

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

**BOARD OF EDUCATION MEETING AGENDA**

**June 24, 2021**

**REGULAR SESSION 6:30 PM  
CATHERINE D. MILLIGAN COMMUNITY ROOM  
FAIRFIELD SENIOR HIGH SCHOOL**

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CALL TO ORDER

ROLL CALL

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Shorter**

PLEDGE OF ALLEGIANCE – Balena Shorter

PRESENTATIONS/RESOLUTIONS

A. American Rescue Plan – Mandy Aug and Billy Smith

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. Resignations

- a. Courtney Baker, North, 4<sup>th</sup> grade  
(effective at the end of the 2020-2021 school year; for personal reasons)
- b. Jacquelyn Feist, Freshman, English  
(effective at the end of the 2020-2021 school year; for personal reasons)
- c. Nancy Finn, North, 2<sup>nd</sup> grade  
(effective October 1, 2021; for retirement purposes)
- d. Erin Knox, Central, 2<sup>nd</sup> grade  
(effective at the end of the 2020-2021 school year; for personal reasons)
- e. Danielle Linowes, Central, 5<sup>th</sup> grade Math  
(effective at the end of the 2020-2021 school year; for personal reasons)

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- f. Elyse Parker, Creekside, Assistant Principal  
(effective at the end of the day on June 30, 2021; for personal reasons)
  - g. Britni Tudor, West, Assistant Principal  
(effective at the end of the day on June 30, 2021; for personal reasons)
2. Unpaid Leaves of Absence
- a. Jennifer Tackett, South, 2<sup>nd</sup> grade  
(effective on August 13, 2021 through November 30, 2021; for childrearing purposes)
  - b. Lauren Williams, Crossroads, 8<sup>th</sup> grade Math  
(effective for the 2021-2022 school year; for personal reasons)
3. Employment
- a. Matthew Baker, Senior High, Choir Director  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
  - b. Lauren Cummins, North, 1<sup>st</sup> grade  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
  - c. Ryan Forbush, East, Intervention Specialist Social Communications  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
  - d. Joya Haithcock, Central, Guidance Counselor  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
  - e. Lauren Harmon, Central, Art  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
  - f. Rebecca Holroyd, 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)
  - g. Jennifer Jett, Sacred Heart, RN, additional 10% contract  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; this brings her to a 90% contract status, to be paid out of Auxiliary Service Funds)
  - h. Tracy Lattarulo, Compass, 5<sup>th</sup> grade ELA/SS  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)

- i. Allyson Markham, East, 1<sup>st</sup> grade, 50%  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- j. Kristin Martin, Crossroads, 8<sup>th</sup> 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)
- k. Kaitlyn Pennekamp, Senior High, Health/PE  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- l. Emily Sawyer, Compass, 1<sup>st</sup> grade  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- m. Susan Scott, Senior High, English  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- n. Lauren Tracey, North, 4<sup>th</sup> grade Social Studies/Science  
(recommended for a new one-year limited teaching contract for the 2021-2022 school year, effective August 13, 2021; for a replacement position)
- o. Megan Wagner, Crossroads, 8<sup>th</sup> 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)
- p. Secondary Summer School Teachers 2020-2021

Advanced/Make-Up Courses

Carol Nance

EOC Intervention

Carol Nance

(The above-named person is recommended for employment as a summer school teacher as needed at the rate of \$31.46 per hour from June 7, 2021 through July 21, 2021.)

- q. Elementary Summer School Tutors 2020-2021

Samantha Pfirrmann

(The above-named person is recommended for employment as a summer school tutor as needed at the rate of \$31.46 per hour from June 14, 2021 through July 22, 2021.)

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

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

**B. Personnel – Support**

1. Resignations

- a. Frances Annelise Erskine, Freshman, Secretary III  
(effective end of the day August 12, 2021; to accept another position within the District)
- b. Allyson Markham, East, Educational Assistant  
(effective the end of the 2020-2021 school year; to accept another position within the District)
- c. Emily Sawyer, South, Educational Support Assistant  
(effective the end of the 2020-2021 school year; to accept another position within the District)

2. Unpaid Leave of Absence

- a. Debora Fehrenbach, Compass, Educational Assistant  
(effective January 1, 2021 up to three years; for disability leave of absence)

3. Employment

- a. Brittany Coomes, Creekside, Educational Assistant  
(effective August 13, 2021; for a replacement position)
- b. Frances Annelise Erskine, Crossroads, Educational Assistant  
(effective August 13, 2021; for a replacement position)
- c. Idil Oguz, Compass, 2021 Summer Program Latchkey Assistant  
(effective June 1, 2021 through August 12, 2021; to be paid at the Educational Assistant substitute rate)
- d. Kaylee Perry, Compass, 2021 Summer Program Latchkey Assistant  
(effective June 1, 2021 through August 12, 2021; to be paid at the Educational Assistant substitute rate)

