

DATE:

October 14, 2021

AGENDA ITEM (ACTION ITEM):

Consider/Approve External Support/Booster Organizations Approval for 2021-22 year for the following groups: Taylor Mill Elementary PTA, Twenhofel Middle School, Kenton Elementary

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:

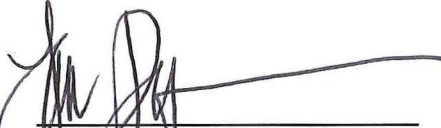
Approval to External Support/Booster Organizations for 2021-22 year for the following groups: Taylor Mill Elementary PTA, Twenhofel Middle School, and Kenton Elementary PTA

CONTACT PERSON:

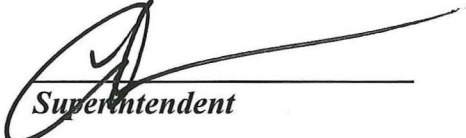
Matt Wilhoite



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: 2021-2022

Official Name of External Support/Booster Organization: **Kenton Elementary PTA**

Approval Applied for by: **Erica Copsy**

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: **BB&T**

(Required) Federal Employer Identification Number (FEIN) **611157198**

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? **Entire Kenton Elementary School, Grades K-5**

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

Signature	<u>Erica Copsy</u>	President
Signature	<u>K. Buell</u>	Vice President
Signature	<u>David M. H.</u>	Treasurer
Signature	<u>Caroline M.</u>	Secretary
Signature	_____	Bookkeeper

Principal's Signature M. Galt
If group supports more than one school ALL principals need to sign

Superintendent/Designee M. White

Board Meeting Date: 11/1/21

KENTON COUNTY SCHOOL DISTRICT
EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021-2022

Official Name of External Support/Booster Organization: KY PTACongress - Taylor Mill Elementary PTA
Approval Applied for by: Jamie Loveless

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 (61-1147676)

State Sales Tax-Exempt Number: 5110 Please attach 501C3 tax exempt letter to this application
(External support groups are not permitted to use the school/district's Ky. sales tax exempt number)

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

What gradelevels/clubs/sports will this group support? Pre K-5

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

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

Principal's Signature Carmie Holloway

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

Superintendent/Designee M. White

Board Meeting Date: 11/1/21

KENTON COUNTY SCHOOL DISTRICT EXTERNAL SUPPORT GROUP APPLICATION

SCHOOL YEAR: 2021-2022

Official Name of External Support/Booster Organization: Twenhofel PTSA

Approval Applied for by: Jessica L. Gearhart

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: BB&T

(Required) Federal Employer Identification Number (FEI) 61-1156957

State Sales Tax-Exempt Number: A-14300 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? whole school → Grades 6-8

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

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

Superintendent/Designee M. Wilhite

Board Meeting Date: 11/1/21