

# **Covington Board of Education**

## **MINUTES ~Regular Meeting**

September 28, 2017

5:00 PM

25 E. 7th Street, Covington, Kentucky 41011

### **I. Call to Order**

Ms. Julie Geisen Scheper, Board Chair, called the meeting to order at 5:00 p.m.

### **II. Roll Call**

#### **Attendance Taken at 5:00 PM:**

##### Present Board Members:

Mr. Jerry Avery

Ms. April Brockhoff

Ms. Glenda Huff

Mr. Tom Wherry

Ms. Julie Geisen Scheper

### **III. Pledge of Allegiance**

Mr. Jerry Avery led the Pledge of Allegiance.

### **IV. Welcome and Board Chair Comments**

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

### **V. Public Input**

Ms. Deborah Winkler, CEA President addressed the board with an update.

### **VI: District Recognition and Presentations**

Raymond R. Smith received a 2017 Covington Independent High School Diploma presented by Tina Phillips.

### **VII. Informational Items**

#### **1. Model Schools Conference**

Staff members who attended the Model Schools Conference June 25-28, 2017 shared what they learned from the conference. The conference provided opportunities to learn from the nation's most rapidly improving schools and districts. Educators were provided practical tools to engage the local community in honest dialogue; devise a plan for a system wide approach to innovation while preserving a district and schools' uniqueness; using current data to drive decisions that fit our future-focused goals; identify multiple indicators of student learning and growth that speak to the development of the whole child.

#### **2. Student Teacher and Practicum Students**

Ms. Charlene Ball, Assistant Superintendent, addressed the Board about their effort to increase our "pipeline" and recruit staff for CIPS we are working with NKU to place practicum students and student teachers in our schools.

#### **3. 2016-2017 ACT Results**

Mr. Bill Grein, District Assessment Coordinator presented the ACT report. ACT Graduating Senior Report: 2016-17 seniors and the results of their last ACT taken in high school

compared to the state over a five year period in English, Mathematics, Reading, Science, and a Composite score. ACT Junior Report: 2016-17 juniors who took the ACT in March of 2017 while being enrolled in 11th grade compared to the state over a five year period in English, Mathematics, Reading, Science, and a Composite scores. The report reflects the growth from the junior year to the senior year for the graduating class of 2017.

**4. National Clearinghouse Student Tracker Report**

Mr. Bill Grein, District Assessment Coordinator, addressed the board regarding the National Student Clearinghouse Student Tracker. The aggregated report tracks Holmes High School 2015-2016 graduating seniors to post-secondary enrollment in all two and four year institutions around the country.

**5. Personnel Actions**

The personnel actions listed on the exhibit have taken place since the board meeting of August 31, 2017.

In accordance with 702 KAR 003:246, Mr. Bill Grein provided the Board Members with upcoming information on the 2017-2018 SBDM allocation adjustments. The details will be an informational item at the next Board meeting on October 12, 2017.

**6. 2017 KDE State Assessment Overview**

Mr. Bill Grein, District Assessment Coordinator, presented the results of the 2017 State Assessment that is based on the National Common Core Standards. This is the sixth year for the assessment.

**VIII. Report of the Treasurer**

**7. August FY2018 Monthly Financial Statement and September 2017 Warrant Expenditure Report**

Ms. Annette Burtschy, Director of Finance, gave the budget narrative for August FY2018 monthly financial statement.

**Motion Passed 092817\_01:** Approval of the August FY2018 Monthly Financial Statement and Warrant Expenditure Report passed with a motion by Ms. Glenda Huff and a second by Ms. April Brockhoff.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

**8. Adoption of the 2017-2018 Working Budget**

**Motion Passed 092817\_02:** Approval of the Adoption of the 2017-2018 Working Budget with revision passed with a motion by Ms. Glenda Huff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

## IX. Consent Agenda

### **9. Covington Board of Education August 31, 2017 Regular Meeting Minutes, September 14, 2017 Special Meeting Minutes and September 14, 2017 Regular Meeting Minutes**

**Motion Passed 092817\_03:** Approval of the Covington Board of Education August 31, 2017 Regular Meeting Minutes, Covington Board of Education September 14, 2017 Special Meeting Minutes and Covington Board of Education September 14, 2017 Regular Meeting Minutes passed with a motion by Ms. Glenda Huff and a second by Ms. April Brockhoff.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

## X. Individual Approval Agenda Items

### **10. National AESA 2017 Conference Participation**

Mr. Alvin Garrison is requesting to attend the National AESA 2017 Conference in San Antonio, Texas. The conference will be held November 28 - December 2, 2017.

