

THE BOARD OF EDUCATION OF COVINGTON, KENTUCKY
MINUTES – REGULAR MEETING
October 27, 2016
6:00 P.M.

The Board of Education of Covington, Kentucky met in regular session on Thursday, October 27, 2016 at the Instructional Service Center located at 212 Levassor Avenue, Covington, Kentucky.

Ms. Julie Geisen Scheper, Board Chair, called the meeting to order at 6:00 p.m.

Call To Order

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

Roll Call

Ms. Geisen Scheper led the Pledge of Allegiance.

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. 102716-01) and Covington Education Association (Order No. 102716-02).

Informational Items

Ms. Brockhoff asked about how a monetary value is assigned to a transitional supplement and if the Girls Varsity Basketball head coach resigned? Mr. Garrison explained that transitional supplements are used for employees taking-on additional responsibilities for the district and that as the salary schedule review and revision moves forward the transitional supplements will be closely reviewed. Also, Mr. Garrison explained that the Head Basketball Coach did not resign. He has been assigned as an interim Assistant Principal for John G. Carlisle Elementary and due to retiree salary restrictions, he is not taking a salary for his coaching duties.

Ms. Annette Burtschy gave the Treasurer's Report.

1. Ms. Huff moved that the Covington Board of Education approves the Monthly Financial Report – September FY 2016. Ms. Brockhoff seconded the motion. With a roll call vote, Ms. Huff, Ms. Brockhoff, Mr. Avery, Ms. Baker and Ms. Geisen Scheper voted yea. The motion passed.

Monthly Financial Report September FY2016

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

Warrant Expenditure Report

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Mr. Garrison then presented the Consent Agenda.

3. Ms. Baker moved that the Covington Board of Education approves the Minutes of the Regular Meeting of September 29, 2016. Ms. Huff seconded the motion. With a roll call vote, Ms. Baker, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

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4. Ms. Baker moved that the Covington Board of Education approves the Minutes of the Regular Meeting of October 13, 2016. Ms. Huff seconded the motion. With a roll call vote, Ms. Baker, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

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5. Ms. Baker moved that the Covington Board of Education approves the Schoolwide Fundraisers for Glenn O. Swing Elementary and Latonia Elementary. Ms. Huff seconded the motion. With a roll call vote, Ms. Baker, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**Schoolwide
Fundraisers**

Mr. Garrison introduced the items for individual vote.

Mr. Bill Grein, Data and Assessment, explained that an additional teacher is needed at John G. Carlisle Elementary to teach Practical Living and Vocational Studies. This position is needed to complete their master schedule which ensures that teachers will have appropriate planning time.

**JGC Additional Certified
Teaching Position**

6. Ms. Huff moved that the Covington Board of Education approves an Additional Certified Teaching Position at John G. Carlisle Elementary. Ms. Brockhoff seconded the motion. With a roll call vote, Ms. Huff, Ms. Brockhoff, Mr. Avery, Ms. Baker and Ms. Geisen Scheper voted yea. The motion passed.

Mr. Garrison introduced a discussion on Salary Schedule Revision and updated the Board on the work that has been done and options on moving forward.

Mr. George Sparks, Robert Ramsay and Kendall Ebaugh, all of Barnes Dennig, led a discussion on Salary Schedule revision options. Mr. Robert Ramsay presented information on calculation and simplification of salaries. Ms. Kendall Ebaugh has developed a salary calculator in Excel, specific to the needs of Covington Independent Public Schools. This calculator will help simplify calculating salaries and accuracy of the final number can be verified by different departments.

**Salary Schedule
Revision Options**

Mr. Ramsay explained that Barnes Dennig could do a competitive analysis of salaries, comparing them to surrounding school districts. Mr. Sparks explained that while Barnes Dennig wants to help with the task of research and revising our salary schedule, it was important that there were clear boundaries separating their salary schedule work and their duties as an auditing firm for the district. A contract or Memorandum of Understanding would need to be developed clearly defining Barnes Dennig's role. The Board encouraged Mr. Garrison to continue moving forward with the task of revising the salary schedule.

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Ms. Annette Burtschy, Director of Finance, gave a report on the tax changes that will take effect on January 1, 2017. Certified employees will pay 1.45% more in Medicare taxes on their KTRS contribution. Classified employees will pay 1.45% more in Medicare taxes on their CERS contribution and 6.20% more in Social Security taxes on their CERS contribution. After review of estimates of taxes on various salary levels, it was determined that additional employee responsibility is minimal. Ms. Burtschy informed the Board that a letter would be emailed and hand-delivered to each employee to explain what to expect as of January 1. The Board asked Ms. Burtschy to also, go out into the schools to answer any questions or concerns employees may have. Ms. Burtschy agreed.

January 1, 2017 Tax Rule Changes

Mr. Bill Grein, Data and Assessment, updated the Board on the Strategic Planning revision process. He reviewed work and the recommendations by the Strategic Planning Committee, along with feedback from stakeholder groups. The committee recommended that the Board of Education establish the Mission, Vision and Belief statements for the district. District leadership and the committee are continuing to work on the goals, strategies and measures of the plan. After some discussion, some Board members suggested the wording of the Mission Statement: *Provide opportunities that will inspire and prepare students to excel academically and personally in order to become well-rounded, responsible citizens.* After more discussion on the Vision Statement and the Beliefs, the Board agreed by consensus to table board agenda item numbered 102716-11 Strategic Plan Revision – Board Input. The item will be discussed at the next meeting.

Strategic Plan Revision – Board Input

Mr. Garrison presented the teacher retention update. He reviewed the Teacher Retention Committee recommendations. Mr. Garrison explained that not all of the recommendations were implemented, but some were. He said that principals and central administration were all responsible for overseeing that the recommendations that were implemented are followed.

Teacher Retention Update

Board Members discussed what the protocols are when assigning staff work. Ms. Huff stated that the Board and staff are team members and if a board member has a question they should go to the Superintendent or the specific department to get their question answered. If a member would like something on the meeting agenda they should speak with the board chair. She stated that she felt the lines of communication should stay open.

Protocol – CIPS BOE Assigning Staff Work

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

Attorney's Report

The Board agreed by consensus to adjourn at 9:15 p.m.

Adjournment

Board Chair

Superintendent of Schools