

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
April 16, 2018
BOARD OF EDUCATION REGULAR MEETING
Elementary School Cafetorium
6:30 p. m.**

AGENDA ITEMS

I. CALL TO ORDER

II. ROLL CALL

Ms. Judy Cook	_____	Mr. Zach Ruoff	_____
Ms. Christy Rigsby	_____	Mr. Sean Ruth	_____
Mr. Mark Ruff	_____		

III. PLEDGE OF ALLEGIANCE Board President

VI. PRESENTATIONS

1. Mr. Billy Dennis, High School Principal – 2018-2019 Band Trip to Disneyworld, Orlando, Florida

V. CORRESPONDENCE

1. Ms. Cheryl Lorson, Librarian and the Battle Over the Books High School Students – Thank you note
2. The Family of Vera Steinhauser – Thank you note

VI. APPROVAL OF THE AGENDA

Motion to approve the agenda for the April 16, 2018 regular meeting.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

VII. OLD BUSINESS

(None)

VIII. NEW BUSINESS

CONSENT AGENDA:

SUPERINTENDENT'S RECOMMENDATIONS:

A. APPROVAL OF MINUTES

1. Motion to approve the minutes from the March 19, 2018 regular meeting as presented.

2. Motion to approve the agenda/notes from the March 30, 2018 board of education work session as presented.

B. PERSONNEL LEAVE

Motion to accept the report of vacation, personal and professional leave as presented. (Item A)

C. SUBSTITUTE TEACHER LIST – APRIL 2018

Motion to approve the list of substitute teachers for April 2018, as provided by the Pickaway County Educational Service Center.

D. UNPAID LEAVE OF ABSENCE

1. Motion to approve Ms. Tammy Bright's (teacher) request for unpaid leave for April 18 and 19, 2018.

E. SUPPLEMENTAL CONTRACTS 2018-2019

Motion to award a one (1) year supplemental contract to the following in the areas designated for the 2018-2019 school year:

1. Mr. Devin Schoonover – H.S. Head Varsity Soccer Coach (Girls), Step 6, Class 2
2. Mr. Daniel English – H.S. Head Varsity Soccer Coach (Boys), Step 0, Class 2
3. Mr. Trent Olds – H. S. Head Football Coach, Step 7, Class 1
4. Mr. Matthew Greenlee – H.S. Head Golf Coach (Boys), Step 3, Class 2
5. Mr. Kevin Shoults – H.S. Head Golf Coach (Girls), Step 5, Class 2
6. Mr. Dylan Givens – H.S. Cross Country Coach, Step 1, Class 2
7. Ms. Leah Grimmert – Flag Advisor, Step 0, Class 4
8. Ms. Leah Grimmert – Band Camp Ass't, Step 0, Class 5
9. Mr. Mark Schaffnit – H.S. Technical/Orchestra Director, Step 15, Class 4
10. Mr. Kyle Furness – H.S./M.S. Musical Director, Step 5, Class 2
11. Mr. Trevor Thomas – H.S. Head Baseball Coach, Step 25, Class 2
12. Mr. Josh Rodich – H.S. Head Basketball Coach (Boys), Step 13, Class 1
13. Ms. Jennifer Blue – H.S. Head Basketball Coach (Girls), Step 8, Class 1
14. Mr. William Breyer – H.S. Head Wrestling Coach, Step 8, Class 2
15. Ms. Theresa Butts – H.S. Head Track Coach (Girls), Step 24, Class 2
16. Mr. Bradley Smith – H.S. Head Track Coach (Boys), Step 12, Class 2
17. Mr. Fred Redman – H.S. Head Softball Coach, Step 9, Class 2
18. Mr. Josh Stevens – Middle School Athletic Director, Step 1, Class 3

F. RESIGNATION REQUESTS

1. Motion to accept Ms. Peggy Wright’s request to resign as an educational aide at the end of the 2017-2018 school year. (Item B)

2. Motion to accept Ms. Pam Joyce’s request to resign as high school guidance secretary at the end of her current 2017-2018 contract. (Item C)

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

SECOND: _____
Ruoff _____
Ruth _____
Carried/Failed _____ to _____

END OF CONSENT AGENDA

SUPERINTENDENT’S RECOMMENDATIONS

G. DONATIONS

Motion to accept the following donations totaling \$4,450.81
as presented: (Item D)

