

Record of Board Proceedings

(Minutes)

The Kenton County Board of Education met in special session on January 13, 2025 at 6:00 PM in the Sanitation District Boardroom located at 1045 Eaton Drive, Ft. Wright, Kentucky.

**I. CALL TO ORDER**

Chairperson Jessica Jehn called the meeting to order at 6:00pm.

A. Roll Call confirmed that board members Shannon Herold, Jessica Jehn and Erin McConnell were present with Karen Collins and Carl Wicklund absent. Superintendent Webb, Secretary Jones, and Treasurer Bentle were also present with Attorney Deters absent.

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

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

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

B. Superintendent Webb asked for nominations for the position of Chairperson of the Board. Shannon Herold nominated Jessica Jehn. Having no other nominations, Superintendent Webb closed the nominations and asked for a motion. Approval of Jessica Jehn for the position of Chairperson of the Board passed with a motion by Ms. Shannon Herold and a second by Ms. Erin McConnell.

Mrs. Karen Collins	Absent
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Ms. Erin McConnell	Yes
Mr. Carl Wicklund	Absent

C. Chairperson Elect Jessica Jehn assumed the chair.

D. Chairperson Jehn asked for nominations for the position of Vice Chairperson of the Board. Erin McConnell 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 passed with a motion by Ms. Erin McConnell and a second by Ms. Shannon Herold.

Mrs. Karen Collins	Absent
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Ms. Erin McConnell	Yes
Mr. Carl Wicklund	Absent

**III. RECESS BOARD MEETING TO HAVE FINANCE CORPORATION MEETING**

**IV. RECOGNITION**

A. KCSB School Board Members were recognized for their dedication and commitment to the Kenton County School District.

B. Brittany Jones and Heather Redman were recognized for receiving their National Board Certifications.

C. Team Kenton Awards were presented to Catherine Ehlman, Debra Hambrick, Dave Kohus, Tiffanie Maines, Joan Moening, and Melissa Quandt.

**V. PRESENTATION**

A. Matt Rigg and Shawna Harney presented an update on the Community Based Accountability System (CBAS).

**VI. MONTHLY REPORTS**

A. Attendance

B. Construction

C. Energy Management

D. Human Resource

1. Employee Days Without Pay

2. Personnel Actions – 11/16/24-12/6/24

Certified:

BAMBERGER, ANDREW JAMES	1/17/25 CERT RESIGN HS TEACHER @ SK	SIMON KENTON HIGH SCHOOL
CARSKADON, TRACY A	12/1/24 CERT ADD XDTY 1.0 MS TRACK-ASST COACH @ TF	SUMMIT VIEW ACADEMY
HEILMAN, JEFFERSON R	11/22/24 CERT ADD XDTY SUB CUSTODIAN PAY RECORD @ DW	TWENHOFEL MIDDLE SCHOOL
PONCHAK, KELLIE D	12/31/24 CERT CHANGE 1.0 TO .5 RESTOR PRACT COORD @ SC	SCOTT HIGH SCHOOL
PROCACCINO, ANTHONY P	11/22/24 CERT RETIRE PRINCIPAL @ SC	SCOTT HIGH SCHOOL

Classified:

