE RENT	50.10
	VENDOR TOTALS		5,167.08	YTD INVOICED				5,167.08	YTD PAID	50.10
10648	TENNANT EQUIPMENT 911723805 06/20/13 INVOICE: 911723805				103220	P	06/28/13	0701134 0610	GENERAL SUPPLIES	68.85
	VENDOR TOTALS		68.85	YTD INVOICED				68.85	YTD PAID	68.85
13961	THE UNDERWRITERS GROUP, INC. 343794 06/24/13 INVOICE: 343794				103221	P	06/28/13	0011071 0260	WORKMENS COMPENSATION	5,875.00
	343929 06/27/13 INVOICE: 343929				103222	P	06/28/13	0011071 0260	WORKMENS COMPENSATION	81,006.09
	VENDOR TOTALS		86,881.09	YTD INVOICED				86,881.09	YTD PAID	86,881.09
12251	TRI-DIM FILTER CORP. 1378678-1 06/17/13 INVOICE: 1378678-1		13007605		103223	P	06/28/13	0061134 0431	HVAC/ELECTRIC REPAIR & MA	266.22

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WARRANT: 06/28/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	1378681-1	06/18/13		13007604	103223	P	06/28/13	0701134 0431	HVAC/ELECTRIC REPAIR & MA	396.09
	INVOICE:	1378681-1								
	VENDOR TOTALS			1,124.48	YTD INVOICED			1,124.48	YTD PAID	662.31
10192	TRIUMPH LEARNING LLC									
	IV941320	06/17/13		13006837	103224	P	06/28/13	0052121 0643 3103	SUPPLEMENTARY BKS/STUDY G	29.99
	INVOICE:	IV941320								
	VENDOR TOTALS			9,518.70	YTD INVOICED			9,518.70	YTD PAID	29.99
1735	TROPHY AWARDS MFG.									
	289629	06/18/13			103225	P	06/28/13	9011096 0610	GENERAL SUPPLIES	14.50
	INVOICE:	289629								
	VENDOR TOTALS			5,901.89	YTD INVOICED			5,901.89	YTD PAID	14.50
4103	TURKEY FOOT YOUTH SERVICE CENTER									
	6-25-13	06/25/13			103226	P	06/28/13	1032104 0610 1253	GENERAL SUPPLIES	23.39
	INVOICE:	6-25-13								
	JUNE-11	06/25/13			103226	P	06/28/13	1032104 0675 1253	ORGANIZTN SUPPLIES (ACTIV	128.70
	INVOICE:	JUNE 11								
	JUNE-25	06/28/13			103226	P	06/28/13	1032104 0610 1253	GENERAL SUPPLIES	881.88
	INVOICE:	JUNE-25								
	VENDOR TOTALS			4,107.05	YTD INVOICED			4,107.05	YTD PAID	1,033.97
346	TWENHOFEL MIDDLE SCHOOL									
	6-17-13	06/28/13			103227	P	06/28/13	0002121 0610 3103	GENERAL SUPPLIES	499.94
	INVOICE:	6-17-13								
	VENDOR TOTALS			50,633.43	YTD INVOICED			50,633.43	YTD PAID	499.94
3007	W. C. STOREY & SON, INC.									
	106248	05/24/13		13007613	103228	P	06/28/13	9011096 0435	VEHICLE REPAIR & MAINT	129.80
	INVOICE:	106248								
	VENDOR TOTALS			1,531.35	YTD INVOICED			1,531.35	YTD PAID	129.80
292	W. W. GRAINGER, INC.									
	9165538779	06/12/13		13007619	103229	P	06/28/13	9011096 0433	EQUIPMENT REPAIR & MAINT	139.95
	INVOICE:	9165538779								
	VENDOR TOTALS			5,163.43	YTD INVOICED			5,163.43	YTD PAID	139.95
4050	WHAYNE SUPPLY COMPANY									
	160015713	02/17/13		13007625	103230	P	06/28/13	9011096 0435	VEHICLE REPAIR & MAINT	6,261.68
	INVOICE:	160015713								
	160016238	05/30/13		13007624	103230	P	06/28/13	9011096 0435	VEHICLE REPAIR & MAINT	1,340.56
	INVOICE:	160016238								
	160031152	12/06/12		13007630	103230	P	06/28/13	9011096 0663	REPAIR PARTS	26.04

