

FAIRFIELD CITY SCHOOLS BOARD OF EDUCATION
WORK SESSION
SEPTEMBER 1, 2022

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The Board of Education of the Fairfield City School District in the County of Butler, Ohio held a Work Session Meeting on the 1st of September, 2022 in the Catherine D. Milligan Community Room at Fairfield High School.

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

Moment of silence for Evan Huxsoll, Fairfield/Butler Tech student who passed away.

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

Also present: Mr. Smith, Mrs. Lane, Dr. Rice, Mrs. Aug, Mr. Perry, Mrs. Hauer & Mr. Clemmons

PLEDGE OF ALLEGIANCE – Jerrilynn Gundrum

PRESENTATIONS/RESOLUTIONS

A. Key to the District – Billy Smith

Mr. Smith started by stating there were approximately 700 book bags, 1200 hot dogs, 1200 bottles of water, 750 donuts, 100 haircuts plus horse rides and face painting at the Annual Back to School Bash. It's a team effort with Administration and employees who show up to help, but one person who works behind the scenes pulls it all together and that is Nina Rose.

Mr. Smith read a proclamation and presented a key to the district to Nina Rose.

Mrs. Gundrum said thank you to Mrs. Rose. She can only imagine the planning and coordination that goes into that day.

Mr. Clark also thanked Mrs. Rose. He stated he's been to two Back to School Bashes and they get bigger every year. He also said he knows how much work goes into that event.

Mr. Begley commented that it's an amazing event and adding the athletic part of it this year was a wonderful addition. He thanked Mrs. Rose.

Mrs. Shorter arrived at 6:36 pm.

B. School Safety Update – Matt Crapo & Lance Perry

Mr. Crapo began the presentation by saying that there are four School Resource Officers in the district with many years of experience. They have training every school year.

Mr. Perry gave some safety updates –

- Threat assessments by building level administration and SRO's
- Window stickers with classroom numbers on them visible from the outside
- Complete removal of all analog radios, we are now 100% digital
- "Handle With Care" Program – school receives notification if police or ambulance were sent to a student's residence.

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- Three Annual safety drills and one theoretical drill with students each year
- New interior door locks for interior classrooms at Crossroads Middle School
- Safety teams at all secondary buildings in compliance with HB123
- Vestibule window dressings
- Badge operated entry doors

Mr. Crapo announced that Halo Smart Sensors have been installed in the restrooms at the High School, Freshman and Academy. These detect elevated sound, hazardous chemicals, air quality changes and environmental changes such as temperature, humidity, pressure and air quality. He also revealed that the Raptor Visitor Management system is new this school year. Each visitor into the school has to show a photo ID. Information is entered into the system and it goes through a sexual predator scan. This will show the administration who is in the school and why they are there.

Mr. Perry went over Cyber Security and stated that multifactor authentication has been added to all VPN accounts. Technology Department runs weekly tests on critical staff at the Administration building to test how they handle a phishing email. We also have SWOCA running annual security audits on our network and servers.

Mr. Crapo went on to say we have on-going safety protocols that don't cost us anything with holding regular safety meetings throughout the year, holding meetings with the SRO's, removing "kick stands" on all exterior doors, stressing the importance of not propping doors open and keeping doors locked.

Last year, Mr. Crapo said we applied for safety grants which no schools in Butler County received. The governor of Ohio offered all schools that applied up to \$50,000 per school building to help with their projects. We were awarded \$350,000 from this grant. Our greatest need at the moment is to make our doors work with our badge system. The second greatest need is to update our security cameras in the buildings.

As for future safety plans, we plan on working on the district-wide badge access to include all employees, doors in all buildings to be electronic and work with the badges and security camera upgrades throughout the district.

Mrs. Shorter commented that it was a great presentation. She thanked them for putting this together.

Mrs. Gundrum also thanked them for putting this information together and stated it was very encouraging and reassuring.

Mr. Clark thought it was great information. He also said the Halo piece is wonderful and thanked them for being ahead of the game.

Mr. Begley thought the Raptor system is much needed. He also said that technology is on top of it and ahead of the game.

