

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)**

**February 19, 2018**

A regular meeting of the Campbell County Board of Education was held on Monday, February 19, 2018, 6:00 P.M. at the Alexandria Educational Center, 51 Orchard Lane, Alexandria, Kentucky.

In attendance at the meeting were:

Janis Winbigler  
Dr. Ted Williams  
Tina Kammerer  
Kimber Fender  
Richard Mason  
Dr. David Rust, Superintendent  
Jason Reed, Attorney

**I. CALL TO ORDER**

The meeting was called to order by Janis Winbigler, Chairperson.

**Approve Agenda**

18-007 Motion by Fender, seconded by Mason, that the agenda be approved as presented per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

**Pledge of Allegiance**

**Mission Statement**

**School Presentation**

Crossroads Elementary  
*Dr. Kim Visse, Principal*

**II. COMMUNICATIONS**

**Audience Comments**

**Superintendent Comments**

**Board Member Comments**

**Personnel Actions**

NAME	POSITION	ACTION / REASON	EFFECTIVE	LOCATION
Barbian, Michelle	Preschool Paraeducator	Hired	2/12/2018	Reiley
Bell, Ginsel	Tutor	Hired	1/16/2018	Campbell Ridge
Bertucci, Joseph	Teacher	Resigned	2/9/2018	CCHS
Bowling, Rachel	Paraeducator	Resigned	2/23/2018	Reiley
Carroll, Rachael	Asst. Varsity Softball Coach	Hired	1/23/2018	CCHS
Collopy, Catherine	Paraeducator	Hired	2/26/2018	Reiley
Erskine, Kevin	Girls Freshman Soccer Coach	Hired	1/11/2018	CCHS
Franzen, Ian	Boys JV Track Coach	Hired	1/11/2018	CCHS

Fries, Leah	Custodian	Hired	1/3/2018	Transportation
Frommeyer, Trisha	ESS Tutor	Hired	1/16/2018	Campbell Ridge
Geiman, Angela	Paraeducator	Resigned	1/26/2018	CCHS
Lucas, Lauren	Health Service Technician	Resigned	2/9/2018	Grant's Lick
Noll, Gabrielle	Paraeducator	Resigned	2/9/2018	CCHS
Perrin, Andrew	JV Asst Baseball Coach	Hired	1/26/2018	CCHS
Pfefferman, Cindy	Paraeducator	Hired	1/22/2018	CCHS
Price, Whitney	Health Service Technician	Hired	2/12/2018	Grant's Lick
Robinson, Betty	Bus Monitor	Hired	1/8/2018	Transportation
Ruff, Tracy	Bus Monitor	Hired	1/8/2018	Transportation
Rust, Jonathon	Freshman Head Baseball Coach	Hired	1/31/2018	CCHS
Zappa, Jordan	Bus Driver	Resigned	2/7/2018	Transportation

