

The Board of Education of the Fairfield City School District in the County of Butler, Ohio, held a Regular Meeting on the 16<sup>th</sup> of April 2020 that was not held at a public location, but was broadcasted virtually.

The meeting was called to order by the President at 6:33 pm.

ROLL CALL – Present: Mr. Begley, Mr. Berding, Mrs. Gundrum, Mrs. O’Neal & Mrs. Shorter  
Absent: None

Also present: Mr. Smith, Mrs. Lane, Mr. Martin, Mrs. Aug, Mr. Penney & Mr. Clemmons

PLEDGE OF ALLEGIANCE – Balena Shorter

#### PRESENTATIONS/RESOLUTIONS

##### A. Electronic Forms and Reporting - Mandy Aug and Jeff Madden

The goal is to reduce the amount of paperwork that a parent must complete throughout the school year and eliminate duplicate information by integrating student data from one source with other platforms. Emergency medical forms as well as other student forms will be completed one time for reference. All data will be captured as a one stop shop. Staff time should be reduced in duplicating information.

A student can be registered from home utilizing the electronic forms. Documents can be uploaded from pictures on phones.

Additionally, the printing of report cards and mid-term reports has been reviewed. Interim reports will no longer be printed. They are out of date by the time they are sent out to parents.

IEP documents will be sent out every nine weeks instead of every five weeks to capture more accurate reporting data.

Hard copies of report cards will be printed and distributed at the end of each quarter. The possibility of one end of the year report card being printed will be considered for the future.

The goal is to capture an email address for every student to allow reminders to be sent to parents that have not accessed the student’s progress.

Mrs. O’Neal stated that she is glad that the district is moving in this direction. She asked if the forms need to be completed each school year.  
Response: The forms will be pre-populated with the previous year’s data for review and a chance to edit the information.

Mrs. Shorter likes the “Remind Tool” and feels that it is user friendly. She asked if the “Remind Tool” can be integrated with ProgressBook.  
Response: Staff is not sure that can be done.

The “Remind Tool” seems easier for communication about assignments. ProgressBook does not serve the same purpose.

Mr. Begley asked what platform the system will be on.

Response: Final Forms will integrate with the Student Information System.

Mr. Begley asked how the district will handle families with social issues or economic barriers to navigate this system.

Response: The district will work with the family. Final Forms offers multiple language options for format of forms.

B. Facility Planning Update, Part II - Joe Penney

Mr. Penney presented the second portion of the Facility Planning Update to the Board.

Mrs. Shorter asked if the maintenance fund monies are available.

Response: Yes-limitedly.

She thinks that the “must do” items need to be ranked ahead of optional items.

She sees structural items as “must do” items.

Mrs. O’Neal appreciates that the warm safe and dry items are being pulled out.

Mr. Begley wants to focus on what needs to be done now.

Mr. Berding thinks that the items that need to be done must be considered no matter what rank they are.

C. Building Our Future 2.0 - Joe Penney

Mr. Penney and Mr. Todd Thackery of SHP Leading Design updated the Board on the master planning process.

In 2019, legislation passed to allow the Fairfield City School District to participate in the Expedited Local Partnership Program (ELPP). Fairfield has the opportunity to develop a facility master plan and the option to select another segment to improve on or replace and “bank” 26% OFCC credit.

Community engagement would be part of the planning process.

Mr. Berding asked if there has been any discussion about the program going away.

Response: The program may slow down, but it may not go away.

Mrs. Shorter stated that the 26% from the OFCC was determined many years ago based on the tax valuation divided by the number of students to determine the district’s share.

Mr. Smith asked the Board how they feel about moving forward with this planning.

Mrs. O’Neal is in favor of moving forward.

Mrs. Shorter agrees that the district should move forward to plan for the future.

Mrs. Gundrum is in favor of moving forward.

Mr. Begley agrees and emphasized the need to plan.

Mr. Berding feels that we do need to get a plan in place and that it is wise to start the process.

D. Retiree Recognition - Gina Gentry-Fletcher

2018-2019 Retirees

Sonia Aguila

Joyce Arnold

Cathy Brown

Diane Cantrell

Berdella Gottschall

Pamela Matthews

2019-2020 Retirees

Lois Allen

Beth Baltzell

Grace Bunker

John Campbell

Darlene Cochran

Lois Cutsinger

Mary Donovan

Sharon Haas

Karen Heatherton

Karen Hudson

Iva Johnson

Roberta Keller

Lisa McCune

Ray Rains

Michael Rosser

Kathleen Smith

Mrs. O'Neal thanked the retirees and commented on the amazing people present.

Mrs. Shorter stated that she will miss Mrs. Bunker. She congratulated everyone.

Mr. Begley acknowledged that their years of service should be celebrated.

