

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING
JUNE 24, 2019**

The Westfall Local School District Board of Education met regular session on June 24, 2019 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>		

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

PLEDGE OF ALLEGIANCE

Board President

PRESENTATION

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

CORRESPONDENCE

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

EXECUTIVE SESSION

(19-127) Motion was made by Ms. Cook, seconded by Mr. Ruoff to enter into executive session at 6:55 p.m. to consider the employment of a public employee or official.

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

Carried: 5 to 0

(19-128) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff to return from executive session at 7:19 p.m.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

APPROVAL OF THE AGENDA

(19-129) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to approve the agenda for the June 24, 2019 regular meeting.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

OLD BUSINESS

(None)

NEW BUSINESS

CONSENT AGENDA:

(19-130) 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

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.

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.

2. Motion to accept Dr. Lynn Landis' request to resign as superintendent of the Westfall Local Schools effective August 30, 2019.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Nay
Ruth Yea

Carried: 4 to 1

END OF CONSENT AGENDA

SUPERINTENDENT’S RECOMMENDATIONS

DONATIONS

(19-131) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to accept the following donations totaling \$3,585.00 as presented:

- | | | |
|----|--|-------------|
| 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 |

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

Carried: 5 to 0

CLASSIFIED EMPLOYEE CONTRACTS

(19-132) Motion was made by Ms. Rigsby, seconded by Mr. Ruff 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.

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

Carried: 5 to 0

(19-133) Motion was made by Mr. Ruth, seconded by Ms. Rigsby 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.

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

Carried: 5 to 0

(19-134) Motion was made by Ms. Rigsby, seconded by Mr. Ruth 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.

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

Carried: 5 to 0

(19-135) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff 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.

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

Carried: 5 to 0

ASSISTANT PRINCIPAL – ELEMENTARY SCHOOL

(19-136) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff 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 16 years of experience, replacing Mr. Evan Keller, pending all requirements are met.

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

Carried: 4 to 1 Abstention

SUMMER SCHOOL TEACHERS 2019

(19-137) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff 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.

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

Carried: 5 to 0

(19-138) Motion was made by Ms. Rigsby, seconded by Mr. Ruth 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.

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

Carried: 5 to 0

COACHES' HANDBOOK 2019-2020

(19-139) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to approve the Coaches' Handbook for the 2019-2020 school year as presented.

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

Failed: 2 to 3

ATHLETIC POLICY 2019-2020

(19-140) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve the athletic policy for the 2019-2020 school year as presented.

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

Failed: 2 to 3

HANDBOOK APPROVAL 2019-2020

(19-141) Motion was made by Ms. Rigsby, seconded by Mr. Ruff to postpone the approval of the the high school/middle school handbook for the 2019-2020 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

(19-142) Motion was made by Ms. Rigsby, seconded by Mr. Ruth to approve the pre-school handbook for the 2019-2020 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

TRISTAR TRANSPORTATION SERVICE AGREEMENT

(19-143) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve the agreement with the Tristar Transportation Company to provide transportation for students with disabilities for the 2019-2020 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

HEAD START

(19-144) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff to approve the agreement with Head Start for the 2019-2020 school year effective August 1, 2019 through May 31, 2020 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

SUPERINTENDENT'S COMMENTS

TREASURER’S RECOMMENDATIONS

TREASURER’S REPORT

FINANCIAL REPORT

(19-145) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff to approve the financial report from May 2019, 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

2019-2020 LUNCH AND BREAKFAST PRICES

(19-146) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff to approve the 2019-2020 lunch and breakfast prices 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

TEMPORARY APPROPRIATIONS FOR NEXT YEAR’S EXPENDITURES

(19-147) Motion was made by Ms. Rigsby, seconded by Mr. Ruth 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.

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

Carried: 5 to 0

BALANCE APPROPRIATIONS FOR THIS YEAR'S EXPENDITURES

(19-148) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to authorize the Treasurer to balance all appropriation accounts in order to close out accounts to end the 2019 fiscal year.

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

Carried: 5 to 0

AMENDMENTS FOR THIS YEAR'S CERTIFICATES AND APPROPRIATIONS

(19-149) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to approve the amendments to the certificate and appropriations for FY19 in order to close out the school year.

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

Carried: 5 to 0

FEDERAL GRANTS

(19-150) Motion was made by Mr. Ruoff, seconded by Mr. Ruth 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

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

Carried: 5 to 0

SCHOOL INSURANCE

(19-151) Motion was made by Mr. Ruoff, seconded by Mr. Ruth 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.

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 SCHOOL YEAR CASH ADVANCES

(19-152) Motion was made by Mr. Ruoff, seconded by Mr. Ruth 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

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 SCHOOL BUS

(19-153) Motion was made by Ms. Rigsby, seconded by Mr. Ruoff 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.

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

BOARD MEMBER COMMENTS/COMMITTEE REPORTS

EXECUTIVE SESSION

(19-154) Motion was made by Mr. Ruoff, seconded by Ms. Rigsby to enter into executive session at 8:32 p.m. to consider the employment of a public employee or official.

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

Carried: 5 to 0

(19-155) Motion was made by Mr. Ruoff, seconded by Mr. Ruth to return from executive session at 10:39 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

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.

PUBLIC COMMENTS

ADJOURNMENT

(19-156) Motion was made by Ms. Rigsby, seconded by Ms. Cook to adjourn the meeting at 10:40 p. m.

Cook Yea
Rigsby Yea
Ruff Yea

Ruoff Yea
Ruth Yea

Carried: 5 to 0

PRESIDENT'S SIGNATURE

TREASURER'S SIGNATURE