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WARRANT: 06/28/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	160031152								
	160031153	12/06/12		13007630	103230	P	06/28/13	9011096 0663	REPAIR PARTS	65.78
	INVOICE:	160031153								
	160033006	05/19/13		13007618	103230	P	06/28/13	9011096 0663	REPAIR PARTS	50.92
	INVOICE:	160033006								
	VENDOR TOTALS			531,408.46	YTD INVOICED			531,408.46	YTD PAID	7,744.98
10289	WILDER WINLECTRIC									
	08531901	06/04/13			103231	P	06/28/13	0401134 0434Y	BLDG REPAIR & MAINTENANCE	314.00
	INVOICE:	08531901								
	08531902	06/04/13			103231	P	06/28/13	0401134 0434Y	BLDG REPAIR & MAINTENANCE	212.50
	INVOICE:	08531902								
	VENDOR TOTALS			17,388.89	YTD INVOICED			17,388.89	YTD PAID	526.50
226	WISHER, EMILY									
	6-3-6-11	06/28/13			103232	P	06/28/13	0001118 0581	TRAVEL - IN DISTRICT	44.07
	INVOICE:	6-3-6-11								
	JUNE-17-18	06/28/13			103232	P	06/28/13	0002053 0580 1403	TRAVEL	196.62
	INVOICE:	JUNE 17-18								
	VENDOR TOTALS			2,764.44	YTD INVOICED			2,764.44	YTD PAID	240.69
									REPORT TOTALS	400,236.70

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	87	400,236.70

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 Kenton County Schools
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WARRANT: 06/29/13

TO FISCAL 2013/12 07/01/2012 TO 06/30/2013

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
13965 KEMI	343929	06/27/13			103233	P	06/28/13	0011071 0260	WORKMENS COMPENSATION	81,006.09
	INVOICE: 343929									
VENDOR TOTALS					81,006.09	YTD INVOICED		81,006.09	YTD PAID	81,006.09
									REPORT TOTALS	81,006.09

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	81,006.09

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Kenton County Schools
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WARRANT: 07/01/13

TO FISCAL 2014/01 07/01/2013 TO 06/30/2014

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
12656 ADVANCE EDUCATION, INC.	041613	04/16/13			103234	P	07/01/13	0001118 0349	014X OTHER PROFESSIONAL SERVIC	5,200.00
	INVOICE:	041613								
	041613	04/16/13			103234	P	07/01/13	0001118 0349	015X OTHER PROFESSIONAL SERVIC	7,150.00
	INVOICE:	041613								
VENDOR TOTALS				12,350.00	YTD INVOICED			12,350.00	YTD PAID	12,350.00
12782 APPLE	4241180177	05/28/13		14000017	103235	P	07/01/13	0081118 0734	7000 COMPUTERS & RELATED EQUIP	1,197.00
	INVOICE:	4241180177								
	4241281245	05/29/13		14000017	103235	P	07/01/13	0081118 0734	7000 COMPUTERS & RELATED EQUIP	629.00
	INVOICE:	4241281245								
	4242706780	06/12/13		14000273	103235	P	07/01/13	0901118 0734	7000 COMPUTERS & RELATED EQUIP	39.00
	INVOICE:	4242706780								
	4242746287	06/12/13		14000279	103235	P	07/01/13	0002009 0734	1623 COMPUTERS & RELATED EQUIP	5,985.00
	INVOICE:	4242746287								
	4242886491	06/14/13		14000273	103235	P	07/01/13	0901118 0734	7000 COMPUTERS & RELATED EQUIP	499.00
	INVOICE:	4242886491								
VENDOR TOTALS				8,349.00	YTD INVOICED			8,349.00	YTD PAID	8,349.00
9036 CDW COMPUTER CENTERS	CG05307	05/13/13		14000271	103236	P	07/01/13	0001013 0432Y	016X TECH-RELATED REPAIRS & MA	20.34
	INVOICE:	CG05307								
	CW53209	06/14/13		14000253	103236	P	07/01/13	0901118 0610	7000 GENERAL SUPPLIES	619.04
	INVOICE:	CW53209								
	CW53249	06/14/13		14000252	103236	P	07/01/13	0901118 0610	7000 GENERAL SUPPLIES	735.11
	INVOICE:	CW53249								
VENDOR TOTALS				1,374.49	YTD INVOICED			1,374.49	YTD PAID	1,374.49
13230 CONSTANT CONTACT, INC.	8YZURVCAB161	07/01/13			103237	P	07/01/13	0001098 0349	009X OTHER PROFESSIONAL SERVIC	882.00
	INVOICE:	9YZURVCAB16113								
VENDOR TOTALS				882.00	YTD INVOICED			882.00	YTD PAID	882.00
9717 CRAWFORD INSURANCE	179763	07/01/13			103238	P	07/01/13	0001071 0213	GROUP LIABILITY INSURANCE	185,950.00
	INVOICE:	179763								
	179763	07/01/13			103238	P	07/01/13	0001071 0522	PROPERTY INSURANCE	204,818.00
	INVOICE:	179763								
	179763	07/01/13			103238	P	07/01/13	9011096 0524	FLEET INSURANCE	186,582.00
	INVOICE:	179763								
VENDOR TOTALS				577,350.00	YTD INVOICED			577,350.00	YTD PAID	577,350.00
9537 DELL COMPUTERS	XJ5CXPX15C	06/02/13		14000016	103239	P	07/01/13	0071118 0433	7000 EQUIPMENT REPAIR & MAINT	3,346.00
	INVOICE:	XJ5CXPX15C								

