

**RECORD OF BOARD PROCEEDINGS
(MINUTES)**

The Kenton County Board of Education met in regular session at 1045 Eaton Drive, Ft. Wright, KY on December 3, 2018.

I. CALL TO ORDER

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

- I.A. Roll Call confirmed that board members Karen Collins, Carla Egan, Jessica Jehn and Carl Wicklund were present. Josh Crabtree arrived at 7:05pm. 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 Ms. Collins led the Pledge of Allegiance.
- I.C. Holiday music was performed by The Hinsdale Elementary School "Treetop Singers"

II. RECOGNITION

- II.A. Kenton County Basic Diplomas were presented to Dixie Heights High School students Blake Austin Dodd, Brett Andres Dodd, and Shawn Dylan Jett.
- II.B. Dr. Webb and board members recognized and thanked Joshua Crabtree for four years of service and dedication on the Kenton County School Board, and presented him with an award and thank you notes from our students.

III. PRESENTATION

- III.A. Representatives from Strothman and Company presented the FY 2017-2018 District Financial Audit Findings Report

IV. MONTHLY REPORTS

- IV.A. Attendance
- IV.B. Construction
- IV.C. Energy
- IV.D. Human Resource
 - IV.D.1. Employee Days without Pay
 - IV.D.2. Personnel Actions 10.26.18 – 11.19.18

Certified

BROCKMAN	MARK J	10/8/18 CERT SUB TO CERT TEACHER @ DIXIE
DUGAN	BRIDGET M	10/26/18 CERT REMOVE EXC CHILD LEAD >1000 STUDENTS @ SK
DUGAN	BRIDGET M	10/29/18 CERT PUBLIC REPRIMAND
GAMBRELL	CODY G	09/04/18 CERT FROM CERT SUB TO SPECIAL ED TEACHER @ TW
HAHNEL	JENNAH	10/24/18 CERT SALARY CHANGE ACTIVATE PAY RECORD RTW 10/24 DX
HAHNEL	JENNAH	10/29/18 CERT HS SPONSOR FROM 1.0 TO .75 FTE @ DIXIE
HOWLETT	HEATHER A	08/13/18 CERT FR CERT SUB TO SPECIAL ED MS TCHR @ WOODLAND
JENSEN	KAITLYNN M	09/15/18 CERT SUB TO CERT MS SCIENCE TEACHER AT TURKEY FOOT
JONES	CYNTHIA A	11/1/18 CERT ADD 0.8 EXC CHILD LEAD >1000 STUDENTS @ SK
KEMPER	FRANCINE ANN	11/12/18 CERT NEW HIRE GUIDANCE SPECIALIST 1 YEAR ONLY @ BG
KOCIN	ADRIENNE N	11/02/18 CERT SALARY CHANGE PAY RECORD TO ON LEAVE TF
MEYER	BRANDY L	11/6/18 CERT RESIGNATION TEACHER @ BEECHGROVE
MILLER	KRISTA B	10/30/18 CERT REMOVE 0.5 MS CHEERLEADING 6-8 BASKETBALL @SV
MYERS	ELLA L	11/7/18 CERT NEW HIRE SS TEACHER ONE YEAR ONLY @ SCOTT
NEWMAN	ARIANA A	10/29/18 CERT ADD 0.25 HS SPONSOR FY19 @ DIXIE
PRUEITT	CATHERINE A	12/31/18 CERT RETIREMENT EL COORDINATOR @ DISTRICT WIDE

PULSIFER	ELAINE R	11/7/18 CERT SUB TO CERT TCHR ONE YEAR ONLY @ SCOTT
SMITH	RYNE	10/29/18 CERT PUBLIC REPRIMAND
STAMMER	GENNA	11/01/18 CERT SALARY CHANGE PAY RECORD TO ON LEAVE RR

