

## 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 February 4, 2019.

### **I. CALL TO ORDER**

Mr. Wicklund called the meeting to order at 7:00pm, and announced that board member Carla Egan was participating via teleconference.

**I.A. Roll Call confirmed that board members Karen Collins, Carla Egan (teleconference), Shannon Herold, 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 led the Pledge of Allegiance.**

### **II. RECOGNITION**

**II.A. Team Kenton Award recipient was announced - Kristie Cahill, Teacher at Twenhofel Middle School, for her positive impact on students, particularly in the promotion of academic excellence and goodness**

### **III. MONTHLY REPORTS**

**III.A. Attendance**

**III.B. Construction**

**III.C. Energy**

**III.D. Human Resource**

**III.D.1. Employee Days without Pay**

**III.D.2. Personnel Actions 12/19/18 – 1/24/19**

Certified

ADAMS-BROWNING	KACIE L	1/14/19 CERT NEW HIRE ENG LEARNER COORDINATOR ONE YEAR ONLY
ADKINS	KIMBERLY C	1/4/19 CERT NAME CHANGE FR RUST TO ADKINS TEACHER @ FTW
BEIL	TRACY E	1/2/19 CERT ADD 0.5 HS DEPT CURRICULUM LEADER @ SCOTT
BEIL	TRACY E	1/12/19 CERT REMOVE HS DEPT CURRICULUM @ SCOTT
BROMLEY	JANA L	8/13/18 CERT RANK CHANGE & NATIONAL BOARD STIPEND TCHR @ TF
DAUGHERTY	CHRISTY	1/10/19 CERT ADD 0.5 EL SPONSOR PD BY SBDM TCHR @ RR
DRYSDALE	TARA M	1/4/19 CERT NAME/ADDRESS CHANGE FROM SIDES TO DRYSDALE
EALY	KAYLA R	1/16/19 CERT NAME/ADD CHG FR MASSEY TO EALY TCHR @ WT
HARRIS	JERRICA J	1/10/19 CERT ADD 0.5 EL SPONSOR PD BY SBDM TCHR @ RR
HARRIS	ANDREW	1/2/19 CERT ADD 0.5 HS SPON & 0.5 HS DEPT CURR LEADER @ SC
HENSLEY	REGINA L	1/10/19 CERT ADD 0.5 EL SPONSOR PD BY SBDM TCHR @ RR
HERBST	JESSE J	12/1/18 CERT ADD HS TRACK BOYS HEAD COACH @ SK
KOCIN	ADRIENNE N	12/17/18 CERT SALARY CHG CHANGE PAY RECORD TO ACTIVE TF
LIGHTNER	SAMANTHA KRISTEN	1/10/19 CERT ADD 0.5 EL SPONSOR PD BY SBDM TCHR @ RR
MC GAUGHEY	ALEXANDRIA	1/2/19 CERT CORRECTION TO MS CHEER COACH STIPEND @ WD
MC MILLAN	BRADLEY D	12/1/18 CERT REMOVE TRACK BOYS AST CO ADD TRACK GRLS LVL I@SC
NEIKIRK	SARAH K	1/10/19 CERT ADD 0.5 EL SPONSOR PD BY SBDM TCHR @ RR
PUGH	SHANNON M	8/13/18 CERT ADD MS SPONSOR ESS COORDINATOR @ TF
REGAN	NICOLE K	1/2/19 CERT CORRECTION TO MS CHEER COACH STIPEND @ TW
RICHMAN	GEORGANA G	8/13/18 CERT RANK CHANGE & NATIONAL BOARD STIPEND TCHR @KE
ROBINSON	MEGAN M	1/11/19 CERT NAME CHG FR KAISER TO ROBINSON SP THERAPIST @FW
SPENCER	SALLY	8/13/18 CERT RANKCHANGE & NATIONAL BOARD STIPEND TCHR @ TW
STAMMER	GENNA	01/01/19 CERT SALARY CHG CHANGE PAY RECORD TO ACTIVE RR

WEBB	TENISHA	8/13/18 CERT RANKCHANGE & NATIONAL BOARD STIPEND TCHR @ TW
WOOLLEY	DANIEL L	1/1/19 CERT REMOVE 0.5 WEIGHT LIFTING COACH @ SCOTT

