

**RECORD OF BOARD PROCEEDINGS  
(MINUTES)**

**September 16, 2019**

A regular meeting of the Campbell County Board of Education was held on Monday, September 16, 2019, 6:00 p.m. at the Alexandria Educational Center, 51 Orchard Lane, Alexandria, Kentucky.

In attendance at the meeting were:

Janis Winbigler, Chairperson  
Richard Mason, Vice Chairperson  
Kimber Fender  
Peggy Schultz  
Dr. David Rust, Superintendent  
Garry Edmondson, Attorney

**I. CALL TO ORDER**

Janis Winbigler, Chairperson, called the meeting to order.

**Approve Agenda**

19-128 Motion by Schultz, seconded by Mason, that the agenda be approved as presented per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**Pledge of Allegiance**

**Mission Statement**

**Our Star Report**

*CCHS Student Scores Perfect Act Score*

Congratulations to Ethan Schnee who scored a PERFECT Composite score of 36 on the ACT! What an outstanding accomplishment! Way to go Ethan!

**II. COMMUNICATIONS**

**Audience Comments**

**Superintendent Comments**

**Board Member Comments**

**Personnel Actions**

NAME	POSITION	ACTION / REASON	EFFECTIVE	LOCATION
Baugh, Tami	Paraeducator	Hired	8/14/2019	Cline
Bay, Emma	21st Century Tutor	Hired	9/3/2019	Campbell Ridge
Bradner, Jonathan	Band Employee	Hired	8/20/2019	CCHS
Carmack, Kevin	Bus Driver	Resigned	9/3/2019	Transportation
Cropenbaker, Connie	Bus Driver	Resigned	8/9/2019	Transportation
Dufala, Megan	Band Employee	Hired	8/27/2019	CCHS
Disney, Kyler	Band Employee	Hired	7/22/2019	CCHS
Ervink, Kathleen	Lunchroom Monitor	Hired	8/14/2019	Crossroads
Gabbard, Nathan	Bus Monitor	Hired	8/19/2019	Transportation
Haigis, Melvin	Bus Driver	Resigned	8/1/2019	Transportation

Hall, Christopher	Band Employee	Hired	8/20/2019	CCHS
Kendrick, Jason	Paraeducator	Hired	8/12/2019	Crossroads
Kirby, Melinda	Tutor	Hired	8/14/2019	Cline
Kitto, Sharese	Office Clerk	Hired	8/26/2019	Cline
Kramer, Kelly	Library Media Paraed	Hired	8/23/2019	Cline
Lamb, Sally	Paraeducator	Hired	8/20/2019	Campbell Ridge
Mason, Jordan	Paraeducator	Hired	8/12/2019	Alex Ed Center
Miller, Sue	Tutor	Hired	8/14/2019	Cline
Moore, Taylor	21st Century Tutor	Hired	9/3/2019	Reiley
Pretot, Nancy	Office Clerk LMC Paraeducator	Resigned	8/23/2019	Cline
Racke, Jessica	Paraeducator	Hired	8/19/2019	CCHS
Rath, Grace	21st Century Tutor	Hired	9/3/2019	Reiley
Reed, Andrea	Family Resource Coordinator	Resigned	8/15/2019	CCHS
Schneider, Teresa	Bus Monitor	Resigned	8/1/2019	Transportation
Shannon, Melanie	Mental Health Professional	Hired	9/1/2019	District Wide
Sizemore, Jennifer	Lunchroom Monitor	Hired	8/14/2019	Cline
Tackett, Ian	Custodian	Hired	8/21/2019	Campbell Ridge
Timler, Kaylee	Student Intern	Hired	8/19/2019	CCHS
Vanwinkle, Vicky	ESS Tutor	Hired	8/20/2019	Reiley
Walsh, Jessica	21st Century Tutor	Hired	9/3/2019	Campbell Ridge

