

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
February 20, 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

IV. PRESENTATIONS

1. Dr. Lynn Landis, Superintendent – Permanent Improvement Plan

V. CORRESPONDENCE

1. The Miller Family – Thank you note.
2. The Galloway, Redman, Hammond and Kazmierczak Families – Thank you note.

VI. APPROVAL OF THE AGENDA

Motion to approve the agenda for the February 20, 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 January 9, 2018 organizational meeting as presented.
2. Motion to approve the minutes from the January 9, 2018 regular meeting as presented.

B. PERSONNEL LEAVE

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

C. SUBSTITUTE TEACHER LIST – FEBRUARY 2018

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

D. FACILITY USE REQUESTS

1. Motion to approve the use of the elementary school music room, gymnasium, cafetorium, kitchen and parking lots on Friday, April 27, 2018 from 4:00 p.m. to 7:00 p.m. and on Saturday, April 28, 2018 from 9:00 a.m. to 11:00 p.m. for the Father/Daughter Dance sponsored by the Westfall Elementary School CIA as requested by Ms. Katie Barnes, President. This organization must keep in touch with the building administrator and athletic director with any changes. (Item B)
2. Motion to approve the use of the middle school gym and locker area on Friday, November 2, 2018 from 6:00 p.m. to 8:00 p.m. and on Saturday, November 3, 2018 from 8:00 a.m. to 5:00 p.m. for a craft bazaar sponsored by the Westfall Middle School PTAC as requested by Ms. Tisha Chenoweth, Staff Representative. This organization must keep in touch with the building administrator and athletic director with any changes. (Item C)
3. Motion to approve the use of the elementary school gymnasium and restrooms on Tuesday evenings from 5:30 to 7:30 p.m. beginning February 27, 2018 through May 22, 2018 for biddy girls' basketball practice as requested by Ms. Janna Paudicz, Coach. This organization must keep in touch with the building administrator and athletic director with any changes. (Item D)

4. Motion to approve the use of the high school conference room on the following dates from 6:00 to 9:00 p.m. for the Westfall Education Foundation monthly meetings as requested by Ms. Lyndsey Clark, President: Thursday, March 15, 2018; Tuesday, April 10, 2018; Thursday, June 14, 2018; Wednesday, July 11, 2018; Monday, August 13, 2018; Thursday, October 11, 2018; Wednesday, November 7, 2018; and Thursday, December 13, 2018. This organization must keep in touch with the building administrator and athletic director with any changes.

E. RESIGNATIONS

1. Motion to accept the resignation of Ms. Felicia Burgett as an educational aide effective January 26, 2018. (Item E)

2. Motion to accept the resignation of Mr. William Breyer as the high school assistant baseball coach for the 2017-2018 school year effective immediately. (Item F)

3. Motion to accept the resignation of Mr. Eric Gillispie as the district maintenance supervisor effective at the end of the day February 16, 2018. (Item G)

4. Motion to accept the resignation of Mr. Blaine Bullock as the H.S. Head Varsity Boys' Soccer coach at the end of the 2017-2018 school year. (Item H)

F. UNPAID LEAVE OF ABSENCE

Motion to approve Ms. Karla Bartholomew's request for unpaid leave for February 20, 2018 and February 21, 2018.

G. HOME INSTRUCTION TUTOR

Motion to approve Ms. Talea McGinnis as a home instruction tutor for the 2017-2018 school year to be paid per negotiated agreement.

H. SUPPLEMENTAL CONTRACTS 2017-2018 SCHOOL YEAR

Motion to award a one (1) year supplemental contract to the following for the 2017-2018 school year for the positions designated:

1. Mr. Justin Barnes – M.S. Girls' Track Coach, Step 0, Class 3
2. Mr. Devin Schoonover – M.S. Boys' Track Coach, Step 4, Class 3
3. Mr. Nicholas Peck – H.S. Ass't. Baseball Coach, Step 2, Class 3

I. SUBSTITUTE CLASSIFIED EMPLOYEES

Motion to approve the following as substitutes for classified employees for the 2017-2018 school year in the areas designated:

1. Mr. Douglas Johnson – Bus Driver
2. Ms. Sarah McCain – Bus Driver, Custodian, Café Worker
3. Ms. Julia Dixon – Custodian, Secretary, Café Worker

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

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

END OF CONSENT AGENDA

SUPERINTENDENT’S RECOMMENDATIONS

J. DONATIONS

Motion to accept the following donations totaling \$ 3,485.00
as presented: (Item I)

- 1. Mr. and Mrs. C.K. McFarland, WMS 8th Grade Scholarship Fund \$ 300.00
- 2. Westfall Booster Club, Coffee Cart Fund \$ 500.00
- 3. Pickaway County Retired Teachers, HS Vocal Fund \$ 25.00
- 4. Westfall Booster Club, MS Athletic Fund \$1,160.00
- 5. Westfall Booster Club, HS Girls’ Soccer Fund \$1,500.00