#### Classified

BECKERICH	RHONDA M	1/14/19 CLAS CHANGE SUB TO ITINERANT MONITOR 5 HRS @ 901T
BOWMAN	LORI	1/17/19 CLAS RESIGN BUS DRIVER @ 901T
BUTLER	CHRISTINE M	1/7/19 CLAS CHANGE SUB TO ITIN MONITOR 5 HRS @ 901T
BYNUM	KELLY	CLAS 11/14/18 SALARY CHG UNPD LOA TO EOY CHG PAY RCRD TO LOA
CARTER	DAMEON	2/1/19 CLAS RESIGN BUS DRIVER @ 901T
CHIPMAN	SONDRA J	1/14/19 CLAS NEW HIRE CAFETERIA WORKER 3 HRS @ SK
CHOW	DEREK R	2/15/19 CLAS ADD HS TENNIS ASST COACH GIRLS & BOYS @ SC
DESANDER	RENE MICHAEL	2/7/19 CLAS RESIGN CAFETERIA WORKER @ BG
EBERHART	VICTORIA R	1/18/19 CLAS RESIGN INSTRUCTIONAL ASSISTANT @ BG
EISENMAN	DEBORAH A	1/2/19 CLAS RESIGN CAFETERIA WORKER @TM
FERRARO	PAULA R	1/15/19 CLAS NEW HIRE CAFETERIA WORKER 3 HRS @ SC
FISK	ELIZABETH	7/1/18 CLAS CHANGE FROM STP 20 TO STP 27 FINANCIAL SEC @ PN
FORSYTH	STEPHANIE MARIE	1/15/19 CLAS RESIGN ITIN BUS MONITOR WITH MIDDAY @ 901T
GRAY	JOYCE D	1/7/19 CLAS NEW HIRE BUILDING OPERATIONS SUPPORT @ DX
HANKINSON	DONALD A	2/15/19 CLAS ADD HS BASEBALL LEVEL 1 @ SCOTT
HELLMANN	PAUL C	1/7/19 CLAS CHANGE SUB TO ITINERANT DRIVER 5.5 HRS @ 901T
HOUSE	TONYA L	1/8/19 CLAS CHANGE SUB TO LVL 2 SP ED INSTRUCT ASSIST @ BG
HUCKER	CARLA A	01/10/19 CLAS SALARY CHANGE CHG PAY RECORD TO ON LOA SVA
JACKSON	SIRYE M	12/1/18 CLAS ADD 0.5 HS TRACK BOYS ASST COACH @ SCOTT
KELLER	DIANNA L	6/30/19 CLAS RETIRE CAFETERIA WORKER @ SVA
KLOENTRUP	LISA M	1/14/19 CLAS CHANGE 8 TO 6 HR BLDG OP SUPPORT FR SVA TO PN
MARKSBERRY	ALEX	12/1/18 CLAS 0.5 HS TRACK BOYS ASST COACH @ SCOTT
MCKINNEY	CHRISTINE NEWHALL	1/23/19 CLAS NEW HIRE LUNCH MONITOR 3 HRS @ KE
MOORER	CHRISTINA L	1/3/19 CLAS NEW HIRE LUNCHROOM MONITOR AT JAC
REECE	ASHLEY N	1/7/19 CLAS CHANGE SUB TO ITINERANT MONITOR 5 HRS @ 901T
ROLAND	CHERYL D	1/31/19 CLAS RETIRE BUS DRIVER @ 901T
RYAN	CAROL S	1/7/19 CLAS CHANGE SUB TO ITIN MONITOR 5 HRS AT 901T
SHIELDS	TAYLOR R	1/17/19 CLAS NEW HIRE SPECIAL ED INSTRUCT ASST LVL 3 @ RY
SNELLING	TINA L	1/14/19 RCLA CHANGE SUB TO ITINERANT DRIVER 5.5 HRS @ 901T
TWEHUES	STEVEN D	1/7/19 CLAS CHANGE SUB TO ITINERANT DRIVER 5.5 HRS @ 901T
TWEHUES	JAMIE S	1/7/19 CLAS CHANGE SUB TO ITIN MONITOR 5 HRS @ 901T
VANCLEAVE	REGINALD O	1/14/19 CLAS CHANGE SUB TO ITINERANT MONITOR 5 HRS AT 901T
WHITE	JUSTIN D	12/20/18 CLAS NEW HIRE CUSTODIAN AT SIMON KENTON
WILSON	KAREN LYNNE	1/31/19 CLAS NEW HIRE CAFETERIA WORKER 6 HRS @ FW