SUPERINTENDENT'S RECOMMENDATIONS AND REPORTS

22-72 RESIGNATIONS/UNPAID LEAVE OF ABSENCE/EMPLOYMENT – Mrs. Hauer

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

A. Personnel – Professional

1. Resignation

- a. Tina Lloyd, West, 1st grade
(effective June 1, 2023; for retirement purposes)

2. Unpaid Leave of Absence

- a. Stephanie Brooks, South, 2nd grade
(effective September 6, 2022 through October 3, 2022; for childrearing purposes)

3. Employment

- a. Rebecca Heis, West, Preschool Intervention Specialist
(recommended for a new one-year limited teaching contract for the 2022-2023 school year, effective August 18, 2022; for a replacement position)
- b. Saturday School 2022-2023

Jay Bauer
Ricardo Calles
Shannon Cupp
Cassandra Delaney
Cathy Landeen
Jonathan McEldowney
Kathleen Motsinger
Rebecca Salyers
Kareem Sanders
Emily Singleton
Eric Stephenson
Jennifer Willicut
Roxanna Woyat
Chrissy Zboril

(Periodically the district has students who are assigned to Saturday School as an alternative consequence for infractions of rules/board policy. Due to the sometimes-tense atmosphere of student interaction at Saturday School, it has become necessary to schedule an administrator to be present. It is recommended that these administrators be compensated at the rate of \$75.00 per Saturday School worked as assigned, effective for the 2022-2023 school year.)

c. Extracurricular(s) 2022-2023

Senior High

Lauren Cummins, Cheer Coach, JV Basketball
Lauren Cummins, Cheer Coach, JV Football
Emily Flaig, Cheer Coach, BB, Varsity
Emily Flaig, Cheer Coach, FB, Varsity
Dan Gehr, Ohio Mock Trial Advisor
Chris Hubbard, Volleyball, Varsity Head, Boys
Chris Hubbard, Soccer, Assistant Girls
Michael Jones, GSA Club Advisor 50%
Austin Keller, GSA Club Advisor 50%
John Meyer, Lacrosse, Varsity Girl Head Coach
Heather Packo, Hope Squad Advisor
Julie Wiencek, Sophomore Class Sponsor
Blair Willcocks, Wrestling, head Coach, Boys & Girls
Emma Starkey, Soccer, Assistant Girls
Lily Zhu, Asian American Association Advisor

Freshman

Samantha Kloth, Soccer, Girls

Middle –Creekside and Crossroads combined

Bernard Caldwell, Football 7th/8th Grade
Lanita Drake, Cross Country
Kelly Massie, Show Choir Assistant Director 50%
Craig Reed, Swim Team Coach
Elizabeth Welsh, Tennis, Girls, 7th/8th Grade

Middle – Creekside Middle

Lanita Drake, Intramural Basketball, Boys 6th Grade
Lanita Drake, Intramural Director, 6th Grade
Jennifer Knoth, Student Council 8th
Stefanie Lawson, Volleyball Coach, 7th/8th Grade
Alexis Trentman, Youth Coalition Advisor

Middle – Crossroads Middle

Taylor Harris, Student Council, 6th 50%
Beth Hensley, Student Council, 6th 50%
Isabella Pio, Volleyball Coach, 7th/8th (Supplemental position #1)
Isabella Pio, Volleyball Coach, 7th/8th (Supplemental position #2)
Craig Reed, Intramural Swimming, 6th Grade

Central Elementary

Gary Smith, Intramurals-Basketball
Leigh Terry, Intramurals-Soccer

West Elementary

Elizabeth Marquette, Elem. Select Choir Director (additional due to numbers)

d. Academic Support Tutor(s) 2022-2023

Lisa Agarwall
Brady Bowling
Sarah Brown
Erin Cofskey
James Frazier
L. Braden McMonigle
Clayton Peregoy
Kelly Vale

(It is recommended that the above-noted person(s) be employed as a designated Academic Support Tutor at the rate of \$33.05 per hour, effective for the 2022-2023 school year.)