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

K. FRONTIER COMMUNICATIONS LOCAL AND LONG DISTANCE COMMUNICATION SERVICES AGREEMENT

Motion to approve the agreement between Frontier Communications of America, Inc. and the Westfall Local School District to provide local and long distance communication services effective March 1, 2018 for a period of sixty (60) months as presented. (Item J)

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

L. BATTELLE FOR KIDS DATA SERVICES AGREEMENT

Motion to approve the data services agreement between Battelle for Kids and the Westfall Local School District effective February 1, 2018 for twelve (12) months as presented. (Item K)

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

M. DISTRICT CALENDAR 2018-2019

Motion to approve the district calendar for the 2018-2019 school year as presented. (Item L)

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

N. HIGH SCHOOL CURRICULUM GUIDE

Motion to approve the high school curriculum guide for the 2018-2019 school year as presented. (Item M)

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

O. INTERNET ACCESS

Motion to approve the agreement between META Solutions and the Westfall Board of Education to provide internet access from July 1, 2018 through June 30, 2021 as presented. (Item N)

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

P. SMALL GROUP TUTOR 2017-2018 SCHOOL YEAR

Motion to approve the addition of a small group tutor at the high school for up to fifteen (15) hours per week for the remainder of the 2017-2018 school year. This position will be paid as a tutor per the negotiated agreement.

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

Q. MEMORANDUM OF UNDERSTANDING (MOU)

Motion to approve the following memorandum of understanding:

This Memorandum of Understand (hereinafter referred to as “Memorandum”) is entered into on this 20th of February, 2018 by and between the Westfall Local School District Board of Education (hereinafter referred to as “the Board of Education”) and the Westfall Education Association (hereinafter referred to as “the Association”). The Board of Education and the Association shall hereinafter be collectively referred to as “Parties”.

WHEREAS, on February 9, 2018 it was discovered that the Grievance Report, Appendix H, Page 61, was not complete; and

WHEREAS, Article IV, Grievance Procedure, page 12 and 13, outlines in “E, Formal Procedure, Step One (Immediate Supervisor), Step Two (Superintendent), Step Three (President of the Board of Education), Step Four (Arbitration);

NOW, THEREFORE, the Parties agree to replace the current Grievance Report with the attached Grievance Report from the date given above moving forward. (Item O)

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

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

SUPERINTENDENT’S COMMENTS

TREASURER'S RECOMMENDATIONS

TREASURER'S REPORT

A. FINANCIAL REPORT

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

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

B. DISPOSAL OF TECHNOLOGY EQUIPMENT

Motion to approve of the disposal of technology equipment from the middle school and high school as presented. (Item P)

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

C. WATER PLANTS/WASTE WATER PLANT OPERATOR

Motion to compensate Mr. Eric Gillispie for being the operator of record for the water plants and the waste water plant at a monthly fee of \$1,100.00 effective February 17, 2018 until the Board employs a new operator for these plants.

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

TREASURER'S COMMENTS

BOARD RECOMMENDATIONS

A. ADOPTION OF POLICY

Motion to approve the policy listed below as announced at the December 11, 2017 Board of Education regular meeting. (Item Q)

1. Sexual Harassment Complaint Form, ACA-E/ACAA-E

MOTION: _____

Cook _____

Rigsby _____

Ruff _____

SECOND: _____

Ruoff _____

Ruth _____

Carried/Failed _____ to _____

IX. BOARD MEMBER COMMENTS/COMMITTEE REPORTS

X. UPCOMING EVENTS

WES:

- March 15th – CIA Meeting, 7:00 p.m.
- March 16th – 1st Grade Awards Assembly, 2:30 p.m.
- March 19th – Kindergarten Awards Assembly, 2:30 p.m.

WMS:

- February 22nd – Winter Sports Awards, 6:00 p.m.
- February 27th – PTAC Meeting, 4:00 p.m.
- February 28th – Band Concert, 7:00 p.m.
- March 2nd – Spring Dance, 2:30 to 4:00 p.m.

WHS:

- February 27th – Choir Concert, 7:00 p.m.
- February 28th – Band Concert, 7:00 p.m.
- March 9th, 10th, 11th – Musical, Beauty and the Beast (8:00 p.m. on the 9th and 10th and 2:00 p.m. on the 11th)
- March 13th – Tentative Date for Winter Sports Awards, Time to be Announced
- March 14th – Booster Club, 6:30 p.m.

DISTRICT WIDE:

- February 21st – Community Book Study, 5:30 to 7:30 p.m.
- March 8th – WEF, 6:30 p.m.
- March 8th – Extravaganza, 6:00 to 8:00 p.m.
- March 14th – DLT, 8:00 a.m. to 3:00 p.m.

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 _____