Classified

ANNEKEN	KELLI M	11/8/18 CLAS NEW HIRE PART TIME NON INSTRUCT ASSIST AT DX
ASHFORD PALMER	DUSTY LEE	1/3/19 CLAS NEW HIRE FINANCIAL SECRETARY AT WD
CAIN	PAMELA J	10/26/18 CLAS SALARY CHANGE PAY RECORD TO ON LEAVE PINER
COFER	RICKY DALE	1/4/19 CLAS RESIGN BUS DRIVER AT 901T
COWAN	DUSTIN	11/19/18 CLAS CHANGE SUB TO ITINERANT DRIVER AT 901T
DESANDER	RENE MICHAEL	11/9/18 CLAS NEW HIRE CAFETERIA WORKER AT BG
HERRMANN	PATRICIA ENZWEILER	11/14/18 CLAS CHANGE SUB TO LVL 4 EL INSTRUCT ASSIST AT RR
HOOK	PAULA MARIE	11/2/18 CLAS RESIGN LUNCHROOM MONITOR AT TM
HOWARD	ROBIN LYNN	11/26/18 CLAS CHANGE 4.5 TO 6.5 HOURS CAFE WKR AT SK
HUFFMAN	LINDA J	11/7/18 CLAS CHANGE 5.75 TO 7 HR BUS MONITOR AT 901T
INGRAM	LORI TODD	11/12/18 CLAS NEW HIRE SP ED INSTRUCTIONAL ASSISTANT AT TW
JOHNSON	NICHOLE CARYN	11/9/18 CLAS NEW HIRE PART TIME CAFE WORKER AT SC
KINNEY	MELISSA G	11/23/18 CLAS RESIGN NON LICENSED HEALTH TECH RY & WT
LANDRUM	KAREN F	11/5/18 CLAS CHANGE 5 TO 6.5 HOUR BUS DRIVER AT 901C
OLSEN	BRIAN THOMAS	11/12/18 CLAS CHANGE DX TO SK BLDG OP SUPPORT
PICKETT	DANITA C	10/09/18 CLAS DALARY CHG PUT PAY RECORD CHG TO ON LEAVE CS
POE	CRYSTAL E	11/16/18 CLAS RESIGN INSTRUCTIONAL ASSIST @ FTW, RY, RCH, TM
POE	DAVID E	11/5/18 CLAS REHIRE WITH BREAK BLDG OP SUPPORT AT TW
RAPER	MELISSA CAROLE	11/16/18 CLAS RESIGN KTP SOCIAL WORKER AT JAC
RHYMER	AMANDA ROSELLA	12/19/18 CLAS RESIGN LUNCHROOM MONITOR AT JAC
RUMP	PATRICIA M	11/12/2018 CLAS RESIGN CAFETERIA WORKER AT SK
SAYLOR	JARRETT T	10/29/18 CLAS NEW HIRE MECHANIC AT 901K
VILA PASSIONE	LINDA	11/5/18 CLAS ADD DAYS AND REVISE STEP SOCIAL WKR AT CO
WEBSTER	TIFFANY LYNN	11/19/18 CLAS CHANGE SUB TO ITIN DRIVER 5.5 HOURS AT 901T

Para Professional

MC CALLUM	LORNE CHRISTOPHER	11/11/18 PARA REMOVE MS WRESTLING HEAD COACH @ TF
POUNCY	ERIC O	10/31/18 PARA REHIRE MS BASKETBALL BOYS 8TH FY19 @WD
ROUSE	HAROLD B	10/1/18 PARA ADD HS ARCHERY ASST COACH FY19 @ SK
SCHULTE	DOUGLAS J	10/1/18 PARA NEW HIRE HS ARCHERY ASST COACH @ DIXIE
SEENEY	RICHARD	10/15/18 PARA ADD HS WRESTLING ASST COACH FY19 @ SCOTT
SEKOWSKI	DAVID ZENON	11/11/18 PARA ADD 0.75 MS WRESTLING HEAD COACH @ TF

Student Personnel

SEGER	CHRISTIAN MICHAEL	11/01/18 STDT NEW HIRE PT SUPPORT PERSONNEL @ KENTON
ZURBORG	JILLIAN MARIE	11/1/18 STDT NEW HIRE PT SUPPORT PERSONNEL @ KENTON