#### Para Professional

ATKINSON	AUSTIN J	12/18/18 PARA NEW HIRE PT SUPPORT PERSONNEL @ TWENHOFEL
CLARY	MICHAEL A	12/17/18 PARA NEW HIRE PT SUPPORT PERSONNEL @ SVA
CRIM	KAMERON G	1/2/19 PARA ADD REMAINING PORTION OF 0.5 WGHT LIFT COACH @SC
CRIM	KAMERON GENE	2/15/19 PARA ADD HS SOFTBALL FAST PITCH LEVEL I @ SC
DANT	CHAD	2/15/19 PARA REHIRE 0.5 HS BASEBALL LEVEL 1 @ SCOTT
GRIFFITH	BRANDON R	2/15/19 PARA ADD BOYS TENNIS ASST COACH @ DIXIE
GROSS	JEFFERY B	1/1/19 PARA RESIGN HS SOFTBALL FAST PITCH ASST CO @ SC
KUHSE	SARA	2/15/19 PARA REMOVE SFTBALL LVL I & ADD SFTBALL ASST CO @SC
SEENEY	RICHARD	2/15/19 PARA ADD 0.5 HS BASEBALL ASST COACH @ SCOTT
STEINER	OLIVIA A	1/8/19 PARA NEW HIRE PT SUPPORT PERSONNEL @ SK
TEBELMAN	TRACEY R	1/2/19 PARA CORRECTION TO MS CHEER COACH STIPEND @ TF
YOUNG	TONYA S	1/2/19 PARA CORRECTION TO MS CHEER COACH STIPEND @ TF

#### Student Personnel

COLEMAN	CLAYTON M	12/12/18 STDT NEW HIRE PT STUDENT SUPPORT @ SCOTT
---------	-----------	---------------------------------------------------

#### Substitute Personnel

BAKER	DENNIS W	12/19/18 SUBS NEW HIRE CLASSIFIED SUBSTITUTE
BARBOUR	DANIELLE R	01/07/19 SUBS RESIGN CLASS SUB INSUFFICIENT DAYS WORKED
BARFIELD	LINDSAY M	01/07/19 SUBS RESIGN CERT SUB INSUFFICIENT DAYS WORKED
BLOOMFIELD	AMY R	01/09/19 SUBS RESIGNATION CLASSIFIED SUBSTITUTE
BORCHERS	SUSAN M	12/17/18 SUBS REHIRE CERTIFIED SUBSTITUTE
BRIDEWELL	LIESL L	12/12/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE

