



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

## Issue Paper

**DATE:**

June 16, 2021

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve External Support/Booster Organizations Approval for 2021-22 year for the following group: Simon Kenton Cheer Boosters, Simon Kenton Softball Boosters, Simon Kenton Sideliners, Simon Kenton Dugout Club, Simon Kenton Girls Volleyball Boosters, Pioneer Wrestling Boosters, Simon Kenton Boys Soccer Boosters, Simon Kenton Lady Pioneers Soccer Boosters, Scott High Student Activities Boosters, Summit View Academy PTSA, Dixie Heights Athletic Booster, DHHS Band Boosters, and Woodland Middle School Band and Chorus

**APPLICABLE BOARD POLICY:**

Policy 04.312 School Activity Funds

**HISTORY/BACKGROUND:**

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

**FISCAL/BUDGETARY IMPACT:**

None

**RECOMMENDATION:**

Approval to External Support/Booster Organization for 2021-22 year for the following group: Simon Kenton Cheer Boosters, Simon Kenton Softball Boosters, Simon Kenton Sideliners, Simon Kenton Dugout Club, Simon Kenton Girls Volleyball Boosters, Pioneer Wrestling Boosters, Simon Kenton Boys Soccer Boosters, Simon Kenton Lady Pioneers Soccer Boosters, Scott High Student Activities Boosters, Summit View Academy PTSA, Dixie Heights Athletic Boosters, DHHS Band Boosters, and Woodland Middle School Band and Chorus.

**CONTACT PERSON:**

Matt Wilhoite

Principal/Administrator

District Administrator

Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal—complete, print, sign and send to your Director. Director—if approved, sign and put in the Superintendent's mailbox.

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021-2022Official Name of External Support/Booster Organization: Simon Kenton Cheer BoostersApproval Applied for by: James Cardema

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

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

(Required) Bank Account - Name of Bank: BB+T(Required) Federal Employer Identification Number (FEIN) 83-4400992State Sales Tax-Exempt Number: 8000171529 Please attach 501C3 tax exempt letter to this application  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)Does the organization have a charitable gaming license? Y/N NWhat gradelevels/clubs/sports will this group support? Junior Varsity and Varsity Cheerleading

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

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

Principal's Signature [Signature]  
If group supports more than one school ALL principals need to signSuperintendent/Designee [Signature]Board Meeting Date: 7/5/21

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 21-22

Official Name of External Support/Booster Organization: Simon Kenton Softball Boosters  
Approval Applied for by: Chad Dance

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

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

(Required) Bank Account - Name of Bank: Huntington - see attached

(Required) Federal Employer Identification Number (FEIN) 82-4830591

State Sales Tax-Exempt Number: none Please attach 501C3 tax exempt letter to this application  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N NO

What grade levels/clubs/sports will this group support? Simon Kenton Softball

By signing below, each officer acknowledge that they have read and will follow the 2019 Accounting Procedures for School Activity Funds.

Signature <u>[Signature]</u>	President <u>Chad Dance</u>
Signature <u>[Signature]</u>	Vice President <u>Mikelle Sweeney</u>
Signature <u>[Signature]</u>	Treasurer <u>Jennifer Young</u>
Signature <u>[Signature]</u>	Secretary <u>Chris Young</u>
Signature <u>[Signature]</u>	Bookkeeper <u>Same as treasurer</u>

Principal's Signature [Signature] 5-18-21  
If group supports more than one school ALL principals need to sign

Superintendent/Designee M. Willate Board Meeting Date: 7/5/21

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021-2022Official Name of External Support/Booster Organization: Simon Kenton SidelinersApproval Applied for by: Amy Schmidt, Treasurer

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

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

(Required) Bank Account - Name of Bank: BB&T(Required) Federal Employer Identification Number (FEIN): 45-4838991

State Sales Tax-Exempt Number: B-27068    Please attach 501C3 tax exempt letter to this application  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N NWhat gradelevels/clubs/sports will this group support? Simon Kenton Football grades 9-12

By signing below, each officer acknowledge that they have read and will follow the 2021 Accounting Procedures for School Activity Funds.

Signature [Signature] PresidentSignature [Signature] Vice PresidentSignature [Signature] TreasurerSignature [Signature] SecretaryPrincipal's Signature [Signature]

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

Superintendent/Designee M. WhiteBoard Meeting Date: 7/5/21



KENTON COUNTY SCHOOL DISTRICT  
EXTERNAL SUPPORT GROUP APPLICATION  
SCHOOL YEAR: 2021-22

Official Name of External Support/Booster Organization: Simon Kenton Dugout Club

Approval Applied for by: Tracy Eversole

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

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

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

(Required) Federal Employer Identification Number (FEIN): 45-4936452

State Sales Tax-Exempt Number: N/A

Please attach 501C3 tax exempt letter to this application

(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N No

What gradelevels/clubs/sports will this group support? Freshman, Junior Varsity and Varsity Baseball

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

Signature [Signature] President

Signature \_\_\_\_\_ Vice President

Signature [Signature] Treasurer

Signature \_\_\_\_\_ Secretary

Principal's Signature [Signature]

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

Superintendent/Designee [Signature]

Board Meeting Date: 7/5/21

KENTON COUNTY SCHOOL DISTRICT  
EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021-2022

Official Name of External Support/Booster Organization: Simon Kenton High School Girls Volleyball Boosters

Approval Applied for by: Phil Lachmann

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

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

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

(Required) Federal Employer Identification Number ( 27-3275322 )

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

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

What gradelevels/clubs/sports will this group support? All Freshman, Junior Varsity and Varsity volleyball teams.