- | | | |
|-----|---|------------|
| 1. | FFA, Farm to Plate, FFA Fund | \$2,500.00 |
| 2. | Buffalo Wild Wings, HS Band Fund | \$ 40.81 |
| 3. | Chad and Tevis Keaton, HS Band Uniform Fund | \$ 480.00 |
| 4. | The Sherricks, HS. Band Uniform Fund | \$ 100.00 |
| 5. | Harrisburg Homecoming Committee, HS Band Uniform Fund | \$ 200.00 |
| 6. | Chet & Linda Clemans, HS. Band Uniform Fund | \$ 50.00 |
| 7. | Pettit’s Markets, HS Football Fund | \$ 300.00 |
| 8. | Scioto Valley Coffee, HS Football Fund | \$ 100.00 |
| 9. | Reiterman Feed & Seed, HS Football Fund | \$ 100.00 |
| 10. | Honeyrun Farms, HS Football Fund | \$ 100.00 |
| 11. | Ron’s Glass Service, HS Football Fund | \$ 100.00 |
| 12. | George J. Igel & Co., Inc., H.S. Softball Fund | \$ 50.00 |
| 13. | Sharon Silcott, HS. Softball Fund | \$ 100.00 |
| 14. | Rick & Pat Pond, HS Softball Fund | \$ 50.00 |
| 15. | Susan Kindler, HS Softball Fund | \$ 130.00 |
| 16. | The Donohew’s, HS Softball Fund | \$ 50.00 |

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

H. ADMINISTRATOR/SUPERVISOR CONTRACTS 2018-2019

1. Motion to award a three (3) year administrator/supervisor contract to Ms. Brynn Hoffman, Special Education Director beginning August 1, 2018.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

2. Motion to award a one (1) year administrator/supervisor contract to Ms. Becky Shaw, Food Service Director beginning July 1, 2018.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

3. Motion to award a one (1) year administrator/supervisor contract to Mr. Trevor Thomas, District Athletic Director beginning 2018-2019 school year.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

4. Motion to award a three (3) year administrator/supervisor contract to Mr. J. D. Williamson, Technology Director beginning July 1, 2018.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

I. CLASSIFIED EMPLOYEE CONTRACTS 2018-2019

Motion to award the following classified employee contracts for the 2018-2019 school year as designated:

Two Year Contract:

Ms. Donna Breyer, Educational Aide
Ms. Sarah Constable, Cafeteria Employee
Mr. Lou Davidson, Custodian
Ms. Caryn Dinneen, Cafeteria Employee
Ms. Heather Downs, Bus Aide
Ms. Lisa Haddox, Cafeteria Employee
Mr. Paul Hastings, Bus Driver
Ms. Jennifer Poupart, Cafeteria Employee
Ms. Ida Bernice Reisinger, Educational Aide
Ms. Chris Shockley, Educational Aide
Mr. Richard Urban, Educational Aide
Ms. Tammi Williamson, Bus Driver

Continuing Contract:

Ms. Debbie Hasting, Custodian
Mr. Lucas Kretzer, Custodian

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

SECOND: _____
Ruoff _____
Ruth _____
Carried/Failed _____ to _____

J. HIGH SCHOOL SUMMER OF 2018 COURSE OFFERINGS

Motion to post and hire certified teachers to teach the following courses for high school students during the summer of 2018 as designated and presented. Teachers will be paid per the negotiated agreement. (Item E)

1. Health – June 4-7, 2018 and June 11-14, 2018 from 8:00 a.m. to 1:00 p.m., forty (40) hours of class time and five (5) hours of preparation time.
2. Geometry and Algebra 1 – June 4-7, 2018; June 11-14, 2018; June 18-21, 2018; and June 25-28, 2018 from 8:00 a.m. to 12:00 p.m., sixty four (64) hours of class time and ten (10) hours of preparation time.
3. English 9 and 10 - June 4-7, 2018; June 11-14, 2018; June 18-21, 2018; and June 25-28, 2018 from 8:00 a.m. to 12:00 p.m., sixty four (64) hours of class time and ten (10) hours of preparation time.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____to_____

K. MIDDLE SCHOOL SUMMER OF 2018 COURSE OFFERINGS

Motion to post and hire certified teachers to teach the following courses for middle school students during the summer of 2018 as designated and presented. This has the possibility of being adjusted in order to align and coordinate efforts with any high school proposals for summer remediation. Teachers will be paid per the negotiated agreement. (Item F)