### Substitutes

Antrobus, Jared	Substitute Teacher	Hired	8/23/2019	District Wide
Blank, Mary	Substitute Paraeducator	Hired	8/22/2019	Reiley
Carmack, Kevin	Sub Bus Driver	Hired	8/14/2019	Transportation
Cole-Saner, Colette	Substitute Teacher	Hired	8/29/2019	District Wide
Faughn, Beth	Substitute Bus Monitor	Hired	9/1/2019	Transportation
Flaig, Susan	Substitute Teacher	Hired	8/22/2019	District Wide
Fossett, Crystal	Substitute Paraeducator	Hired	9/3/2019	District Wide
Hemmerle, Kelly	Substitute Teacher	Hired	8/8/2019	District Wide
Jackson, Molly	Substitute Teacher	Hired	8/8/2019	District Wide
Lambert, Angela	Substitute Teacher	Hired	9/5/2019	District Wide
Lovelace, Angie	Substitute Bus Monitor	Hired	9/1/2019	Transportation
Noe, Elliot	Substitute Teacher & Substitute Paraeducator	Hired	8/29/2019	District Wide
Parker, Sarah	Substitute Teacher	Hired	8/15/2019	District Wide
Pickett, Donna	Substitute Teacher	Hired	8/22/2019	District Wide
Queen, Joan	Substitute Teacher	Hired	8/15/2019	District Wide

Simms, Melody	Substitute Teacher & Substitute Paraeducator	Hired	8/29/2019	District Wide
Smith, Deborah	Substitute Bus Driver	Hired	8/8/2019	Transportation
Snowball, Tiffany	Substitute Teacher & Substitute Paraeducator	Hired	9/3/2019	District Wide
Spicer, Joshua	Substitute Teacher	Hired	8/15/2019	District Wide
Strange, Rebecca	Substitute Paraeducator & Substitute Bus Monitor	Hired	8/20/2019	District Wide
Wiechman, Marilyn	Substitute Custodian and Substitute Food Service	Hired	8/23/2019	District Wide
Williams, Ted	Substitute Teacher	Hired	8/8/2019	District Wide

**Written Communications and Reports**

SBDM Minutes  
 FRYSC Reports  
 Homeless Services Report  
 Pupil Personnel Report  
 Public Relations Report  
 School Related Field Trip Reports  
     Field Trip Report – Athletics  
     Field Trip Report – Transportation  
 Report of Gifts/Donations  
 Essential Work Skills  
 Procedure 04.312 AP.1 (Crowdfunding)

**III. ACTION AGENDA**

**Working Budget 2019-20**

19-129 Motion made by Fender, seconded by Schultz, to approve the 2019-20 Working Budget as submitted per the recommendation of the superintendent.

The working budget represents the following:

Fund 1 – General Fund Budget	\$ 50,515,704
Fund 2 – Special Revenue (Grants)	\$ 4,338,507
Fund 310 – Capital Outlay (\$100 per Average Daily Attendance ADA)	\$ 445,177
Fund 320 – Building Fund (Prin & Int for Bond Payments)	\$ 3,913,894
Fund 51 – Food Service	\$ 2,267,680
Total Budget which includes General Fund, Special Revenue, Capital Outlay, Building Fund, and Food Services.	<u>\$ 61,480,962</u>
Contingency (2% as required by law)	\$ 1,229,619
Actual Contingency (4.7%)	\$ 2,885,904

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**District Calendar Committee Representation 2020-21 and 2021-22**

19-130 Motion made by Mason, seconded by Fender, to appoint Mr. Richard Mason as the board member representative to the 2020-21 and 2021-22 District Calendar Committee.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**Policy Revision 08.221 (Grading); Second and Final Reading**

19-131 Motion made by Mason, seconded by Schultz, to approve the revision to policy 08.221 (Grading) as presented per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**Donation from Tyson Foods**

19-132 Motion made by Schultz, seconded by Fender, to approve the donation of up to \$26,388 from Tyson Foods for classroom projects per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**Donation to Campbell Ridge Elementary**

19-133 Motion made by Mason, seconded by Schultz, to approve the donation of \$3400 to Campbell Ridge Elementary from Campbell Ridge PTO per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**Software and Services Agreement with Terrace Metrics, Inc.**