### Substitutes

Allen, Emaline	Substitute Teacher	Hired	1/25/2018	District Wide
	Substitute Paraeducator	Hired	1/25/2018	District Wide
Bentz, Shannon	Substitute Teacher	Hired	1/31/2018	District Wide
Breland, Mekayla	Substitute Teacher	Hired	1/18/2018	District Wide
	Substitute Paraeducator	Hired	1/18/2018	District Wide
Epperson, Jillian	Substitute Teacher	Hired	1/11/2018	District Wide
Fay, Corina	Substitute Teacher	Hired	1/10/2018	District Wide
Fields, Sarah	Substitute Teacher	Hired	1/18/2018	District Wide
	Substitute Paraeducator	Hired	1/18/2018	District Wide
Gourley, Jessica	Substitute Teacher	Hired	1/11/2018	District Wide
	Substitute Paraeducator		1/11/2018	District Wide
Harris, Robert	Substitute Teacher	Hired	1/31/2018	District Wide
Henman, Lindsey	Substitute Teacher	Hired	1/10/2018	District Wide
	Substitute Paraeducator		1/10/2018	District Wide
Hull, Penney	Substitute Health Technician	Hired	1/4/2018	District Wide
Lanter, Timothy	Substitute Paraeducator	Hired	1/9/2018	District Wide
Maschinot, Kimberly	Substitute Health Technician	Hired	1/31/2018	District Wide
McCafferty, Irene	Substitute Paraeducator	Hired	1/9/2018	District Wide
McNew, Samantha	Substitute Teacher	Hired	1/25/2018	District Wide
	Substitute Paraeducator	Hired	1/25/2018	District Wide
Murphy, Zechariah	Substitute Teacher	Hired	1/25/2018	District Wide
	Substitute Paraeducator	Hired	1/25/2018	District Wide
Riesenbeck, Joshua	Substitute Teacher	Hired	2/8/2018	District Wide
Sargent, Nicholas	Substitute Teacher	Hired	1/31/2018	District Wide
	Substitute Bus Driver/Monitor			
Sayers, Todd	Substitute Bus Driver/Monitor	Hired	1/31/2018	Transportation
Smock, Eden	Substitute Teacher	Hired	1/25/2018	District Wide
Weyman, Allison	Substitute Teacher	Hired	1/18/2018	District Wide
Zappa, Jordan	Substitute Bus Driver	Hired	2/8/2018	Transportation

**Written Communications and Reports**

SBDM Minutes

FRYSC Reports

Homeless Services Report

Pupil Personnel Report

Public Relations Report

School Related Field Trip Notifications

Field Trip Report – Athletics

Field Trip Report – Transportation

Policy Revision 05.3 Community Use of School Facilities; First Reading

**III. ACTION AGENDA****BG#18-259 Paving 2018 Campbell County Middle School and High Schools; Approval of AIA Standard Form of Agreement between Owner and Architect, Bidding Documents and BG-3**

18-008 Motion made by Mason, seconded by Fender, that the AIA Standard Form of Agreement between Owner and Architect, bidding documents and BG-3 be approved for BG#18-259 2018 Paving of Campbell County Middle School and High Schools per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

**BG#18-260 Roofing 2018 Alexandria Educational Center and Grant's Lick Elementary; Approval of AIA Standard Form of Agreement between Owner and Architect, Bidding Documents and BG-3**

18-009 Motion made by Williams, seconded by Mason, that the AIA Standard Form of Agreement between Owner and Architect, bidding documents and BG-3 be approved for BG#18-260 Roofing 2018 Alexandria Educational Center and Grant's Lick Elementary per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

**SBDM Staffing and Budget Allocation Formula 2018-19**

18-010 Motion made by Fender, seconded by Williams, that the SBDM Council Staffing and Budget Allocation Formula for 2018-19 be approved as submitted per the recommendation of the superintendent.

The recommendation reflects a minimum allocation to schools, at this time, based strictly on formula without additional assignments. The General Assembly has not passed a budget yet, nor defined what the SEEK base will be for the next budget biennium. This, in conjunction with the projected increase of the school district's mandated contribution to CERS, requires a minimum staffing allocation until these variables are better defined.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

**SBDM Staffing and Budget Allocations for 2018-19**

18-011 Motion made by Mason, seconded by Williams, that the SBDM Council Staffing and Budget Allocations for 2018-19 be approved as presented per the recommendation of the superintendent.

The staffing allocation formula has been amended to include a more formulaic assignment of staff based on student enrollment. The teacher allocation is identical to the previous formula with identical student to staff ratios.

Substantive changes include:

- Reducing overall enrollments at schools based on the number of students serviced in units for 80% or more of their day.
- Assistant principals will be assigned at 400:1 for secondary and 500:1 for elementary. Counselors will be allocated at 450:1. Neither of these will change current numbers.
- Custodians will be allocated 1 per 20,000 sq. feet of area maintained. This mirrors the state recommendation. This will add two half time positions.
- Formalizing the library/media specialist and library para-educator allocations to all schools.
- Adding half of an office clerk position to schools with fewer than 450 students.
- Middle school secretary reduced to two positions.

This allocation is a minimum assignment of staff and is necessary based on proposed, but unknown budget cuts from the state.

