

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)**

The Kenton County Board of Education met in regular session at 1045 Eaton Drive, Ft. Wright, KY at 7:00 PM on May 07, 2018.

**I. CALL TO ORDER**

Mr. Wicklund called the meeting to order at 7:00pm and welcomed guests.

**I.A. Roll Call**

Board members Karen Collins, Josh Crabtree, Carla Egan, Jesica Jehn, and Carl Wicklund were present. Superintendent, Dr. Henry Webb; Board Attorney, Jeremy Deters and Board Secretary, Cathy Finley were also present.

**I.B. Mr. Wicklund called for a Moment of Silence and Mrs. Egan led the Pledge of Allegiance.**

**II. RECOGNITION**

**II.A. W.O.W. (What Outstanding Work) Awards were presented to the following:**

Jonathan Moore, Scott High School

Aracely Norvell, Scott High School

**II.B. 2018 ENERGY STAR Partner of the Year Sustained Excellence Award**

The Kenton County School District received this U.S. Environmental Protection Agency (EPA) Award for long-term commitment to improving public health and protecting the environment by eliminating energy waste and associated pollution.

**III. MONTHLY REPORTS RECEIVED BY THE BOARD**

**III.A. Attendance**

7th Month Attendance Highlights

5 of our 18 Schools met the District Attendance Goal

16 of our 18 Schools showed an improvement in their attendance from last month

14 of 18 Schools showed improvement from their 7th month attendance in 2016-17

RC Hinsdale Elementary and Kenton Elementary received a banner for having the highest attendance for the 7th month of school and meeting the District Goal

**III.B. Construction**

**III.C. Energy**

**III.D. Human Resource**

III.D.1. Employee Days without Pay

III.D.2. Personnel Actions

**III.E. Student Nutrition**

**III.F. Treasurer's Report**

**IV. PUBLIC INPUT**

None

**V. CONSENT AGENDA**

Approval of the following Consent Agenda Items A-CC passed with a motion by Mrs. Karen Collins and a second by Mrs. Carla Egan.

Mrs. Karen Collins	Yes
Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**V.A. Bid Requests**

**Accepted Bids from Chris Baker, Tim Combs, Paul Lawless, Rebecca Rouse, and Brandon Smalley for Surplus Equipment #3 Disposition**  
**Awarding All Pro Supply, Baumann Paper, Cooper Wholesale, Greko, Hillyard, Interboro, Phillips Supply, and Stigler Supply the Cleaning Supplies Bid**  
**Awarding Alpha Best and Children, Inc. the Before, Partial Day, and After School Care Program Bid**  
**Awarding both Earl Franks Sons and Daughters and Mr. David's Flooring International various parts of the Carpet and Floor Tile Bid**  
**Awarding John R. Green, Office Depot, Quill and School Specialty the Instructional and Office Supplies Bid**  
**Awarding Momentum Painting the Painting Bid**  
**Awarding Planes Moving and Storage the Moving and Storage Bid**  
**Awarding Quill and School Kids Healthcare the First Aid Supplies Bid**  
**Awarding Riddell the Football Helmet Reconditioning Bid**  
**Awarding TNT Paper the Copy Paper Bid**

**V.B. Board Meeting Minutes**

**April 2, 2018 - Regular Session**  
**April 23, 2018 - Special Session**

**V.C. Camp Requests**

**V.D. Field Trip Requests**

**V.E. Fund-Raising Requests - External Support/Booster**

**V.F. Fund-Raising Requests - Internal**

**V.G. Leave of Absence Requests**

**V.H. Payment of Monthly Bills**

**Accounts Payable**  
**Purchase Card**  
**Student Nutrition**

**V.I. Professional Travel**

**V.J. 2017-18 Amended School Calendar**

**V.K. Special Education Summer Extended School Year (ESY) program to run July 9-27, 2018 at White's Tower Elementary at an approximate cost of \$117,950**

**V.L. Permitting all Kenton County School District Schools to flex the set district calendar dates designated for Professional Development in the 2018-2019 calendar according to individual school needs set forth in their School Improvement Plans**