Mr. Berding suggested that the retirees take some time for themselves and enjoy their retirement. He thanked them for their service.

SUPERINTENDENT'S RECOMMENDATIONS AND REPORTS

20-34 RESIGNATIONS/EMPLOYMENT – Mr. Martin

MOTION – Moved by Mrs. Gundrum to approve the following:

A. Personnel – Professional

1. Resignations

- a. Lauren Cummins, North, Kindergarten, 50%  
(effective at the end of the 2019-2020 school year; for personal reasons)
- b. Andrew Farringer, Creekside, 6<sup>th</sup> grade ELA/Social Studies  
(effective at the end of the 2019-2020 school year; for personal reasons)
- c. Kadie Henry, North, ESL  
(effective at the end of the 2019-2020 school year; for personal reasons)
- d. Grace NeCamp, Creekside, 7<sup>th</sup> grade ELA  
(effective at the end of the 2019-2020 school year; for personal reasons)
- e. Robert Ryan, Creekside, 7<sup>th</sup> grade Math  
(effective at the end of the 2019-2020 school year; for personal reasons)
- f. Bradley Schaefer, Creekside, Physical Education  
(effective at the end of the 2019-2020 school year; for personal reasons)
- g. Abrianna Smith, North, 2<sup>nd</sup> grade  
(effective at the end of the 2019-2020 school year; for personal reasons)

2. Employment

- a. Todd Bradbury, Creekside, 7<sup>th</sup> grade Math  
(recommended for a new one-year limited teaching contract for the 2020-2021 school year, effective August 17, 2020; for a replacement position)
- b. Meghan Draheim, South, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2020-2021 school year, effective August 17, 2020; for a replacement position)
- c. Alison Ficklin, South, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2020-2021 school year, effective August 17, 2020; for a replacement position)
- d. Caroline Harty, District, Speech Language Pathologist  
(recommended for a new one-year limited teaching contract for the 2020-2021 school year, effective August 17, 2020; for a new position)

- e. Hannah Hurd, District, Intern School Psychologist  
(recommended for a new one-year intern school psychologist contract for the 2020-2021 school year, effective August 17, 2020; reimbursed by the state)
- f. Alyssa Moore, South, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2020-2021 school year, effective August 17, 2020; for a replacement position)
- g. Tiffany Shepherd, District, Preschool Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2020-2021 school year, effective August 17, 2020; for a new position)

h. Secondary Summer School Principal

Rebecca Salyers

(The above-named person is recommended for employment as an administrator for the 2020 secondary summer school program as noted, at a rate of \$30.69 per hour for eight hours daily during summer school, plus 30 additional hours to be distributed as needed before and after summer school, from May 1, 2020 through July 24, 2020.)

i. Summer School Substitute Teacher for Testing

Ira Begley  
Michael Jones

(The above-named persons are recommended for employment as summer school teachers as needed at the rate of \$30.69 per hour from June 8, 2020 through July 17, 2020. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

j. Elementary Summer School Tutoring Principal

Karrie Gallo  
Kareem Sanders

(The above-named persons are recommended for employment as co-administrators for the 2020 elementary summer school tutoring program as noted, at a rate of \$30.69 per hour for up to a total of eight (8) hours weekly, plus a total of twenty (20) additional hours to be distributed as needed before, during, and after summer program sessions, from June 8, 2020 through July 31, 2020.)

k. Elementary Summer School Tutors

Michelle Campbell  
Samantha Chaney  
Lauren Cummins  
Becky Frey  
Andrea Gemperle

Sally Hanes  
Michelle Hilbert  
Jennifer Hoffman  
Elizabeth Houchens  
Kelly Howard  
Leigh Anne Johnson  
Katelin Keller  
Julia McQueen  
Stacy McQueen  
Missy Mueller  
Nancy Murtaugh  
Sam Osborne  
Kim Prather  
Sydney Pressler  
Harriet Richardson  
Connor Roberts  
Amie Runyan  
Allison Schick  
Heather Smith  
Karen Smith  
Terri Sunderman  
Jennifer Thompson

(The above-named persons are recommended for employment as summer school tutors as needed at the rate of \$30.69 per hour from June 8, 2020 through July 31, 2020. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

l. Preschool Summer School Teacher

Tiffany Shepherd

(The above-named person is recommended for employment as a preschool summer school teacher as needed at the rate of \$30.69 per hour from July 13, 2020 through July 31, 2020. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

m. Academy Extended School Year Administrator

Chrissy Zboril

(The above-named person is recommended for employment as an administrator for the 2020 Academy extended school year as noted, at a rate of \$30.69 per hour for eight hours daily during summer school, plus 30 additional hours to be distributed as needed before and after extended school, from May 1, 2020 through July 3, 2020.)

