

Record of Board Proceedings

(Minutes)

The Kenton County Board of Education met in regular session on December 04, 2023 at 7:00 PM in the Sanitation District Boardroom located at 1045 Eaton Drive, Ft. Wright, Kentucky.

**I. CALL TO ORDER**

Vice-Chairperson Karen Collins called the meeting to order at 7:00pm.

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

B. Moment of Silence and Pledge of Allegiance was led by Carl Wicklund.

**II. RECOGNITION**

A. Team Kenton Award was presented to Scott Code of Dixie Height High School.

**III. PRESENTATION**

A. Superintendent Webb presented information regarding seek funding for Kenton County Schools.

**IV. MONTHLY REPORTS**

A. Attendance

B. Construction

C. Energy Management

D. Human Resource

1. Employee Days Without Pay

2. Personnel Actions – 10/21/23-11/17/23

Certified:

BUCKNER, LEIGH RENEE	08/10/23 CERT CHG KDG TEACHER TO ELEM TEACHER @ RR	RIVER RIDGE ELEMENTARY SCHOOL
EARLS, CASSANDRA	10/30/23 CERT CHG ELEM TEACHER TO SCHOOL COUNSELOR @ WT	WHITE'S TOWER ELEMENTARY SCHOOL
JOHNSON, HILLARY GRACE	10/15/23 CERT CHG XDTY 1.0 HEAD BBALL TO 1.0 LEVEL II @ SK	SIMON KENTON HIGH SCHOOL
KING, WILLIAM R	11/01/23 CERT CHANGE MS TEACHER TO ASSISTANT PRINCIPAL @ RR	RIVER RIDGE ELEMENTARY SCHOOL
LAFOLLETTE, SHELBY T	10/25/23 CERT CHG CERT SUB TO HS TEACHER REMOVE SUB @ SC	SCOTT HIGH SCHOOL
PHIPPS, JENNIFER M	06/30/23 CERT REMOVE .25 ELEM DEPT CUR LEADER @ PN	PINER ELEMENTARY SCHOOL
POWERS, CARRIE NAOMI	8/10/23 CERT ADD XDTY 1.0 READING ACADEMY ELEM TCHR @ CY	CAYWOOD ELEMENTARY SCHOOL
RATLIFF, KAREN M	12/31/23 CERT RETIRE MS TEACHER @ WD	WOODLAND MIDDLE SCHOOL
RINEHART, JOSHUA L	10/10/23 CERT CHANGE STEP 0 TO STEP 1 HS TCHR @ SC	SCOTT HIGH SCHOOL
ROETTKER, OLIVIA N	11/03/23 CERT RESIGN ELEMENTARY TEACHER @ RR	RIVER RIDGE ELEMENTARY SCHOOL
SHUFFLEBARGER, HANNAH MARIE	08/10/23 CERT ADD XDTY 1.0 ELEM SPONSOR @ HN	RC HINSDALE ELEMENTARY SCHOOL
VERBECK, MARK W	11/20/23 CERT ADD XDTY BUS DRIVER @ 901T	TURKEY FOOT MIDDLE SCHOOL
WILLETT, JENNA LEIGH	11/16/23 CERT RESIGN MS TEACHER @ TF	TURKEY FOOT MIDDLE SCHOOL
WILLIAMS, KANDICE MARIE	11/20/23 CERT CHG CERT SUB TO ELEM TEACHER REMOVE SUB @ RR	RIVER RIDGE ELEMENTARY SCHOOL

