
Record of Board Proceedings
(Minutes)

The Kenton County Board of Education met in regular session on January 09, 2023 at 7:00pm in the Sanitation District Boardroom located at 1045 Eaton Drive, Ft. Wright, Kentucky.

I. CALL TO ORDER

Vice-Chairperson Jesica Jehn called the meeting to order at 7:00pm.

A. Roll call confirmed that board members Karen Collins, Gene Dupin, Shannon Herold and Jesica Jehn were present. Carl Wicklund was absent. Superintendent Webb, Attorney Deters, Secretary Jones, and Treasurer Bentle were also present.

B. Ms. Jehn called for a Moment of Silence and Ms. Shannon Herold led the Pledge of Allegiance.

II. ELECTION OF OFFICERS TO THE BOARD OF EDUCATION FOR THE ENSUING YEAR

A. Superintendent Webb was named Chairperson Pro-Tem during Election of the Chairperson.

B. Superintendent Webb asked for nominations for the position of Chairperson of the Board. Karen Collins nominated Jesica Jehn. Having no other nominations, Superintendent Webb closed the nominations and asked for a motion. Approval of Jesica Jehn for the position of Chairperson of the Board for the ensuing year passed with a motion by Mrs. Karen Collins and a second by Ms. Shannon Herold.

Mrs. Karen Collins	Yes
Mr. Gene Dupin	Yes
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Mr. Carl Wicklund	Absent

C. Chairperson Elect Jesica Jehn assumed the Chair.

D. Chairperson Jehn asked for nominations for the position of Vice Chairperson of the Board. Gene Dupin nominated Karen Collins. Having no other nominations, Chairperson Jehn closed the nominations and asked for a motion. Approval of Karen Collins for the position of Vice Chairperson of the Board passed with a motion by Mr. Gene Dupin and a second by Ms. Shannon Herold.

Mrs. Karen Collins	Yes
Mr. Gene Dupin	Yes
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Mr. Carl Wicklund	Absent

III. RECESS BOARD MEETING TO HAVE FINANCE CORPORATION MEETING

IV. RECOGNITION

A. KCSD School Board Members were recognized for their dedication and commitment to the students of Kenton County.

B. Hilary Lytle of Dixie Heights High School was recognized for receiving the National Board Certification.

C. Team Kenton Awards were presented to Gregory Bremer, Custodian at Dixie Heights; Sherry Clark, Chorus Teacher at Twenhofel; Laurel Huber, Teacher at White’s Tower; Lisa Meier, Teacher at Twenhofel; Kia Ober, Bus Driver; and Gary Turner, Teacher at Twenhofel.

V. PRESENTATION

A. Community Based Accountability System (CBAS) – Shawna Harney and Rob Haney presented an update on the system.

VI. MONTHLY REPORTS

A. Attendance

B. Construction

C. Energy Management

D. Human Resource

1. Employee Days Without Pay

2. Personnel Actions for 11/19/22-12/09/22

Certified:

ANDERSON, SARA	08/11/22 CERT ADD XDTY 1.0 HS DEPT CURRICULUM LEADER@IGNITE	IGNITE INSTITUTE
BOERGER, ANGELA NICOLE	08/11/22 CERT ADD XDTY 1.0 MS INTRAMURAL ACTIVITIES DIR @ TF	TURKEY FOOT MIDDLE SCHOOL
BRYAN, ASHLEY MARIE	08/11/22 CERT ADD XDTY 1.0 ELEM SPONSOR @ FW	FT WRIGHT ELEMENTARY SCHOOL
BUTLER, BRIAN R	08/11/22 CERT REMOVE XDTY 1.0 HS ACAD COMP TEACHER @ SC	SCOTT HIGH SCHOOL
CARSKADON, TRACY A	8/11/2022 CERT S/B ELEMENTARY TEACHER SVA	SUMMIT VIEW ACADEMY
HELLMANN, MICHAEL C	08/11/22 CERT ADD XDTY 1.0 EL SPONSOR @SVA	SUMMIT VIEW ACADEMY
JACKSON, JEFFREY B	08/11/22 CERT CHG .5 TO1.0 HS SPON & ADD 1.0 HS TEDS CORR@SC	SCOTT HIGH SCHOOL
JONES, CHRISTIE A	10/15/22 CERT ADD XDTY 1.0 MS BASKETBALL GIRLS 8TH @SVA	SUMMIT VIEW ACADEMY
MATHEWS, NICHOLE B	08/11/22 CERT ADD XDTY 1.0 HS SPONSOR @IGNITE	IGNITE INSTITUTE
MULLINS, MONICA L	10/15/22 CERT ADD XDTY 1.0 MS CHEER 7 GR BSKTB @TW	SIMON KENTON HIGH SCHOOL
NITARDY, KELLI J	11/14/22 CERT LOA RTW RECALCULATE SALARY @ FW	FT WRIGHT ELEMENTARY SCHOOL
POE, JESSICA R	08/11/22 CERT ADD XDTY HS 1.0 HS SPONSOR @IGNITE	IGNITE INSTITUTE
POE, JESSICA ROSE	08/11/22 CERT ADD XDTY1.0 EXCEPTIONAL CHILD LEAD TCHR@IGNITE	IGNITE INSTITUTE
SHUMATE, JULIE V	8/11/2022 CERT S/B KINDERGARTEN TEACHER SVA	SUMMIT VIEW ACADEMY
TOLLIVER, KARA	11/21/22 CERT REMOVE XDTY 1.0 ELEM DEPT CUR LEAD-2 @ PN	PINER ELEMENTARY SCHOOL
TURNER, CAROLINE C	11/30/22 CERT ADD XDTY .75 SCHOOL ASSET COORD @ DX	DIXIE HEIGHTS HIGH SCHOOL