BURDETTE	TONY A	12/18/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
DEATON	LUCAS	01/01/19 SUBS RESIGNATION CERTIFIED SUBSTITUTE
DRAKE	MARK K	01/09/19 SUBS NEW HIRE SUB BUS DRIVER
FARRELL	TRACEY	01/08/19 SUBS REHIRE CERTIFIED & CLASSIFIED SUBSTITUTE
FISCHER	TANYA SUE	01/23/19 SUBS RESIGNATION CERT SUB INSUFFICIENT DAYS WORKED
GILVIN	MORGAN T	12/10/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
HARVEY	BRIAN M	12/18/18 SUBS RESIGNATION CERTIFIED & CLASSIFIED SUBSTITUTE
HAUBNER	JENNIFER N	01/07/19 SUBS RESIGN SUB BUS MONITOR INSUFFICIENT DAYS WORKED
HEEGER	LINDSAY N	1/2/19 CERT CORRECTION TO MS CHEER COACH STIPEND @ SVA
KIGER	JAMES C	01/08/19 SUBS RESIGNATION CERTIFIED SUBSTITUTE
KINSTLER	MICHAEL W	01/09/19 SUBS NEW HIRE SUB BUS DRIVER
MANNING	SUMMER R	01/10/19 SUBS NEW HIRE CERTIFIED SUBSTITUTE
MILLER	MEGAN LYN	01/16/19 SUBS NEW HIRE CLASSIFIED SUBSTITUTE
MITCHELL	THOMAS C	01/09/19 SUBS NEW HIRE SUB BUS DRIVER/MONITOR
NELSON	TYLER MEYNARDIE	12/14/18 SUBS RESIGNATION CERTIFIED SUBSTITUTE
NIEHAUS	ANDREA H	01/02/19 SUBS CERTIFIED SUB RANK CHG FROM 4 TO 3
OTTAWAY	CAITLIN N	12/17/18 SUBS NEW HIRE CERTIFIED SUBSTITUTE
RADEMACHER	FRANCISCO J	12/03/18 SUBS RESIGNATION CERTIFIED SUBSTITUTE
RHYMER	AMANDA ROSELLA	12/19/18 SUBS REHIRE CLASSIFIED SUBSTITUTE
SAYLOR	ALYSSA M	1/9/19 SUBS NEW HIRE CERTIFIED SUBSTITUTE
SCHABER	DAVE	01/07/19 SUBS RESIGN SUB BUS DRIVER INSUFFICIENT DAYS WORKED
SETTER	JEANNETTE D	01/08/19 SUBS REHIRE CLASSIFIED SUBSTITUTE
SMITH	SHARON LEA	01/23/19 SUBS REHIRE CLASSIFIED SUBSTITUTE
SPENCER	KELLY BUFORD	01/22/19 SUBS REHIRE CLASSIFIED SUBSTITUTE
STONE BANDY	ERIN LYNN	01/17/19 SUBS CERT SUB RANK CHG FROM 4 TO 2

### **III.E. Student Nutrition**

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

### **IV. PUBLIC INPUT - None**

### **V. CONSENT AGENDA**

**Approval of the following consent agenda Items A-S passed with a motion by Mrs. Carla Egan and a second by Mrs. Jesica Jehn.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Mr. Carl Wicklund	Yes

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

**V.A.1. Awarded the Fuel and Fuel Oil Bid annual contract extension/renewal with R.D. Holder Oil Company, which will run through January 31, 2020 with one optional annual renewal remaining**

**V.A.2. Awarded the Lawn Mowing, Bush Hogging, and Weed Control Bid to A Cut Above, Alton's Trenching, Fender Groundskeepers, GrassCor, Merkle Lawn Care, NKY Lawn, and Tru Green as indicated on the Bid Tabulation for the period of February 5, 2019 through December 31, 2019, with three optional mutually agreed upon annual renewals**

**V.A.3. Awarded Willard Wheeler, who was the high bidder on the on-line auction site PublicSurplus.com, bus #13, bus #33, bus #45, bus #174, and bus #175 for a total amount of \$2,420**

- V.B. Board Meeting Minutes**
  - V.B.1. January 7, 2019 - Organizational Meeting**
  - V.B.2. January 17, 2019 - Special Session**
- V.C. Field Trip Requests**
  - Traveling by Common Carrier for the reason of comfort and distance:**
  - River Ridge Elementary – State Capital, Frankfort, KY on March 20 & 26, 2019.**
  - Taylor Mill Elementary – State Capital, Frankfort, KY on March 6, 2019.**
  - Summit View Elem – University of Kentucky, Lexington, KY on April 30, 2019**
  - Simon Kenton – Cheerleading Nationals, Orlando, FL on Feb. 6-11, 2019 by plane.**
- V.D. Leave of Absence Requests**
- V.E. Payment of Monthly Bills**
  - V.E.1. Accounts Payable**
  - V.E.2. Purchase Card**
  - V.E.3. Student Nutrition**
- V.F. Professional Travel**
- V.G. Approval to contract with "A Catered Affair" to supply food for the Freshman/Sophomore Dance at Simon Kenton**
- V.H. Approval to contract with Advantage Tent and Party Rental for Dixie Heights to rent tables and chairs for the February 19-21 and March 11, 2019 ACT testing**
- V.I. Approval to contract with Nutrislice, a digital platform, for the Student Nutrition Department for the 2018-2019 school year with automatic annual renewal**
- V.J. Approval to contract for the personal services of Alissa Parker with Safe and Sound: A Sandy Hook Initiative, Inc. for speaker services at the district PGA on Wednesday, August 7, 2019**
- V.K. Approval of a participation agreement with NKY Independent Health Department to offer dental services to our students, during the school day, as coordinated through the Family Resource Center or Health Services Department and approved by the school principal for those schools who choose to schedule their services**
- V.L. Approval of the Duke Energy PowerShare Service Agreement 2019-2020**
- V.M. Approval of the proposed School Security Officer Coverage Agreement with Guard One for JA Caywood Elementary, Fort Wright Elementary, and Taylor Mill Elementary Schools for the 2018-2019 school year**
- V.N. Approval of Site Modifications to Beechgrove Elementary School for a new electronic sign for the campus, with project expenses being paid by the Beechgrove Elementary School's PTA**
- V.O. Received the Department of Juvenile Justice Title I Part D Subpart 1 federal supplemental education grant funding which has been accepted for the 2018-2019 school year, to provide educational services to students at the Northern Kentucky Youth Development Center (NKYDC)**
- V.P. Received the Nutrition and Physical Activity Report**
- V.Q. Received revised Administrative Procedure 03.123 AP.2 - "Leave of Absence Request" form**
- V.R. Received revised Administrative Procedure 09.121 AP.21 - "Consent to Screen for Early Entrance Admission to School"**
- V.S. Receive revised Administrative Procedure 09.224 AP.21 "Enrollment/Emergency Information Form"**