1. Mathematics – June 4-7, 2018 and June 11-14, 2018 from 8:00 a.m. to 11:30 a.m.
2. Language Arts – June 4-7, 2018 and June 11-14, 2018 from 8:00 a.m. to 11:30 a.m.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____to_____

L. POSTING OF 2018 SUMMER CUSTODIANS

Motion to post the need for 2018 summer custodians to be paid \$11.00 per hour for up to twenty nine (29) hours per week beginning May 29, 2018.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

M. MAINTENANCE WORKER OUTDOOR (BUILDING AND GROUNDS/CUSTODIAL) – NEW POSITION

Motion to approve the job description and posting for the new position of maintenance worker outdoor (building and grounds/custodial) position to be paid on the Maintenance 1 pay scale as presented. (Item G)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

N. JOB SHARING AGREEMENT

Motion to approve the job sharing agreement between Ms. Marcia Ruff and Ms. Abbey Fite-Kroeger, Teachers, for the 2018-2019 school year as presented. (Item H)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

O. INNOVATION IN EDUCATION LINE ITEM REQUESTS

1. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs the Pre-school trip to the Battelle Darby Creek Metro Park on May 22, 2018 the only cost will be for school bus transportation, as requested by the Pre-School Team as presented. (Item I)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

2. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of an IT Certification Course for high school students for the 2018-2019 school year, as requested by Mr. Billy Dennis, High School Principal as presented. The approximate cost to begin this course will be \$11,400.00. (Item J)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

3. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the Westfall Middle School Positive Behavior Incentive System to Kings Island on May 23, 2018 at a cost of \$48.00 per student for approximately 240 students at an approximate cost of \$2,520.00 from the Innovation in Education Line Item. The remaining costs will be paid through the building budget/principal's fund and the Westfall Education Foundation as presented. (Item K)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

4. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the Westfall STEAM Programming to be held June 25, 26, 27 and 28, 2018 at a cost of \$2,000.00 as presented. The remainder of the costs will be paid through a grant from the Westfall Education Foundation. (Item L)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

5. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the Middle School Future Problem Solvers trip to the Ohio Future Problem Solvers Bowl on April 20 and 21, 2018 at a cost of \$2,569.00 as presented. (Item M)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

P. AMERICAN RED CROSS FACILITY USE AGREEMENT

Motion to approve the facility use agreement with the American Red Cross for use of the Westfall Local School District buildings and grounds in the event of a disaster to begin April 17, 2018 as presented. (Item N)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

Q. PICKAWAY H.E.L.P.S PARTNERSHIP AGREEMENT FOR THE 2018-2019 SCHOOL YEAR

Motion to approve the Pickaway H.E.L.P.S. partnership agreement for the 2018-2019 school year as presented. (Item O)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

R. OHIO CHRISTIAN UNIVERSITY DUAL CREDIT AGREEMENT

Motion to approve the dual credit agreement between the Ohio Christian University and the Westfall High School effective on the date of signing the agreement for the 2018-2019 school year as presented. (Item P)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

S. META SOLUTIONS AGREEMENT

Motion to approve the META master service agreement effective June 30, 2018 through July 1, 2019 as presented. (Item Q)

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

SUPERINTENDENT'S COMMENTS

TREASURER’S RECOMMENDATIONS

TREASURER’S REPORT

A. FINANCIAL REPORT

Motion to approve the financial report from March 2018, as presented by the Treasurer.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

B. FIVE YEAR FORECAST

Motion to approve the annual Five-Year Forecast and its associated notes for fiscal years 2018 through 2022 as presented.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

C. COMP MANAGEMENT WORKER’S COMPENSATION ADMINISTRATOR

Motion to approve the contract with Comp Management to provide the district’s Worker’s Compensation administration at a group premium cost of \$25,409.00 beginning 1/1/2019.

MOTION: _____	SECOND: _____
Cook _____	Ruoff _____
Rigsby _____	Ruth _____
Ruff _____	
	Carried/Failed _____ to _____

D. PURCHASED SERVICES CONTRACTS – BAND CAMP 2018

Motion to enter into purchase service contracts for four (4) positions in the amount of \$900.00 per individual contract to handle band camp responsibilities during the summer of 2018. This will be paid through the band fund.