WOLFZORN, BRADLEY ERVIN	12/06/22 CERT CHG CERT SUB TO HS TCHR TO REMOVE SUB@SC	SCOTT HIGH SCHOOL
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Classified:

BAKER, BARBARA J	01/31/23 CLAS RETIRE INSTR ASST@TW	TWENHOFEL MIDDLE SCHOOL
BISHOP, BILLIE	11/30/22 CLAS RETIRE BUS MONITOR @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
CATCHEN, TERESA L	11/28/22 CLAS ADD XDTY HEALTH ASST SUPPLMENT SEC @ DX	DIXIE HEIGHTS HIGH SCHOOL
DEUTSCH, KATHERINE BROOKE	08/11/22 CLAS CHG FR REG IA TO SEPC IA PER SPRING ALLOC @ KN	KENTON ELEMENTARY SCHOOL
ELLIS, AARON D	11/14/22 CLAS RESIGN BUS DRIVER @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
FARRIS, DEBORAH K	11/28/22 CLAS REHIRE CAFETERIA WKR @ DX	DIXIE HEIGHTS HIGH SCHOOL
FISH, TAYLOR L	11/23/22 CLAS RESIGN ELEMENTARY SECRETARY @ TM	TAYLOR MILL ELEMENTARY SCHOOL
GLOVER, SAMANTHA NECOLE	12/12/22 CLAS CHANGE CERT SUB TO INSTR ASST TO KEEP SUB@WT	WHITE'S TOWER ELEMENTARY SCHOOL
HARRIS, KIMBERLY	12/20/22 CLAS REMOVE XDTY CAFE MON @ TM	TRANSPORT-TWENHOFEL LOT/OFFICE
HERALD, GLENGY M	11/16/22 CLAS CHG BENEFIT TO LWOP FMLA ENDS 11/09 @ RR	RIVER RIDGE ELEMENTARY SCHOOL
LLOYD, DAVID S	12/31/22 CLAS RETIRE EXE DIR OF OPS @ CO	OPERATIONS SUPPORT-CO
NICHTER, THERESE M	10/15/22 ADD XDTY .5 HS UNIFIED ADAP BOWLING COACH@SK	SIMON KENTON HIGH SCHOOL
RAMSEY, BARBARA A	12/05/22 CLAS NEW HIRE BUS MONITOR @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
RAMSEY, BARBARA ANN	12/6/22 CLAS RESIGN BUS MONITOR @901T	TRANSPORT-TWENHOFEL LOT/OFFICE
RAMSEY, SHANNON R	12/05/22 CLAS NEW HIRE BUS MONITOR @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
ROETTKER, OLIVIA N	11/14/22 CLAS CHG FR STEP 0 TO STEP 3 SPED INSTR ASST @ RR	RIVER RIDGE ELEMENTARY SCHOOL
SCALIA, ERICA MICHELLE	12/09/22 CLAS RESIGN FROM ALL POSITIONS@DX	DIXIE HEIGHTS HIGH SCHOOL
SOWARD, TARA L	12/01/22 CLAS ADD CLAS SUB PAY RECORD @ DW	RIVER RIDGE ELEMENTARY SCHOOL
WEHRMAN, ERIC JOSEPH	12/06/22 CLAS RESIGN BLDG OPS SPT@FW	FT WRIGHT ELEMENTARY SCHOOL
WELLS, JOYCE R	11/21/22 CLAS CHG 5.5 TO 5.75 HR BUS DRIVER @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
YAHL, MARIDITH L	8/17/2022 CLAS S/B SPEC EDUCATION IA SVA	SUMMIT VIEW ACADEMY

