

**Fairfield City School District:
Excellence, preparation for life, opportunities for all!**

BOARD OF EDUCATION MEETING AGENDA

JANUARY 9, 2020

**ORGANIZATIONAL MEETING/SPECIAL MEETING 6:30 PM
CATHERINE D. MILLIGAN COMMUNITY ROOM**

OPENING OF THE MEETING – CALL TO ORDER

President Pro Tem – Michael Berding

OATH OF OFFICE FOR NEWLY ELECTED BOARD OF EDUCATION MEMBERS

A. Oath of office for Board of Education members Mrs. Jerrilynn Gundrum, effective January 1, 2020 through December 31, 2021, and Mrs. Carrie O'Neal and Mrs. Balena Shorter, effective January 1, 2020 through December 31, 2023.

CALL TO ORDER

PLEDGE OF ALLEGIANCE – Carrie O'Neal

ROLL CALL

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O'Neal** _____ **Shorter**

ELECTION OF THE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2020
(ORC 3313.14)

A. Nominations

(If more than one person is nominated, the President Pro Tem shall publicly call the roll of the Board and ask the members to vote their choice. If only one person is nominated, a motion to close nominations, a second, and a vote by acclamation will elect the President.)

Nominator_____ Nominee_____

Nominator_____ Nominee_____

Motion to close nominations: _____; **2nd:** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O'Neal** _____ **Shorter**

President Pro Tem declares _____ elected President of the Fairfield Board of Education for 2020

B. Oath of Office for the President

C. President Pro Tem directs the Treasurer to acknowledge in the minutes that the oath has been given.

D. President presides from this point forward.

ELECTION OF THE VICE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2020 (ORC 3313.14)

A. Nominations (same procedure applies)

Nominator_____ Nominee_____

Nominator_____ Nominee_____

Motion to close nominations: _____; **2nd:** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O’Neal** _____ **Shorter**

President declares _____ elected Vice President of the Fairfield Board of Education for 2020

B. Oath of Office for the Vice President

C. President directs the Treasurer to acknowledge in the minutes that the oath has been given.

NEW BUSINESS/BOARD RECOMMENDATIONS

A. Establish 2020 meeting dates, times and location (ORC 3313.15)

Suggestion:

Work Sessions: Thursday, February 6
Thursday, March 5
Thursday, May 7
Thursday, June 4
Thursday, August 6
Thursday, September 3
Thursday, October 1
Thursday, November 5
Time: 6:30 P.M.
Location: Fairfield Administration Building
Large Conference Room
4641 Bach Lane
(There will be no work session in July and December)

Regular Sessions: Thursday, February 20
Thursday, March 19
Thursday, April 16
Thursday, May 21
Thursday, June 25
Thursday, July 16
Thursday, August 20
Thursday, September 17
Thursday, October 15

Thursday, November 19
Thursday, December 10
Time: 6:30 P.M.
Location: Fairfield Senior High School
Catherine D. Milligan Community Room
8800 Holden Blvd.
(Exception: The June 25, 2020 meeting will take place
at the Fairfield Administration Building.)

- B. Consider establishment of a Board service fund for 2020 in the amount of \$9,942.00. (ORC 3315.15).
- C. Recommend approval of the following standing authorizations for 2020:
1. Authorize the Treasurer to secure advances from the Auditor when funds are available and payable to the district.
 2. Authorize the Treasurer to borrow short-term funds as needed for cash flow purposes.
 3. Authorize the Treasurer to invest inactive funds whenever funds are available.
 4. Authorize the Treasurer to modify appropriations and advance money from fund to fund as needed. Modifications must then be presented to the Board for approval.
 5. Authorize the Treasurer to pay all bills within the limits of the appropriation resolution as bills are received and when the merchandise has been received in good condition.
 6. Authorize the Treasurer to utilize the legal firm of Dinsmore & Shohl when fiscal legal opinions are required.
 7. Authorize the Treasurer to dispose of assets or property (not exceeding \$10,000 in value) that are no longer needed.
 8. Authorize Superintendent or Designee to act as purchasing agent for the district to make purchases of supplies and/or services within the limits of the appropriation measure.
 9. Authorize the Superintendent or Designee during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's office.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

- 10. Authorize the Superintendent or Designee, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent’s /Designee’s acceptance.
- 11. Authorize the Superintendent or Designee to appoint substitute support staff as necessary within the limits of the annual appropriation resolution.
- 12. Authorize the Director of Curriculum and Instruction, Assistant Superintendent, Director of Special Services and Director of Business Operations to approve professional day requests for professional and support employees for state meetings, workshops, and events in an amount not to exceed the limits in the Annual Appropriation, Board Policy, and negotiated contracts.
- 13. Authorize members of the Board to attend workshops, seminars and meetings for Professional Development and to benefit the academic and financial status of district.
- 14. Recommend that in accordance with Section 3313.26, ORC that the Board waive the reading of minutes from previous meetings.

D. Appointments to OSBA and City Committees

- 1. Legislative Liaison to OSBA/Federal Relations Network _____
- 2. Parks and Recreation Board _____
- 3. Planning Commission _____

(Any of items “A” through “D” may be voted upon separately at the request of any Board member.)