BARNETT, DEBRA J	12/4/24 CLAS NEW HIRE IA @ SVA	SUMMIT VIEW ACADEMY
BEDEL, KENNETH A	12/9/24 CLAS CHG LOC FROM BLDG OPS SPT @ DW TO @ SVA	SUMMIT VIEW ACADEMY
BISHOP, BILLIE C	11/21/24 CLAS CHG LOC FROM BUS MONITOR @ 901S TO @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
BRADFORD, BRANDY MARIE	12/06/24 CLAS RESIGN NON-LICENSED HEALTH TECH @ PN	PINER ELEMENTARY SCHOOL
BURRISS, MEGAN B	12/2/24 CLAS CHG ADDRESS&CERT/CLAS SUB TO SPED IA RMV SUB@SC	SCOTT HIGH SCHOOL
CLARK, ALEXIS D	12/9/24 CLAS NEW HIRE SPEECH LANGUAGE PATHOLOGIST@ BG	BEECHGROVE ELEMENTARY SCHOOL
CLORE, MARY JO	12/20/24 CLAS RETIRE CAFETERIA WORKER @ SK	SIMON KENTON HIGH SCHOOL
DHERANGULA, PRAMIDHA	12/2/24 CLAS NEW HIRE SPED IA @ SC	SCOTT HIGH SCHOOL
DUMMITT, SPENCER D	12/6/24 CLAS NEW HIRE BLDG OPS @ TW	TWENHOFEL MIDDLE SCHOOL
EDWARDS, CHRISTA C	11/11/24 CLAS CHG FR STEP 0 TO STEP 10 FOOD SERVICE @ RR	RIVER RIDGE ELEMENTARY SCHOOL
FREED, JOHN D	12/9/24 CLAS NEW HIRE BUILDING OPERATIONS SUPPORT @ CY	CAYWOOD ELEMENTARY SCHOOL
FRY, KAREN J	2/28/25 CLAS RETIRE FOOD SERVICE MANAGER & ALL POSITIONS @CY	CAYWOOD ELEMENTARY SCHOOL

GOODRICH, JOANNE	11/30/24 CLAS RETIRE ADMINISTRATIVE ASSISTANT @ CO	ACADEMIC SERVICES-CO
LLOYD, JOYCE LORRAINE	12/6/24 CLAS RESIGN CAFE WORKER @ RR	RIVER RIDGE ELEMENTARY SCHOOL
PANKO, MARY SHANNON	11/19/24 CLAS RESIGN BUS DRIVER @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
STAVERMAN, ELLEN MARIE	12/31/24 CLAS RETIRE INSTRUCTIONAL ASST-VISION IMPA @ WD	WOODLAND MIDDLE SCHOOL

Paraprofessional Personnel:

CODE, MICHAEL M	12/5/24 PARA NEW HIRE 1.0 HS BASKETBALL-BOYS-ASST COACH @ DX	DIXIE HEIGHTS HIGH SCHOOL
MOORE, JEREMY M	10/9/24 PARA RESIGN .5 HS CHEERLEADING-ASST COACH @ DX	DIXIE HEIGHTS HIGH SCHOOL
SEENEY, GERALD A	10/15/24 PARA ADD XDTY .5 HS GIRLS WRESTLING-HEAD COACH @ DX	DIXIE HEIGHTS HIGH SCHOOL
STEWART, JASON ROBERT	6/30/24 PARA RESIGN HS BASS FISHING- HEAD COACH @ SK	SIMON KENTON HIGH SCHOOL
STIDHAM, JOSHUA T	11/18/24 PARA NEW HIRE 1.0 HS ARCHERY-ASST COACH @ SK	SIMON KENTON HIGH SCHOOL
TAKTAK, TYLER J	10/15/24 PARA ADD XDTY .5 HS GIRLS WRESTLING-HEAD COACH @ DX	DIXIE HEIGHTS HIGH SCHOOL

Student Personnel:

COCHRAN, SCARLETT D	11/26/24 STDT NEW HIRE LIFEGUARD @ SC	SCOTT HIGH SCHOOL
MONGONZA, GRACE L	11/26/24 STDT NEW HIRE EL STUDENT INTERN @ DX	DIXIE HEIGHTS HIGH SCHOOL

Substitute Personnel:

DHILLON, INDERJIT K	12/5/24 SUBS NEW HIRE CLASSIFIED LUNCHROOM MONITOR SUB @ DW	DISTRICT WIDE
GLASS, LINDSEY M	12/5/24 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
HATTON, KELSEY N	11/21/24 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
HOGUE, WYATT Z	12/3/24 SUBS REINSTATE SUB CUSTODIAN @ DW	DISTRICT WIDE
KELLY, SHEILA R	11/21/24 SUBR REHIRE CLASSIFIED SUBSTITUTE IA & CAFE WKR @ DW	DISTRICT WIDE
KLOENTRUP, KEVIN M	12/5/24 SUBS NEW HIRE CERT & CLAS IA SUB @ DW	DISTRICT WIDE
MCLOUGHLIN, MANDY L	10/10/24 SUBS ADD XDTY .5 HS CHEER-ASST CCH @ DX	DISTRICT WIDE
PEARSON, WILLIAM MUSIAL	11/19/24 SUBS RETIRE FROM CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
PHILLIPS, MARY K	11/21/24 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
SCHRAGE, ERICA C	12/3/24 SUBS REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
STEFFEN, ELLI J	11/21/24 SUBS REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
STEFFEN, ELLI J	12/4/24 SUBS ADD XDTY PAY RECORD FOR CLAS IA SUB @ DW	DISTRICT WIDE
WATKINS, KAREN L	11/27/24 SUBS CHG CAFE WORKER@RR TO CAFE SUB & CERT SUB @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 N-5 with tabling item E5 passed with a motion by Ms. Erin McConnell and a second by Ms. Shannon Herold.