Para Professional:

COOK, J BRIAN	02/13/23 PARA NEW HIRE 1.0 HS BASEBALL LEVEL I @SC	SCOTT HIGH SCHOOL
LANDERS, PAIGE LEIGH	12/09/22 PARA NEW HIRE .25 HS SPONSOR @DX	DIXIE HEIGHTS HIGH SCHOOL

Substitute Personnel:

BROWN, MACKENZIE L	12/06/22 SUBS CHANGE PARA TO CERT SUB TO KEEP PARA @ DW	DISTRICT WIDE
HANSON, NATHAN JOSIAH	12/10/22 CLAS CHG BLD OPS SPT@WD TO CLAS SUB CUSTOTIAN@DW	DISTRICT WIDE
HOUSE, PAULA A	11/30/22 SUBR CHANGE FROM STEP 0 TO STEP 22 CERT SUB @ DW	DISTRICT WIDE
MCKENZIE, KELSEY R	12/06/22 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
MILLER, TARRA R	11/29/22 SUBS NEW HIRE CLASSIFIED SUBSTITUTE @ DW	DISTRICT WIDE

MITCHELL, THOMAS CHRISTOPHER	12/09/22 CLAS CHG BUS DRVR TO SUB BUS DRVR @ DW	DISTRICT WIDE
NEWBOLT, DENISE	11/29/22 SUBR REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
NOYES, SUSAN K	11/21/22 SUBR REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
PARLIN, NICKEY L	12/06/22 SUBS NEW HIRE CLASSIFIED SUBSTITUTE @ DW	DISTRICT WIDE
RUDOLPH, JAIME L	12/06/22 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
STALLINGS, MARY PEYTON	12/06/22 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
STAMM, EMILY J	12/01/22 SUBR REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
THIBAUT, CHRISTINE ELIZABETH	08/11/22 SUBS ADD XDUTY .75 ELEM ACAD COACH @ BG	DISTRICT WIDE
THORNBERRY, CASMIR MICHAEL	12/09/22 SUBS NEW HIRE CERTIFIED & CLASSIFIED SUBSTITUTE@ DW	DISTRICT WIDE
WAGNER, HANNAH C	11/29/22 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE

E. Professional Travel

F. Purchasing

G. School-Related Student Trips - Overnight

H. Student Nutrition

VII. PUBLIC INPUT - None

VIII. CONSENT AGENDA

Approval of the following consent agenda Items A-1 thru K-7 passed with a motion by Ms. Shannon Herold and a second by Mr. Gene Dupin.

Mrs. Karen Collins	Yes
Mr. Gene Dupin	Yes
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Mr. Carl Wicklund	Absent

A. Board Meeting Minutes

1. Approved the December 5, 2022 Regular Session Minutes.

B. Community Use of Facility Agreements

1. Approved the Community Use Facility contract with Girl Scouts of America and River Ridge Elementary for use of the cafeteria during non-school time on various dates during 2022-23 school year.

2. Approved the Community Use Facility contract with Girl Scouts of America and Woodland Middle School for use of the library during non-school time on various dates during 2022-23 school year.

3. Approved the Community Use Facility contract with NKY Fury Softball Team and Summit View Academy for use of the gym, baseball/football area, and parking lot for conditioning/practice from January to May 2023.

4. Approved the Community Use Facility contract with St. Cecilia School and Simon Kenton High School for use of the auditorium on February 7, 10, and 11, 2023.

C. Construction Change Orders

- 1. Approved Change Order No. 21 with Schrudde & Zimmerman, Inc. for the Piner Addition and Renovation Project - BG 21-135.**
- 2. Approved Change Order No. 1 with Gared Holdings for the Scott High School Phase V, Taylor Mill Site Circulation, and Woodland Middle School Addition and Renovation Project - BG 21-083.**
- 3. Approved Change Order No. 9 with Morel Construction for the Scott High School Phase V, Taylor Mill Site Circulation, and Woodland Middle School Addition and Renovation Project - BG 21-083.**