## Classified:

BIEDENBENDER, SAMANTHA JOANN	11/27/23 CLAS CHG PT CAFE MONITOR TO FT CAFE WKR @ SVA	SUMMIT VIEW ACADEMY
CLEM, CHARLES R	08/10/23 CLAS CHG FROM STEP 0 TO STEP 10 BUS DRIVER @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
COOK, JOSHUA A	11/06/23 CLAS REHIRE NETWORK CONSULTANT @ SVA	SUMMIT VIEW ACADEMY
COX, JEFFREY JOSEPH	12/4/23 CLAS CHANGE LOCATION BLDG OPS SPT @ RR TO @ SC	SCOTT HIGH SCHOOL
GOLDSBERRY, JOAN MARIE	11/20/23 CLAS CHG SUB CAFE WKR TO CAFE WKR REMOVE SUB @ SC	SCOTT HIGH SCHOOL
GONZALEZ, GABRIEL ALEXIS	11/22/23 CLAS RESIGN BLDG OPS @ FW	FT WRIGHT ELEMENTARY SCHOOL
HALE, JAMES P	07/01/20 CLAS CHG SALARY GRADE TO S20TR DIR OF TRANS @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
HALPIN, RHONDA M	09/05/23 CLAS HRS CHG 6.75 HRS TO 7.25 HRS BUS DRIVER @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
HAUCK, PAULA A	11/03/23 CLAS RESIGN HUMAN RESOURCES COORDINATOR @ CO	HUMAN RESOURCES-CO
HOMAN, CHRISTOPHER J	11/9/23 CLAS NEW HIRE BUILDING OPS @ WD	WOODLAND MIDDLE SCHOOL
HUGHES, KRISTA L	11/09/23 CLAS NEW HIRE SECRETARY @ SK	SIMON KENTON HIGH SCHOOL
HUGHES, KRISTA L	11/9/23 CLAS RESIGN SECRETARY @ SK	SIMON KENTON HIGH SCHOOL
LITTLE, ANGEL N	09/25/23 CLAS CHG FROM STEP 0 TO STEP 3 CAFE WORKER @ WD	WOODLAND MIDDLE SCHOOL
LUCKEY, TERESA A	11/02/23 CLAS RESIGN 4HR CAFE WORKER @ DX	DIXIE HEIGHTS HIGH SCHOOL
LYBROOK, TYLER C	11/06/23 CLAS NEW HIRE BLDG OPERATIONS SUPPORT @ SK	SIMON KENTON HIGH SCHOOL
MAXWELL, STACI MARIE	11/10/23 CLAS RESIGN INSTRUCTIONAL ASSISTANT @ RR	RIVER RIDGE ELEMENTARY SCHOOL
MORGAN, KIMBERLY J	10/31/23 CLAS RETIRE BUS DRIVER @ 901C	TRANSPORT-CRESCENT SPRINGS LOT
MURPHY, RYLEY A	11/07/23 CLAS NEW HIRE BLDG OPERATIONS SPT @ WD	WOODLAND MIDDLE SCHOOL
NEEDHAM, VICKY LYNN	11/13/23 CLAS CHG PT CAFE WKR 3HRS TO FT CAFE WKR 6HR @ RR	RIVER RIDGE ELEMENTARY SCHOOL
NOTTON, JENNIFER M	10/25/23 CLAS CHG FR NUTRITION COOR TO DIR OF NUTRITION @ CO	FOOD SERVICE-CO
OLIVO DEFILIPPI, LOURDES A	11/10/23 CLAS RESIGN SCHOOL FOOD SERVICE WORKER @ RR	RIVER RIDGE ELEMENTARY SCHOOL
PERU, JAMIE N	11/27/23 CLAS NEW HIRE PRESCHOOL IA @ RR	RIVER RIDGE ELEMENTARY SCHOOL
REYES, ASHLEY R	11/14/23 CLAS CHG FS WORKER TO FOOD SERVICE MANAGER @ SC	SCOTT HIGH SCHOOL
ROUSE, BRANDY D	11/01/23 CLAS REHIRE CAFETERIA WORKER @ DX	DIXIE HEIGHTS HIGH SCHOOL
SHIPMAN, DEANNA MARIE	11/07/23 CLAS RESIGN BUS DRIVER AND ALL POSITIONS @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
SMITH, SAMANTHA L	11/3/23 CLAS NEW HIRE SPED IA @ SVA	SUMMIT VIEW ACADEMY
SMITH, SAMANTHA LYNN	11/10/23 CLAS RESIGN SPED IA @ SVA	SUMMIT VIEW ACADEMY
STAGGS, NATHAN CHARLES	11/16/23 CLAS CHG CERT SUB TO SPED INST ASST REMOVE SUB @ RR	RIVER RIDGE ELEMENTARY SCHOOL
STEELE, HEATHER M	11/01/23 CLAS RESIGN CAFETERIA MANAGER @ SC	SCOTT HIGH SCHOOL
TALBOTT, PAIGE N	11/01/23 CLAS NEW HIRE BLDG OPERATIONS SUPPORT @ CY	CAYWOOD ELEMENTARY SCHOOL
TIEBEN, SUSAN K	11/14/23 CLAS NEW HIRE CAFETERIA WORKER @ DX	DIXIE HEIGHTS HIGH SCHOOL
VETTER, NICOLE L	11/14/23 CLAS NEW HIRE SECRETARY @ SK	SIMON KENTON HIGH SCHOOL
WARD, MAR'QUISHA R	10/23/23 CLAS RESIGN BUS DRIVER @ 901S	TRANSPORT-SUMMIT VIEW LOT
WATERS, REBEKAH R	11/15/23 CLAS NEW HIRE CAFE WKR @ TF	TURKEY FOOT MIDDLE SCHOOL