**V.M. Creation of a New Job Description entitled "Administrative Assistant (Early Childhood)", and Abolish the current Job Description of "Preschool Secretary"**

**V.N. New Job Description entitled "Kenton Therapeutic Program (KTP) Social Worker**

**V.O. Agreement Amendment to the Permanent Agreement with Kentucky Department of**

**Education to operate the National School Lunch Program, School Breakfast Program, Summer Food Service Program; Determining Eligibility for Free and Reduced Price meals and Free Milk in Schools**

- V.P. Agreement with LEAD to present curriculum to Simon Kenton business classes**
- V.Q. Agreement with Center X Productions for Scott High School's Band Program**
- V.R. Agreement with Swank Movie Licensing USA for a public performance site license at Ryland Heights Elementary, which will be automatically renewable annually**
- V.S. Contract with Advantage Tent and Party Rental for Dixie Heights to rent folding chairs for graduation practice**
- V.T. Contract with Advantage Tent and Party Rental for Dixie Heights to rent tables and chairs for on-demand testing to be held on May 23, 2018**
- V.U. Contract with Creative Capture as the photographer for Scott HS Prom 2019**
- V.V. Contracts with Northern Class Catering to provide meals for the KCAIT Spring Presentation Nights at the NKU Digitorium on May 9 & 10, 2018**
- V.W. Contract with NWEA for MAP Diagnostic Reading, Math and Language Arts Assessment, for a one year renewal in the amount of \$115,007.50 for elementary and middle schools for the 2018-2019 school year**
- V.X. Contract with Party Go Round to rent a dunking booth for Scott High School's Senior Class Picnic**
- V.Y. Contract with Paul Brown Stadium as the venue for Scott High School's 2019 prom**
- V.Z. Contract with Snappy Tent for Scott HS rental of tables and chairs for testing**
- V.AA. Kenton County Academies of Innovation & Technology (KCAIT) purchase of laptop computers in the amount of \$30,570 for the Computer Sciences Academy**
- V.BB. Memorial stone for Twenhofel staff member, to be placed in the school's courtyard**
- V.CC. Received Revision to Administrative Procedure 01.6 AP.2 "Request to Examine and/or Copy District Records" to only accept requests made in writing with the applicant's signature, sent via mail or hand delivered. No emails or faxed requests will be accepted.**

## **VI. DISCUSSION AND ACTION**

**VI.A. Approval of the 2nd Reading - Revision of Policy 09.121 "Entrance Age" passed with a motion by Mrs. Jesica Jehn and a second by Mr. Joshua Crabtree.**

Mrs. Karen Collins	Yes
Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jesica Jehn	Yes
Mr. Carl Wicklund	Yes

**VI.B. Approval of the 2nd Reading - Revision of Policy 09.223 "Motor Vehicle Use" passed with a motion by Mrs. Carla Egan and a second by Mrs. Jesica Jehn. The board also received the new Administrative Procedure 09.223 AP.2 "Release of Liability Form" that accompanies this policy.**

Mrs. Karen Collins	Yes
Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jesica Jehn	Yes

Mr. Carl Wicklund Yes

**VI.C. Approval for the Early Childhood Department to create the position of "Administrative Assistant (Early Childhood) and abolish the position of "Preschool Secretary" effective July 1, 2018 passed with a motion by Mrs. Jesica Jehn and a second by Mrs. Karen Collins.**

Mrs. Karen Collins Yes  
Mr. Joshua Crabtree Yes  
Mrs. Carla Egan Yes  
Mrs. Jesica Jehn Yes  
Mr. Carl Wicklund Yes

**VI.D. Approval of Change order No. 16 for Monarch Construction associated with the Ft. Wright Elementary Renovation - BG 16-007 for an additional \$14,643.00 passed with a motion by Mr. Joshua Crabtree and a second by Mrs. Carla Egan.**

Mrs. Karen Collins Yes  
Mr. Joshua Crabtree Yes  
Mrs. Carla Egan Yes  
Mrs. Jesica Jehn Yes  
Mr. Carl Wicklund Yes

