

**FORT THOMAS INDEPENDENT SCHOOLS**  
**Board of Education Regular Meeting**

Fort Thomas City Building – 130 N. Fort Thomas Avenue  
Fort Thomas, Kentucky 41075

June 10, 2024

6:30pm

**Attendance Taken at 6:30 PM:**

Present Board Members:

Mr. Jeff Beach  
Mr. Clem Fennell IV  
Mrs. Sarah Foster  
Mrs. Ann Meyer

Absent Board Members:

Mrs. Julie Kuhnhein

**I. OPENING OF MEETING**

Board Chair Ann Meyer called the meeting to order at 6:32pm.

**A. Pledge of Allegiance**

**B. Recognitions**

**1. Board Bravos and Updates**

Board members shared the following:

- Graduation went very well
- Film students are participating in the Golden Lion Film Festival
- Softball won the regional championship
- HMS Band ranked top in our area; received Superior rating
- Graham Borden was named to the Kentucky Student Advisory Council
- Jack Wilson presented his app project and was recognized on a national level
- HHS had 3 Cappies winners
- HHS Envirothon were State Champions in Oral Presentation

**2. KYJTA State Champion**

The Board recognized and congratulated HHS Journalism student, Liam Downie, for receiving a Superior rating in Sports Photography at the state KYJTA competition. Liam was presented with a Certificate of Achievement and a "State Champion" t-shirt.

**C. Community Forum**

**II. ACTION ITEMS**

**A. Guaranteed Energy Savings Contract (GESK)**

**1. Project Update**

Jerry Wissman reported to the Board that Comfort Systems has been working to complete open items in all of the schools. CMTA feels the project will be complete at the end of June.

**2. CMTA Pay Application #14**

**Order #2545 - Motion Passed:** Approval of Pay Application #14 to CMTA, Inc. in the amount of \$145,691.65 for the Guaranteed Energy Savings Contract program passed with a motion by Mrs. Sarah Foster and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

**B. Insurance Coverage 2024-2025**

**Order #2546 - Motion Passed:** Approval of insurance coverage for the 2024-2025 fiscal year, as recommended by Assured Partners, to include coverage provided by Bluegrass Risk Management, Clearpath Specialty, and CFC at a total cost of \$306,784 for the premium package and Student Accident coverage through Roberts Insurance with Gross Insurance as our local agent at a total cost of \$33,266 passed with a motion by Mr. Jeff Beach and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

**C. Campbell County Imagination Library**

**Order #2547 - Motion Passed:** Authorization to enter into a contract with the Campbell County Imagination Library passed with a motion by Mrs. Sarah Foster and a second by Mr. Jeff Beach.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

**D. School Fees for 2024-25**

All school fees must be approved by the Board of Education annually. The fees include student fees, textbooks & workbooks, materials and supplies and lunch charges.

It is recommended that overall fees be approved as listed below for the 2024-2025 school year. The following fees are recommended to be adopted for the 2024-2025 School Year:

## Elementary

Student Fee – <b>All Kindergarten</b>	<b>Amount</b>
General Fee	\$25
Consumable - Social Studies, Math, ELA, & Digital Resources	\$20
Snack Fee	\$25
Technology Fee	\$80
Field Trips	\$50
Insurance	\$5
<b>TOTAL KINDERGARTEN STUDENT FEE</b>	<b>\$205</b>

Student Fee – <b>All Students Grades 1-5</b>	<b>Amount</b>
General Fee	\$45
Consumable Fee - Social Studies, Math, ELA, & Digital Resources	\$25
Technology Fee	\$80
Insurance	\$5
<b>TOTAL GRADE 1-5 STUDENT FEE</b>	<b>\$155</b>

## Highlands Middle School

<b>Student Fee</b>	<b>Amount</b>
General Fee	\$50.00
Science Lab Fee	\$15.00
Social Studies Textbook Fee	\$10.00
Language Arts Textbook Fee	\$10.00
STEM Fee	\$15.00
Technology Fee	\$105.00
Student Insurance	\$5.00
<b>TOTAL HMS STUDENT FEE</b>	<b>\$210.00</b>
<b>Additional</b>	
Band (all levels)	\$10.00
Strings (all levels)	\$10.00
Art (Elements or Advanced)	\$5.00
Comprehensive Visual Art	\$35.00
<b>HHS Pathway Courses</b>	
Comp Tech I/Digital Literacy (MOS)	\$30.00 + certificates
Engineering I	\$50.00
FCS Essentials	\$30.00

