

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
January 9, 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. PRESENTATIONS

1. Mr. Billy Dennis, High School Principal – COSI Field Trip, Innovation in Education Line Item
2. Dr. Lynn Landis, Superintendent – School Board Recognition Month

IV. CORRESPONDENCE

1. Ms. Jackie Eitel, Elementary School Teacher – Thank you note.
2. Ms. Courtney Barnes, Elementary School Teacher – Thank you note.
3. Ms. Eileen Rader, Ms. Amy Kemp, Ms. Angela Ware, Ms. Courtney Wright, Ms. Shannon Nunemaker, Ms. Sharon Link, Ms. Bernie Reisinger, Ms. Sonia Snyder; Elementary School Staff – Thank you note.
4. Mr. and Mrs. Mark Davey – Thank you note.
5. Ms. Bethany Treece and Family, High School Teacher – Thank you note.
6. Ms. Amy Noltemeyer and Family, High School Teacher – Thank you note.
7. Ms. Lesley Wolfe, Elementary School Teacher – Thank you note.
8. Ms. Carole Moore, Elementary School Secretary – Thank you note.

V. APPROVAL OF THE AGENDA

Motion to approve the agenda for the January 9, 2018 regular meeting.

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

VI. OLD BUSINESS

(None)

VII. NEW BUSINESS

CONSENT AGENDA:

SUPERINTENDENT’S RECOMMENDATIONS:

A. APPROVAL OF MINUTES

Motion to approve the minutes from the December 11, 2017 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 – JANUARY 2018

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

D. VOLUNTEER COACH

Motion to approve Mr. Michael Young as a volunteer wrestling coach for the 2017-2018 school year.

E. T-4 TRANSPORTATION REIMBURSEMENT APPROVAL

Motion to approve T-4 reimbursements for the 2017-2018 school year to the following parents for transporting their children the Board deems impractical to transport. The State will determine the rate of reimbursement.

New Hope Christian School:

1. Mr. and Mrs. Rory Burgin – Elliot Burgin
2. Mr. and Mrs. Larry Stevens – Naomi Stevens
3. Mr. and Mrs. Michael Williams – Addie and Brody Williams

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

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

END OF CONSENT AGENDA

SUPERINTENDENT’S RECOMMENDATIONS

F. DONATIONS

Motion to accept the following donations totaling \$ 5,543.00
as presented: (Item B)

- 1. Westfall Education Foundation, HS Support Fund \$ 1,000.00
- 2. Westfall Education Foundation, HS Support Fund \$ 275.00
- 3. Westfall Education Foundation, MS Support Fund \$ 800.00
- 4. Westfall Education Foundation, MS Support Fund \$ 2,068.00
- 5. Westfall Education Foundation, ES Principal Fund \$ 1,400.00

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

G. INNOVATION IN EDUCATION – H.S. COSI FIELD TRIP

Motion to approve the high school field trip to COSI on Thursday, February 15, 2018 with the alternate date of Friday, March 23, 2018, to be paid out of the Innovation in Education, a line item out of the General Fund at a cost of \$2,500.00. The classes scheduled to attend are: Mr. Zane Miller's Algebra I/I+ classes, Mr. Will Breyer’s classes, Ms. Anne Kleinhenze-Ott’s Physical Science classes and Agricultural Physical Science Classes. (Item C)

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 December 2017, as presented by the Treasurer.

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

B. LEGAL SERVICE PROVIDERS

Motion to approve the following law firms as providers of legal services to the Westfall Local Schools’ Board of Education for 2018. It is an annual requirement that the Board of Education approve the list of law firms that may be used.

1. Barnes and Thornburg
2. Bricker and Eckler
3. Day Ketterer
4. Frost, Brown and Todd, LLC.
5. Rich and Gillis Law Group, LLC.