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

SECOND: _____
Ruoff _____
Ruth _____
Carried/Failed _____ to _____

TREASURER'S COMMENTS

BOARD RECOMMENDATIONS

A. INTENT TO ADOPT POLICIES

The Board of Education announces its intent to adopt the following policies listed below and announcement is made that these policies will be available to the Board, staff and public for inspection in the Office of the Superintendent of Schools from April 16, 2018 until the next board of education regular meeting held on May 21, 2018. (Item R)

1. Revenues From Investments, DFA
2. Emergency Management and Safety Plans, EBC
3. Emergency Management and Safety Plans, EBC-R
(Administrative Rules/Protocols)
4. Drug Testing for District Personnel Required to Hold a
Commercial Driver's License, EEACD
5. Drug Testing for District Personnel Required to Hold a
Commercial Driver's License, EEACD-R
6. Admission of Homeless Students, JECAA
7. ODE Model Local Dispute Resolution Procedure
Admission of Homeless Students, JECAA-R
(Dispute Resolution Process)
8. Student Absences and Excuses, JED

IX. BOARD MEMBER COMMENTS/COMMITTEE REPORTS

X. UPCOMING EVENTS

WES:

- May 2, 2018 – Choir Concert, 7:00 p.m., Elementary School Cafetorium

WMS:

- May 4, 2018 – PTAC Paint Party Fundraiser, 5:30 p.m. Rhoads' Market
- May 8, 2018 – Middle School Choir Concert, 5:30 p.m., H.S. Auditorium
- May 14, 2018 – Middle School Band Concert, 6:30 p.m., H.S. Auditorium
- May 15-18, 2018 – 8th Grade Trip to Washington D.C.
- May 24, 2018 – Honors Breakfast at 7:30 a.m. with the Honors Assembly following at 9:00 a.m., M.S. Gymnasium

WHS:

- May 8, 2018 – High School Choir Concert, 7:00 p.m. (following the M.S. Concert)
- May 10, 2018 – Senior Honor's Night, 6:30 p.m., H.S. Auditorium
- May 12, 2018 – FFA Banquet, 5:30 p.m., High Gymnasium
- May 14, 2018 – High School Band Concert, 7:00 p.m. (following the M.S. Concert)
- May 25, 2018 – Graduation, 7:00 p.m., Football Field (inclement weather-gymnasium)

DISTRICT WIDE:

- May 9, 2018 – Westfall Booster Club, 6:30 p.m., H. S. Conference Room

XI. PUBLIC COMMENTS

The Westfall Board of Education encourages citizens of the District to attend its sessions so that they become better acquainted with the operation and programs of the Westfall Local Schools.

The Board of Education is a policy making body. It delegates the administration of the school district to a professional staff headed by the Superintendent of Schools.

The primary duty of the Westfall Local School Board of Education is to conduct the business of the District in an orderly, efficient and business-like manner. The Board of Education meeting is a time when the Board deliberates and considers items on the Board Agenda. Its meetings are open for public observation but they are not public forums. Therefore, those in attendance at Board meetings may not make comments, unless requested to do so, or interrupt the conducting of business. Those individuals that are interested in addressing the Board will be provided that opportunity within the limitations of the following procedures and regulations:

1. Anyone wishing to speak before the Board, either as an individual or as a member of a group, should ensure they have signed up with the topic listed on the sheet provided, prior to the start of the Board meeting.
2. Any individual desiring to speak shall give his/her name, address, topic and the group, if any, that is represented and will be allotted three (3) minutes to speak.
3. Public comments may be made only during the portion of the Board Agenda designated as "Public Comments."
4. The "Public Comments" portion of the agenda shall not exceed a total of thirty minutes.
5. Speakers may offer such objective criticisms of school operations and programs as concern them. But in public sessions, the Board will not hear personal complaints of school personnel or against any person connected with the school system. Other channels provide for Board consideration and disposition of legitimate complaints involving individuals.
6. The Board can go into Executive Session during a regular meeting at any time during the meeting.

The Board vests in its President or other presiding officer authority to terminate the remarks of any individual when they do not adhere to the rules established above.

XII. ADJOURNMENT

Motion to adjourn the meeting at _____ p. m.

MOTION: _____

Cook _____

Rigsby _____

Ruff _____

SECOND: _____

Ruoff _____

Ruth _____

Carried/Failed _____ to _____