## Highlands High School

<b>Student Fee</b>	<b>Amount</b>
General Fee (ALL students)	\$25.00
PSAT (Select Students in Grade 10 & 11)	\$18.00
Technology (ALL Students)	\$105.00
<b>English</b>	
English I (Common Lit & Perfection Vocab)	\$25.00
English I Advanced (Common Lit & Perfection Vocab)	\$25.00
English II (Common Lit & Perfection Vocab)	\$25.00
AP Seminar (Common Lit, Perfection Vocab, & They Say I Say)	\$25.00
English III (Common Lit & Perfection Vocab)	\$25.00
AP Language (AMSCO & Perfection Vocab)	\$40.00
English IV (Common Lit & Perfection Vocab)	\$25.00
AP Literature (AMSCO & Perfection Vocab)	\$40.00
<b>Family Consumer Science</b>	
FCS Essentials	\$30.00
Fashion and Interior Design I	\$10.00
Early Lifespan Development	\$10.00
Culinary Arts I	\$15.00
Food and Nutrition	\$70.00

<b>Art</b>	
Sculpture	\$35.00
Art I	\$35.00
Art II	\$35.00
AP Studio Art	\$35.00
Art III	\$35.00
Photo I	\$35.00
Photo II	\$35.00
<b>Engineering/Technology</b>	
Architecture Design	\$50.00
Engineering I	\$50.00
Engineering II	\$75.00 + certificates and fees
Engineering Capstone	\$50.00 + certificates
EGT 212 CAD NKU Dual Credit	\$75.00 + certificates and fees
EGT 116 Manufacturing NKU Dual Credit	\$50.00
Advance Design	\$50.00
<b>Business</b>	
Comp Tech I/Digital Liter (MOS)	\$30.00 + certificates

<b>Fine Arts/Film</b>	
Tech Theater	\$35.00
Intro to Media Arts	\$40.00 + certificates
Video Studio Fundamentals	\$40.00 + certificates
Studio Directing/Performance	\$40.00 + certificates
Advanced Studio Productions	\$40.00 + certificates
Audio Engineering	\$40.00
Sports Broadcasting	\$40.00
Independent Video Productions	\$40.00
Choir	\$10.00
<b>Health Innovations</b>	
Health Pathway	\$30.00
<b>Math</b>	
All Courses (Digital resources, protractors, compasses, etc)	\$20.00
<b>Science</b>	
Physics (Lab Fees)	\$25.00
Chemistry I (Lab Fees)	\$30.00
Biology I (Lab Fees)	\$25.00
Biology I ADV (Lab Fees)	\$25.00
AP Biology (Lab Fees)	\$25.00

Chemistry I ADV (Lab Fees)	\$25.00
AP Chemistry (Lab Fees)	\$25.00
Anatomy & Physiology (Lab Fees)	\$25.00
Anatomy & Physiology (NOT DC - Consumable Fee)	\$55.00
AP Environmental Science (Lab Fees)	\$25.00
<b>Social Studies</b>	
World History (Digital resources)	\$10.00
AP World History (AP Classroom & Digital resources)	\$28.00
US History (Consumable resources)	\$10.00
AP US History (AP Classroom & Digital resources)	\$28.00
Government (We the People resources)	\$10.00
AP US Government & Politics (AP Classroom & Digital resources)	\$28.00
AP Government/We the People (AP Classroom & We the People resources)	\$28.00
<b>Additional Summer Course</b>	Up to \$300
<b>Advanced Placement</b>	TBD
<b>Dual Credit</b>	TBD
<b>Athletic/Extracurricular</b>	
Athletic Fee	\$140.00



Uniform Fee	Up to \$150.00
Athletic Meal Fee	Up to \$150.00
Band Fee	\$110.00

**Breakfast/Lunch Fees**

Student Fee	Amount
Elementary Breakfast	\$2.50
Elementary Lunch	\$3.50
HMS/HHS Breakfast	\$2.50
HMS/HHS Lunch	\$3.75
Adult Lunch	\$4.00

**Order #2548 - Motion Passed:** Adoption of the School Fees for the 2024-25 school year listed below passed with a motion by Mr. Clem Fennell IV and a second by Mrs. Sarah Foster.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

**E. Acceptable Code of Behavior and Discipline 2024-2025**

**Order #2549 - Motion Passed:** Approval of the Acceptable Code of Behavior and Discipline for 2024-2025 passed with a motion by Mr. Jeff Beach and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

**F. Policy Revisions for 2024-25 First Reading**

**Order #2550 - Motion Passed:** Tentative approval based on a First Reading of the policy revisions passed with a motion by Mrs. Sarah Foster and a second by Mr. Jeff Beach.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

**G. KSBA Policy Updates for 2024-25**

Jamee Flaherty shared with the Board that our attorney suggested expanding the revisions to the policy prohibiting medicinal cannabis to include employees. She also shared we have asked for revisions to policy 6.34 requiring bus drivers to consult with principals/administration prior to disciplining students. The Board agreed with all revisions.

**Order #2551 - Motion Passed:** Tentative approval based on a First Reading of the annual KSBA Policy Updates for 2024-25 passed with a motion by Mr. Clem Fennell IV and a second by Mr. Jeff Beach.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

**H. Payroll Dates for 2024-25**

**Order #2552 - Motion Passed:** Approval of the Payroll Dates for 2024-25 passed with a motion by Mrs. Sarah Foster and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

**I. Evaluation of Superintendent**

The Board shared they are extremely happy with Superintendent Robinson's leadership, his team and the high level of performance throughout the district. Superintendent Robinson received an Exemplary rating and a 4% increase.