Substitute Personnel

BALDWIN	AUSTIN MAX	10/02/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
BERGMAN	CHERYL	12/19/18 CLAS RESIGN CAFE WRKR AT SK ADD CLAS SUB
BRADEN	CAROLINE A	11/5/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
BRICKING	MEAGAN KAMAYLA	10/12/18 SUBS NEW HIRE CERTIFIED AND CLASSIFIED SUBSTITUTE
BRUCE	ANGELA FAITH	11/14/18 SUBS REISIGN CLAS SUB INSUFFICIENT DAYS WORKED
COLBY	CHERYL C	11/5/18 SUBS REHIRE CERT SUB & PT SUPPT PERSONNEL @ TF
COYLE	JEANNE L	10/29/18 SUBS REHIRE CLASSIFIED SUBSTITTUE
GAINES	POLLY S	11/14/18 SUBS RESIGNATION CERTIFIED SUBSTITUTE
GIORDANO	AMANDA J	10/01/18 SUBS NEW HIRE CLASSIFIED SUBSTITUTE
HOLSTEIN	SHARON ROSS	11/14/18 SUBS REHIRE CERTIFIED SUBSTITUTE
HUDSON	NICOLE D	11/1/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
ILES	JORDAN LEAH	11/14/18 SUBS RESIGNATION CERTIFIED SUBSTITUTE
KELLY	MELISSA M	10/26/18 SUBS REHIRE CLASSIFIED & CERTIFIED SUBSTITUTE
KIJINSKI	KRISTY A	10/30/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
KRANZLEY	KATHERINE A	10/4/18 SUBS REHIRE CERTIFIED SUBSTITUTE
MCDONALD	LISA S	10/2/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
MILES	ALLISON	07/01/18 SUBS RESIGN CERTIFIED SUBS PER NO LETTER OF INTENT
NORRIS	VICKIE L	11/1/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
PEARSON	MICAH P	11/7/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
POHLMAN	LAETITIA M	10/29/18 SUBS REHIRE CERTIFIED SUBSTITUTE

REDLINGER	DONNA	11/07/18 SUBS RESIGNATION CERTIFIED SUBSTITUTE
SETTERS	MARGARET R	11/1/18 SUBS NEW HIRE CLASSIFIED SUBSTITUTE
SHELTON	LINDA M	09/14/18 SUBS NEW HIRE CLASSIFIED SUBSTITUTE
THIEDEMAN	WILLIAM LOUIS	11/12/18 SUBS NEW HIRE CERTIFIED SUB
WESSEL	TRACEY E	10/26/18 SUBS REHIRE CERTIFIED SUBSTITUTE
WOODARD	MEGAN ELIZABETH	11/05/18 SUBS ADD CERT SUB TO CLASS SUB

IV.E. Student Nutrition

IV.F. Treasurer's Report

V. PUBLIC INPUT

None

VI. CONSENT AGENDA

Approval of the following consent agenda Items A-T 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

VI.A. Bid Requests Awarded

VI.A.1. Rock Salt Bid to Malco as indicated on the Rock Salt Bid Tabulation for the period of December 4, 2018 through April 30, 2019, with three optional renewals.

VI.A.2. Doug Clemons, Tim Combs, Brian Flanagan, Randy Lanigan, Paul Lawless, Joe Lee and Dave Weyer selected items on the Surplus Equipment Bid Tabulation 2019-1, rev 1, Addendum #1.

VI.B. Board Meeting Minutes Approved

VI.B.1. November 5, 2018 - Regular Session

VI.B.2. November 19, 2018 - Special Session

VI.C. Field Trip Requests

Approved use of common carriers - R.C. Hinsdale 5th grade trip to the State Capital in Frankfort, KY on March 1, 2019, via Lakefront Bus Lines. Simon Kenton FFA trip to the Kentucky State Fairgrounds on February 13, 2019, via Lakefront Bus Lines. Simon Kenton cheerleading team trip to the NHSCC competition in Orlando, FL on February 6-11, 2019, via Southwest Airlines.