n. Academy Extended School Year

Joel Hippert  
Tiffany Lefton

Kelly Lynch  
Devon Rollbuhler

(The above named persons are recommended for employment as extended school year teachers as needed at the rate of \$30.69 per hour for June 2020, specific dates to be determined. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

o. Special Education Extended School Year

Anissa Thomas  
Amy Touassi

(The above named persons are recommended for employment as extended school year teachers as needed at the rate of \$30.69 per hour from June 2020 through August 2020, specific dates to be determined. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

p. Non-Renewal of Substitute Teachers for 2019-2020 Year End

Jesse Albrecht  
Linda Boyer  
Marcia Benjamin  
Alison Ficklin  
Candice Griffin  
Nanette Huey  
Emily Joesting  
Marie Miller  
Madison Moore  
Jennafer Morningstar  
Nneka Russell  
Tiffany Shepherd  
Austin Singleton  
Katharine Tewell

(The above noted substitute teachers have already worked, or may reach 120 days during the 2019-2020 school year, or they have had, or may have teacher's salary and benefits before the end of the school year due to a long term substitute classroom teacher assignment of 60 consecutive days or more before the end of the school year. Therefore, they must be treated like teachers under limited contract and are entitled to notice of non-renewal. The failure to provide such notice could result in automatic renewal of their contract for the following year.)

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

SECOND – Seconded by Mrs. O'Neal

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mrs. Gundrum, Mrs. O'Neal & Mrs. Shorter

Nays: None

Motion Carried: 5-0

20-35 RESIGNATIONS/EMPLOYMENT/TERMINATION OF PROBATIONARY EMPLOYMENT –  
Mr. Penney

MOTION – Moved by Mrs. Shorter to approve the following:

B. Personnel – Support

1. Resignations

- a. Linda Bowen, North, Educational Assistant  
(effective the end of the day March 31, 2020; for retirement purposes)
- b. Debra Combs, West, Educational Assistant  
(effective the end of the day July 31, 2020; for personal reasons)
- c. Susan Landenwitsch, Creekside, Educational Assistant  
(effective end of the day January 9, 2020; per agreement)

2. Employment

- a. Glen Blevins, East, Custodian  
(effective April 3, 2020; previously temporary employment/ for a replacement position)
- b. Brandi Vitolo, District, Confidential Secretary II  
(effective July 7, 2020; for a replacement position)

3. Termination of Probationary Employment

- a. Tara Bridge, Senior High, Educational Assistant  
(effective the end of the day, April 16, 2020)

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

SECOND – Seconded by Mr. Begley

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mrs. Gundrum, Mrs. O’Neal & Mrs. Shorter

Nays: None

Motion Carried: 5-0

C. Items for Board Discussion

1. Board of Education Resolutions Regarding Public Meetings and Operation of Schools - Billy Smith and Mandy Aug

Resolutions are on the agenda for approval tonight.

2. Proposed master contract with the Fairfield Classroom Teachers' Association effective June 30, 2020 through June 29, 2023 - Roger Martin



The Fairfield Classroom Teachers' Association voting results were 347 for the contract and 38 against the contract.

Included in the contract are the following changes:

- 2.5 % raise for each year of the contract
- 1.5% index adjustment at Step 12 for teachers on Bachelor +, Masters, Masters +, Psychologists, Registered Nurses and Athletic Trainers
- Added Step 27 to schedule
- Supplemental Leadership Positions were increased from \$400 to \$800 and from \$800 to \$1200
- Modular pay was raised to \$8.00 per 15 minutes
- Teachers may be asked to sub twice per month

Mr. Berding commented that it was a very successful bargaining process and thanked the teachers for bargaining in good faith.

3. 2020 School Bus Purchase - Joe Penney

The district plans to purchase four 77 passenger buses instead of 72 passenger buses.

Additionally, one handicapped 54 passenger bus will be purchased.

4. COVID-19 Update - Mandy Aug and Jeff Madden

A Learning Update was published on April 6, 2020. Teachers were provided with guidelines for teaching and learning with the focus on the process of remote learning.

Sections include Communications with Students and Parents, Planning & Organization, Content Delivery, Grading and Feedback, Special Services, Connecting And Communicating with Colleagues and Frequently Asked Questions.

Mr. Madden provided a lunch update for the Board. The Monday after spring break the district started serving a week's worth of breakfasts and lunches.

Mrs. O'Neal asked if volunteers were still needed to pass out lunches.

Response: Mr. Madden will send out the information to the Board.

Mrs. O'Neal asked what parents should do if they feel overwhelmed in assisting their student with school work.

Response: The parents should contact the student's teacher.