WILFING, KARL J	10/30/23 CLAS NEW HIRE BUS DRIVER @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
WILFING, KARL JOSEPH	11/07/23 CLAS RESIGN BUS DRIVER @ 901T	TRANSPORT-TWENHOFEL LOT/OFFICE
ZANIN, BARBARA S	11/08/23 CLAS NEW HIRE PRESCH INSTRUCTIONAL ASST @ BG	BEECHGROVE ELEMENTARY SCHOOL
ZANIN, BARBARA SAUNIER	11/08/23 CLAS CHG FROM STEP 0 TO STEP 1 PRESCH INSTR ASST@BG	BEECHGROVE ELEMENTARY SCHOOL

Para Professional:

BENNER, MEGAN	11/01/23 PARA REHIRE HEAD ARCHERY COACH @ SK	SIMON KENTON HIGH SCHOOL
MACKE, LAUREN MIKAYLA	07/15/23 PARA ADD XDTY 1.0 LVL I BOYS SOCCER/LATE ADD @ DX	DIXIE HEIGHTS HIGH SCHOOL
MORNINGSTAR, DANA H	11/16/23 PARA REHIRE 1.0 HS BASKETBALL GIRLS LVL I @ DX	DIXIE HEIGHTS HIGH SCHOOL
OCASIO, MIGDOEL	11/01/23 PARA NEW HIRE .25 HEAD HS WRESTLING COACH @ SK	SIMON KENTON HIGH SCHOOL
SMITH, SCOTT A	10/15/23 PARA REHIRE .25 HEAD WRESTLING COACH @ SK	SIMON KENTON HIGH SCHOOL
WALLS, MICHAEL WAYNE	10/15/23 PARA REHIRE .5 ASST BOYS BASKETBALL COACH @ SK	SIMON KENTON HIGH SCHOOL

Substitute Personnel:

