

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION  
REGULAR MEETING  
JANUARY 9, 2018**

The Westfall Local School District Board of Education met in regular session on January 9, 2018 at 6:45 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 – COSI Field Trip, Innovation in Education Line Item
2. Dr. Lynn Landis, Superintendent – School Board Recognition Month

**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.

**APPROVAL OF THE AGENDA**

(18-011) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to approve the agenda for the January 9, 2018 regular meeting with 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

**OLD BUSINESS**

*(None)*

**NEW BUSINESS**

**CONSENT AGENDA:**

(18-012) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve the following resolutions through the 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.

**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

**G. 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. **(Addendum)**

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

Ruoff	<u>Yea</u>
Ruth	<u>Yea</u>

Carried: 5 to 0

**END OF CONSENT AGENDA**

**SUPERINTENDENT’S RECOMMENDATIONS**

**DONATIONS**

(18-013) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to accept the following donations totaling  \$ 5,543.00  as presented:

- 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

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

Carried:  5  to  0

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

(18-014) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby 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.

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**

(18-015) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve the financial report from December 2017, 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

**LEGAL SERVICE PROVIDERS**

(18-016) Motion was made by Mr. Ruoff, seconded by Mr. Ruth 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.

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 SCHOOL BOARD ASSOCIATION MEMBERSHIP DUES**

(18-017) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to continue the membership with the Ohio School Board Association (OSBA) for January 2018 through December 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

**REVISIONS TO THE OASBO SECTION 456 PLAN**

(18-018) Motion was made by Mr. Ruth, seconded by Mr. Ruff 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.

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 (SCOCA) CORE SERVICES**

(18-019) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve payment to META Solutions (South Central Ohio Computer Association) for CORE SERVICES: CORE SVC SCOCA debt assessment 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

**BUS DRIVER TRIP – SIT TIME RATE**

(18-020) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve the bus driver trip sit time rate to be in accordance with the state minimum wage rate beginning with January 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

**TREASURER’S COMMENTS**

1. PI Fund
2. Zero Based Budget

**BOARD RECOMMENDATIONS**

**ADOPTION OF POLICIES**

(18-021) Motion was made by Mr. Ruth, seconded by Mr. Ruoff to approve the policies listed below as announced at the December 11, 2017 Board of Education regular meeting.

- 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 (Pulled for further review.)**
- 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)

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**

**PUBLIC COMMENTS**

- 1. Mr. Larry Carfrey – Parking Lot



**EXECUTIVE SESSION**

(18-022) Motion was made by Mr. Ruth, seconded by Mr. Ruoff to enter into Executive Session at 7:59 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.

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

Carried: 5 to 0

(18-023) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to return from Executive Session at 9:29 p.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

**ADJOURNMENT**

(18-024) Motion was made by Mr. Ruth, seconded by Ms. Rigsby to adjourn the meeting at 9:30 p. 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

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PRESIDENT'S SIGNATURE

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TREASURER'S SIGNATURE