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O’Neal** _____ **Shorter**

President declares motion _____.

PRESENTATIONS/RESOLUTIONS

- A. School Board Recognition Month - Gina Gentry-Fletcher
- B. ACT & SAT Test Preparation/Tools and Resources - Mandy Aug

COMMUNICATION

This is the portion of the meeting where you, the residents of the Fairfield City School District, are invited to share your thoughts with the Board. Please know that this time has been set aside for the Board to listen to you. Your comments are valued and will be taken into careful

consideration. The Board will not engage in dialogue at this time. Presentations are limited to five (5) minutes each.

SUPERINTENDENT'S RECOMMENDATIONS AND REPORTS

A. Personnel – Professional

1. Extracurricular Resignations 2019-2020
 - a. Shaun Shanklin, Middle, Wrestling 7th/8th (effective with 2019-2020 school year; to accept another assignment).
 - b. Sean Spiegel, Middle, Wrestling Assistant (effective with the 2019-2020 school year; to accept another assignment).
2. Unpaid Leaves of Absence
 - a. Deanne Wilmans, East, 1st grade
(effective January 6, 2020 through January 15, 2020; for personal reasons)
3. Employment
 - a. Extracurriculars – 2019-2020

Senior High

Kyle Bolser, Tennis, Assistant, Boys
Adam Grissom, Baseball, Assistant
Amy Hippert, Softball, Assistant
Christopher Hubbard, Volleyball, Varsity Head, Boys
Douglas Johnson, Lacrosse, Assistant, Girls
Jason Krause, Weight Room Supervisor, Assistant, 1/3
Jason Laflin, Weight Room Supervisor, 1/3
John Meyer, Lacrosse, Varsity Girls
William Paragin, Baseball, Assistant, 50%
Kaitlyn Pennekamp, Softball, Reserve Assistant
Chad Reed, Tennis, Boys
James Roth, Baseball, Reserve Assistant
Timothy Seger, Baseball, Assistant, 50%
Alexa Stinnett, Softball, Assistant

Freshman

Jacob Fields, Jazz Band Director
Andrew Guenther, Baseball, Assistant
Stormy Harding, Softball

Middle - Creekside Middle and Crossroads Middle (combined)

Shaun Shanklin, Wrestling, Assistant
Sean Spiegel, Wrestling 7th/8th

b. ESL Tutors 2019-2020

Olivia Faraci
E. Judith Jones
Julie Paton

(Periodically the district has students who qualify for English as a Second Language, as determined through the district’s established assessment process. It is recommended that the above-noted person(s) be employed as a designated ESL Tutor at the rate of \$30.69 per hour, effective for the 2019-20 school year.)

c. Home Instructors 2019-2020

Tiffany Lefton

(Periodically the district has students who qualify for home instruction by placement on an IEP developed through the Special Services Department. It is recommended that the above noted person(s) be employed as Home Instructors at the rate of \$30.69 per hour, effective for the 2019-20 school year.)

d. Substitute Teachers 2019-2020

James Davis, Jr.
Kevin McCune
Marie Miller
Austin Singleton

(All recommendations are for the 2019-20 school year at a rate of \$94 per day.)

e. Volunteer 2019-2020

Will Amburgey, Senior High, Assistant Baseball

(The above-noted person is recommended for approval as volunteer coach for the 2019-20 school year in district athletic programs. Board approval of volunteers is a requirement of the Ohio High School Athletic Association. Recommendation is contingent upon submission of all required documents.)

(All employment is contingent upon satisfactory submission of all required documents.)

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O’Neal** _____ **Shorter**

President declares motion _____.

B. Personnel – Support

1. Resignations

- a. Shantia Allison, Creekside, Food Service Assistant
(effective at the end of the day January, 3, 2020; to accept another position within the District)

-
- b. Michelle Bois-Autry, East, Educational Assistant
(effective at the end of the day December 20, 2019; for personal reasons)
 - c. John Campbell, Freshman, Custodian
(effective at the end of the day January 31, 2020; for retirement purposes)
 - d. Beth Jeffers, District, Confidential Secretary II
(effective at the end of the day January 24, 2020; for personal reasons)
 - e. Jenny Martz, Compass, Educational Assistant
(effective at the end of the day January 5, 2020; to accept another position within the District)
 - f. Brenda Ramsey, Freshman, Food Service Assistant
(effective at the end of the day January 10, 2020; for personal reasons)
 - g. Denise Sims, Administration Building, Confidential Receptionist
(effective at the end of the day December 13, 2019; to accept another position within the District)
 - h. Sara Witt, Transportation, Educational Assistant
(effective at the end of the day December 13, 2019; for personal reasons)
2. Unpaid Leaves of Absence
- a. Melissa Eagle-Jackson, Central, Educational Assistant
(effective December 13, 2019 through January 15, 2020; extension of unpaid leave for personal reasons)
 - b. David House, West, Custodian
(effective .75 of a day on December 12, 2019 through January 1, 2020; for personal reasons)
3. Employment
- a. Shantia Allison, Creekside, Educational Assistant
(effective January 6, 2020; for a replacement position)
 - b. Emily Bachmann, East, Latchkey Assistant
(effective January 6, 2020; for a replacement position)
 - c. Glen Blevins, East, Custodian
(effective January 2, 2020; for a replacement position)
 - d. Betty Burris, East, Custodian
(effective January 2, 2020; for a replacement position)