ALLEN, SYDNEY N	10/31/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
BELL, SHARA L	11/13/23 SUBS DEATH CERT SUBSTITUTE @ DW	DISTRICT WIDE
BREEDEN, KAYLA M	11/13/23 SUBS NEW HIRE CLAS SUB @ DW	DISTRICT WIDE
BREWER, LISA LYNN	11/14/23 SUBR REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
BROWN, PHYLLIS J	10/26/23 SUBS REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
CONWAY, LAURA ANN	11/15/23 SUBS ADD XDTY PAY RECORD FOR CLAS LUNCHRM MON @ DW	DISTRICT WIDE
DAVIS, LISA G	10/25/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
FERO AHMAD SUHAIMI, NURULHUDA	11/09/23 SUBS NEW HIRE CLASSIFIED SUBSTITUTE @ DW	DISTRICT WIDE
HENDRICKS, JACKLYN L	11/09/23 SUBS REHIRE CLASSIFIED SUBSTITUTE @ DW	DISTRICT WIDE
HUTTON, JAMIE ANN	11/07/23 CLAS CHG CAFE WORKER @ SC TO SUB CAFE WKR @ DW	DISTRICT WIDE
LENZ, ERICA NICOLE	11/11/23 CLAS CHG CAFE MON@BG TO CAFE MON&INSTR ASST SUB@DW	DISTRICT WIDE
MASON, AMBER M	11/13/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
MCCORMICK, DELANEE J	11/17/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
MURPHY, KELLY M	10/24/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
NAGLE, TAMARA CECILIA	10/30/23 CLAS CHG CAFETERIA WORKER @ SC TO SUB CAFE WKR @ DW	DISTRICT WIDE
PERKINS, REBECCA R	11/09/23 SUBS NEW HIRE CLASSIFIED SUBSTITUTE @ DW	DISTRICT WIDE
REESE, JESSICA ANN	11/17/23 SUBS CHANGE FROM STEP 0 TO STEP 5 CERT SUB @ DW	DISTRICT WIDE
REPKA, DEBORAH K	11/09/23 SUBR REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
SCHOOFF, ERICA S	11/13/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
SEGO, CARLA A	10/26/23 SUBS REHIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
SMITH, GRACEN R	11/09/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
TITUS, NICHOLAS F	11/01/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE
TORE, SHERRI LYNN	11/17/23 SUBS CHANGE FROM STEP 0 TO STEP 11 CERT SUB @ DW	DISTRICT WIDE
WEHRMAN, ELIZABETH D	10/24/23 SUBS NEW HIRE CERTIFIED SUBSTITUTE @ DW	DISTRICT WIDE

**E. Professional Travel**

**F. Purchasing**

**G. School-Related Student Trips - Overnight**

**H. Student Nutrition**

## V. PUBLIC INPUT

John Cole, Jr. of Covington, KY addressed the board of opportunities to offer high school graduates.

## VI. CONSENT AGENDA

Approval of the following consent agenda Items A-1 thru J-8 passed with a motion by Ms. Shannon Herold and a second by Ms. Erin McConnell.

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

### **A. Bid Requests**

1. Approved awarding of the Cafeteria Tables RFP to Learning Environments as listed on the Cafeteria Table Bid Tabulation.
2. Approved awarding the KCSD Discount Bid as indicated on the attached tabulation for the period of January 1, 2024 through December 31, 2027.
3. Approved the disposition of district equipment as surplus in accordance with the attached spreadsheet; offer the items for sale to the public using a sealed bid process, award items to the highest/best bidder(s), complete the sale and properly dispose of any items not sold through this process.
4. Approved rejecting the proposed response from Office Tree, LLC for the District Vehicles Bid due to the prices being over budget and enter into competitive negotiations to secure the items.

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

1. Approved the November 6, 2023 Regular Session Minutes
2. Approved the November 20, 2023 Special Session Minutes

### **C. Construction Change Orders**

1. Approved the Change Orders to existing Purchase Orders for the Beechgrove Addition and Renovation Project - BG 21-140.
2. Approved the Change Orders to existing Purchase Orders for the Safety and Security Project (BG 18-396).