20-36 APPROVAL OF RESOLUTION DECLARING AN EMERGENCY & SUSPENDING BOARD POLICY REGARDING THE PHYSICAL PRESENCE OF BOARD MEMBERS & PUBLIC PARTICIPATION AT FAIRFIELD CITY SCHOOL DISTRICT BOARD OF EDUCATION BOARD MEETINGS/APPROVAL OF RESOLUTION FOR THE CONTINUED OPERATION OF SCHOOLS DURING THE PENDENCY OF EXECUTIVE ORDER 2020-01D, THE OHIO DEPARTMENT OF HEALTH DIRECTOR'S ORDER REGARDING THE CLOSURE OF ALL

DISTRICT K-12 SCHOOLS IN THE STATE OF OHIO AND THE PASSAGE OF AMENDED  
SUBSTITUTE H.B. 197 SIGNED BY GOVERNOR DEWINE ON MARCH 27, 2020/APPROVAL  
OF MASTER CONTRACT WITH THE FAIRFIELD CLASSROOM TEACHERS' ASSOCIATION  
EFFECTIVE JUNE 30, 2020 THROUGH JUNE 29, 2023/APPROVAL TO AWARD THE BUS  
BID OBTAINED THROUGH SOUTHWESTERN OHIO EDUCATIONAL PURCHASING  
COUNCIL TO RUSH TRUCK CENTERS OF OHIO, INC. FOR THE PURCHASE OF  
FOUR SEVENTY-SEVEN PASSENGER BUSES AND FOR ONE FIFTY-FOUR PASSENGER  
HANDICAP-ACCESSIBLE BUS

MOTION – Moved by Mr. Begley to approve the following:

D. Other Items for Board Action

1. Recommend Approval of the Following Resolution:

**A RESOLUTION DECLARING AN EMERGENCY AND SUSPENDING  
BOARD POLICY REGARDING THE PHYSICAL PRESENCE OF BOARD  
MEMBERS AND PUBLIC PARTICIPATION AT FAIRFIELD CITY SCHOOL  
DISTRICT BOARD OF EDUCATION MEETINGS**

WHEREAS, the Governor of Ohio has declared a state of emergency for the State of Ohio regarding the spread of the COVID-19 coronavirus, and

WHEREAS, all citizens of Ohio are encouraged to stay home to the extent possible, and

WHEREAS, Am. Sub. H.B. 197 now permits, during the period March 9, 2020 through the duration of the State Emergency, but not longer than December 1, 2020, members of a public body to hold and attend meetings and hearings by teleconference, videoconference or any similar electronic technology, and

WHEREAS, public participation at meetings by teleconference, videoconference or similar electronic technology may not be practicable.

NOW, THEREFORE, BE IT RESOLVED by the Fairfield City School District Board of Education as follows:

**Section 1.**

Any existing policy of the Board notwithstanding, public meetings of the Board may be conducted with some or all members present via teleconference, videoconference or any similar electronic technology during the continuance of the State Emergency or until December 1, 2020, whichever is earlier.

**Section 2.**

Public participation at meetings held via teleconference, videoconference or any similar electronic technology is suspended during such meetings.

**Section 3.**

During the time period described in Section 1 above, the Board will provide electronic or telephonic means by which members of the public may attend/observe the meetings of the Board. Such electronic or telephonic means shall ensure that the public can hear the discussions and deliberations of all Board members, including those attending through interactive video conference or teleconference.

**Section 4.**

Appropriate legal notice to the public, news media and those who have requested notice will be provided by reasonable methods so that persons may determine the time, location and manner by which the meetings will be conducted and how it will be accessible to the public.

**Section 5.**

This resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior policy, resolution or act of this Board of Education that may be inconsistent with the provisions of this resolution.

2. Recommend Approval of the Following Resolution:

**A RESOLUTION FOR THE CONTINUED OPERATION OF SCHOOLS  
DURING THE PENDENCY OF EXECUTIVE ORDER 2020-01D,  
THE OHIO DEPARTMENT OF HEALTH DIRECTOR'S ORDER REGARDING  
THE CLOSURE OF ALL DISTRICT K-12 SCHOOLS IN THE  
STATE OF OHIO AND THE PASSAGE OF AMENDED SUBSTITUTE H.B. 197  
SIGNED BY GOVERNOR DEWINE ON MARCH 27, 2020**

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and can easily spread from person to person between individuals who are in close contact with each other (within about 6 feet) or through the touching of a surface that has the virus on it then touching one's own mouth, nose or eyes; and

WHEREAS, the Governor and the 133<sup>rd</sup> General Assembly of the Ohio Legislature have declared a state of emergency with respect to the spread of the novel coronavirus; and,

WHEREAS, the Ohio Department of Health has ordered that all K-12 schools be closed to students through 11:59 p.m. on May 1, 2020; and

WHEREAS, the Am. Sub. H.B. 197 was signed by Governor DeWine on March 27, 2020; and

WHEREAS, Am. Sub. H.B. 197, in effect during the pendency of the emergency declared by Executive Order 2020-01D, provides for significant changes to the state's Open Meetings Act; provides for on-line remote-based learning to meet annual educational hours for the 2019-2020 school year; provides for tele-health communications for professional licensed service providers providing related services to students under IEP's; provides for the suspension of the state educational testing requirements; provided for the suspension of overall letter grade report cards for school districts; provides for the suspension of the third grade reading guarantee; provides graduation requirements for 12<sup>th</sup>-grade students for regular and special education

students, and provides for the possible suspension of educational employees' evaluation requirements under OTES, OCECSC, OPES.