VI.D. Fund-Raising Requests - External Support/Booster

VI.E. Leave of Absence Requests

VI.F. Payment of Monthly Bills

VI.F.1. Accounts Payable

VI.F.2. Purchase Card

VI.F.3. Student Nutrition

VI.G. Professional Travel

VI.H. Approval for Dixie Heights High School purchase of Advance Placement (AP) Exams for 2018-2019

VI.I. Approval for Simon Kenton's purchase of Advanced Placement (AP) Exams for 2018-2019

- VI.J. Approval of the Contract with Hofbrauhaus Newport for Simon Kenton to rent a banquet hall for the staff Christmas Party**
- VI.K. Approval for KCAIT to contract with Northern Class Catering for the Academies Winter Presentation Nights at NKY Griffen Hall on December 13, 17 and 18, 2018**
- VI.L. Approval of the Memorandum of Agreement (MOA) Attachment #9, with the Kentucky Educational Council for State Agency Children (KECSAC) on behalf of Northern Kentucky Youth Development Center (NKYDC) for the 2018-2019 school year**
- VI.M. Approval of the Memorandum of Understanding (MOU) for Caretenders Home Health of Northern Kentucky to provide 1:1 nursing for student(s) per the parent's/guardian's request using the parent's/guardian's/child's insurance resources**
- VI.N. Approval of Summit View Academy partnership with the Institute of Play (Nintendo) for the 2018-2019 school year**
- VI.O. Approval to increase teacher/adult meal pricing from \$3.00 to \$3.75 effective January 1, 2019 for the remainder of the 2018-2019 school year in accordance with the recent Kentucky Department of Education (KDE) administrative review recommendation**
- VI.P. Approval of job description revisions entitled "English Learner Coordinator"**
- VI.Q. Approval for Dixie Heights High School to hire a part-time Non-Instructional Assistant for the 2018-2019 school year to assist in monitoring and scheduling Admissions and Release Committee (ARC) meetings**
- VI.R. Approval for Scott High School to hire a part-time Non-Instructional Assistant for the 2018-2019 school year to assist in monitoring and scheduling Admissions and Release Committee (ARC) meetings**
- VI.S. Received New Administrative Procedure 08.1131 AP.22 "Curriculum and Instruction: Alternative Credit Options"**
- VI.T. Received Rescinded Administrative Procedure 01.111 AP.2 "District Planning"**

VII. DISCUSSION AND ACTION

VII.A. Received 1st Reading of revisions to Policy 02.14 "Evaluation" (Superintendent)

VII.B. Approval of revisions to Policy 01.111 "District Planning" 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

VII.C. Approval of the 2nd Reading of revisions to Policy 08.1131 "Curriculum and Instruction: Alternative Credit Options" passed with a motion by Mrs. Carla Egan and a second by Mrs. Jesica Jehn.

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

VII.D. Approval of the proposed School Resource Officer Coverage for Scott High School and Woodland Middle School for the 2018-2019 school year in the amount of \$47,500 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

VII.E. Approval of the BG-4 (Building and Grounds Capital Construction Contract Closeout Form) for the Guaranteed Energy Performance Contract for Project Number BG 07-163 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.F. Approval of Change Order No. 06 for Radius Construction associated with RC Hinsdale Elementary School Secure Vestibule BG 18-040 Phase 1 for an addition of \$12,940.00 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. 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 Mr. Joshua Crabtree and a second by Mrs. Jessica Jehn.

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

IX. OTHER BUSINESS

IX.A. Board Members - None

IX.B. Staff and Teachers - None

X. MOTION TO GO INTO CLOSED EXECUTIVE SESSION PER KRS 61.810(1) (b) (Land Acquisition), and (c) (Litigation).

Motion for the Board to go into Closed Executive Session, for the purpose of KRS 61.810 (1) (b) (Land Acquisition) and (c) (Litigation) passed with a motion by Mrs. Carla Egan and a second by Mrs. Jessica Jehn.

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

XII. MOTION TO ADJOURN

Approval to adjourn passed with a motion by Mrs. Carla Egan 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

Carl Wicklund, Chairperson

Cathy Finley, Secretary