## **VI. DISCUSSION AND ACTION**

**VI.A. Approval of the 2nd Reading of revised Policies 03.123 and 03.223 - "Leaves and Absences" passed with a motion by Mrs. Karen Collins and a second by Ms. Shannon Herold.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VI.B. Approval of the 2nd Reading of revised Policies 03.12322 and 03.22322 - "Family and Medical Leave" passed with a motion by Mrs. Jessica Jehn and a second by Mrs. Karen Collins.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VI.C. Approval of 2nd Reading of revised Policy 09.121 - "Entrance Age" passed with a motion by Mrs. Jessica Jehn and a second by Mrs. Carla Egan.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VI.D. Approval to post and hire an instructional assistant for the Structured Teaching Unit at Ft. Wright Elementary for the 2018-2019 school year passed with a motion by Mrs. Karen Collins and a second by Ms. Shannon Herold.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VI.E. Approval of Change Order No. 08 for Morel Construction associated with Scott High School Phase IV - BG 18-038 for an additional \$16,192.00 passed with a motion by Mrs. Jessica Jehn and a second by Mrs. Karen Collins.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VI.F. Approve of Change Order No. 08 for Radius Construction associated with RC Hinsdale Elementary School Secure Vestibule BG 18-040 Phase 1 for an addition of \$1,796.00 passed with a motion by Mrs. Carla Egan and a second by Ms. Shannon Herold.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

**VI.G. Approval of Change Order No. 002 for Wernke Welding associated with Scott High School Phase IV - BG 18-038 for an additional \$915.00 passed with a motion by Ms. Shannon Herold and a second by Mrs. Karen Collins.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	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. Jessica Jehn and a second by Mrs. Karen Collins.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jessica Jehn	Yes
Mr. Carl Wicklund	Yes

## **VIII. OTHER BUSINESS**

### **VIII.A. Board Members**

### **VIII.B. Staff and Teachers**

## **IX. MOTION TO GO INTO CLOSED EXECUTIVE SESSION PER KRS 61.810(1) (b) (Land Acquisition), (c) (Litigation) and (f) (Personnel/Pupil Personnel).**

**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 Mrs. Jessica Jehn and a second by Mrs. Karen Collins.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	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. Jesica Jehn and a second by Ms. Shannon Herold.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Mr. Carl Wicklund	Yes

**XI. MOTION TO ADJOURN**

**Approval to adjourn passed with a motion by Mrs. Jesica Jehn and a second by Ms. Shannon Herold.**

Mrs. Karen Collins	Yes
Mrs. Carla Egan	Yes
Ms. Shannon Herold	Yes
Mrs. Jesica Jehn	Yes
Mr. Carl Wicklund	Yes

---

**Carl Wicklund, Chairperson**

---

**Cathy Finley, Secretary**