**Motion Passed 092817\_04:** Approval of Mr. Garrison's Participation at the National AESA 2017 Conference passed with a motion by Mr. Tom Wherry and a second by Mr. Jerry Avery.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

### **11. Request to Attend Kentucky System Engagement Review Team as a Member**

Mr. Alvin Garrison is requesting approval to participate as a Team Member for the System Engagement Review Team for the Jefferson County School District, on March 25-28, 2018. This would provide a professional learning experience and benefit his knowledge in the new standards for Systems Accreditation.

**Motion Passed 092817\_05:** Approval of Mr. Garrison's request to attend Kentucky System Engagement Review Team as a Member passed with a motion by Ms. Glenda Huff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

### **12. Mooresville Graded Schools Fall 2017 Visit**

Ms. Charlene Ball is taking a team of 6 - 8 staff members to Mooresville Graded School District to visit their Digital Conversion in action. As technology integration is infused with instruction, digital content in the curriculum becomes a vital resource for students and

teachers. Garrison is seeking approval to accompany the team on the visit to Mooreville Graded Schools Fall Visit.

**Motion Passed 092817\_06:** Approval for Mr. Garrison to accompany a team of 6-8 staff to Mooresville Graded School Fall Visit passed with a motion by Ms. Glenda Huff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

### **13. Change Order No. 001 for BG 16-185 Phase II**

The Kentucky Department of Education requires board approval of all change orders. Credit to the owner for reduction in the haul route distance for removal of excess topsoil from Phase I, in the amount of \$6,000.00. See attached change order form.

**Motion Passed 092817\_07:** Approval of Change Order No. 001 for BG 16-185 Phase II passed with a motion by Ms. Glenda Huff and a second by Mr. Jerry Avery.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

### **14. Change Order No. 010 for BG 16-185 Phase I**

The Kentucky Department of Education requires board approval of all change orders. Leave existing asphalt spoils from Phase 1 site work on the practice filed for removal by the Phase 2 site contractor, credit in the amount of \$20,306.00.

**Motion Passed 092817\_08:** Approval of Change Order No. 010 for BG 16-185 Phase I passed with a motion by Ms. Glenda Huff and a second by Mr. Jerry Avery.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

### **15. School Wide Fundraiser(s) ~ Glenn O. Swing Elementary, Latonia Elementary and Sixth District**

**Motion Passed 092817\_09:** Approval of School Wide Fundraiser(s) for Glenn O. Swing Elementary, Latonia Elementary and Sixth District Elementary passed with a motion by Ms. April Brockhoff and a second by Mr. Jerry Avery.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Absent
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

**16. Create an Instructional Assistant Position at James E Biggs Early Childhood Center**

Ms. Elizabeth Miller, Principal at James E. Biggs Early Childhood Center, discussed the increased enrollment at James E. Biggs Early Childhood Education Center and explained the need for an additional instructional assistant. September of 2016 our enrollment was 270 students. September of 2017 our enrollment is at 381.

**Motion Passed 092817\_10:** Approval of creating an Instructional Assistant position at James E. Biggs Early Childhood Center passed with a motion by Ms. April Brockhoff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

**17. Create a Teacher Position at James E. Biggs Early Childhood Education Center**

Ms. Elizabeth Miller, Principal at James E. Biggs Early Childhood Center, discussed the increased enrollment at James E. Biggs Early Childhood Education Center and explained the need for an additional certified teacher. September of 2016 our enrollment was 270 students. September of 2017 our enrollment is at 381.

**Motion Passed 092817\_11:** Approval of creating a Teacher position at James E. Biggs Early Childhood Center passed with a motion by Ms. April Brockhoff and a second by Mr. Tom Wherry.

Mr. Jerry Avery	Yes
Ms. April Brockhoff	Yes
Ms. Glenda Huff	Yes
Mr. Tom Wherry	Yes
Ms. Julie Geisen Scheper	Yes

**XI. Addendum Agenda**

(Addendum items were moved to School Wide Fundraiser(s) Order No. 092817\_18 for approval)

**XII. Report of the Attorney**

No report from Mary Ann Stewart, Board Attorney

**XIII. Further Discussion and/or announcements by the Board of Education**

Mr. Garrison provided the Board Members with an informational packet including upcoming events and reminders.

**XIV. Upcoming Events**

Mr. Garrison announced the upcoming events.

**XV. Executive Session**

No Executive Session required.

**XVI. Adjournment**

Meeting adjourned at 7:59 p.m.

\_\_\_\_\_ Chairperson, Ms. Julie Geisen Scheper

\_\_\_\_\_ Superintendent, Mr. Alvin L. Garrison