



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

Issue Paper

DATE:

August 24, 2023

AGENDA ITEM (ACTION ITEM):

Consider/Approve External Support/Booster Organizations Approval for 2023-24 school year for the following groups: Whites Tower Elementary PTA, Kenton Elementary PTA, Taylor Mill Elementary PTA, Beechgrove Elementary PTA, and Caywood Elementary PTA.

APPLICABLE BOARD 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 support and promote school programs or compliment student groups or activities, (i.e. PTA, PTO, Booster Organizations, etc). External Support/Booster Organization's work very closely with the District but they are a separate entity and are responsible for adherence to IRS guidelines and Title IX regulations. All organizations listed have completed the required paperwork and have been reviewed by district designee.

FISCAL/BUDGETARY IMPACT:

None

RECOMMENDATION:


Approval to External Support/Booster Organizations for 2023-24 school year for the following groups: Whites Tower Elementary PTA, Kenton Elementary PTA, Taylor Mill Elementary PTA, Beechgrove Elementary PTA, and Caywood 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 Booster/External Support Group Application

SCHOOL YEAR: 2023-2024 SCHOOL: White's Tower Elementary

NAME OF BOOSTER/EXTERNAL SUPPORT GROUP: WTE PTA

APPLIED FOR BY: Danielle Downey

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

- Written By-Laws
- Annual Budget
- Signed Agreement
- Proof of Liability Coverage (\$2,000,000 Gen Liability per aggregate, \$1,000,000 Gen Liability per occurrence \$5,000 med expense coverage per person, KCBE as additional insured)
- Copy of Treasurers Bond (required if annual budget exceeds \$19,999)
- List of Officers
- Affidavit signed by all Officers (See Below)

NAME OF BANK AND ACCOUNT #: Huntington

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-1147672

STATES SALES TAX-EXEMPT #: A14300 (Must be different for school/district #)

CHARITABLE GAMING LICENSE: Y/N no

By signing below, each officer acknowledges that they have read and agree to follow the Booster/External Support Agreement and Accounting Procedures for Kentucky School Activity Funds, "Redbook"

President [Signature]
DocuSigned by:

Vice-President [Signature]
DocuSigned by: TC6EC5249F

Bookkeeper [Signature]
DocuSigned by: DD429

Secretary STEPHANE EUTCHISON
F702D028F6384C9

Treasurer [Signature]
7DE889C3B6FD473...

(KCS D employees ineligible to serve)

Principal [Signature]

DocuSigned by:
Paula Hook
E0348A86FAE34AF

Superintendent/Designee Michelle

Board Meeting Date 9/11/23

STUDENTS

09.33 AP.2

Booster/External Support Group Application

SCHOOL YEAR: 2023-2024 SCHOOL: Kenton Elementary School

NAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Kenton Elementary PTA

APPLIED FOR BY: Laura Mohr

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

- Written By-Laws
- Annual Budget
- Signed Agreement
- Copy of Treasurers Bond (required if annual budget exceeds \$19,999)
- List of Officers
- Affidavit signed by all Officers (See Below)
- Proof of Liability Coverage (\$2,000,000 Gen Liability per aggregate, \$1,000,000 Gen Liability per occurrence; \$5,000 med expense coverage per person, KCBE as additional insured)

NAME OF BANK PNC ~~WELLS FARGO~~ AND ACCOUNT #: 053000108

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-1157198

STATE SALES TAX EXEMPT # A14300 (MUST BE DIFFERENT FOR SCHOOL/DISTRICT #)

CHARITABLE GAMING LICENSE: Y/N No

By signing below, each officer acknowledges that they have read and agree to follow the Booster/External Support Agreement and Accounting Procedures for Kentucky School Activity Funds, "Redbook".

President [Signature] Vice-President Morgan West
 Vice-President [Signature] Events/Fundraising
 Bookkeeper [Signature] Secretary Shelby Berry
 Treasurer [Signature] (KCSN employees ineligible to serve)
 Vice President [Signature]
 Principal Rachel Warren
 Yearbook [Signature]
 Superintendent/Designee Mwillate Board Meeting Date 9/11/23

✓

- -

KENTON COUNTY SCHOOL DISTRICT
Booster/External Support Group Application

SCHOOL YEAR: 2023-2024 SCHOOL: Taylor Mill Elementary

NAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Taylor Mill Elementary
PTA