e. EL Tutor(s) 2022-2023

Mamta Bajgain
Noelle Champagne
Tamara Clemmons
Kandace Richardson
Mary Jo Roberts
Candace Turer

(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 \$33.05 per hour, effective for the 2022-2023 school year.)

f. Home Instructor(s) 2022-2023

Supriya Khirwadkar
Kaitlyn Myers
Brenda Stieger

(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 \$33.05 per hour, effective for the 2022-2023 school year.)

g. Substitute Teacher(s) 2022-2023

Lily Zhu

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(All recommendations are for the 2022-2023 school year at a rate of \$105 per day.)

h. Substitute Nurse(s) 2022-2023

Brittney Cassell
Lauren Kendall
Rebecca Telvick

(All recommendations are for the 2022-2023 school year at a rate of \$105 per day.)

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

SECOND – Seconded by Mr. Clark

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

Nays: None

Motion Carried: 4-0

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RESIGNATIONS/UNPAID LEAVE OF ABSENCE/EMPLOYMENT/PROMOTION/
CORRECTIONS – Mrs. Hauer

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

B. Personnel – Support

1. Resignations

- a. Billy Carberry, Creekside, Custodian
(effective the end of the day September 5, 2022; to accept another position within the District)
- b. Taylor Fields, Compass, Educational Assistant
(effective the end of the day September 5, 2022; to accept another position within the District)
- c. Tamica Goodman, Transportation, Bus Driver
(effective the end of the day August 29, 2022; for personal reasons)
- d. Tabatha Howard, Crossroads, Educational Assistant
(effective the end of the day August 19, 2022; for personal reasons)
- e. Kristen Mason, Compass, Educational Assistant
(effective the end of the day August 19, 2022; to accept another position within the District)
- f. Mischelle Price, District, Confidential Receptionist
(effective the end of the day August 29, 2022; for personal reasons)

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- g. Jennifer Torres, Transportation, Bus Driver
(effective the end of the day August 19, 2022; to accept another position within the District)
- 2. Unpaid Leave of Absence
 - a. Morgan Ritter, Compass, Educational Assistant
(effective September 2, 2022 through October 9, 2022; for personal reasons)
- 3. Employment
 - a. Harka Biswa, Freshman, Educational Assistant
(effective August 22, 2022; for a replacement position)
 - b. Jaclyn Donnell, Crossroads, Food Service Assistant
(effective August 22, 2022; for a replacement position)
 - c. Taylor Fields, Compass, Educational Support Assistant
(effective September 6, 2022; for a replacement position)
 - d. Amy Fraasman, Crossroads, Educational Assistant
(effective September 12, 2022; for a replacement position)
 - e. Sally Hathaway, Crossroads, Food Service Assistant
(effective August 29, 2022; for a replacement position)
 - f. Kristen Mason, Compass, Clerk IV
(effective August 22, 2022; for a replacement position)
 - g. Lori Roden, Creekside, Food Service Assistant
(effective August 29, 2022; for a replacement position)
 - h. Erntz Rose, Senior High, Temporary Custodian
(effective September 6, 2022 through December 6, 2022; for a replacement position)
 - i. Franklin Steward Jr., Senior High, Educational Assistant
(effective August 18, 2022; for a replacement position)
 - j. Michelle Swanson, Creekside, Educational Assistant
(effective August 30, 2022; for a replacement position)
 - k. Jennifer Torres, Crossroads, Educational Assistant
(effective August 22, 2022; for a replacement position)
 - l. Kelly Vassolo, East, Educational Assistant
(effective August 24, 2022; for a replacement position)

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- m. Kayla Wooton, Crossroads, Educational Assistant
(effective August 17, 2022; for a replacement position)
 - n. Jacob Stewart, District, Custodian
(effective August 24, 2022; previously temporary custodian; for a replacement position)
4. Promotion
- a. Billy Carberry, Creekside, Custodian, promoted to Creekside, Head Custodian
(effective September 6, 2022; for a replacement position)
5. Corrections
- a. Ashley Caddell, Creekside, Food Service Assistant
(correct start date to September 26, 2022; previously listed on the August 18, 2022 agenda as August 16, 2022; for a replacement position)
 - b. Barbara Smith, Transportation, Chauffeur
(correct start date to August 29, 2022; previously listed on the August 18, 2022 agenda as August 16, 2022; for a replacement position)