- e. Alba Cancel, Central, Educational Assistant
(effective January 6, 2020; for a replacement position)
- f. Leisha Clark, Transportation, Bus Driver
(effective January 7, 2020; for a replacement position)
- g. Jenny Martz, Administration Building, Confidential Receptionist
(effective January 6, 2020; for a replacement position)
- h. Jenifer Sestito, Central, Food Service Assistant
(effective January 6, 2020; for a replacement position)
- i. Denise Sims, Compass, Clerk IV
(effective December 16, 2019; for a replacement position)
- j. Ann Trovillo, Creekside, Data Entry I
(effective January 6, 2020; for a replacement position)

4. Promotions

- a. Judith Green, Crossroads, Food Service Assistant, promoted to Crossroads, Cook
(effective January 6, 2020; for a replacement position)
- b. Amy Lewis, Compass, Food Service Assistant, promoted to Compass, Cook
(effective December 17, 2019; for a replacement position)

5. Termination

- a. Susan Landenwitsch, Creekside, Educational Assistant
(effective at the end of the day January 9, 2020)

(All employment is contingent upon satisfactory submission of all required documents.)

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O’Neal** _____ **Shorter**

President declares motion _____.

C. Item for Board Discussion

- 1. Program of Studies - Mandy Aug
- 2. EL Program Needs Assessment - Mandy Aug

D. Other Items for Board Action

- 1. Recommend approval of the following Board policy:

a. KJA - Distribution of Materials in the Schools

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O’Neal** _____ **Shorter**

President declares motion _____.

TREASURER’S RECOMMENDATIONS AND REPORTS

A. Recommend approval of the minutes of the following meetings:

- December 10, 2019 – Special Meeting (Board Retreat)
- December 12, 2019 – Regular Meeting

B. Recommend approval of the financial reports for the month of December 2019.

C. Recommend approval of the 2019-2020 Amended Appropriations Resolution.

D. Recommend approval of the following donations:

1. A donation of ice cream treats valued at \$77 and a donation of school supplies valued at \$6,963 from Wal-Mart (Fairfield Township) to Fairfield North Elementary School.
2. A donation of \$1000 from Dougie & Ray's to Fairfield City School District to be used for the Lunch It Forward Program.

Total donations for 2020: \$8,040.00

E. Recommend approval of the fiscal year 2021 Tax Budget that will be submitted to the Butler County Auditor’s Office.

F. Recommend approval of the following rates to be paid to seasonal and sporadic athletic workers, effective January 1, 2020:

Scorekeepers/Timers/Ticket takers:	\$20 - \$50 (dependent upon sport/games worked)
Site Managers:	\$60 per game
Bookkeeper:	\$150 per tournament

G. Recommend approval of Nancy Lane to act as designee for Board of Education members Jerrilynn Gundrum, Carrie O’Neal and Balena Shorter to fulfill the Public Records Act training requirement as required by Policy KBA – Public’s Right to Know.

H. Recommend approval of the annual membership (\$6,830) with the Ohio Schools Boards Association for January 2020 – December 2020.

I. Recommend approval of the Ohio School Boards Association Legal Assistance Fund Service Contract (\$250) pursuant to R.C. Section 3313.171 (January 1, 2020 – December 31, 2020).

J. Recommend approval of the new IRS mileage rate of 57.5 cents effective January 1, 2020.

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O’Neal** _____ **Shorter**

President declares motion _____.

COMMITTEE REPORTS

A. Legislative Update – Balena Shorter

B. Butler Tech – Michael Berding

C. Planning Commission – Brian Begley

ANNOUNCEMENTS

January 13, 2020 - End of 1st Semester Grades 9-12; End of 2nd Quarter Grades K-8

January 20, 2020 – Martin Luther King Day (No School)

February 6, 2020 - Board Meeting (Work Session), 6:30 PM, FAB Conference Room A

February 22, 2020 - Father/Daughter Dance, 7:00 PM - 9:00 PM, FHS Arena

BOARD MEMBER COMMENTS

RECESS TO EXECUTIVE SESSION TO DISCUSS:

The employment and discipline of public employees 121.22 (G) (1)

Court Action 121.22 (G) (3) - Pending and Imminent Litigation

Motion to convene executive session: _____; **2nd** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O’Neal** _____ **Shorter**

President declares motion _____.

President convenes executive session at _____ **P.M.**

President resumes regular meeting at _____ **P.M.**

ADJOURNMENT

Motion to adjourn: _____; **2nd** _____

_____ **Begley** _____ **Berding** _____ **Gundrum** _____ **O’Neal** _____ **Shorter**

President declares motion _____.

President adjourns meeting at _____ **P.M.**