

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
June 24, 2019
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. PRESENTATION

1. Mr. Joe Dimel, Megalith Industrial Company - Scoreboard

V. CORRESPONDENCE

1. The Family of Ann Ramey – Thank you note.
2. Ms. Mary Oney, High School Teacher – Thank you note.

VI. APPROVAL OF THE AGENDA

Motion to approve the agenda for the June 24, 2019 regular meeting.

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

VII. OLD BUSINESS

(None)

VIII. NEW BUSINESS

CONSENT AGENDA:

Motion to approve the following resolutions through the consent agenda:

SUPERINTENDENT'S RECOMMENDATIONS:

A. APPROVAL OF MINUTES

To approve the minutes from the May 20, 2019 regular meeting as presented.

B. PERSONNEL LEAVE

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

C. SUPPLEMENTAL CONTRACTS 2019-2020

To award a one (1) year supplemental contract to the following for the 2019-2020 school year for the positions designated:

1. Ms. Kathryn Schoonover – National Honor Society Advisor, Step 4, Class 4
2. Mr. Brad Smith – H.S. Head Track Coach Boys, Step 13, Class 2
3. Ms. Theresa Butts – H.S. Head Track Coach Girls, Step 25, Class 2
4. Mr. Fred Redman – H.S. Head Softball Coach, Step 11, Class 2
5. Mr. Trevor Thomas – H.S. Head Baseball Coach, Step 26, Class 2
6. Mr. Josh Stevens – M.S. Athletic Director, Step 2, Class 3
7. Mr. Nicholas Deskins – Assistant Girls' Soccer Coach, Step 0, Class 3
8. Mr. William Breyer – M.S. Football Coach, Step 6, Class 3
9. Mr. Colton Coreno – M.S. Football Coach, Step 1, Class 3

D. SUPPLEMENTAL CONTRACT ADJUSTMENT 2019-2020

Motion to adjust Mr. Christian Meister's supplemental contract as H.S. Head Basketball Coach, Boys, from Step 0 to Step 3 for the 2019-2020 school year.

**E. CERTIFIED EMPLOYEE CONTRACT ADJUSTMENT
2019-2020**

Motion to adjust Ms. Margaret Evans' one (1) year teaching limited contract from Bachelor's Degree, Step 0 to a Bachelor's Degree +150, Step 6 for the 2019-2020 school year.

F. RESIGNATION REQUESTS

1. Motion to accept Mr. Rick Caplinger's request to resign as a substitute for classified employees effective April 20, 2019. (Item B)

2. Motion to accept Ms. Brynn Hoffman's request to resign as the special education director effective June 27, 2019. (Item C)

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

SECOND: _____
Ruoff _____
Ruth _____
Carried/Failed _____to_____

END OF CONSENT AGENDA

SUPERINTENDENT’S RECOMMENDATIONS

G. DONATIONS

Motion to accept the following donations totaling \$3,585.00 as presented: (Item D)

- | | | |
|----|--|-------------|
| 1. | Westfall Booster Club, H.S. Support Fund | \$ 1,400.00 |
| 2. | C.I.A., E.S. Principal’s Fund | \$ 1,500.00 |
| 3. | Mr. and Mrs. John Cook, FFA Fund | \$ 100.00 |
| 4. | Melvin Stone Company, FFA Fund | \$ 50.00 |
| 5. | Country Cakes and Bakes, FFA Fund | \$ 50.00 |
| 6. | Ms. Kathy Morris, H.S. Baseball Fund | \$ 200.00 |
| 7. | Mel’s Embroidery, Track Fund | \$ 285.00 |

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

H. CLASSIFIED EMPLOYEE CONTRACTS

1. Motion to award a one (1) year non-teaching limited contract to Ms. Tammee Kaminski as the high school guidance secretary for the 2019-2020 school year, Step 6, for up to eight (8.0) hours per day, 194 days per year, pending all requirements are met, replacing Ms. Paula Dumm.

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

2. Motion to award a one (1) year non-teaching limited contract to Ms. Kaitlyn Unger as an educational aide for a Westfall student attending Brooks Yates for the 2019-2020 school year, Step 0 for up to seven (7.0) hours per day, 184 days per year. Ms. Unger is being re-hired in this position for the 2019-2020 school year.

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

3. Motion to award a one (1) year non-teaching limited contract to Ms. Caryn Dinneen as an educational aide for the 2019-2020 school year, Step 0, for up to seven (7.0) hours per day, 184 days per year, replacing Mr. Richard Urban.

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

4. Motion to award a one (1) year non-teaching limited contract to Ms. Chaleighcha Tilton as an educational aide for the 2019-2020 school year, Step 0, for up to seven (7.0) hours per day, 184 days per year, replacing Ms. Karleen Davis.

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

I. ASSISTANT PRINCIPAL – ELEMENTARY SCHOOL

Motion to award a three (3) year administrator/supervisor contract to Ms. Megan Cooper as the elementary school assistant principal for the 2019-2020 school year, for 195 days per year at the equivalent salary of a teacher holding a Master’s Degree +25 with 0 years of experience, replacing Mr. Evan Keller, pending all requirements are met.