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

1. Approved the contract with Broadway Media and Dixie Heights High School for the digital scenery experience for Rodgers and Hammerstein's Cinderella which will be performed in March of 2024 by the Dixie Drama Department.
2. Approved the agreement with Rob Haney for consultation on construction beginning January 3, 2024 and ending October 1, 2025.
3. Approved a contract with Dawn Hopkins to provide speech therapy services to students per their IEPs.
4. Approved the Memorandum of Understanding between the Kenton County School District and the Boone County School District for criminal history record information to Boone County from Kenton County going forward.
5. Approved the Memorandum of Agreement between the University of Cincinnati (UC) and the Kenton County School District (KCSD) for UC student teachers, practicum students, and interns to perform field and clinical experiences in KCSD schools going forward.
6. Approved the contract with Music Theatre International and Scott High School to perform the production of Little Shop of Horrors in April of 2024 by the Scott High School Drama Department held at Dixie High School due to construction at Scott.
7. Approved the contract between Read Naturally and Summit View Academy for the remainder of the 2023-24 school year.
8. Approved the contract with Receptions Event center to hold the Scott High School Senior Brunch on May 22, 2024.
9. Approved the contract with Receptions Event center to hold the Simon Kenton High School Prom on May 4, 2024.

10. Approved the contract with Right On Cue Services (ROCS) and Dixie Heights High School for the production score music license for Rodgers and Hammerstein's Cinderella which will be performed in March of 2024 by the Dixie Drama Department.

11. Approved the contract with Say Cheese and Scott High School to provide a photo booth at Scott High School Prom on May 4, 2024.

12. Approved the amendment to the permanent agreement for School and Community Nutrition (SCN).

**E. Credit Applications**

1. Approved the agreement with The Kroger Co. and the Kenton County School District for a charge account as indicated on the attached application.

2. Approved the credit application with Mills Supply Co. for the Kenton County School District construction projects.

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

**G. Payment of Monthly Bills**

1. Accounts Payable - Approved

2. Purchase Card - Approved

3. Student Nutrition - Approved

**H. School-Related Student Trips - Approved all Fees**

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

**J. Various**

1. Approved student Hamadoun Selm's request to graduate early on December 15, 2023 from Simon Kenton High School for him to attend The University of Kentucky in January 2024.

2. Approved the creation of the Pool/Aquatics Assistant position.

3. Approved the creation of the job description of Pool/Aquatics Assistant.

4. Approved the revision to the current job description for School Nutrition Operations Coordinator.

5. Approved a building and grounds alteration request at the Kenton County School District Aquatics Center for Swim and Dive program recognition boards to be installed on the interior walls of the Aquatics Center lobby.

6. Approved the selection criteria for names to be added to the Swim and Dive program recognition boards at the Kenton County School District Aquatics Center and to rename Scott High School Swim and Dive Hall of Fame to Kenton County School District "Wall of Honor".

7. Approved the BG-4 (Buildings and Grounds Capital Construction Contract Closeout Form) for the Safety and Security Project (BG 18-396).

8. Approved the revised BG-5 (Buildings and Grounds Capital Construction Project Closeout Form) for the Ft. Wright Addition and Renovation Project 16-007.

**VII. DISCUSSION AND ACTION**

**A.** Approval of the initial BG-1 (BG 24-173) construction application for the River Ridge Elementary School Site Expansion Project. passed with a motion by Ms. Erin McConnell and a second by Ms. Shannon Herold.

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

**B.** Approval of the schematic design and design development plan for site development for the River Ridge Elementary School Site Expansion Project (BG 24-173) passed with a motion by Mr. Carl Wicklund and a second by Ms. Erin McConnell.

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

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

**IX. OTHER BUSINESS**

- A. Board Members – None
- B. Staff and Teachers – None

**X. MOTION TO GO INTO CLOSED EXECUTIVE SESSION PER KRS 61.810(1) (b) (Land Acquisition), (c) (Litigation), and/or (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/or (f) (Personnel/Pupil Personnel) passed with a motion by Ms. Erin McConnell and a second by Ms. Shannon Herold.

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

**XI. MOTION TO ADJOURN**

Approval to adjourn at 7:34pm passed with a motion by Mr. Carl Wicklund and a second by Ms. Shannon Herold.

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

---

Jesica Jehn, Chairperson

---

Misty Jones