NOW, THEREFORE BE IT RESOLVED, by the Board of Education of the Fairfield City School District, Butler County, Ohio as follows:

**Section 1. School Building Closure**

Effective 12:01 a.m. on March 17, 2020 and continuing at least through May 1, 2020, and as further ordered by the Ohio Department of Health, all school district buildings are closed to students. The Board confirms the Superintendent's authority to comply with this Order.

**Section 2. Remote Learning Opportunities**

The Board hereby authorizes and adopts the attached Continuity of Learning Plan identified as Exhibit A to provide for on-line learning opportunities in accordance with the requirements of Am. Sub. H.B. 197 and Ohio Revised Code §3313.48. It is the intent of the Board that the attached Educational Plan will provide for remote learning opportunities for students to make up/complete an unlimited number of educational hours in lieu of attendance on the days when school buildings are not open to students during the 2019-2020 school year in compliance with an Order issued by the Ohio Director of Health and Am. Sub. H.B. 197.

**Section 3. Suspending Board Policy Regarding Student Grading System**

A. In order to provide appropriate educational opportunities to students through alternative methods, to allow promotion from grade-to-grade, and so not as to penalize students who determine to complete assignments through the offered alternative means, the Board modifies Board policies regarding the awarding of grades as here and after described. Such policies may be reinstated through a subsequent action taken by the Board or the determination that the state of emergency is lifted.

B. The Board authorizes the Superintendent and School Administration to develop and implement a modification of current grading policies for each course or grade level within the Fairfield City School District's instructional program until such time as the state of emergency is lifted.

C. The Board hereby temporarily suspends any and all Board Policies concerning interscholastic athletic eligibility that are inconsistent with those academic requirements of the Ohio High School Athletic Association for the fourth quarter of the 2019-2020 school year and continuing during the current state of emergency.

**Section 4. Graduation Requirements**

The Superintendent, after consultation with the high school principal, is authorized to make any and all decisions concerning those students "on-track" for graduation and to determine whether or not the student has met the requirements for graduation, including regular education and special education students.

It is recognized by the Board that the Superintendent is further authorized, in accordance with the provisions set forth in Am. Sub H.B. 197, to revise the School District's graduation requirements and to elect to require only the minimum curriculum requirements in the District

for graduation in accordance with division (C) of Ohio Revised Code 3313.603 during this emergency.

**Section 5. Teacher and Administrator Evaluations**

For the 2019-2020 school year, due to the Director of Health's March 14<sup>th</sup> Order, or any extension of an order to close all schools, and the language of House Bill 197 (2020), the Board hereby delegates authority to the Superintendent, Treasurer, or their individual designees to determine and deem it impossible or impracticable to conduct an evaluation of any Board employee in accordance with the Ohio Revised Code and Board policies.

**Section 6. Effective Date and Ratification**

This Resolution shall be in full force and effect from and immediately after its adoption and shall supersede and replace any prior resolution or act of this Board of Education that may be inconsistent or duplicative with the provisions of this Resolution. The actions of the Superintendent and Treasurer, and their designees, with respect to the continuation of instruction and nutrition and any other action taken by them on behalf of the District to date, are ratified by this Board of Education.

**Section 7. Compliance with Public Meetings Laws**

The Board of Education hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22, ORC.

3. Recommend approval of the master contract with the Fairfield Classroom Teachers' Association effective June 30, 2020 through June 29, 2023.
4. Recommend awarding the bus bid obtained through Southwestern Ohio Educational Purchasing Council to Rush Truck Centers of Ohio, Inc., for the purchase of four (4) seventy-seven (77) passenger buses for the cost of \$98,497.00 per bus and one (1) fifty-four (54) passenger handicap-accessible bus for a cost of \$97,959.00. The total cost for these buses is \$491,947.00 and includes the trade in of five (5) buses. (This vendor provides the International IC Conventional buses currently utilized in the bus fleet and will provide consistency for the bus fleet servicing and maintenance needs.)

