

The Board of Education of the Fairfield City School District in the County of Butler, Ohio, held a Work Session on the 3<sup>rd</sup> of June, 2021 in the Catherine D. Milligan Community Room at Fairfield High School.

The meeting was called to order by the President at 6:30 pm.

ROLL CALL – Present: Mr. Begley, Mr. Berding, Mr. Clark, Mrs. Gundrum & Mrs. Shorter

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

PLEDGE OF ALLEGIANCE – Scott Clark

PUBLIC HEARING TO CONSIDER RE-EMPLOYMENT OF NANCY LANE – Michael Berding

Per ORC 3307.353, the Board of Education will provide opportunity for public comment concerning the potential re-employment of Nancy Lane as District Treasurer. Mrs. Lane will retire from this position effective June 30, 2021.

No public comments.

SUPERINTENDENT’S RECOMMENDATIONS AND REPORTS

21-53 RESIGNATIONS/EXTRACURRICULAR RESIGNATIONS/EMPLOYMENT – Mr. Martin

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

A. Personnel – Professional

1. Resignations

- a. Lynn Brotherton, North, 3rd grade  
(effective at the end of the 2020-2021 school year; for personal reasons)
- b. Kelly Lynch, Academy, Math  
(effective at the end of the 2020-2021 school year; for personal reasons)
- c. Katie Parks-Goad, South, 2nd grade  
(effective at the end of the 2020-2021 school year; for personal reasons)
- d. Laura Yoder, East, Reading Center, 50%  
(effective at the end of the 2020-2021 school year; for personal reasons)

2. Extracurricular Resignations 2020-2021

- a. Craig Reed, Intramural Swimming, 6th Grade, Creekside Middle

- (effective 2020-2021 school year; for personal reasons)
- b. Gary Smith, Intramurals, Central Elementary  
(effective 2020-2021 school year; for personal reasons)

3. Employment

- a. Sarah Browning, Crossroads, 6th grade, ELA  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- b. Megan James, North, EL  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- c. Faith Koehne, Creekside, 7th grade Math  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- d. Katherine Kowalski, District, School Psychologist  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective July 30, 2021; for a replacement position)
- e. Diana Ramsey, Senior High, RN  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- f. Melanie Schackmann, Creekside, Orchestra  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- g. Emma Starkey, Senior High, Science  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- h. Jacob Stewart, Senior High, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- i. Katharine Tewell, West, EL Teacher  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- j. Recommend that the following person be issued an administrative contract effective July 1, 2021, as defined below:

David Maine, Crossroads Middle, Principal (effective July 1, 2021 – June 30, 2024)

k. Home Instructors 2020-2021

Candice Griffin  
Alyssa Rickard

(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 \$31.46 per hour, effective for the 2020-2021 school year.)

l. Credit Recovery and/or Credit Flexibility Instructors

Erica Wesseler

(The above-named persons are recommended for employment as credit recovery and/or credit flexibility instructors at the rate of \$31.46 per hour for the 2020-2021 school year for up to ten (10) hours per student per class.)

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

SECOND – Seconded by Mr. Begley

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Clark, Mrs. Gundrum & Mrs. Shorter

Nays: None

Motion Carried: 5-0

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RESIGNATIONS/UNPAID LEAVES OF ABSENCE – Mr. Smith

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

B. Personnel – Support

1. Resignations

- a. Ethan Arcuri, Senior High, Educational Assistant  
(effective the end of the day May 27, 2021; for personal reasons)
- b. Jeanette Besl, Transportation, Bus Driver  
(effective the end of the day May 25, 2021; for personal reasons)
- c. Alexis Claypool, Crossroads, Educational Assistant  
(effective the end of the 2020-2021 school year; for personal reasons)
- d. James Myers, Freshman, Custodian  
(effective the end of the day July 31, 2021; for retirement purposes)
- e. Joshua Scott, Creekside, Educational Assistant  
(effective the end of the 2020-2021 school year; for personal reasons)

2. Unpaid Leaves of Absence

- a. James Myers, Freshman, Custodian  
(effective .25 day July 8, 2021 through July 31, 2021; for personal reasons)
- b. Deborah Prazynski, West, Educational Support Assistant  
(effective on May 21, 2021; for personal reasons)

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

SECOND – Seconded by Mr. Clark

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Clark, Mrs. Gundrum & Mrs. Shorter

Nays: None

Motion Carried: 5-0

Mr. Clemmons arrived at 6:33 pm.

C. Items for Board Discussion

1. Memorandum of Understanding Regarding Supplemental Contracts – Roger Martin

Mr. Martin explained that the Memorandum of Understanding Regarding Supplemental Contracts between the Fairfield Board of Education and Fairfield Classroom Teachers Association came about as a result of the Covid-19 pandemic. He stated that if at any time the District has to close, those who have supplemental contracts will only be paid for the portion that was worked. Additionally, employees will now receive their pay over the remaining pay periods in their contract. In the event an employee is overpaid, there is a process in place to recover the overpayment.

2. Board Policies – Roger Martin

- a. EB – Safety Program
- b. EBCD – Emergency Closings
- c. EFH – Food Allergies
- d. IGBEA – Reading Skills and Interventions

Mr. Martin reviewed each of these Board Policies and noted the changes or additions to them. He stated that they will be voted on at the next Board meeting.

