

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING
APRIL 16, 2018**

The Westfall Local School District Board of Education met in regular session on April 16, 2018 at 6:30 p.m. in the elementary school cafetorium.

CALL TO ORDER

ROLL CALL

Ms. Judy Cook	<u>Aye</u>	Mr. Zach Ruoff	<u>Aye</u>
Ms. Christy Rigsby	<u>Aye</u>	Mr. Sean Ruth	<u>Aye</u>
Mr. Mark Ruff	<u>Aye</u>		

Today's meeting will be recorded and loaded to the website for the public to review.

PRESENTATIONS

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

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

APPROVAL OF THE AGENDA

(18-062) Motion was made by Mr. Ruth, seconded by Mr. Ruoff to approve the agenda for the April 16, 2018 regular meeting with addendums.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

OLD BUSINESS

(None)

NEW BUSINESS

CONSENT AGENDA

(18-063) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff, to approve the following resolutions through the 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.

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 Grimmatt – Flag Advisor, Step 0, Class 4
8. Ms. Leah Grimmatt – 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.

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.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

END OF CONSENT AGENDA

SUPERINTENDENT’S RECOMMENDATIONS

DONATIONS

(18-064) Motion was made by Ms. Cook, seconded by Mr. Ruth to accept the following donations totaling \$4,450.81 as presented:

- 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

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

ADMINISTRATOR/SUPERVISOR CONTRACTS 2018-2019

(18-065) Motion was made by Ms. Cook, seconded by Ms. Rigsby to award a three (3) year administrator/supervisor contract to Ms. Brynn Hoffman, Special Education Director beginning August 1, 2018.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

(18-066) Motion was made by Ms. Rigsby, seconded by Ms. Cook to award a one (1) year administrator/supervisor contract to Ms. Becky Shaw, Food Service Director beginning July 1, 2018.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

(18-067) Motion was made by Ms. Rigsby, seconded by Mr. Ruff to award a one (1) year administrator/supervisor contract to Mr. Trevor Thomas, District Athletic Director beginning 2018-2019 school year.

Cook	<u>Yea</u>	Ruoff	<u>Nay</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 4 to 1

(16-068) Motion was made by Mr. Ruoff, seconded by Ms. Cook to award a three (3) year administrator/supervisor contract to Mr. J. D. Williamson, Technology Director beginning July 1, 2018.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

CLASSIFIED EMPLOYEE CONTRACTS 2018-2019

(18-069) Motion was made by Mr. Ruth, seconded by Mr. Ruoff 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

Cook Yea
Rigsby Yea
Ruff Yea

Continuing Contract:

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

Ruoff Yea
Ruth Yea

Carried: 5 to 0

HIGH SCHOOL SUMMER OF 2018 COURSE OFFERINGS

(18-070) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby 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.

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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

MIDDLE SCHOOL SUMMER OF 2018 COURSE OFFERINGS

(18-071) Motion was made by Mr. Ruth, seconded by Mr. Ruoff 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.

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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

POSTING OF 2018 SUMMER CUSTODIANS

(18-072) Motion was made by Ms. Cook, seconded by Mr. Ruoff 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

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

(18-073) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

JOB SHARING AGREEMENT

(18-074) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to approve the job sharing agreement between Ms. Marcia Ruff and Ms. Abbey Fite-Kroeger, Teachers, for the 2018-2019 school year as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Abstain</u>		

Carried: 4 to 1 Abstention

INNOVATION IN EDUCATION LINE ITEM REQUESTS

(18-075) Motion was made by Ms. Rigsby, seconded by Mr. Ruth 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

(18-076) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

(18-077) Motion was made by Mr. Ruth, seconded by Mr. Ruoff 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

(18-078) Motion was made by Mr. Ruoff, seconded by Mr. Ruff 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

(18-079) Motion was made by Mr. Ruoff, seconded by Ms. Cook 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

AMERICAN RED CROSS FACILITY USE AGREEMENT

(18-080) Motion was made by Mr. Ruoff, seconded by Mr. Ruth 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

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

(18-081) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to approve the Pickaway H.E.L.P.S. partnership agreement for the 2018-2019 school year as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

OHIO CHRISTIAN UNIVERSITY DUAL CREDIT AGREEMENT

(18-082) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

META SOLUTIONS AGREEMENT

(18-083) Motion was made by Ms. Cook, seconded by Mr. Ruoff to approve the META master service agreement effective June 30, 2018 through July 1, 2019 as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

FACILITY USE REQUEST (Addendum)

(18-084) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to approve the use of the elementary school gymnasium, cafetorium, stage and sound equipment on Saturday, May 12, 2018 from 10:00 a.m. to 6:00 p.m. for a Mother/Son Bingo event as requested by Ms. Katie Barnes, President Westfall Community In Action group. This organization must keep in touch with the building administrator and athletic director with any changes. (Addendum)

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

SUPERINTENDENT’S COMMENTS

TREASURER’S RECOMMENDATIONS

TREASURER’S REPORT

FINANCIAL REPORT

(18-085) Motion was made by Ms. Cook, seconded by Mr. Ruth to approve the financial report from March 2018, as presented by the Treasurer.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

FIVE YEAR FORECAST

(18-086) Motion was made by Ms. Cook, seconded by Mr. Ruff to approve the annual Five-Year Forecast and its associated notes for fiscal years 2018 through 2022 as presented.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

COMP MANAGEMENT WORKER’S COMPENSATION ADMINISTRATOR

(18-087) Motion was made by Ms. Cook, seconded by Mr. Ruth 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		

Carried: 5 to 0

PURCHASED SERVICES CONTRACTS – BAND CAMP 2018

(18-088) Motion was made by Ms. Cook, seconded by Mr. Ruth 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.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

TREASURER’S COMMENTS

BOARD RECOMMENDATIONS

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.

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

BOARD MEMBER COMMENTS/COMMITTEE REPORTS

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

PUBLIC COMMENTS

EXECUTIVE SESSION (Addendum)

(18-089) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to enter into executive session at 7:52 p.m. to consider the employment of a public employee or official.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

(18-090) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to return from executive session at 9:50 p.m.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

ADJOURNMENT

(18-091) Motion was made by Ms. Rigsby, seconded by Ms. Cook to adjourn the meeting at 9:51 p. m.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

PRESIDENT’S SIGNATURE

TREASURER’S SIGNATURE