

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING
FEBRUARY 20, 2018**

The Westfall Local School District Board of Education met in regular session on February 20, 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>		

Please take a moment of silence to remember everyone at Marjory Stoneman Douglas High School in Parkland, Florida and the families and friends of Officers Eric Joering and Anthony Morelli of Westerville, Ohio.

PLEDGE OF ALLEGIANCE Board President

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

PRESENTATIONS

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

CORRESPONDENCE

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

APPROVAL OF THE AGENDA

(18-025) Motion was made by Mr. Ruoff, seconded by Mr. Ruff to approve the agenda for the February 20, 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

APPOINTMENT OF BOARD OF EDUCATION LIAISONS

Mr. Ruff appointed the following board members to serve as liaisons in the areas designated:

- Policy – Ms. Rigsby and Mr. Ruoff
- Legislation – Mr. Ruth (Alternate Ms. Cook)
- Finance – Ms. Cook and Mr. Ruff

NEW BUSINESS

CONSENT AGENDA:

(18-026) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to approve the following resolutions through the 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.

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.

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

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.

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.

5. Motion to approve the use of the middle school gymnasium Mondays through Thursdays from 4:00 to 5:30 p.m. beginning February 21, 2018 through April 12, 2018 for youth volleyball practices (grades 3 through 6) as requested by Ms. Jessica Ernst, Varsity Volleyball Coach. This group may use the facility only if there are no other recognized middle school or high school sport groups using the gymnasium on these days and times. This group must keep in touch with the building administrator and athletic director with any changes.

(Addendum)

E. RESIGNATIONS

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

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.

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.

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.

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

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

Carried: 5 to 0

END OF CONSENT AGENDA

SUPERINTENDENT’S RECOMMENDATIONS

DONATIONS

(18-027) Motion was made by Ms. Cook, seconded by Mr. Ruth to accept the following donations totaling \$ 3,485.00 as presented:

- 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

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

Carried: 5 to 0

FRONTIER COMMUNICATIONS LOCAL AND LONG DISTANCE COMMUNICATION SERVICES AGREEMENT

(18-028) Motion was made by Mr. Ruoff, seconded by Ms. Cook 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.

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

Carried: 5 to 0

BATTELLE FOR KIDS DATA SERVICES AGREEMENT

(18-029) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby 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.

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

Carried: 5 to 0

DISTRICT CALENDAR 2018-2019

(18-030) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff to approve the district calendar 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

HIGH SCHOOL CURRICULUM GUIDE

(18-031) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to approve the high school curriculum guide 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

INTERNET ACCESS

(18-032) Motion was made by Ms. Cook, seconded by Mr. Ruth 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.

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

Carried: 5 to 0

SMALL GROUP TUTOR 2017-2018 SCHOOL YEAR

(18-033) Motion was made by Mr. Ruoff, seconded by Ms. Cook 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.

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

Carried: 5 to 0

MEMORANDUM OF UNDERSTANDING (MOU)

(18-034) Motion was made by Mr. Ruoff, seconded by Mr. Ruth 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.

Cook	<u>Yea</u>	Ruoff	<u>Yea</u>
Rigsby	<u>Yea</u>	Ruth	<u>Yea</u>
Ruff	<u>Yea</u>		
		Carried:	<u>5</u> to <u>0</u>

SUPERINTENDENT’S COMMENTS

- Policy Committee Meeting
- Open Enrollment Policy
- OSBA Spring Quarter Conference/ESC Leadership Night (March)
- Discussion Forum
- School Safety

TREASURER’S RECOMMENDATIONS

TREASURER’S REPORT

FINANCIAL REPORT

(18-035) Motion was made by Ms. Cook, seconded by Ms. Rigsby to approve the financial report from January 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

DISPOSAL OF TECHNOLOGY EQUIPMENT

(18-036) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve of the disposal of technology equipment from the middle school and high school 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

WATER PLANTS/WASTE WATER PLANT OPERATOR

(18-037) Motion was made by Mr. Ruth, seconded by Mr. Ruoff 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.

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

Carried: 5 to 0

SALE/DISPOSAL OF VEHICLE (Addendum)

(18-038) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff to approve the sale and disposal of the 2009 Chevrolet Yukon in the amount of \$933.07. **(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

TREASURER’S COMMENTS

BOARD RECOMMENDATIONS

ADOPTION OF POLICY

(18-039) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve the policy listed below as announced at the December 11, 2017 Board of Education regular meeting.

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

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

Carried: 5 to 0

BOARD MEMBER COMMENTS/COMMITTEE REPORTS

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.

PUBLIC COMMENTS

ADJOURNMENT

(18-040) Motion was made by Ms. Cook, seconded by Mr. Ruth to adjourn the meeting at 8:11 p. m.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

PRESIDENT'S SIGNATURE

TREASURER'S SIGNATURE