3. Job Descriptions – Katie Myers

African Student Union Advisor  
Athletic Facilities Coordinator  
Assistant Transportation Director  
Bullying and Harassment Specialist/Title IX Coordinator  
Coordinator of Elementary Curriculum and Instruction

Director of Human Resources  
English as a Second Language Teacher  
English as a Second Language Tutor  
Elementary Intramural Soccer Coach  
Fairfield for Change Advisor  
House (Tribal) Coordinator  
Intramurals, Elementary  
Peer Tutoring Coordinator  
Pop Orchestra Co-Director  
Power of the Pen Sponsors  
Secondary Coordinator of Curriculum and Instruction  
School and Community Relations Director  
Track, Middle School Head, 7<sup>th</sup>/8<sup>th</sup> Grade  
Transportation Director  
Volleyball, Varsity Head, Girls

Mrs. Myers prefaced her presentation by noting that the job descriptions that she had provided to the Board fall into two different categories: one for extra-curriculars, and the other is for employee job descriptions within the District. She went over the job descriptions and mentioned the revisions or additions to each one of them.

Mr. Clark wanted to know if the current ESL (English as a Second Language) students and parents would understand the change to EL (English Learner). Mr. Smith asked for clarification and assured the Board that our registration team (and translators when necessary) does a great job to help families get through the process [of registering]. He noted that the title change won't directly impact our procedures when families come in to register.

Mr. Begley referred to the job description of the School and Community Relations Director. He noted that one qualification that is not listed is dealing with a crisis situation and asked if it should be added as a required skill for that position. Mrs. Myers responded that when crisis management is needed, it is the function of the Team to address the situation, but said that she would do some research to determine if that skill should be added to all Team members' job descriptions.

Mrs. Shorter asked about the removal of certain qualifications from the English Learner Tutor job description. Mrs. Myers replied that those qualifications are listed under the English Learner Teacher job description.

21-55      APPROVAL OF RETIREMENT OF TREASURER NANCY LANE EFFECTIVE JUNE 30, 2021 CONTINGENT UPON APPROVAL OF RE-EMPLOYMENT AS SUPERANNUATE TO THE SAME POSITION JULY 1, 2021/APPROVAL OF EMPLOYMENT CONTRACT FOR NANCY LANE, TREASURER, EFFECTIVE JULY 1, 2021 THROUGH JULY 31, 2025

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

D.    Other Items for Board Action

1. The Board President recommends approval of the retirement of Treasurer Nancy Lane effective June 30, 2021 contingent upon approval of re-employment as superannuate to the same position July 1, 2021.
2. Recommend approval of the following resolution:

BE IT RESOLVED by the Fairfield City School District Board of Education that the employment contract for Nancy Lane, Treasurer, effective July 1, 2021 through July 31, 2025, is hereby approved and the President of the Board is hereby authorized to execute the same on behalf of the Board.

SECOND – Seconded by Mr. Begley

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Clark, Mrs. Gundrum & Mrs. Shorter

Nays: None

Motion Carried: 5-0

#### COMMITTEE REPORTS

- A. Legislative Update – Balena Shorter

Mrs. Shorter read a report about state funding.

- B. Butler Tech – Michael Berding – No report

- C. Planning Commission – Brian Begley – No report

- D. Student Achievement – Jerrilynn Gundrum

Mrs. Gundrum congratulated all of the seniors who graduated. She recognized the men's track and field team for being District Champions. And she acknowledged West Elementary second grader, Kaitlyn Ries, as the winner of the school's Rock, Paper, Scissors tournament.

- E. Parks and Recreation – Scott Clark

Mr. Clark encouraged Fairfield residents to send photos to the Parks and Recreation Facebook page, showing how they enjoy the city parks.

#### ANNOUNCEMENTS

June 7 – July 2, 2021 – Summer School, Advanced Credit

June 14 – July 9, 2021 – Summer School, Make-up and Online

June 14 – July 22, 2021 – Summer School, Elementary

June 24, 2021 – Board Meeting, 6:30 PM, FHS Catherine D. Milligan Community Room

#### BOARD MEMBER COMMENTS

Mrs. Shorter

She congratulated our graduates and wished everyone a happy and safe summer.

Mrs. Gundrum

She also congratulated the seniors. She said that graduation was amazing and wished everyone a happy summer.

Mr. Clark

He thanked Mrs. Myers for her work on the job descriptions. He agreed with Mrs. Gundrum that graduation was great. He encouraged those who are old enough to work to take advantage of so many job opportunities or to help an elderly neighbor with tasks they may not be able to do. He also reminded everyone to be safe.

Mr. Begley

He shared the same sentiments as his fellow Board Members by congratulating the graduated seniors and wished them luck in their future endeavors. He urged them to be safe during the graduation parties.

Mr. Berding

He thanked all those who worked behind the scenes to make graduation so wonderful. He expressed his gratitude to Mrs. Lane for deciding to come back to work for us and stated what an asset she is to the school system and to the entire Fairfield community.

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ADJOURNMENT

MOTION – Moved by Mr. Clark to adjourn the meeting

SECOND – Seconded by Mrs. Shorter

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Clark, Mrs. Gundrum & Mrs. Shorter

Nays: None

Motion Carried: 5-0

The meeting was adjourned at 7:13 pm by the President, Mr. Berding.

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

President

Treasurer