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

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Shorter**

**President declares motion \_\_\_\_\_.**

**C. Items for Board Discussion**

1. Board of Education Presentation Schedule for the 2021-2022 School Year – Michael Berding
2. Academic Support Tutor Job Description – Mandy Aug
3. EL Teacher at Compass and/or Central Elementary – Mandy Aug

**D. Other Items for Board Action**

1. Recommend approval of the following Board Policies:
  - a. EB – Safety Program
  - b. EBCD – Emergency Closings
  - c. EFH – Food Allergies
  - d. IDBEA – Reading Skills and Interventions
2. Recommend approval of the Memorandum of Understanding regarding Supplemental Contracts.
3. Recommend approval of the following job descriptions:

Academic Support Tutor  
 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

4. Recommend approval of the following resolution/agreement to provide services by the Butler County Educational Service Center to the Fairfield City School District:

**RESOLUTION FOR SERVICES WITH BUTLER COUNTY  
EDUCATIONAL SERVICE CENTER**

**WHEREAS**, the Board of Education desires to enter into an agreement with the Butler County Education Service Center (“BCESC”) to provide services delineated in the Agreement pursuant to the Ohio Revised Code § 3313.845.

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

**SECTION I**

The Board of Education hereby authorizes and approves the Agreement with the Butler County ESC for the provision of services. BCESC shall furnish services to the Fairfield City School District (“FCSD”).

FCSD agrees to pay the BCESC for the contracted services as listed in Appendix A and Appendix B of this Contract in the amount of \$3,013,663.93.

The Parties may agree through their designated representatives to modify the services and programs, subject to the availability of qualified staff and resources. If amended, a copy of the revised Summary of Services shall be signed by the Parties to this Agreement or their designees and shall supersede and take the place of any prior Summary of Services.

Modifications requiring an increase or decrease in staffing levels, services, programs and/or materials that occur after the start of the next school year are subject to the ability of the Butler ESC to reassign staff and redistribute services and materials without costs to the Butler ESC.

In the event the Board of Education requests a decrease in services, the Board of Education will remain responsible for all costs including but not limited to staff compensation and materials pending the completion of alternate staffing assignments and redistribution of services and materials to other clients of Butler ESC. The Butler ESC will not unreasonably delay staff reassignment or redistribution of materials.

Conditions of this agreement are subject to appropriate funding to the Butler County Educational Service Center to render said services.

This Agreement will be in effect for one school year, commencing July 1, 2021, and ending June 30, 2022.

Administration coordination for this agreement will be the responsibility of designated individuals of FCSD and the BCESC. These individuals will be responsible for the implementation and monitoring of this contract and will meet regularly to review the progress of the agreement.

This Agreement may not be amended, changed or modified in any respect whatsoever except in writing signed by all of the parties.

This Agreement constitutes and expresses the entire agreement and understanding between the parties concerning the subject matter of this contract. This Agreement will supersede all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Agreement. (The agreement was previously provided to the Board.)

- 5. Recommend approval of the agreement between the Butler County Educational Service Center and Fairfield City School District for the services of one additional Success Program Liaison, effective August 1, 2021 – July 31, 2022, at a cost not to exceed \$61,805.00. (The agreement was previously provided to the Board. The Student Wellness and Success Grant will cover the cost of this agreement.)
- 6. Recommend awarding of bid for summer feeding of students to On Call Meal Solutions in the amount of three hundred fifty-seven thousand two hundred ninety dollars and fifty cents (\$357,290.50) effective June 21, 2021.

**Motion to accept the recommendations:** \_\_\_\_\_ ; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_ .

**TREASURER’S RECOMMENDATIONS AND REPORTS**

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

- May 20, 2021 – Regular Meeting
- June 3, 2021 – Regular Work Session Meeting

B. Recommend approval of the financial reports for the month of May 2021.

C. Recommend approval of the 2020-2021 Amended Appropriations Resolution.

D. Recommend approval of the 2021-2022 Appropriations Resolution.

E. Recommend approval of the following donations:

- 1. A donation of flowers valued at \$69 from Lakeview Garden Center to Fairfield South Elementary School for a beautification project at Symmes Burial Grounds.

2. A donation of \$6,000 from Fairfield South Elementary School PTC to Fairfield South Elementary School for the use of building updates.