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

C. OHIO SCHOOL BOARD ASSOCIATION MEMBERSHIP DUES

Motion to continue the membership with the Ohio School Board Association (OSBA) for January 2018 through December 2018 as presented. (Item D)

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

D. REVISIONS TO THE OASBO SECTION 456 PLAN

Motion to approve the following resolution:

WHEREAS, the Westfall Local School District (the “District”) previously adopted and maintains an “eligible deferred compensation plan” under Section 457(b) of the Internal Revenue IRC (“IRC”) through the Ohio Association of School Business Officials (“OASBO”) OASBO 456 Deferred Compensation Plan (the “Plan”); and

WHEREAS, in prior years, OASBO has maintained a Plan Provider Agreement with Voya Retirement Insurance and Annuity Company (“Voya”), pursuant to which Voya has provided (i) group annuity contracts that meet the requirements of IRC Section 457(g)(3) (“Provider Contracts”), and (ii) assistance with certain aspects of Plan administration; and

WHEREAS, the Plan provides that it may be amended from time to time by OASBO; and

WHEREAS, OASBO has amended and restated the terms of Plan and the Plan Provider Agreement, effective as of April 1, 2017; and

WHEREAS, under the amended Plan and Plan Provider Agreement, AXA Equitable Life Insurance Company (“AXA”) also is permitted to (i) offer Provider Contracts, and (ii) assist with certain aspects of Plan administration;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westfall Local School District, Pickaway County, Ohio, that:

Section 1. Adoption of the amended and restated OASBO 457 Plan Document with the elected options listed below:

AXA Equitable Life Insurance Company (“AXA”) as additional Plan Provider – Elected

Roth 457(b) contributions – Elected

Section 2. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 3. Captions and Headings. The captions and headings in this Resolution are solely for the convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 4. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

SECOND: _____
Ruoff _____
Ruth _____

Carried/Failed _____ to _____

E. SCOCA CORE SERVICES

Motion to approve payment to SCOCA (South Central Ohio Computer Association) for CORE SERVICES: CORE SVC SCOCA debt assessment as presented. (Item E)

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

F. BUS DRIVER TRIP – SIT TIME RATE

Motion to approve the bus driver trip sit time rate to be in accordance with the state minimum wage rate beginning with January 1, 2018.

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

TREASURER’S COMMENTS

BOARD RECOMMENDATIONS

A. ADOPTION OF POLICIES

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

1. Nondiscrimination on the Basis of Sex/Sexual Harassment, ACA/ACAA
2. Nondiscrimination on the Basis of Sex/Sexual Harassment Grievance Procedures, ACA-R/ACAA-R
3. Sexual Harassment Complaint Form, ACA-E/ACAA-E
4. Broadcasting and Taping of Board Meetings, BDDJ (Also KBCD)
5. Administration of Federal Grant Funds, DECA
6. Inventories (Fixed Assets), DID
7. School Properties Disposal, DN
8. First Aid, EBBA
9. First Aid, EBBA-R
10. English Learners, IGBI
11. College Credit Plus, IGCH-R (Also LEC-R)
12. Graduation Requirements, IKF
13. Released Time for Religious Instruction, JEFB
14. Broadcasting and Taping of Board Meetings, KBCD (Also BDDJ)
15. College Credit Plus, LEC-R (Also IGCH-R)

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

VIII. BOARD MEMBER COMMENTS/COMMITTEE REPORTS

IX. 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.

X. EXECUTIVE SESSION

1. Motion to enter into Executive Session at _____ p.m. to confer with an attorney for the Board of Education concerning disputes involving the board that are the subject of pending or imminent court action.

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

2. Motion to return from Executive Session at _____ p.m.

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

XI. ADJOURNMENT

Motion to adjourn the meeting at _____ p. m.

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

ADDENDUM

SUPERINTENDENT'S RECOMMENDATION:

F. FACILITY USE REQUEST

Motion to approve the use of the elementary school cafetorium on Saturday, January 13, 2018 from 4:00 p.m. to 7:00 p.m. for a baby shower as requested by Mr. Kevin Helsel, Elementary School Custodian. Mr. Helsel will need to keep in touch with the building administrator with any changes. There may be a charge for custodial services. (Item G)

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

SECOND: _____

Ruoff _____
Ruth _____

Carried/Failed _____ to _____