VENDOR	NAME DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	XJ5DK1P45C INVOICE: XJ5DK1P45C	06/04/13		14000020	103239	P	07/01/13	0001118 0734 015X	COMPUTERS & RELATED EQUIP	835.00
	XJEDM49C6C INVOICE: XJ5DM49C6C	06/04/13		14000019	103239	P	07/01/13	0001118 0734 015X	COMPUTERS & RELATED EQUIP	835.00
	VENDOR TOTALS			5,016.00	YTD INVOICED			5,016.00	YTD PAID	5,016.00
12572	FRONTLINE PLACEMENT TECHNOLOGIES INVUS18488 INVOICE: INVUS18488	07/01/13			103240	P	07/01/13	0011099 0650	Other Supplies-Technology	21,906.10
	VENDOR TOTALS			21,906.10	YTD INVOICED			21,906.10	YTD PAID	21,906.10
12093	INFINITE CAMPUS ANNUAL007212 INVOICE: ANNUAL007212	05/13/13			103241	P	07/01/13	0001029 0650	Other Supplies-Technology	89,683.07
	VENDOR TOTALS			89,683.07	YTD INVOICED			89,683.07	YTD PAID	89,683.07
12727	JEREMY J. DETERS, P.S.C. 2013-7 INVOICE: 2013-7	07/01/13			103242	P	07/01/13	0011075 0343	LEGAL SERVICES	4,860.00
	VENDOR TOTALS			4,860.00	YTD INVOICED			4,860.00	YTD PAID	4,860.00
12605	JKS LLC 070113 INVOICE: 070113	06/01/13			103243	P	07/01/13	9011096 0441	LAND & BUILDING RENT	8,583.00
	VENDOR TOTALS			8,583.00	YTD INVOICED			8,583.00	YTD PAID	8,583.00
119	KASA 125514 INVOICE: 125514	06/03/13		14000220	103244	P	07/01/13	0901118 0338 7000	REGISTRATION FEES	219.00
	4-29-13 INVOICE: 4-29-13	04/29/13			103245	P	07/01/13	0011075 0338	REGISTRATION FEES	924.89
	VENDOR TOTALS			1,143.89	YTD INVOICED			1,143.89	YTD PAID	1,143.89
2406	KASC 4906 INVOICE: 4906	05/31/13			103246	P	07/01/13	0002053 0610 1404	GENERAL SUPPLIES	920.00
	VENDOR TOTALS			920.00	YTD INVOICED			920.00	YTD PAID	920.00
3621	KASS 120707 INVOICE: 120707	05/29/13		14000021	103247	P	07/01/13	0011124 0338	REGISTRATION FEES	250.00
	120708 INVOICE: 120708	05/29/13		14000021	103247	P	07/01/13	0011124 0338	REGISTRATION FEES	250.00

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Kenton County Schools
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WARRANT: 07/01/13

TO FISCAL 2014/01 07/01/2013 TO 06/30/2014

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS										
				276.36	YTD INVOICED			276.36	YTD PAID	276.36
317	SANITATION DIST. #1									
	MISC05233	06/24/13			103255	P	07/01/13	0011075 0441	LAND & BUILDING RENT	12,329.33
	INVOICE:	MISC05233								
VENDOR TOTALS				12,329.33	YTD INVOICED			12,329.33	YTD PAID	12,329.33
13183	SCHOOLDUDE.COM, INC.									
	R-28132	04/05/13		14000450	103256	P	07/01/13	9201134 0610	GENERAL SUPPLIES	6,825.90
	INVOICE:	R-28132								
VENDOR TOTALS				6,825.90	YTD INVOICED			6,825.90	YTD PAID	6,825.90
11077	TYLER TECHNOLOGIES									
	045-90047	06/10/13			103257	P	07/01/13	0011082 0650	Other Supplies-Technology	10,396.58
	INVOICE:	045-90047								
	04589247	06/03/13			103257	P	07/01/13	0011082 0650	Other Supplies-Technology	10,242.00
	INVOICE:	04589247								
VENDOR TOTALS				20,638.58	YTD INVOICED			20,638.58	YTD PAID	20,638.58
REPORT TOTALS										805,875.81

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	24	805,875.81

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