**Order #2553 - Motion Passed:** Acceptance and approval of the Superintendent's annual evaluation with an overall rating of Exemplary and an increase of 4% passed with a motion by Mr. Jeff Beach and a second by Mrs. Sarah Foster.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

### **III. DISCUSSION ITEMS**

#### **A. Highlands Athletic Complex at Tower Park Renovation**

##### **1. Project Update**

Jerry Wissman shared with the Board that Riegler has removed the retaining wall and a large section of the track in order to build the retaining wall to support the new Army Reserve Drive. Phase II will soon be under way, and land work on the field should begin in the next two weeks. Jerry reported we will receive a timeline from Morel for Phase II soon.

#### **B. Board Committee Updates**

Board Chair Ann Meyer reported the Breakfast Committee is busy working on the Opening Day Breakfast set for August 8, 2024.

### **IV. APPROVAL OF CONSENT AGENDA**

**Order #2554 - Motion Passed:** With all Board members having had the opportunity to review and pursue any questions about all of the items contained therein, approval of the consent agenda passed with a motion by Mr. Jeff Beach and a second by Mr. Clem Fennell IV.

Mr. Jeff Beach	Yes
Mr. Clem Fennell IV	Yes
Mrs. Sarah Foster	Yes
Mrs. Julie Kuhnhein	Absent
Mrs. Ann Meyer	Yes

#### **A. Minutes of Regular Meeting of May 13, 2024; Special Board Meeting of May 20, 2024; and Working Board Meeting of June 4, 2024**

#### **B. Financial Report for Month of May 2024**

#### **C. Food Service Report for May 2024**

#### **D. Attendance Report for 9th Month of 2023-24**

#### **E. Authorization for Payment of Claims**

#### **F. Revised 2024-25 Supplemental Services Pay Schedule**

#### **G. Job Description Revisions**

#### **H. SRO Agreement for 2024-25**

#### **I. Trauma-Informed Care Plan for 2024-25**

#### **J. Approval of Transportation Common Carriers for 2024-25**

Common Carriers for 2024-25:

- Croswell
- Miller
- Executive Transportation
- Campbell County
- Enterprise

**K. Notification and Approval of Student Trips**

- 1. HHS Track - Lexington, KY - May 31 - June 1, 2024**
- 2. HHS Softball - Lexington, KY - June 5-6, 2024**
- 3. HHS Boys Basketball - Hanover, IN - June 7, 2024**
- 4. HHS Football - Hoover, AL - July 10-13, 2024**
- 5. HHS Varsity Dance - Lexington, KY - July 23-26, 2024**
- 6. HHS Volleyball - Lexington, KY - July 26-28, 2024**
- 7. HHS FCCLA - Orlando, FL - October 18-22, 2024**

**L. Personnel Action Taken Since May 13, 2024**

Employment of the following Certified Employees

Lauren Barkley - Teacher - JES  
Sydney Berger - Teacher - JES  
Dillon Goettke - Teacher - HMS/HHS  
Rachael King - Teacher - JES  
Aaron Lehman - Teacher - HHS  
Corrie Posinski - Teacher - MES  
Ella Workman - Social Studies Teacher - HMS

Employment of the following Classified Employees

Shannon Hewins - Cafeteria - MES  
Emmalina Horn - Instructional Assistant - JES

Employment of the following Extra-Service Positions

Savannah Brady - Girls Head Track Coach - HHS  
Lance Bucher - Cross Country Coach - HHS  
Andrea Higgins - Green Club Sponsor - HHS  
Katie Hood - Literacy Leader - MES  
Katie Mills - Literacy Leader - JES  
Katie Mirrieless - Literacy Leader - MES  
Aimee Shadwell - Literacy Leader - JES

Notification of MOA with CPE for the following Certified Employee

Allison Roth

Resignation of the following Certified Employees

Jisoo Bae - Choir Teacher - HHS  
Jennifer Flynn - Art Teacher - JES  
Jessica Gross - Special Education Teacher - HHS

Natalie Woeste - Special Education Teacher - JES

Resignation of the following Extra-Service Positions

Stephanie Ewald - Grade Level Leader - HMS

Barbara Carrasquel - STLP Sponsor - WES

Brian McDowell - Lego Robotics Sponsor - HMS

Laura Rittinger - Grade Level Leader - HMS

Collin Shadwell - Get Fit Club Sponsor - HMS

Wesley Staff - Practical Living Department Chair - HMS

Ahren Wagner - FCCLA Club Sponsor - HMS

**M. Grant Extended Leave**

- 1. Megan Laux (Maternity - Approximately September 2024 through January 2025)**

**V. OTHER BUSINESS**

**VI. ADJOURNMENT**

Board Chair Ann Meyer adjourned the meeting at 7:22pm.

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Chairperson

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Superintendent