SECOND – Seconded by Mrs. Shorter

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mrs. Gundrum, Mrs. O'Neal & Mrs. Shorter

Nays: None

Motion Carried: 5-0

20-37 APPROVAL OF MINUTES/APPROVAL OF FINANCIAL REPORTS FOR MARCH 2020/  
APPROVAL OF THE 2019-2020 AMENDED APPROPRIATIONS RESOLUTION/DONATION

MOTION – Moved by Mrs. O'Neal to approve the following:

TREASURER'S RECOMMENDATIONS AND REPORTS

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

March 19, 2020 – Regular Meeting

- B. Recommend approval of the financial reports for the month of March 2020.  
C. Recommend approval of the 2019-2020 Amended Appropriations Resolution.  
D. Recommend approval of the following donation:

1. A donation of \$100 from Nancy Hanley to the Fairfield City School District for student lunches.

**Total donations for 2020: \$14,103.00**

SECOND – Seconded by Mr. Begley

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mrs. Gundrum, Mrs. O’Neal & Mrs. Shorter  
Nays: None  
Motion Carried: 5-0

20-38 EMPLOYMENT – Mr. Martin

MOTION – Moved by Mrs. O’Neal to approve the following:

ASSISTANT SUPERINTENDENT'S RECOMMENDATIONS AND REPORTS

- A. Employment

1. Academy Extended School Year  
a. Jordan Smith

SECOND – Seconded by Mrs. Shorter

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mrs. Gundrum, Mrs. O’Neal & Mrs. Shorter  
Nays: None  
Motion Carried: 5-0

COMMITTEE REPORTS

- A. Legislative Update – Balena Shorter

Mrs. Shorter stated that House Bill 197 was approved by the state legislators and signed by Governor DeWine. EdChoice is frozen for the 2020-2021 school year.

No Fairfield School is on EdChoice for next year.

Lobbyists will continue to push for EdChoice. She made a plea for everyone to ask questions of the candidates running in the current election to clarify their stand on

EdChoice. Every vote does matter and asking questions is important.

B. Butler Tech – Michael Berding

Mr. Berding stated that any student who has not earned their certifications is able to go back to Butler Tech after they graduate to finish up their certification.

C. Planning Commission – Brian Begley – No report

ANNOUNCEMENTS

May 4, 2020 - Students Return to School

May 7, 2020 - Board Meeting (Work Session), 6:30PM, FAB Conference Room A

BOARD MEMBER COMMENTS

Mrs. Shorter

She urged everyone to be safe by social distancing.

She encouraged the students to keep up with school work and continue to do their best.

She let them know that they are missed.

She thanked everyone for their hard work and adaptability during this time.

Mrs. O’Neal

She is excited at the prospect of school reopening May 4<sup>th</sup> as she is not enjoying home schooling.

She mentioned that she missed everyone and the connections that can’t be made at this time.

She complimented the administration for preparing for all possible options.

Mr. Smith advised her that he does not think it will be likely that students will return on May 4<sup>th</sup> based on the research that he has done. He mentioned that there is speculation that schools may be doing split sessions in the fall.

Mr. Begley

He echoed all comments that have been made.

He is glad to know that our students’ education is moving forward.

Mr. Berding

He echoes all comments as well.

He is amazed by our volunteers and parents. He is so grateful to see the lunches provided to our students and to see the teachers go above and beyond to assist our students.

He commented to Boy Scout Troop 902 who has tuned in to the Board meeting as part of a community involvement initiative. He hopes that they have learned a bit tonight.

He is glad that the community can see that the Board is still functioning.

20-39 ADJOURNMENT

MOTION – Moved by Mr. Begley to adjourn the meeting.

SECOND – Seconded by Mrs. Shorter

FAIRFIELD CITY SCHOOLS BOARD OF EDUCATION  
REGULAR MEETING  
APRIL 16, 2020

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ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mrs. Gundrum, Mrs. O’Neal & Mrs. Shorter  
Nays: None  
Motion Carried: 5-0

The meeting was adjourned at 9:19 pm by the President, Mr. Berding.

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Treasurer



<p><b>Teacher Workday</b></p>	<p>Thank you for your flexibility during these remote learning days. Day-to-day activities will be different, but will include instructional planning, remote learning, intervention supports, community building activities, virtual meetings, professional learning opportunities, office hours/work, etc.</p> <p>Maintain contact with building administrators and colleagues, especially as it relates to unique situations in order to meet the needs of students. Work collaboratively with building admin and building teams related to unique situations in order to meet the needs of students.</p> <p>Check that resources and tools are accessible.</p>
<p><b>Communication with Students &amp; Parents</b></p>	<p>Communication is very important in a remote learning environment. Please consider dedicating specific time each week to build community with your students to help them feel engaged. Technology cannot replace a person, but technology is a wonderful tool to maintain human connection during this time of separation. Remember, your students miss you and care about you. Let them know how you are doing.</p> <p><b>Be Timely and Consistent</b></p> <ul style="list-style-type: none"> <li>• Respond to all emails within 24 hours on workdays.</li> <li>• Use Remind at least 2 times a week to communicate with parents/guardians. Please contact your building principal if you have questions about this.</li> <li>• Please make sure Progress Book is up-to-date.</li> <li>• Please make yourself available Monday-Friday to parents and/or students who contact you with questions or concerns. This can be done using Zoom. You can also use Google Voice (forwards a phone call to your phone from a generic number) or the chat/message feature in Remind or Class Dojo or Live School!</li> <li>• Make every attempt to communicate with all students/families on a weekly basis. If students are not completing assignments, please reach out to them and their parents/guardians. Document your communication, as well as your attempts to communicate, with students/parents/guardians.</li> <li>• Please consider dedicating specific time each week to reach out to individual students to make them feel engaged and important.</li> </ul>