**VI.E. Approval to accept the proposals from Cincinnati Bell Technology Solutions for a total of \$120,865.94 for all hardware and software plus \$5,561.64 in recurring annual maintenance fees for replacements/upgrades of the Telephone Systems at Scott HS, Woodland MS, Ft. Wright Elementary, RC Hinsdale Elementary and the Transportation Offices located at the Twenhofel MS Campus passed with a motion by Mrs. Karen Collins and a second by Mrs. Carla Egan.**

Mrs. Karen Collins Yes  
Mr. Joshua Crabtree Yes  
Mrs. Carla Egan Yes  
Mrs. Jesica Jehn Abstain  
Mr. Carl Wicklund Yes

**VI.F. Approval of Piner's Section 7 request for an additional .5 Assistant Principal Allocation and a .5 Secretary Allocation for the 2018-19 school year passed with a motion by Mrs. Jesica Jehn and a second by Mrs. Karen Collins.**

Mrs. Karen Collins Yes  
Mr. Joshua Crabtree Yes  
Mrs. Carla Egan Yes  
Mrs. Jesica Jehn Yes  
Mr. Carl Wicklund Yes

**VI.G. Approval of the Revised Job Description "Administrative Assistant (Student Nutrition) to increase the number of work days per school year to 230 days, effective July 1, 2018 passed with a motion by Mr. Joshua Crabtree and a second by Mrs. Karen Collins.**

Mrs. Karen Collins Yes

Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VI.H. Approval of Revised Job Description "Student Nutrition Operations Coordinator" to increase the number of workdays per school year to 230, effective July 1, 2018, passed with a motion by Mrs. Karen Collins and a second by Mr. Joshua Crabtree.**

Mrs. Karen Collins	Yes
Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VII. 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 Mrs. Carla Egan and a second by Mrs. Karen Collins.**

Mrs. Karen Collins	Yes
Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VIII. OTHER BUSINESS**

**VIII.A. Board Members - None**

**VIII.B. Staff and Teachers - None**

**IX. MOTION TO GO INTO CLOSED EXECUTIVE SESSION**

**Motion for the Board to go into Closed Executive Session, for the purpose of KRS 61.810 (1) (b) (Land Acquisition), (c) (Litigation) and (f) (Personnel/Pupil Personnel) passed with a motion by Mr. Joshua Crabtree and a second by Mrs. Karen Collins.**

Mrs. Karen Collins	Yes
Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**X. MOTION TO RECONVENE IN OPEN SESSION**

**Motion to reconvene in open session passed with a motion by Mrs. Jessica Jehn and a second by Mr. Joshua Crabtree.**

Mrs. Karen Collins	Yes
Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**Expulsion Hearing - Student No. 1**

Upon deliberation and with due consideration of all evidence, the student was found to be in violation of the Code of Expected Behavior and Conduct, specifically item #1852, Drug/Alcohol Distribution/Possession, as shown in Infinite Campus. This behavior poses a threat to other students and school staff and it was determined the student could not be placed in a state funded agency program. As a result, the Board of Education has expelled the student from the Kenton County School District for one calendar year beginning March 27, 2018 with services.

**Expulsion Hearing - Student No. 2**

Upon deliberation and with due consideration of all evidence, the student was found to be in violation of the Code of Expected Behavior and Conduct, specifically item #1852, Drug/Alcohol Distribution/Possession, as shown in Infinite Campus. This behavior poses a threat to other students and school staff and it was determined the student could not be placed in a state funded agency program. As a result, the Board of Education has expelled the student from the Kenton County School District for one calendar year beginning March 27, 2018 with services.

**XI. MOTION TO ADJOURN**

Approval to adjourn passed with a motion by Mrs. Jessica Jehn and a second by Mrs. Carla Egan.

Mrs. Karen Collins	Yes
Mr. Joshua Crabtree	Yes
Mrs. Carla Egan	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

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**Carl Wicklund, Chairperson**

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**Cathy Finley, Secretary**