SBDM councils will continue to be allocated the recommended 3.5% of the SEEK base per ADA from the following school year.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

#### **Award Waste and Recycling Bid**

18-012 Motion made by Williams, seconded by Mason, that the waste and recycling bid (alternate 2) submitted by Rumpke be accepted to begin Mach 1, 2018 – March 1, 2021 per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

#### **CCS External Band Booster Group**

18-013 Motion made by Williams, seconded by Fender, that the Campbell County Band Boosters be approved as an external support/booster organization so they can be associated with Campbell County Schools per REDBOOK guidelines per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

#### **IV. CONSENT AGENDA**

18-014 Motion made by Fender, seconded by Williams, that the consent agenda be approved per the recommendation of the superintendent.

#### **Minutes**

January 15, 2018 – Regular Meeting

January 29, 2018 – Working Meeting

#### **Bills - Addendum**

General Fund # 128401-128565 as listed in the Orders of the Treasurer

#### **Bills – Regular**

General Fund # 128566-128730 as listed in the Orders of the Treasurer

**Treasurer's Report**

Campbell County Board of Education					
Treasurer's Report					
For Month Ended January 31, 2018					
<b>Fund</b>	<b>Beginning Balance</b>	<b>Revenues</b>	<b>Expenditures</b>		<b>Ending Balance</b>
			<b>Salaries</b>	<b>Others</b>	
<b>General</b>	16,419,422	4,320,975	(1,959,390)	(713,853)	18,067,154
<b>Sick Leave Retire.</b>	168,257		0	0	168,257
<b>Committed Funds</b>	400,000		0	0	400,000
<b>Special Revenue</b>	(1,334,638)	1,430,574	(263,052)	(113,704)	(280,821)
<b>District Activity</b>	85,991	4,438		(13,389)	77,040
<b>Capital Outlay</b>	222,235		0	0	222,235
<b>Building</b>	2,524,521	0	0	0	2,524,521
<b>Construction</b>	358,039	0	0	(99,299)	258,740
<b>Debt Service</b>	-	290,758	0	(2,732,465)	(2,441,707)
<b>Food Service</b>	6,388	187,707	(54,662)	(85,354)	54,080
<b>Totals *</b>	<u>\$ 18,850,215</u>	<u>6,234,452</u>	<u>(2,277,105)</u>	<u>(3,758,065)</u>	<u>\$ 19,049,498</u>

\* Cash and cash equivalents in all funds include approx. \$380,545 in investments and certificates of deposits yielding 0.615% and the remainder in interest-bearing checking accounts yielding 1.05%.

**Leave of Absence Requests**

Norman Brossart, Maintenance at Campbell County High School, from December 26, 2017 through March 1, 2018 for FMLA.

Bridget Brown, Teacher at Campbell County High School, Intermittent leave from January 8, 2018 through June 30, 2018 for FMLA.

Julie Burkhardt, Teacher at Campbell Ridge Elementary, from February 8, 2018 through February 20, 2018 for FMLA.

Logan Dunn, Maintenance Manager at Campbell County High School, from December 19, 2017 through February 23, 2018 for FMLA.

Wilma Dunn, Food Service Assistant and Campbell County Middle School, and Bus Monitor at Transportation, Intermittent leave from January 8, 2018 through June 30, 2018 for FMLA.

Allison Fehribach, Guidance Counselor at Campbell County High School, from January 26, 2018 through February 1, 2018 for FMLA.

Darci Fields, Teacher at Campbell County Middle School, from February 8, 2018 through February 23, 2018 for FMLA.

Mattricia Figgs, Paraeducator at Campbell County Middle School, from February 8, 2018 through February 23, 2018 for FMLA.

Jacqueline Geisel, Paraeducator at Campbell County Middle School, REVISED Intermittent leave from August 28, 2017 through June 30, 2018 for FMLA.

Nancy Elizabeth Graham, Teacher at Campbell County High School, from January 22, 2018 through January 26, 2018 for FMLA.

