

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
March 19, 2018
BOARD OF EDUCATION REGULAR MEETING
Elementary School Cafetorium
5:45 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. EXECUTIVE SESSION

1. Motion to enter into Executive Session at _____ p.m. to consider matters required to be kept confidential by federal law or regulations or state statutes.

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 _____

V. PRESENTATIONS

1. Mr. Billy Dennis, High School Principal – Independent Study Course, IT Support Professional – Innovation in Education Line-Item
2. Mr. Jason Fife, Middle School Principal and Ms. Tish Chenoweth, Middle School Secretary – Ms. Theresa Butts, Teacher – Extra Mile Award
3. Mr. Brian Ramsay, Treasurer – Ms. Katie McAfee – Extra Mile Award

VI. CORRESPONDENCE

1. Mr. and Mrs. Matt Corder – Thank you note.
2. The Family of Thoburn L. Orr – Thank you note.

VII. APPROVAL OF THE AGENDA

Motion to approve the agenda for the March 19, 2018 regular meeting.

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

VIII. OLD BUSINESS

(None)

IX. NEW BUSINESS

CONSENT AGENDA:

SUPERINTENDENT’S RECOMMENDATIONS:

A. APPROVAL OF MINUTES

Motion to approve the minutes from the February 20, 2018 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 – MARCH 2018

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

D. UNPAID LEAVE OF ABSENCES

1. Motion to approve Ms. Karleen Davis' (educational aide) request for unpaid leave for April 11, 12 and 13, 2018.

2. Motion to approve Ms. Karen Holbrook's (teacher) request for unpaid leave for May 8, 2018.

E. PARENTAL LEAVE REQUEST

Motion to approve Ms. Lisa O'Neill's (elementary school guidance counselor) request for parental leave for the approximate dates of March 25, 2018 through May 7, 2018.

F. SMALL GROUP TUTOR

Motion to employ Ms. Robyn Campbell as a small group tutor for the 2017-2018 school year for up to fifteen (15.0) hours per week to be paid per negotiated agreement.

G. SUBSTITUTE CLASSIFIED EMPLOYEES

Motion to approve the following as substitutes for classified employees for the 2017-2018 school year in the areas designated:

- 1. Ms. Jessica Yeager – Custodian

H. NON-RENEWAL OF SUPPLEMENTAL CONTRACTS

Motion to non-renew all 2017-2018 supplemental contracts at the end of the school year.

MOTION: _____
Cook _____
Rigsby _____
Ruff _____

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

END OF CONSENT AGENDA

SUPERINTENDENT’S RECOMMENDATIONS

I. DONATIONS

Motion to accept the following donations totaling \$666.10
as presented: (Item B)

- 1. Staff Donations – Prom Fund \$ 480.00
- 2. Buffalo Wild Wings – HS Girls’ Basketball Fund \$ 186.10

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

J. INNOVATION IN EDUCATION LINE ITEM REQUESTS

1. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs the 4th Grade trip to the Ohio History Center and the Ohio Village on May 15, 2018 at an approximate cost of \$800.00 as requested by the 4th Grade Elementary School Team as presented. (Item C)

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

2. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the 1st Grade trip to the Columbus Zoo and Aquarium on May 4, 2018 at an approximate cost of \$600.00 as requested by the 1st Grade Elementary School Team as presented. (Item D)

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

3. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the 5th Grade trip to Honey Run Farms on May 14, 2018 (weather permitting) at an approximate cost of \$600.00 as requested by the 5th Grade Elementary School Team as presented. The cost will cover purchasing a \$5.00 item from the farm for each child to take home. There is no charge to visit Honey Run Farms. (Item E)

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

4. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the 2nd Grade trip to COSI before the end of the 2017-2018 school year at the cost of \$10.00 per student as requested by the 2nd Grade Elementary School Team as presented. (Item F)

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

5. Motion to appropriate funds from the Innovation in Education Line Item from the General Fund to pay the costs of the 3rd Grade trip to a Columbus Clippers baseball game on May 17, 2018 at a cost of approximately \$695.00 as requested by the 3rd Grade Elementary School Team as presented. (Item G)

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

K. MAINTENANCE SUPERVISOR CONTRACTS

1. Motion to award an administrator/supervisor contract to Mr. Walt Haddox as the maintenance supervisor, Step 0 effective March 20, 2018 through June 30, 2018, sixty nine (69.0) days.