By signing below, each officer acknowledge that they have read and will follow the 2019 Accounting Procedures for School Activity Funds.

Signature [Signature] President  
Signature [Signature] Vice President  
Signature [Signature] Treasurer  
Signature [Signature] Secretary  
Signature \_\_\_\_\_ Bookkeeper

Principal's Signature [Signature]

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

Superintendent/Designee [Signature]

Board Meeting Date: 7/5/21





# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

2021/2022

Official Name of External Support/Booster Organization: SK Boys Soccer BoostersApproval Applied for by: Cathy Meyers

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

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

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

(Required) Federal Employer Identification Number (F F 81-2912258)

State Sales Tax-Exempt Number: B-000131701      Please attach 501C3 tax exempt letter to this application  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N NO

What gradelevels/clubs/sports will this group support?      Grades 7 through 12  
   Boys Soccer

By signing below, each officer acknowledge that they have read and will follow the 2019 Accounting Procedures for School Activity Funds.

Signature Cathy Meyers PresidentSignature Mike Benjamin Vice PresidentSignature Timothy Allen TreasurerSignature Timothy Allen Secretary

Signature \_\_\_\_\_ Bookkeeper

Principal's Signature

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

Designee: MwiateBoard Meeting: 7/5/21



# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021-2022Official Name of External Support/Booster Organization: SK Lady Pioneers Soccer BoostersApproval Applied for by: Lynn Whisner

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

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

(Required) Bank Account - Name of Bank: 00232447 - Heritage Bank(Required) Federal Employer Identification Number (FEIN) 47-4790130State Sales Tax-Exempt Number: 31954 Please attach 501C3 tax exempt letter to this application  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)Does the organization have a charitable gaming license? Y/N YWhat gradelevels/clubs/sports will this group support? Girls High School Soccer  
Simon Kenton - Grades 7-12

By signing below, each officer acknowledge that they have read and will follow the 2019 Accounting Procedures for School Activity Funds.

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

Principal's Signature [Signature]

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

Superintendent/Designee [Signature]Board Meeting Date: 7/5/21

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021-2022

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

Approval Applied for by: Amy Luken

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

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

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

(Required) Federal Employer Identification Number (FEIN) 85-0863421

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

Does the organization have a charitable gaming license? Y(N)

What gradelevels/clubs/sports will this group support? All sports  
All grade levels

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

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

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

Superintendent/Designee M. Willate

Board Meeting Date: 7/5/21

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

**SCHOOL YEAR:** 2021-2022

Official Name of External Support/Booster Organization: Summit View Academy PTSA

Approval Applied for by: Amy Brossart, PTSA President

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

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

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

(Required) Federal Employer Identification Number (FEIN) 47-4570027

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

Does the organization have a charitable gaming license? Y/N No

What gradelevels/clubs/sports will this group support? Students grades P-8

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

Signature	<u>[Signature]</u>	President
Signature	<u>Charla Meyer</u>	Vice President
Signature	<u>Elizabeth R. Mizea</u>	Vice President
Signature	<u>Adam [Signature]</u>	Vice President
Signature	<u>Est. [Signature]</u>	Vice President
Signature	<u>Gachie Wooyers</u>	Treasurer
Signature	<u>Kimberly M. Glick</u>	Secretary

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

Superintendent/Designee M. White

Board Meeting Date: 7/5/21

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021/22Official Name of External Support/Booster Organization: Dixie Belgers AthleticApproval Applied for by: T. CatcherBooster Club

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

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

(Required) Bank Account - Name of Bank: Huntington Bank(Required) Federal Employer Identification Number (FEIN) 611043412State Sales Tax-Exempt Number: B23528 Please attach 501C3 tax exempt letter to this application

(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N YESWhat gradelevels/clubs/sports will this group support? Grades 9-12, all Sports at Dixie

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

Signature Teresa Catcher PresidentSignature Open Vice PresidentSignature [Signature] TreasurerSignature Schmitz Kopp SecretarySignature [Signature] BookkeeperPrincipal's Signature [Signature]

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

Superintendent/Designee M. WhiteBoard Meeting Date: 7/5/21



SCHOOL YEAR: 2021-2022

Board Meeting Date: 7/5/21

# KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021-2022

Official Name of External Support/Booster Organization: Woodland Middle School  
Approval Applied for by: Christina Patterson Band and Chorus Inc.

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

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

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

(Required) Federal Employer Identification Number (FEIN) 842911086

State Sales Tax-Exempt Number: 815881 Please attach 501C3 tax exempt letter to this application  
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

Does the organization have a charitable gaming license? Y/N NO

What gradelevels/clubs/sports will this group support? 6<sup>th</sup> - 8<sup>th</sup> / Band & Chorus  
Grades

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

Signature	<u>Christina Patterson</u>	President
Signature	<u>Michelle Heiners</u>	Vice President
Signature	<u>Michelle Heiners</u>	Treasurer
Signature	<u>[Signature]</u>	Secretary
Signature	<u>[Signature]</u>	Bookkeeper

Principal's Signature

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

Superintendent/Designee M. White

Board Meeting Date: 7/5/21