Pamela Hamons, Teacher at Campbell County High School, from January 19, 2018 through January 29, 2018 for FMLA.

Nicole Heidelberg, Secretary at Cline Elementary, Intermittent leave from October 27, 2017 through June 30, 2018 for FMLA.

Linda Henry, Food Service Assistant at Campbell County Middle School, from January 16, 2018 through January 31, 2018 for FMLA.

Sherrie Jett, Bus Monitor at Transportation, REVISED from November 17, 2017 through April 18, 2018 for FMLA.

Anita Krutzkamp, Food Service Assistant at Campbell County High School, from January 29, 2018 through February 2, 2018 for FMLA.

Charles Leon, Teacher at Campbell County High School, from January 22, 2018 through January 26, 2018 for FMLA.

Lindsey Rauch, Teacher at Campbell County Middle School, from January 8, 2018 through February 23, 2018 for FMLA.

Connie Ryle, Principal at Cline Elementary, from December 10, 2017 through January 10, 2018 for FMLA.

Minnie Styer, Bus Monitor at Transportation, Intermittent leave from December 7, 2017 through June 30, 2018 for FMLA.

Lydia White, Paraeducator at Campbell County High School, REVISED from November 7, 2017 through March 12, 2018 for FMLA.

**2018-19 Kindergarten Tuition Rates**

Each school year, the district shall determine kindergarten tuition rates. It is recommended that kindergarten tuition rates for 2018-19 reflect no change from 2017-18.

	<b>Recommended 18-19 Rates</b>	<b>17-18 Rates</b>
Rate (Month)	\$ 275	\$ 275
Rate (YR)	\$ 2,750	\$ 2,750
Reduced (Pay 50%)	\$ 1,320	\$ 1,320
Sibling (Pay 75%)	\$ 2,150	\$ 2,150
Free (Pay 0%)	\$ -	\$ -
Employee Child (Pay 0%)	\$ -	\$ -

**Participation in the KISTA 2018 Used Bus Sale**

If the Board declares the school buses as surplus, the district must dispose of them in accordance with state regulations. Ross, Sinclair & Associates assists the Kentucky Interlocal School Transportation Association (KISTA) in conducting a competitive, joint bidding process for the sale of surplus school buses. Mr. Kerry Hill, Director of Transportation, recommends participation in the KISTA 2017 Used Bus Sale. Approving this motion constitutes an agreement to participate in the KISTA 2017 Used Bus Sale. There is no cost to the district in order to utilize the services of KISTA in this program.

**Shortened School Day**

The Special Education Director requests the Board approve a shortened school day for one student transitioning back to full time.

**SFCC Offer of Assistance for Technology (KETS) FY-2018**

Campbell County Schools received a Kentucky Education Technology System (KETS) offer of assistance of \$71,307 from the Kentucky School Facilities Construction Commission (SFCC). Campbell County must match this offer in order to receive these funds. Board approval indicates Campbell County will match these funds. The District must follow State guidelines related to how these funds may be expended. Hardware, software and technology training are examples of State approved expenditures for KETS funds.

**Assurances for FRYSC Continuation Grant FYs 2019-**

The FRYSC centers must apply for a continuation grant. Part of the process requires the Board to sign off on assurances that the Centers are operating in accordance with all Federal and State laws and regulations including: compliance with Cabinet for Health and Family Services, providing district representation at FRYSC meetings, sharing the responsibility in hiring a center coordinator, maintaining confidentiality in student and family records, and participating in the school improvement process, etc.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

**VI. ADJOURN**

There being no further business to come before the board, Ms. Winbigler entertained a motion to adjourn.

18-015 Motion made by Williams, seconded by Kammerer, that the meeting be adjourned.

VOTE: Winbigler-Yes; Williams-Yes; Kammerer-Yes; Fender-Yes; Mason-Yes. MOTION CARRIED.

The meeting adjourned at 6:45 p.m.

APPROVED:

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JANIS WINBIGLER, CHAIRPERSON

ATTEST:

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DR. DAVID A. RUST, SECRETARY