Mrs. Karen Collins	Absent
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Ms. Erin McConnell	Yes
Mr. Carl Wicklund	Absent

#### **A. Bid Requests**

1. Approved awarding the Mowing and Bush Hogging bid (59-MBH-25) to Earl's Lawn Service, Alton Construction, Jr.'s Lawncare, Precise Lawn Care, and Fender's Greenskeepers as indicated on the Mowing and Bush Hogging bid evaluations for the period of March 1, 2025 to November 30, 2025 with three (3) optional mutually agreed upon annual renewals.

#### **B. Board Meeting Minutes**

1. Approved the November 26, 2024 Special Session Minutes
2. Approved of December 2, 2024 Regular Session Minutes

#### **C. Community Use of Facility Agreements**

1. Approved Community Use Facility contract with the 2 Out Storm Softball Club for use of the Scott High School fieldhouse on various dates in January-March 2025 during non-school hours.
2. Approved Community Use Facility contract with Brandon Ponchak for use of the Scott High School stadium and fieldhouse on various dates in 2024-25 school year during non-school hours. Times and dates will be coordinated with the Athletic Director.
3. Approved Community Use Facility contract with Girl Scouts of America for use of Ft. Wright Elementary on various dates during non-school hours for 2024-25 school year.
4. Approved Community Use Facility contract with the Special Olympics (Longhorn Basketball Program) for use of the Twenhofel Middle School gymnasium during 2024-25 school year during non-school hours.

#### **D. Construction Change Orders**

1. Approved Direct Purchase Order Change Order No. 1 with Full Compass for the New Central Office Project - BG 24-084.
2. Approved Direct Purchase Order Change Order No. 1 with Wesco for the New Central Office Project - BG 24-084.
3. Approved Direct Purchase Order Change Order No. 1 with L&W Supply Corporation for the Support Operations Center - BG 23-173.
4. Approved Direct Purchase Order Change Order No. 1 with Interior Supply for the Support Operations Center - BG 23-173.

#### **E. Contracts, Agreements, and Memorandums**

1. Approved a one-year equipment maintenance agreement with ACCO/GBC for continued maintenance on Caywood Elementary's Ultima 65 laminator.

2. Approved a one-year equipment maintenance agreement with ACCO/GBC Brands for maintenance on River Ridge Elementary V, EMA Ultima 65 laminator.
3. Approved renewal subscription agreement with ArbiterSports to pay licensed officials online and for the paperless collection of athletic forms with Scott High School, Dixie Heights High School, and Simon Kenton High School for 3 years from January 7, 2025 - June 29, 2028.
4. Approved the contract with Concord Theatricals and Dixie Heights High School to perform the production Chicago: Teen Edition in March of 2025 performed by the Dixie Drama Department.
5. Tabled a one-year equipment maintenance agreement with DSC Office Systems/Waltz Business Solutions and River Ridge Elementary for continued maintenance on duplicator from January 2025 thru January 2026.
6. Approved the contract between Executive Charter and Dixie Heights High School for bus transportation to TQL Stadium in Cincinnati, Ohio for the FBLA Stock Market Challenge on 1/28/25.
7. Approved the contract between Executive Charter and Dixie Heights High School for bus transportation to Frankfort, KY for the FBLA Leadership Conference on 2/11/25.
8. Approved the contract with Executive Charter and Piner Elementary School for a field trip on April 25, 2025 to COSI in Columbus, OH.
9. Approved the terms and contract with Ikonics Imaging and Simon Kenton High School.
10. Approved the musical agreement with JW Pepper: Junior Musical Showkits to grant permission for students to perform the musical, Annie Junior, for the school and community at Twenhofel Middle School in the spring semester of 2025.
11. Approved the contract with Music Theatre International and Scott High School to perform the production of Shrek The Musical in March 2025 by the Scott Drama Department held at Scott High School.
12. Approved the sales contract and terms with NoRedInk and Beechgrove Elementary.
13. Approved the contract between Sparkpoint Innovations and River Ridge Elementary for the purpose of providing a unique learning experience intended for all students and is related to the Science Standards.