**Be Smart**

- **Suggested Best Practices for Educators from Zoom:**
- **Communication:** With students must adhere to privacy laws (FERPA & HIPAA)
- Do not engage in one-on-one video conferencing/texting - use district email for one-to-one communication, not social media tools, Zoom/Skype, or text. If you must meet with individual students, please have another staff member present in the meeting.

**Be Creative**

- Try to connect with your students virtually each week so they can see and hear you. This can be accomplished with a pre-recorded video or by hosting a virtual meeting.
- Try to continue some of the community building activities you typically use, such as student of the month, Shout Outs, etc.

**Other Useful Tools**

**EL Student/Family Communication Resource**

**Parent Resource Newsletter**

**Planning & Organization**

**All Grade Levels/Subjects**

- **Keep it simple for yourself and your students.** Many families could be dealing with very stressful situations right now (loss of job, loss of income in the home, illness in family, concern and care for other family members). Sometimes "less is more" so consider creating opportunities for students to think deeply and creatively on a small number of fun, engaging, and thought provoking exercises.
- **Post/Distribute a weekly list of learning activities/assignments by 8:00 am on Monday morning.**
- **Provide a recommended schedule for learning and completion over the course of the week.**
- **Communicate with the grade level team to ensure equity of assignments, time, expectations and to make sure assignments and work fall within the guidelines.**
- **Focus learning tasks and assignments on the most essential standards and critical areas of focus. It is okay to introduce new learning as needed.**
- **Keep in mind that remote learning *cannot replicate the same level of detail* you would cover in a traditional class (and this is OK).**
- **Consistency is key.** Help students and parents plan, prepare and navigate by being consistent in communication, schedule, format and expectations.

**Grades PreK-Kindergarten**

- Plan approximately 5 hours of academic material/ instruction for the week

	<p><u>Grades 1-2</u></p> <ul style="list-style-type: none"> <li>Plan approximately 6-8 hours of academic material/ instruction for the week</li> </ul> <p><u>Grades 3-5</u></p> <ul style="list-style-type: none"> <li>Plan approximately 10 hours of academic material/ instruction for the week</li> </ul> <p><u>Grades 6-8</u></p> <ul style="list-style-type: none"> <li>Plan approximately 10-12 hours of academic material/ instruction for the week</li> </ul> <p><u>Grades 9-12</u></p> <ul style="list-style-type: none"> <li>Plan and design 2-3 hours of academic time per content area, per week.</li> </ul>
<p><b>Content Delivery</b></p>	<p><b>All Grades/Subject Areas</b></p> <ul style="list-style-type: none"> <li>Use Remind, Dojo, Progress Book, email, Google Classroom, Teams, or paper copies to deliver assignments</li> <li>Continue to provide work that remediate or extend learning for students, as appropriate.</li> <li>Reach out to your ESL and intervention teams for support in order to continue to provide accommodations required by a student's IEP, 504 or LEP.</li> <li>Use tools you know first and add new tools when you feel ready.</li> <li>Provide more than one way to learn and interact with an assignment; provide more than one option for students to demonstrate what they have learned.</li> <li>It's okay to try new things; we're all learning to "live, work, and learn" in a new environment; strive for excellence, not perfection.</li> </ul>
<p><b>Grading &amp; Feedback</b></p>	<p><u>Pre-K-12</u></p> <ul style="list-style-type: none"> <li>Principals will communicate more details during the week of April 6</li> </ul>
<p><b>Special Services</b></p>	<p><u>IEP's and ETR's</u></p> <ul style="list-style-type: none"> <li>Intervention Specialists and Speech and Language Pathologists must keep IEPs in compliance.</li> <li>School Psychologists and Speech and Language Pathologists must keep ETRs in compliance.</li> </ul> <p><u>504 Plans</u></p> <ul style="list-style-type: none"> <li>General education teachers are required to provide appropriate modifications and accommodations as required by the 504.</li> <li>School Counselors and Assistant Principals must keep 504s in compliance.</li> </ul>