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

2. Motion to award a two (2) year administrator/supervisor contract to Mr. Walt Haddox as the maintenance supervisor, 250 days per year, Step 1, effective July 1, 2018 through June 30, 2020.

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

L. COPIER/PRINTER AGREEMENT

Motion to approve the copier/printer agreement between Gordon Flesch Company, Inc. and the Westfall Local School District for copier/printer services for sixty (60) months as presented. (Item H)

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

M. FIREWALL AGREEMENT

Motion to approve the technology firewall agreement between the Cerdant Company, Inc. and the Westfall Local School District for technology firewall protection effective March 20, 2018 for a term of three (3) years as presented. (Item I)

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 February 2018, as presented by the Treasurer.

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

B. TAX RATES

Motion to accept the tax amounts and rates for tax year 2017, collection year 2018, as determined by the budget commission and county auditor in its certification as required by law. The tax rates and estimates from the general property tax already approved by the budget commission and county auditor are as follows:

Fund	Outside 10 mills	Inside 10 mills	Inside	Outside	Effective
General	\$6,182,820.00	\$ 900,000.00	3.00	24.30	20.00
Classroom Facilities	113,000.00			0.50	0.27
Permanent Improvement	821,934.00			3.75	2.14
<u>Bond Retirement</u>	<u>\$ 809,132.00</u>			<u>1.30</u>	<u>1.30</u>
TOTAL	\$7,926,886.00	\$ 900,000.00	3.00	29.85	24.71

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

C. TRANSFER TO TERMINATION BENEFIT FUND

Motion to approve the transfer in amount of \$71,403.99 from the General Fund (001-0000) to the Termination Benefits Fund (035-0000). The \$71,403.99 transfer is an estimate of the annual amount needed to balance out the account at fiscal year-end.

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

D. DISPOSAL OF TECHNOLOGY EQUIPMENT

Motion to approve the disposal of technology equipment as presented. (Item J)

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

TREASURER’S COMMENTS

BOARD RECOMMENDATIONS

X. BOARD MEMBER COMMENTS/COMMITTEE REPORTS

XI. UPCOMING EVENTS

WES:

- April 5, 2018 – DARE Graduation, 6:00 p.m.
- April 11, 2018 – 2nd Grade Music Program, 7:00 p.m.
- April 11, 2018 – Kindergarten Registration 8:00 a.m. to 4:00 p.m.
- April 12, 2018 – Kindergarten Registration 12:00 p.m. to 7:00 p.m.
- April 13, 2018 – Kindergarten Registration 8:00 a.m. to 4:00 p.m.

WMS:

- March 27, 2018 - Middle School Showcase/Art Show, 5:30 to 7:30 p.m.

WHS:

- April 7, 2018 – Junior/Senior Prom, Pine Lodge, Dinner at 6:30 p.m., Dance from 7:30 to 11:00 p.m., After Prom, Roller Haven from 11:30 p.m. to 2:00 a.m.
- May 25, 2018 – Graduation, 7:00 p.m., Football Field (inclement weather-gymnasium)

DISTRICT WIDE:

- March 29-April 2, 2018 – Spring Break
- April 10, 2018 – Westfall Education Foundation, 6:30 p.m., High School
- April 11, 2018 – Westfall Booster Club, 6:30 p.m., High School

XII. 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.

XIII. ADJOURNMENT

Motion to adjourn the meeting at _____ p. m.

MOTION: _____

Cook _____

Rigsby _____

Ruff _____

SECOND: _____

Ruoff _____

Ruth _____

Carried/Failed _____ to _____