19-134 Motion made by Fender, seconded by Schultz, to approve the Software and Services Agreement with Terrace Metrics, Inc. per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**CCS Roofing Project BG-1**

19-135 Motion made by Fender, seconded by Schultz, to approve the BG-1 for Campbell County Schools roofing projects for 2020 per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**Award of Bid for Surplus Computer Equipment**

19-136 Motion made by Fender, seconded by Dunn, to award Secure Recycling the bid for the surplus computer and technology equipment per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**Bus Usage Charges 2019-20**

19-137 Motion made by Schultz, seconded by Fender, to approve the bus usage charges for 2019-20 as presented per the recommendation of the superintendent.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**IV. CONSENT AGENDA**

19-138 Motion made by Fender, seconded by Mason, that the consent agenda be approved as presented per the recommendation of the superintendent.

**Minutes**

August 5, 2019 – Working Meeting  
 August 19, 2019 – Regular Meeting  
 August 23, 2019 – Special Meeting  
 August 26, 2019 – Special Meeting  
 August 29, 2019 – Public Hearing  
 August 29, 2019 – Special Meeting

**Bills - Addendum**

General Fund # 134013-134120 as listed in the Orders of the Treasurer

**Bills – Regular**

General Fund # 134121-134297 as listed in the Orders of the Treasurer

**Treasurer’s Report**

Campbell County Board of Education					
Treasurer's Report					
For Month Ended August 31, 2019					
Fund	Beginning Balance	Revenues	Expenditures		Ending Balance
			Salaries	Others	
<b>General</b>	12,534,783	1,345,834	(1,379,053)	(1,646,514)	10,855,050
<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>	(230,180)	400,750	(163,183)	(245,935)	(238,548)
<b>District Activity</b>	104,970	108		(17,026)	88,053
<b>Capital Outlay</b>	178,359	0	0	0	178,359
<b>Building</b>	-	0	0	0	-
<b>Construction</b>	905,908	0	0	(8,800)	897,108
<b>Debt Service</b>	(2,108,770)	191,199	0	(227,194)	(2,144,764)
<b>Food Service</b>	158,060	89,304	(38,705)	(89,751)	118,908
<b>Totals *</b>	<u>\$ 12,111,388</u>	<u>2,027,196</u>	<u>(1,580,941)</u>	<u>(2,235,220)</u>	<u>\$ 10,322,423</u>

**Leave of Absence Requests**

David Bezanson, Bus Driver at Transportation, from August 19, 2019 through September 9, 2019 for FMLA.

James Broering, Bus Driver at Transportation, from August 14, 2019 through November 20, 2019 for FMLA.

Emily Cahill, Social Worker at Alexandria Educational Center, Intermittent leave from August 1, 2019 through June 30, 2020 for FMLA.

Collette Carr, Paraeducator at Campbell Ridge Elementary, Intermittent leave from August 12, 2019 through June 30, 2020 for FMLA

Michelle Carrigan, Teacher at Campbell County High School, from August 12, 2019 through August 20, 2019 for FMLA.

Andrea Fleckenstein, Teacher at Reiley Elementary, from August 14, 2019 through August 23, 2019 for FMLA.

Nicholas Haigis, Teacher at Campbell County High School, from September 30, 2019 through October 11, 2019 for FMLA.

Alexandra Harden, Teacher at Cline Elementary, from September 9, 2019 through December 6, 2019 for FMLA.

Sheri Hartman, Food Service Assistant at CCHS and Bus Monitor at Transportation from August 27, 2019 through September 2, 2019 for FMLA.

Brittany LiCalzi, Teacher at Campbell Ridge Elementary, from August 14, 2019 through October 9, 2019 for FMLA.

Joseph Lusher, Lead Custodian at Campbell County Middle School, from August 15, 2019 through September 5, 2019 for FMLA.

Della McCarthy, Bus Monitor at Transportation from August 14, 2019 through September 20, 2019 for FMLA.

Tracy O'Keefe, Human Resources Coordinator at Central Office, Intermittent leave from August 1, 2019 through June 30, 2020 for FMLA.

