

**THE BOARD OF EDUCATION OF COVINGTON, KENTUCKY**  
**MINUTES – REGULAR MEETING**  
**September 24, 2015**  
**7:00 P.M.**

The Board of Education of Covington, Kentucky met in regular session on Thursday, September 24, 2015 at the Administration Building located at 25 E. 7<sup>th</sup> Street, Covington, Kentucky.

Ms. Julie Geisen Scheper, Board Vice-Chair, called the meeting to order at 7:00 p.m.

**Call To Order**

Roll call showed the following members present: Mr. Jerry Avery, Ms. April Brockhoff, Ms. Glenda Huff and Ms. Julie Geisen Scheper.

**Roll Call**

1. Ms. Huff moved that the Covington Board of Education approve excusing Ms. Joyce Baker from the September 24, 2015 Regular Board Meeting. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**Excuse Board Member**

Ms. Geisen Scheper welcomed everyone to the meeting and commented that the Board of Education serves the public and community.

**Welcome**

Ms. Geisen Scheper called for public input. No one opted to address the Board.

**Public Input**

Mr. Alvin L. Garrison, Superintendent of Schools, presented items of information; Personnel (Order No. 092415-01), School-Based Decision Making Staffing Allocation Adjustment (Order No. 092415-02), CIPS Requested Policy Amendment 05.3 Community Use of Facilities – First Reading, CIPS Requested Policy Rescission – First Reading.

**Informational Items**

The Board agreed by consensus to move addendum agenda item numbered 092415-01A Covington Education Association / Superintendent's Report for August 2015 and 092415-02A Membership Attendance Report 2015-2016 School Year (First Month) to this point on the agenda.

Mr. Garrison introduced Ms. Mary Wheatley, President of the Covington Education Association. Ms. Wheatley addressed the Board regarding discussion with Mr. Garrison on classified employee time being used for Safe-Schools Training. Ms. Wheatley stated that a plan is in place for next year and that resolving the issue went smoothly.

**Covington Education Association Report**

Mr. Bill Grein, Director of Assessment and Data, gave an update on the School-Based Decision Making Staffing Allocation Adjustment. Pursuant to Board Policy 02.4331 School Staffing (SBDM) and in accordance with 702 KAR 003:246, the Board shall provide each council with both a tentative and final\updated allocation for school staffing.

**SBDM Staffing Allocation Adjustment**

Mr. Eric Neff, Director of Personnel and Facilities, reported that it is necessary to amend policy 05.3 Community Use of School Facilities. This policy update is being done to be consistent when groups request the use of facilities and ensure that appropriate insurance is in place.

**Amend Policy 05.3  
Community Use of School Facilities**

## Minutes – Regular Meeting, September 24, 2015

### Page 2 of 3

Mr. Neff explained that due to the major amendments to 05.31 Rental Application and Contract it is necessary to rescind the entire old policy. The updated policy will be used after the Board approves the second reading.

Ms. Annette Bemerer, Director of Finance, gave the Treasurer's Report.

2. Ms. Huff moved that the Covington Board of Education approve the Monthly Financial Report – August 2015. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**August 2015 Monthly  
Financial Report**

3. Ms. Huff moved that the Covington Board of Education approve the Warrant Expenditure Report. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**Warrant Expenditure  
Report**

Ms. Bemerer presented the 2015-2016 Working Budget. The Board of Education is required to approve a close estimate Working Budget for all funds by September 20 of each year. We have a \$59,000,000 yearly budget and our financial health is very good.

**2015-2016 Adoption of  
Working Budget**

4. Ms. Huff moved that the Covington Board of Education approve the Adoption of the 2015-2016 Working Budget for General Fund, Building Fund, Capital Outlay Fund, Food Service Fund, Debt Service Fund. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

Mr. Garrison introduced the consent agenda.

5. Ms. Huff moved that the Covington Board of Education approve the Minutes of the Special Meeting of August 26, 2015. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**Minutes  
08/26/15**

6. Ms. Huff moved that the Covington Board of Education approve the Minutes of the Regular Meeting of September 10, 2015. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**Minutes  
09/10/15**

7. Ms. Huff moved that the Covington Board of Education approve a School-wide Fundraiser(s) for Glenn O. Swing Elementary and Latonia Elementary. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**School-wide Fundraiser**

**Minutes – Regular Meeting, September 24, 2015**

**Page 3 of 3**

8. Ms. Huff moved that the Covington Board of Education approve the Summer Surplus Equipment Bid Award. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**Summer Surplus  
Equipment Bid Award**

Mr. Garrison introduced the items for individual vote.

Ms. Kim Terry, Director of Chapman Child Development Center, addressed the Board regarding the need to hire an additional Instructional Assistant for the program. The additional person would work in classrooms and work with staff to give breaks to teachers.

**Create Instructional  
Assistant Position –  
Chapman Child  
Development Center**

9. Ms. Huff moved that the Covington Board of Education approve Creating an Instructional Assistant Position at Chapman Child Development Center. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

Ms. Mary Ann Stewart, School Board Attorney, gave the attorney's report.

**Attorney's Report**

The Board agreed by consensus to adjourn at 7:45 p.m.

**Adjournment**

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Board Chair

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Superintendent of Schools