**Total donations for 2021: \$10,281.00**

- F. Recommend approval of the disposal of the following fixed assets:

<u>Tag Number</u>	<u>Description</u>	<u>Location</u>
7871	Sony Digital Camera	Cincinnati Christian School
23516	Apple Laptop	Cincinnati Christian School
23517	Apple Laptop	Cincinnati Christian School
25301	Apple Laptop	Cincinnati Christian School
25302	Apple Laptop	Cincinnati Christian School
25303	Apple Laptop	Cincinnati Christian School
25304	Apple Laptop	Cincinnati Christian School
25305	Apple Laptop	Cincinnati Christian School
25306	Apple Laptop	Cincinnati Christian School
25307	Apple Laptop	Cincinnati Christian School
25309	Apple Laptop	Cincinnati Christian School
25310	Apple Laptop	Cincinnati Christian School
25311	Apple Laptop	Cincinnati Christian School
25312	Apple Laptop	Cincinnati Christian School
25313	Apple Laptop	Cincinnati Christian School
25314	Apple Laptop	Cincinnati Christian School
25315	Apple Laptop	Cincinnati Christian School
25318	Apple Laptop	Cincinnati Christian School
25319	Apple Laptop	Cincinnati Christian School
25320	Apple Laptop	Cincinnati Christian School
25322	Apple Laptop	Cincinnati Christian School
25323	Apple Laptop	Cincinnati Christian School
25324	Apple Laptop	Cincinnati Christian School
25325	Apple Laptop	Cincinnati Christian School
32207	Computer	Compass Elementary
32215	Computer	Compass Elementary
32227	Computer	Compass Elementary
32234	Computer	Compass Elementary
32250	Computer	Compass Elementary
34497	Computer	Compass Elementary
31996	Computer	Creekside Middle
31998	Computer	Creekside Middle
32063	Computer	Creekside Middle
32297	Computer	Creekside Middle
32315	Computer	Creekside Middle
32336	Computer	Creekside Middle
32391	Computer	Creekside Middle
32396	Computer	Creekside Middle
32462	Computer	Creekside Middle



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32495	Computer	Creekside Middle
34395	Computer	Creekside Middle
34425	Computer	Creekside Middle
13162	Electronic Piano	Crossroads Middle
13165	Electronic Piano	Crossroads Middle
32107	Computer	Crossroads Middle
32144	Computer	Crossroads Middle
32145	Computer	Crossroads Middle
32148	Computer	Crossroads Middle
32152	Computer	Crossroads Middle
32161	Computer	Crossroads Middle
32407	Computer	Crossroads Middle
32519	Computer	Crossroads Middle
32521	Computer	Crossroads Middle
33267	Computer	Crossroads Middle
34296	Computer	Crossroads Middle
27114	TV	FAB
35457	Computer	Freshman School
35463	Computer	Freshman School
35465	Computer	Freshman School
35471	Computer	Freshman School
23178	Digital Piano	High School
27028	Digital Piano	High School
27029	Digital Piano	High School
33209	Computer	High School
33277	Computer	High School
33292	Computer	High School
33923	Computer	High School
33944	Computer	High School
33972	Computer	High School
35234	Computer	High School
35235	Computer	High School
35332	Computer	High School
35337	Computer	High School
35343	Computer	High School
35358	Computer	High School
35387	Computer	High School
35408	Computer	High School
36014	Computer	North Elementary
36018	Computer	North Elementary
32108	Computer	South Elementary
32116	Computer	South Elementary
35529	Computer	South Elementary
200014	Bus 32	Transportation
210036	Bus 66	Transportation
31968	Computer	West Elementary

G. Recommend approval of the following fund to fund advances:

\$163,694.51

From: 001-0000 General Fund  
To: 001-9059 Summer School  
Purpose: Expenditures exceeded revenues for FY2021

\$1,882.39

From: 001-0000 General Fund  
To: 009-9315 East Elementary Fees  
Purpose: Expenditures exceeded revenues for FY2021

\$15,958.20

From: 001-0000 General Fund  
To: 018-950H Public School Support - High School  
Purpose: Expenditures exceeded revenues for FY2021

\$125.62

From: 001-0000 General Fund  
To: 018-956R Crossroads Maintenance Pepsi Fund  
Purpose: Expenditures exceeded revenues for FY2021

\$1,578.58

From: 001-0000 General Fund  
To: 200-922H Class of 2022 – High School  
Purpose: Expenditures exceeded revenues for FY2021

\$14,224.20

From: 001-0000 General Fund  
To: 200-950H Annual – High School  
Purpose: Expenditures exceeded revenues for FY2021

\$1.49

From: 001-0000 General Fund  
To: 200-952H Asian Club – High School  
Purpose: Expenditures exceeded revenues for FY2021

\$249.81

From: 001-0000 General Fund  
To: 200-953C Student Council – Compass  
Purpose: Expenditures exceeded revenues for FY2021

\$5.71

From: 001-0000 General Fund  
To: 200-957F Yearbook Fund – Freshman  
Purpose: Expenditures exceeded revenues for FY2021