Lorinda Reynolds, Gifted and Talented Teacher at Central Office, Intermittent leave from July 1, 2019 through June 30, 2020 for FMLA.

William Robinson, Bus Driver at Transportation, from August 29, 2019 through November 1, 2019 for FMLA.

Renee Waymeyer, Bus Driver at Transportation, from August 14, 2019 through October 9, 2019 for FMLA.

Sherry Wirth, Student Well Being Coordinator, Central Office, Intermittent leave from August 19, 2019 through June 30, 2020 for FMLA.

**Fiscal Court Transportation Charges**

Based on the pupils transported in 2018-19, parochial students were 11% of the total. The total of our transportation expenses equaled \$2,857,753 which is net of the following: the state's reimbursement for vocational student transportation and expenses such as those related to bus monitors, field trips, preschool, and special education transportation.

Based on this information, the Fiscal Court's share of the expenses for parochial students would be \$316,701.60 compared to \$338,277.56 in the previous year. This decrease is a result of our overall transportation costs slightly decreasing as well as a decrease in the percentage of parochial school students being transported compared to total students transported.

It is recommended that the Board approve the attached Fiscal Court Contract for 2019-20 in the amount of \$316,701.60 payable in nine (9) monthly installments of \$35,189.07 each.

**KECSAC MOA**

Attached are the memorandum agreements with the Kentucky Educational Collaborative State Agency Children (KECSAC) and Campbell County Schools. These agreements describe the educational services and procedures that Campbell County Schools will provide through the Alexandria Educational Center and for students residing at Holly Hill Children's Home. They also document the support that KECSAC will provide Campbell County Schools. KECSAC provides funding for State Agency Children (SAC) as defined by state guidelines. The programs listed receive KECSAC funding.

**District Assurances**

This document is required by the Kentucky Department of Education (KDE) and must be approved by the Board of Education. There are numerous assurances, some of which include: provision of services as required to disadvantaged children, migrant children, neglected and delinquent children, limited English proficient students, immigrant students, and homeless students. We will provide high quality teachers and principals. Technology funds will be used to improve student achievement. Safe and Drug free funds will be used to foster a safe and drug free learning environment. Carl D. Perkins funds will be used to improve academic and technical skills for students in vocational programs. Flex Funds will be used in accordance with state regulations for Professional Development, Textbooks, Gifted and Talented, and Extended School Services

**District Calendar Committee Membership**

Beginning with the 2018-19 school year, and each year thereafter, KRS 158.070 required the local board of education, upon recommendation of the superintendent to annually appoint a school district calendar committee to review, develop, and recommend school calendar options.

The school district calendar committee means a committee consisting of:

1. One (1) school district principal;
2. One (1) school district office administrator other than the superintendent;
3. One (1) member of the local board of education;
4. Two (2) parents of students attending a school in the district;
5. One (1) school district elementary school teacher;
6. One (1) school district middle or high school teacher;
7. Two (2) school district classified employees; and
8. Two (2) community members from the local chamber of commerce, business community, or tourism commission

**Shortened School Day**

The Director of Special Education is requesting approval for a high school student to be placed on a shortened school day.

**Specialized Student Placement**

The Director of Special Education is requesting approval of a contract with Point/ARC of Northern Kentucky.

**FY20 Instructional Transformation PD Grant**

Contract with KDE in the amount of \$68,078.00 for the FY20 Instructional Transformation PD Grant.

**KDE MOA Stewart B McKinney Homeless Grant**

Stewart McKinney Homeless Grant MOAFY20

MOA with KDE for the Stewart McKinney Homeless Grant in the amount of \$90,675.00.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

**V. ADJOURN**

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

19-139 Motion made by Schultz, seconded by Mason, that the meeting be adjourned.

VOTE: Winbigler-Yes; Mason-Yes; Dunn-Absent; Fender-Yes; Schultz-Yes. MOTION CARRIED.

The meeting adjourned at 6:28 p.m.

APPROVED:

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JANIS WINBIGLER, CHAIRPERSON

ATTEST:

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DR. DAVID A. RUST, SECRETARY