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

J. SUMMER SCHOOL TEACHERS 2019

1. Motion to employ Mr. John Kramer as the 2019 summer school Geometry and Algebra 1 teacher for up to sixty four (64.0) hours of class time and up to ten (10.0) hours of preparation time, June 3-6, 2019; June 10-13, 2019; June 17-20, 2019; and June 24-27, 2019 from 8:00 a.m. to 12:00 p.m. at the summer school teacher daily rate set by the negotiated agreement.

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

2. Motion to employ Ms. Erica Whitt as the 2019 summer school third grade teacher for up to forty four (44.0) hours of instruction time and six (6.0) hours of preparation time, June 17-20, 2019 and June 24-27, 2019 from 9:00 a.m. to 11:00 a.m. and July 8-11, 2019 from 9:00 a.m. to 4:00 p.m. at the summer school teacher daily rate set by the negotiated agreement.

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

K. COACHES' HANDBOOK 2019-2020

Motion to approve the Coaches' Handbook for the 2019-2020 school year as presented. (Item E)

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

L. ATHLETIC POLICY 2019-2020

Motion to approve the athletic policy for the 2019-2020 school year as presented. (Item F)

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

M. HANDBOOK APPROVAL 2019-2020

1. Motion to approve the high school/middle school handbook for the 2019-2020 school year as presented. (Item G)

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

2. Motion to approve the pre-school handbook for the 2019-2020 school year as presented. (Item H)

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

N. TRISTAR TRANSPORTATION SERVICE AGREEMENT

Motion to approve the agreement with the Tristar Transportation Company to provide transportation for students with disabilities for the 2019-2020 school year as presented. (Item I)

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

O. HEAD START

Motion to approve the agreement with Head Start for the 2019-2020 school year effective August 1, 2019 through May 31, 2020 as presented. (Item J)

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 May 2019, as presented by the Treasurer.

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

B. 2019-2020 LUNCH PRICES

Motion to approve the 2019-2020 lunch prices as presented. (Item K)

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

C. TEMPORARY APPROPRIATIONS FOR NEXT YEAR’S EXPENDITURES

Motion to approve the Temporary Appropriations for FY20 as presented. These temporary appropriations will be in effect until September 30, 2019 at which time the permanent appropriations will be presented. The temporary appropriations contain salary increases and some slight increases in other accounts based upon projections from the history of the account and inflation trends. The estimates come from the Amended Certificate of Estimated Resources from the Pickaway County Auditor, Alternative Tax Budget from the Pickaway County Budget Commission, and the District’s Annual Five Year Forecast. (Item L)

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

D. BALANCE APPROPRIATIONS FOR THIS YEAR'S EXPENDITURES

Motion to authorize the Treasurer to balance all appropriation accounts in order to close out accounts to end the 2019 fiscal year.

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

E. AMENDMENTS FOR THIS YEAR'S CERTIFICATES AND APPROPRIATIONS

Motion to approve the amendments to the certificate and appropriations for FY19 in order to close out the school year.

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

F. FEDERAL GRANTS

Motion to submit the appropriation applications to continue Westfall Local's participation in the following state and federal projects for the 2019-20 school year:

Title I -----572-9020
Title I – Sub A-----536-9020
Special Education, Part B-IDEA-----516-9020
Special Education, Early Childhood-IDEA-----587-9020
Title II - Improving Teacher Quality-----590-9020

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

G. SCHOOL INSURANCE

Motion to approve the School Insurance Proposal for our building and contents, liability insurance, fleet insurance, inland marine, cyber, and crime coverage, with Wright Specialty, Neil Coleman Insurance Services, Inc. at an annual premium of \$54,164.00 beginning July 1, 2019.

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

H. END OF SCHOOL YEAR CASH ADVANCES

Motion to approve the inter-fund advances from the General Fund and subsequence advance return (which occurs in the following fiscal year) back to the General Fund.

The advances and their amounts are as follows:

003-0000	-----	\$ 125,000.00
516-9019	-----	\$ 230,000.00
536-9019	-----	\$ 55,000.00
572-9019	-----	\$ 95,000.00
587-9019	-----	\$ 10,000.00
590-9019	-----	\$ 45,000.00
TOTAL AMOUNT TO BE ADVANCED-----		\$ 560,000.00

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

I. DISPOSAL OF SCHOOL BUS

Motion to approve the disposal of school bus Make/Model International #13, with 339,397 miles, serial number 4DRBRAAN64B965546, year of the bus is 2004. Cost to repair would be between \$4,500 and \$5,000 and Ohio Cat is not interested in it as a trade-in. (Item M)

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

SECOND: _____
Ruoff _____
Ruth _____

Carried/Failed _____ to _____

TREASURER'S COMMENTS

BOARD RECOMMENDATIONS

IX. BOARD MEMBER COMMENTS/COMMITTEE REPORTS

X. UPCOMING EVENTS

WES:

WMS:

WHS:

DISTRICT WIDE:

- July 10, 2019 – Westfall Education Foundation, 6:30 p.m. High School Library
- August 14, 2019 – Westfall Booster Club, 6:30 p.m. High School Conference Room
- August 19, 2019 – First Day of School for Staff
- August 20, 2019 – Opening Day Staff Meeting, 8:00 a.m. Breakfast, Meeting at 8:30 a.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 _____