

**THE BOARD OF EDUCATION OF COVINGTON, KENTUCKY**  
**MINUTES – REGULAR MEETING**  
**December 15, 2016**  
**7:00 P.M.**

The Board of Education of Covington, Kentucky met in regular session on Thursday, December 15, 2016 at the Instructional Support Center located at 212 Levassor Avenue, Covington, Kentucky.

Ms. Julie Geisen Scheper, Board 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. 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**

Ms. Mary Ann Stewart, School Board Attorney, administered the school board member Oath of Office to Ms. April Brockhoff, Ms. Glenda Huff and Mr. Tom Wherry.

Mr. Garrison and the Board Members thanked Ms. Joyce Baker for her 4 years serving on the Covington Board of Education.

Under district recognition and presentations, Mr. Garrison introduced Ms. Lorie Duffy, Transformational Learning Center Principal. Ms. Duffy presented a Covington Independent Public Schools High School Diploma to Mr. Gregory A. Metcalf.

Mr. Alvin L. Garrison, Superintendent of Schools, presented items of information; Personnel (Order No. 121516-01), Substitute Teachers (Order No. 121516-02), 2016-2017 Section 7 Funds Spending Priorities (Order No. 121516-03) and 1:1 Initiative – Student Fees (Order No. 121516-04). **Informational Items**

Mr. George Sparks, Barnes Dennig presented the 2016 CIPS Audit Report. Barnes Dennig has issued unmodified (clean) opinions on both the financial statements and compliance with major federal programs. No significant audit adjustments. No internal control matters. No significant difficulties. **2016 CIPS Audit Report**

1. Ms. Huff moved that the Covington Board of Education approves the 2016 Audit 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.

Ms. Annette Burtshy gave the Treasurer's Report.

2. Ms. Huff moved that the Covington Board of Education approves the Monthly Financial Report – November FY 2017. Mr. Avery seconded **Monthly Financial Report November FY2017**

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the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Baker, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

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

### Warrant Expenditure Report

Ms. Burtschy updated the Board on the finance information in chart and spreadsheet format.

Mr. Garrison then presented the Consent Agenda.

4. Ms. Huff moved that the Covington Board of Education approves the Minutes of the Regular Meeting of November 17, 2016. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Baker, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

### November 17, 2016 Minutes

5. Ms. Huff moved that the Covington Board of Education approves the Minutes of the Regular Meeting of December 1, 2016. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Baker, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

### December 1, 2016 Minutes

6. Ms. Huff moved that the Covington Board of Education approves the Minutes of the Special Meeting of December 7, 2016. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Baker, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

### December 7, 2016 Minutes

7. Ms. Huff moved that the Covington Board of Education approves the Leave of Absence Request for Employee 2820. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Baker, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

### Leave of Absence

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

### Surplus Equipment

Mr. Garrison introduced the items for individual vote.

Mr. Garrison introduced a contract from Barnes Dennig along with the scope of the work that will be covered by the proposed contract. Project #1: Salary Calculator Training, Project #2: Testing Salary Calculator, Project #3: Competitive Salary Analysis and recommendations.

### Barnes Dennig Contract Salary Schedule Work

9. Ms. Huff moved that the Covington Board of Education approves a contract with Barnes Dennig for work on a Salary Calculator/Training, Testing Salary Calculator and a Competitive Salary Analysis. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery,

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Ms. Baker, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

10. Ms. Huff moved that the Covington Board of Education approves a contract with the Attention2Attendance Program. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Brockhoff and Ms. Geisen Scheper voted yea. Ms. Baker was present but not voting. The motion passed.

**Attention2Attendance**

11. Ms. Baker moved that the Covington Board of Education approves a Holmes Campus Maintenance Position Proposal. Ms. Brockhoff seconded the motion. With a roll call vote, Ms. Baker, Ms. Brockhoff, Mr. Avery, Ms. Huff and Ms. Geisen Scheper voted yea. The motion passed.

**Holmes Campus  
Maintenance Position**

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, Board members suggested the wording of the Mission Statement, Vision Statement and Beliefs remain the same. Defining exactly what the statements mean will be included in the strategic plan document.

**Strategic Plan Revision  
– Board Input**

12. Ms. Huff moved that the Covington Board of Education approves establishing the Strategic Plan Mission and Vision Statements. Mr. Avery seconded the motion. With a roll call vote, Ms. Huff, Mr. Avery, Ms. Baker, Ms. Brockhoff and Ms. Geisen Scheper voted yea. The motion passed.

**Mission, Vision  
Statement**

13. Ms. Huff moved that the Covington Board of Education approves establishing the Strategic Plan Belief Statement under continuous improvement: *We believe fair and objective measures and data must be used to evaluate progress and make changes when needed.* Ms. Brockhoff seconded the motion. With a roll call vote, Ms. Huff, Ms. Brockhoff, Mr. Avery, Ms. Baker and Ms. Julie Geisen Scheper voted yea. The motion passed.

**Belief Statement**

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

**Attorney's Report**

The Board agreed by consensus to adjourn at 9:30 p.m.

**Adjournment**

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Board Chair

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Superintendent of Schools