



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

# Issue Paper

**DATE:**

August 18, 2025

**AGENDA ITEM (ACTION ITEM):**

Consider/Approve External Support/Booster Organizations for 2025-26 school year for the following groups: Beechgrove PTA, Whites Tower PTA, Taylor Mill PTA, Woodland PTSA, Hinsdale PTA, Kenton PTO, Simon Kenton Girls Basketball, Woodland Band and Chorus, and Caywood 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 2025-26 school year for the following groups: Beechgrove PTA, Whites Tower PTA, Taylor Mill PTA, Woodland PTSA, Hinsdale PTA, Kenton PTO, Simon Kenton Girls Basketball, Woodland Band and Chorus, and Caywood 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.

**Booster/External Support Group Application**SCHOOL YEAR: 2025-2026 SCHOOL: Beechgrove ElementaryNAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Beechgrove PTAAPPLIED FOR BY: Lauren Heeger

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

☒ Written By-Laws ☒ Copy of Treasurers Bond (required if annual budget exceeds \$19,999)☒ Annual Budget update Aug 25 ☒ List of Officers☒ Signed Agreement ☒ 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 Bank AND ACCOUNT #: 01714842841FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 01-1156570

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 Lauren Heeger Vice-President Marion MilleeBookkeeper Melissa Rice Secretary Sarah PontierTreasurer Amber (KCSO employees ineligible to serve)Principal Kristina CahillSuperintendent/Designee M. White Board Meeting Date 9/8/25

**Booster/External Support Group Application**

This agreement is entered into by and between the Kenton County Board of Education (hereafter referred to as "Board") and an entity known as Beechgrove PTA (hereafter referred to as the "Booster Club"). Through this Agreement, the parties intend to set forth the Terms and Conditions under which the Booster Club may operate and associate with students, teachers, coaches and school administrators at Beechgrove PTA.

**TERMS AND CONDITIONS**

1. The Booster Club acknowledges that the Board is responsible for the promotion of education and the general health and welfare of all students attending the Kenton County School District. In addition, the Booster Club acknowledges that the Board has control and management of all school funds and all public school property in its district and may use its funds and property to promote public education ([KRS 160.290](#)). The Board and Booster Club acknowledge that the purpose of Booster Clubs is to assist and support but not to direct, interfere with, nor supplant the staff, existing activities, or athletic programs.
2. The Booster Club acknowledges that its activities may affect compliance with Title IX of the Educational Amendments of 1972 (Title 20, U.S.C. 1681-1687, et seq.) by Beechgrove PTA School and the Board. Likewise, the Booster Club acknowledges that, as a condition of membership in the Kentucky High School Athletic Association, representatives of Beechgrove PTA School and the Board must verify that the school complies with Title IX ([702 KAR 007:065](#), Section 2[13]). Accordingly, the Booster Club agrees to provide all information requested by School, the Board, or the Kentucky High School Athletic Association for purposes of determining Title IX compliance. The Booster Club further agrees to refrain from engaging in any activity which in the opinion of the Principal, Athletic Director or the Superintendent/Designee of the Kenton County School District, adversely affect the school's or the Board's ability to comply with Title IX.
3. The Booster Club shall, on or before July 1 submit a request to be recognized by the Board to the school Principal for the upcoming fiscal year. This request shall include By- Laws, list of officers, the Federal Employer Identification Number (FEIN), statement of objectives, and designated representatives for purposes of communicating with and providing true and accurate information to the Board and school Principal. If a Booster Club is formed after July 1, the above information will be furnished within 15 days of the execution of this agreement.
4. Upon request of the Principal or Athletic Director, or upon request of the Superintendent/Designee of the Kenton County School District, the Booster Club shall make available a full and complete list of its members.



Booster/External Support Group ApplicationSCHOOL YEAR: 2025-2026 SCHOOL: Whites Tower ElemNAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Whites Tower Elem. PTAAPPLIED FOR BY: Sarah Bailey

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

- |  |  |
|--|--|
| 1 <input checked="" type="checkbox"/> Written By-Laws  | 5 <input checked="" type="checkbox"/> Copy of Treasurers Bond (required if annual budget exceeds \$19,999) |
| 2 <input checked="" type="checkbox"/> Annual Budget  | 6 <input checked="" type="checkbox"/> List of Officers   |
| 3 <input checked="" type="checkbox"/> Signed Agreement   | 7 <input checked="" type="checkbox"/> Affidavit signed by all Officers (See Below)                         |
| 4 <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 Huntington Bank AND ACCOUNT #: 01714880816FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-1147672STATE SALES TAX EXEMPT # A-14300 (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 Sarah R Bailey Communication Vice-President MSFundraising Bookkeeper Megan Egbert Secretary Christie SteckTreasurer CS (KCSD employees ineligible to serve)Principal Stefanie Tychem -membershipSuperintendent/Designee M Willote Board Meeting Date 9/8/25

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**KENTON COUNTY SCHOOL DISTRICT**  
**Booster/External Support Group Application**

SCHOOL YEAR: 2025-2026 SCHOOL: Taylor Mill Elementary

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

APPLIED FOR BY: Shanel Dean

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<br>\$5,000 med expense coverage per person, KCBE as additional insured) |  |