D. Contracts, Agreements, and Memorandums

- 1. Approved the contract with ACCO/GBC and River Ridge Elementary for one year equipment maintenance on the Ultima 65 laminator.**
- 2. Approved an agreement with the Covington School District for a Deaf and Hard of Hearing (DHH) student to attend the Kenton County School District's DHH program.**
- 3. Approved the disclosure of Free and Reduced Agreement with the Diocese of Covington to ensure that any information disclosed by the Diocese of Covington School Lunch Program to Kenton County School District, about children eligible for free and reduced price meals or free milk will be used only for purposes of determining equitable services to non-public schools.**
- 4. Approved the contract with Executive Charter, Inc. and Piner Elementary for the COSI Field Trip on April 21, 2023.**
- 5. Approved the site agreement between the Girls on the Run organization and River Ridge Elementary for the Spring of 2023.**
- 6. Approved the contract with Houghton Mifflin Harcourt and Scott High School for Into Literature and Writable digital sub subscriptions for January 2023 to May 31, 2024.**
- 7. Approved the Memorandum of Agreement with Kentucky State University to provide Dual Credit course to qualifying KCSD students for the 2022-2023 school year.**
- 8. Approved the contract with McHale's Events and Catering with Scott High School for Senior Dinner on March 4, 2023.**
- 9. Approved the Memorandum of Agreement between Mount St. Joseph University (MSJ) and the Kenton County School District (KCSD) for students of their School of Education to perform student teacher and practicum experiences in KCSD schools going forward.**
- 10. Approved the Memorandum of Agreement between Ohio University and the Kenton County School District (KCSD) for Ohio University Speech-Language Pathology students to perform clinical experiences in KCSD schools through January 9, 2023.**
- 11. Approved the agreement with On the Stage and Hinsdale Elementary's Drama Department to help facilitate ticket sales, program design, and merchandise sales in the Spring of 2023 for their Lion King Jr. production.**
- 12. Approved the contract with Pamela Pitts, Provider of L'BAE Boundless Conception with Turkey Foot Middle School for an after-school Inspirational/Motivation Education Program during the Spring Semester 2023.**
- 13. Approved the renewal subscription with Pear Deck and Summit View Academy for the 2022-23 school year.**

E. Credit Applications

- 1. Approved the Government Credit Application and Credit Agreement for credit with S&S Tire/Best One Tire & Service.
- F. Fund-Raising Requests – School-wide Activities - Approved**
- G. Leave of Absence Requests - Approved**
- H. Payment of Monthly Bills - Approved**
 - 1. Accounts Payable
 - 2. Purchase Card
 - 3. Student Nutrition
- I. School-Related Student Trips - Approved Fees and Destinations along with Transportation of Airlines for Dixie Heights Cheerleading to fly to Orlando, FL and Executive Charter for Piner 4th & 5th graders to COSI in Columbus, OH.**
- J. Treasurer's Report - Approved**
- K. Various**
 - 1. Approved the Revision to the KCSD 2023-2024 Instructional Calendar adjusting the Preschool Family Engagement Day from March 15, 2023 to March 14, 2023.
 - 2. Approved the Schedule of Regular Board Meetings for the 2023-2024 fiscal year.
 - 3. Received the 2024 Draft Budget
 - 4. Approved the Kenton County Schools' Comprehensive School Improvement Plans (CSIP) for the 2022-23 school year.
 - 5. Approved an Additional 7 workdays for 8 Finance Dept. staff members.
 - 6. Approved District Activity Funds paying approximately \$9,000 per semester to provide meal for students in the Young Scholars Academy Program (YSA) at Northern Kentucky University that qualify for Federal Free or Reduced priced meals.
 - 7. Approved the request for a Dixie Heights/Ignite Senior Student, Jaydon Fritz, to graduate early on January 10, 2023.

IX. DISCUSSION AND ACTION

A. Approval of Change Order No. 5 with Graybach Construction for the White's Tower Addition and Renovation Project - BG 21-145 passed with a motion by Mr. Gene Dupin and a second by Ms. Shannon Herold.

Mrs. Karen Collins	Yes
Mr. Gene Dupin	Yes
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Mr. Carl Wicklund	Absent

B. Approval of the Kenton County School District Improvement Plan (CDIP) for the 2022-23 school year passed with a motion by Mrs. Karen Collins and a second by Mr. Gene Dupin.

Mrs. Karen Collins	Yes
Mr. Gene Dupin	Yes
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes

Mr. Carl Wicklund

Absent

X. MOTION MAKING AGENDA AND ATTACHMENTS PART OF THE OFFICIAL BOARD MEETING RECORDS

Approval making the agenda and attachments part of the Official Board Meeting Records passed with a motion by Ms. Shannon Herold and a second by Mrs. Karen Collins.

Mrs. Karen Collins	Yes
Mr. Gene Dupin	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Absent

XI. OTHER BUSINESS

- A. Board Members – None
- B. Staff and Teachers – None

XII. MOTION TO ADJOURN

Approval to adjourn at 7:44pm passed with a motion by Mr. Gene Dupin and a second by Ms. Shannon Herold.

Mrs. Karen Collins	Yes
Mr. Gene Dupin	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Absent

Jessica Jehn, Chairperson

Misty Jones, Secretary