APPLIED FOR BY: Stephanie Cain, TME Vice President Fundraising

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

- | | |
|---|--|
| <input checked="" type="checkbox"/> Written By-Laws | <input checked="" type="checkbox"/> Copy of Treasurers Bond (required if annual budget exceeds \$19,999) |
| <input checked="" type="checkbox"/> Annual Budget | <input checked="" type="checkbox"/> List of Officers |
| <input checked="" type="checkbox"/> Signed Agreement | <input checked="" type="checkbox"/> Affidavit signed by all Officers (See Below) |
| <input checked="" type="checkbox"/> Proof of Liability Coverage (\$2,000,000 Gen Liability per aggregate, \$1,000,000 Gen Liability per occurrence \$5,000 med expense coverage per person, KCBE as additional insured) | |

NAME OF BANK AND ACCOUNT #: Fifth-Third 0056480154

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-1147676

STATES SALES TAX-EXEMPT #: 5110 (Must be different for school/district #)

CHARITABLE GAMING LICENSE: Y N

By signing below, each officer acknowledges that they have read and agree to follow the Booster/External Support Agreement and Accounting Procedures for Kentucky School Activity Funds, "Redbook"

President Jamie Rowless

Vice-President Stephanie Cain

Bookkeeper _____

Secretary Shawn Dean

Treasurer Stacy

(KCS D employees ineligible to serve) KJOW

Principal Carrie B Holloway

Superintendent/Designee M. Millate

Board Meeting Date 9/11/23

STUDENTS

09.33 AP.2

Booster/External Support Group Application

SCHOOL YEAR: 23-24 SCHOOL: Beechgrove

NAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Beechgrove PTA

APPLIED FOR BY: Heather Walker

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

- Written By-Laws
- Annual Budget
- Signed Agreement
- Copy of Treasurers Bond (required if annual budget exceeds \$19,999)
- List of Officers
- Affidavit signed by all Officers (See Below)
- Proof of Liability Coverage (\$2,000,000 Gen Liability per aggregate, \$1,000,000 Gen Liability per occurrence; \$5,000 med expense coverage per person, KCBE as additional insured)

NAME OF BANK Huntington AND ACCOUNT #: 01714842841

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-1151570

STATE SALES TAX EXEMPT # _____ (MUST BE DIFFERENT FOR SCHOOL/DISTRICT #)

CHARITABLE GAMING LICENSE Y/N _____

By signing below, each officer acknowledges that they have read and agree to follow the Booster/External Support Agreement and Accounting Procedures for Kentucky School Activity Funds, "Redbook".

President Heather Walker Vice-President Heather Walker

Bookkeeper JBK Secretary Amanda Fee

Treasurer Alison Lemons (KCSD employees ineligible to serve)

Principal Anna Kump

Superintendent/Designee M. White Board Meeting Date 9/11/23

KENTON COUNTY SCHOOL DISTRICT
Booster/External Support Group Application

SCHOOL YEAR: 2023-2024 SCHOOL: Caywood Elementary

NAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Caywood PTA

APPLIED FOR BY: Erin Kraft

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

- | | |
|---|--|
| <input checked="" type="checkbox"/> Written By-Laws | <input checked="" type="checkbox"/> Copy of Treasurers Bond (required if annual budget exceeds \$19,999) |
| <input checked="" type="checkbox"/> Annual Budget | <input checked="" type="checkbox"/> List of Officers |
| <input checked="" type="checkbox"/> Signed Agreement | <input checked="" type="checkbox"/> Affidavit signed by all Officers (See Below) |
| <input checked="" type="checkbox"/> Proof of Liability Coverage (\$2,000,000 Gen Liability per aggregate, \$1,000,000 Gen Liability per occurrence \$5,000 med expense coverage per person, KCBE as additional insured) | |

NAME OF BANK AND ACCOUNT #: 513 Bank

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-0461750

STATES SALES TAX-EXEMPT #: 61157192 (Must be different for school/district #)

CHARITABLE GAMING LICENSE: YN

By signing below, each officer acknowledges that they have read and agree to follow the Booster/External Support Agreement and Accounting Procedures for Kentucky School Activity Funds, "Redbook"

President Erin Kraft Vice-President _____

Bookkeeper Cheryl Secretary Rebecca Bumpson

Treasurer _____ (KCSD employees ineligible to serve)

Principal Erin Kraft

Superintendent/Designee M. Willote

Board Meeting Date 9/11/23