	<p><b><u>Specialty Designed Instruction</u></b></p> <ul style="list-style-type: none"> <li>● Intervention Specialists and all related service providers must make contact with parents and students 1 time per week through phone, email, zoom, skype, Facetime, or Remind app.</li> <li>● Intervention Specialists must provide support to the general education teacher to modify/accommodate work provided to students.</li> <li>● Intervention Specialists and related service providers must document all contacts made and attempted with parents and students.</li> </ul> <p><b><u>Progress Monitoring and Progress Reports</u></b></p> <ul style="list-style-type: none"> <li>● Intervention Specialists and related service providers must complete progress reports every 5 weeks and try to collect 2 pieces of data per month.</li> </ul>
<p><b>Connecting &amp; Communicating with Colleagues</b></p>	<p>Teachers should stay connected with team/department members and building administrators.</p> <ul style="list-style-type: none"> <li>● Collaborate with colleagues, especially to share ideas and co-create content for your team/department.</li> <li>● Communicate with building administrators, especially if you are having trouble connecting with certain students/families.</li> <li>● Work collaboratively with special education teachers, EL teachers, counselors and other support staff as needed.</li> <li>● Attend virtual meetings as requested during the workday.</li> </ul> <p>Contact Instructional Specialists/Curriculum Department if you need content area or tech help.</p> <p>Look for internal/external professional learning opportunities; invite colleagues to join you.</p>
<p><b>FAQ</b></p>	<p><b>How long will remote learning continue? Will we have to make up days in the summer?</b></p> <ul style="list-style-type: none"> <li>● For now, remote learning will continue through May 1st, but we should be ready for the possibility that this will be extended through the end of the school year.</li> <li>● We will not have to make up days in the summer. HB197 permits schools to make up through distance learning any number of days or hours necessary to meet minimum instructional hour requirements.</li> </ul> <p><b>Can new learning be assigned?</b></p>

- Yes. Lessons will be aligned with key standards. Assignments should be accessible to students with special needs, or alternative assignments should be provided. Please collaborate with ESL and Intervention specialists for input.

**When should assignments be posted?**

- Beginning the week of April 6, teachers will communicate a week's worth of remote learning activities in a single communication on Mondays. Students will have an entire week (due the following Sunday at 11:59 p.m.) to complete all remote learning activities.

**What tools can I use to assist with remote learning?**

- [FireHouse Project Top Ten Resources for Each Grade Level](#)
- The district's Instructional Specialists are also available to help with specific content area or technology questions, so please don't hesitate to reach out to them.

**Are there any professional development webinars that can assist me in using these tools and/or planning for remote learning?**

The number of resources is overwhelming. Here are a few that might be helpful:

- <http://www.katherinemcknight.com/> - Free "Morning Meeting" webinars to share resources and experiences. At each meeting, a special guest will share their expertise and provide support as we transition, as a nation, to E-learning as the primary medium for teaching and learning.
- The Department of Curriculum & Instruction will also be hosting webinars on a variety of tools and topics over the next several weeks. A calendar of "events" will be shared soon; hope you can join us at some point.

**What is happening with spring testing (both OST and MAP)?**

- HB197 exempts schools from state testing. This bill allows all third graders to be promoted to fourth graders. It also permits schools to grant a diploma to any student on track to graduate and for whom the principal, in consultation with teachers and counselors, determines that the student has successfully completed the student's high school curriculum or individualized education program.
- Students will not take the spring 2020 MAP assessment (even if school resumes after May 1st).

**How do we determine retention for students who have not met state test or alternative assessment benchmarks for promotion?**

- Schools are exempt from retaining students in the third grade under the Third-Grade Reading Guarantee, unless the school principal and student's reading teacher determine the student is not reading at grade level.

**How will districts/schools determine graduation eligibility?**

	<ul style="list-style-type: none"><li>● HB 197 permits public and private schools to grant a diploma to any student on track to graduate and for whom the principal, in consultation with teachers and counselors, determines that the student has successfully completed the student's high school curriculum or individualized education program at the time of the Director's order.</li></ul> <p><b>What will happen to Value-Added since state tests are not being administered?</b></p> <ul style="list-style-type: none"><li>● HB 197 prohibits the use of the value-added progress dimension from the 2019-2020 school year to measure student learning attributable to teachers for their performance evaluations.</li></ul> <p><b>Will technology/devices be offered to students?</b></p> <ul style="list-style-type: none"><li>● The district is currently working to survey students/families to determine the need for a device in the home. We will then prioritize those needs and distribute devices as capacity allows.</li><li>● The district is also working to make all school building parking lots wifi accessible. Students/parents will be able to pull into the parking lot and connect wifi in order to download materials/assignments or to submit work.</li></ul>
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