**F. External Booster/Support Organizations**

1. Approved External Support/Booster Organizations for 2024-25 school year for the following group: JROTC Boosters.

**G. Fund-Raising Requests - Schoolwide Activities - Approved**

**H. Leave of Absence Requests - Approved**

**I. Payment of Monthly Bills**

1. Accounts Payable - Approved
2. Purchase Card - Approved
3. Student Nutrition - Approved

**J. School-Related Student Trips – Approved fees on all field trips listed. Also, approved Common Carriers for all three of Dixie’s FBLA field trips and for Piner’s field trip to Center of Science & Industry in Columbus, OH.**

**K. Student Fees**

1. Approved the Student Activity Fee Request for Piner Elementary.

**L. Superintendent's Travel Expense Reimbursement Request**

- 1. Approved Reimbursement to Dr. Webb for expenses incurred to attend the Kentucky Association of School Superintendents (KASS) Winter Conference in Louisville, KY on December 8-9, 2024.

**M. Treasurer's Report - Approved**

**N. Various**

- 1. Approved the schedule of Regular Board Meetings for the 2025-2026 fiscal year.
- 2. Approved the Kenton County Schools' Comprehensive School Improvement Plans (CSIP) for the 2024-25 school year.
- 3. Approved the revised BG-4 (Buildings and Grounds Capital Construction Contract Closeout Form) for the Piner Elementary School Addition and Renovation Project BG 21-135.
- 4. Approved the revised BG-4 (Buildings and Grounds Capital Construction Contract Closeout Form) for the Beechgrove Elementary School Addition and Renovation Project BG 21-140.
- 5. Approved revisions to current job descriptions for all Building Operations and Maintenance positions impacted by the title change of their supervisor.

**IX. DISCUSSION AND ACTION**

**A. Received the 2026 Draft Budget**

**B. Approval of the Kenton County School District Comprehensive District Improvement Plan (CDIP) for the 2024-25 school year passed with a motion by Ms. Shannon Herold and a second by Ms. Erin McConnell.**

Mrs. Karen Collins	Absent
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Ms. Erin McConnell	Yes
Mr. Carl Wicklund	Absent

**C. Approval of awarding the WAN (57-WAN-25.2) bid to AltaFiber pending KCSD Legal Counsel Approval and KDE Lease Approval as indicated on the WAN Evaluation Tabulation, for the period of July 21, 2025 through June 30, 2028 (3Years) with three (3) mutually agreed upon annual renewals for a potential period of 6 years passed with a motion by Ms. Erin McConnell and a second by Ms. Shannon Herold.**

Mrs. Karen Collins	Absent
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Ms. Erin McConnell	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 Ms. Erin McConnell.

Mrs. Karen Collins	Absent
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Ms. Erin McConnell	Yes
Mr. Carl Wicklund	Absent

**XI. OTHER BUSINESS**

A. Board Members – Chairperson Jessica Jehn thanked all Support Operations for their hard work of preparing campuses for return of students and staff.

B. Staff and Teachers – None

**XII. MOTION TO ADJOURN**

Approval to adjourn at 7:00pm passed with a motion by Ms. Erin McConnell and a second by Ms. Shannon Herold.

Mrs. Karen Collins	Absent
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Ms. Erin McConnell	Yes
Mr. Carl Wicklund	Absent

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Jessica Jehn, Chairperson

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Misty Jones, Secretary