\$4,481.79

From: 001-0000 General Fund  
To: 200-956R Library Activities – Crossroads  
Purpose: Expenditures exceeded revenues for FY2021

\$932,335.72

From: 001-0000 General Fund  
To: 300-950H Athletic Fund – High School  
Purpose: Expenditures exceeded revenues for FY2021

\$3,195.83

From: 001-0000 General Fund  
To: 300-951S Soccer Tournament – High School  
Purpose: Expenditures exceeded revenues for FY2021

\$1,294.55

From: 001-0000 General Fund  
To: 300-954F Athletic Fund – Freshman  
Purpose: Expenditures exceeded revenues for FY2021

\$6,790.69

From: 001-0000 General Fund  
To: 461-9021 High Schools That Work – FY21  
Purpose: Waiting on payment

\$868.48

From: 001-0000 General Fund  
To: 499-9021 School Psych Intern Grant – FY21  
Purpose: Waiting on payment

\$1,900,919.05

From: 001-0000 General Fund  
To: 507-9121 ESSER II Grant  
Purpose: Waiting on payment

\$256,735.30

From: 001-0000 General Fund  
To: 516-9021 IDEA Part B – FY21  
Purpose: Waiting on payment

\$7,866.36

From: 001-0000 General Fund  
To: 536-9021 Title I – School Improvement – FY21  
Purpose: Waiting on payment

\$80,024.13

From: 001-0000 General Fund  
To: 551-9021 Title III – Limited English – FY21  
Purpose: Waiting on payment

\$198,217.84

From: 001-0000 General Fund  
To: 572-9021 Title I – FY21  
Purpose: Waiting on payment

\$3,420.83

From: 001-0000 General Fund  
To: 587-9021 Early Childhood Special Ed – FY21  
Purpose: Waiting on payment

\$113,617.19

From: 001-0000 General Fund  
To: 590-9021 Title II-A – FY21  
Purpose: Waiting on payment

\$107,914.45

From: 001-0000 General Fund  
To: 599-9021 Title IV-A – FY21  
Purpose: Waiting on payment

\$3,324.72

From: 001-0000 General Fund  
To: 599-9120 Fairfield Prevention Coalition – FY20  
Purpose: Waiting on payment

\$23,094.83

From: 001-0000 General Fund  
To: 599-9321 Fairfield Prevention Coalition – FY21  
Purpose: Waiting on payment

H. Recommend approval of the following fund to fund transfers:

\$262,560.98

From: 001-911A General Fund-Energy  
To: 003-911A HB264 Energy Bond Fund  
Purpose: Balance to transfer for bond payments.

\$5,000.00

From: 020-9009 Central Latchkey  
To: 020-9011 South Latchkey  
Purpose: Expenditures exceeded revenues for FY21

\$8,000.00

From: 020-9010 North Latchkey  
To: 020-9011 South Latchkey  
Purpose: Expenditures exceeded revenues for FY21

\$8,993.65

From: 020-9113 Compass Summer Latchkey  
To: 020-9011 South Latchkey  
Purpose: Expenditures exceeded revenues for FY21

\$48,000.00

From: 020-9013 Compass Latchkey  
To: 020-9001 District Latchkey  
Purpose: Expenditures exceeded revenues for FY21

\$15,000.00

From: 020-9012 West Latchkey  
To: 020-9001 District Latchkey  
Purpose: Expenditures exceeded revenues for FY21

\$16,744.37

From: 020-9015 East Latchkey  
To: 020-9001 District Latchkey  
Purpose: Expenditures exceeded revenues for FY21

**Motion to accept the recommendations:** \_\_\_\_\_ ; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley** \_\_\_\_\_ **Berding** \_\_\_\_\_ **Clark** \_\_\_\_\_ **Gundrum** \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

**COMMITTEE REPORTS**

- A. Legislative Update – Balena Shorter
- B. Butler Tech – Michael Berding
- C. Planning Commission – Brian Begley
- D. Student Achievement – Jerrilynn Gundrum
- E. Parks and Recreation – Scott Clark

**ANNOUNCEMENTS**

July 5, 2021 – Independence Day Observed – All FCSD Buildings closed  
July 15, 2021 – Board Meeting (Regular Meeting) 6:30 PM, FHS Catherine D. Milligan  
Community Room  
August 7, 2021 – Back to School Bash, 9:00 AM – 12:00 PM, Crossroads Middle School

**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 or Imminent Litigation

Economic Development Assistance R.C. 121.22 (G) (8)

**Motion to convene executive session:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Begley**    \_\_\_\_\_ **Berding**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **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**    \_\_\_\_\_ **Clark**    \_\_\_\_\_ **Gundrum**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

**President adjourns meeting at** \_\_\_\_\_ **P.M.**