NAME OF BANK AND ACCOUNT #: Fifth Third Bank 0056480154

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-1147676

STATES SALES TAX-EXEMPT #: 61-1147676 (Must be different for school/district #)

CHARITABLE GAMING LICENSE: Y/N 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 <u>Shanel Dean</u>	Vice-President <u>Chelsie Donatelli</u>
Bookkeeper <u>N/A</u>	Secretary <u>robin thompson</u>
Treasurer <u>L Hall</u>	(KCSD employees ineligible to serve)
Principal <u>Carrie Holloway</u>	

Superintendent/Designee muelate

Board Meeting Date 9/8/25

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**KENTON COUNTY SCHOOL DISTRICT**  
**Booster/External Support Group Application**

**SCHOOL YEAR:** 2025-2026      **SCHOOL:** Woodland Middle School

**NAME OF BOOSTER/EXTERNAL SUPPORT GROUP:** WMS PTSA

**APPLIED FOR BY:** Laura Applegate

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

<input checked="" type="checkbox"/> Written By-Laws	<u>N/A</u> 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 #:** 5/3

**FEDERAL EMPLOYER IDENTIFICATION (FEIN #):** 61-1147671

**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 <u>Laura Applegate</u>	Vice-President <u>Crystal Overholser</u>
Bookkeeper <u>Brandy R. Workman</u>	Secretary <u>Megan Rahn</u>
Treasurer <u>Anna M. Raines</u>	(KCS D employees ineligible to serve)
Principal <u>Lafon L. Benton</u>	

Superintendent/Designee M. White

Board Meeting Date 9/8/25

**Booster/External Support Group Application**

SCHOOL YEAR: 2025/26 SCHOOL: RC Hinsdale  
NAME OF BOOSTER/EXTERNAL SUPPORT GROUP: RC Hinsdale Elem PTA  
APPLIED FOR BY: Jenny Bunnell PTA President

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 Truist AND ACCOUNT #: 118 0000235921

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-1157199

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

CHARITABLE GAMING LICENSE: Y/N 0005189167670

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 Jenny Bunnell Vice-President Bonnie D'Amico

Bookkeeper N/A Secretary Genevieve

Treasurer Thonique Gutierrez (KCSD employees ineligible to serve)

Principal Josh Feldman

Superintendent/Designee mwillate Board Meeting Date 9/8/25



**Booster/External Support Group Application**SCHOOL YEAR: 2025-2026 SCHOOL: Kenton Elementary SchoolNAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Kenton Elementary PTOAPPLIED FOR BY: Laura Mohr, treasurer

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 L+N Credit Union AND ACCOUNT #: 3013200009921FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 93-3506051STATE SALES TAX EXEMPT # pending (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 <u>Daigle</u>	Vice-President <u>Jennifer Laker</u>
Assistant to the Board <u>Rachel Garner</u>	Secretary <u>Megan Laker</u>
Treasurer <u>Laura Mohr</u>	(KCSO employees ineligible to serve)
Vice President of Yearbook <u>Principal</u>	

Superintendent/Designee M. Willate Board Meeting Date 9/8/25



**KENTON COUNTY SCHOOL DISTRICT**  
**Booster/External Support Group Application**

SCHOOL YEAR: 2025-2026 SCHOOL: Simon Kenton  
NAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Girls Basketball

**APPLIED FOR BY:**

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 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 #: 3048001612  
FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 92-3607669  
STATES 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 David Owen Vice-President \_\_\_\_\_  
Bookkeeper \_\_\_\_\_ Secretary Jayla Stammers Laila  
Treasurer Heather Wootton (KCSD employees ineligible to serve)  
Principal Ly P

Superintendent/Designee Michelle Board Meeting Date 9/8/25

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**KENTON COUNTY SCHOOL DISTRICT**  
**Booster/External Support Group Application**

SCHOOL YEAR: 2025-26 SCHOOL: Woodland Middle School

NAME OF BOOSTER/EXTERNAL SUPPORT GROUP: Band & Chorus Boosters

APPLIED FOR BY: Jessie Boitman

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<br>\$5,000 med expense coverage per person, KCBE as additional insured) |  |

NAME OF BANK AND ACCOUNT #: Fifth Third Bank 7930254276

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 84-2911086

STATES SALES TAX-EXEMPT #: 815881 (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 Jessica Boitman Vice-President Rachel Inoué

Bookkeeper \_\_\_\_\_ Secretary Katie Jackson

Treasurer Cathy R. H. (KCS D employees ineligible to serve)

Principal Rafon R. Benton

Superintendent/Designee Muriente

Board Meeting Date 7/8/25

STUDENTS

09.33 AP.2

**Booster/External Support Group Application**

SCHOOL YEAR: 2025-2026 SCHOOL: Caywood

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 5/3 Bank AND ACCOUNT #: 73896610

FEDERAL EMPLOYER IDENTIFICATION (FEIN #): 61-0461750

STATE SALES TAX EXEMPT # 61157192 (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 Erin Kraft Vice-President \_\_\_\_\_

Bookkeeper Rachel Jones Secretary John T. [Signature]

Treasurer Matthew [Signature] (KCSO employees ineligible to serve)

Principal Kim [Signature]

Superintendent/Designee Mullate Board Meeting Date 9/8/25