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

SECOND – Seconded by Mrs. Shorter

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

Nays: None

Motion Carried: 4-0

C. Items for Board Discussion

1. Food Service Position – Kim Hauer

Mrs. Hauer began by saying that two 3-hour food service positions at the high school and two 3-hour positions at Compass have gone unfilled for 3-5 years. She wants to update these positions to one 4-hour position at the High School and one 5-hour cook position at Compass. Doing this will reduce overtime plus be more desirable to incoming staff along with benefits.

2. OSBA Board of Education Professional Development – Billy Smith

Mr. Smith started by saying that back in December, 2019 they had Teri Morgan from OSBA who did a similar session. He would like to have this on Thursday, December 1st with Teri Morgan being the facilitator again. Some of the topics would be - roles and responsibilities, governments, best practices, effective meetings, building team leadership, communications, ethics and trust and strategic planning.

Mr. Begley added he thought it was a great idea and it would be excellent training.

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Mrs. Gundrum said December sounded great to her.

Mrs. Shorter thought it was a great idea and wondered if it could possibly be held in another location.

Mr. Smith said he proposed to hold it in the large conference room at the Administration Building at 5:30 pm.

Mr. Clark added that 5:30 was fine with him.

3. Substitute Teacher Rates – Bill Rice

Dr. Rice said substitute rates have increased in Butler and Warren Counties. He proposed to raise rates to the following:

\$125 per day

\$135 per day for days 21-40 (same assignment)

\$145 per day for days 41-60 (same assignment)

Mr. Clark stated he supported it.

Mr. Begley agreed that we need to stay competitive.

4. Board Policies – Bill Rice

- a. BJA: Liaison with School Boards Association
- b. DN: School Properties Disposal Procedure
- c. GDBE: Classified Staff Vacations and Holidays
- d. IJA: Career Advising
- e. JFCA: Student Dress Code

22-74 APPROVAL OF BUS ROUTES FOR THE 2022-2023 SCHOOL YEAR – Mr. Smith

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

D. Item for Board Action

1. Recommend approval of bus routes for the 2022-2023 school year. (A completed set of bus routes is available for review in the Transportation Office.)

SECOND – Seconded by Mrs. Gundrum

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ROLL CALL – Ayes: Mr. Begley, Mr. Clark, Mrs. Gundrum & Mrs. Shorter
Nays: None
Motion Carried: 4-0

COMMITTEE REPORTS

A. Legislative Update – Balena Shorter

Mrs. Shorter had nothing to report but asked Mr. Begley to speak about the HB 353 which allows non-degreed people to substitute. There still will be criminal background checks done. This goes into effect on 9/21/22.

B. Butler Tech – Brian Begley

Nothing to report.

C. Student Achievement – Jerrilynn Gundrum

Mrs. Gundrum spoke about four high school students who were selected for the Ohio Attorney General's Teen Ambassador Board. They were senior – Ryanne Bunting; juniors – Owen Crawley, Devin Duncan and Benedicta Kyei. These students were selected due to their interest in law and government. They were four out of 133 students that were picked across the state. They will meet in small groups with the Ohio Attorney General and visit Columbus and regional offices.

D. Parks and Recreation – Scott Clark

Mr. Clark announced Halloween on the Green will be October 20th. There is a huge car show on September 10th in Village Green.

E. Planning Commission – Billy Smith

Nothing to report.

ANNOUNCEMENTS

September 2, 2022 – In-service Day #2 – No Students

September 5, 2022 – Labor Day – No School

September 15, 2022 – Board Meeting (Regular Session), 6:30 PM, Fairfield Senior High School,
Catherine D. Milligan Community Room

BOARD MEMBER COMMENTS

22-75

EXECUTIVE SESSION

MOTION – Moved by Mrs. Gundrum to recess to Executive Session at 7:26 pm to discuss the following:

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The employment and discipline of public employees 121.22 (G) (1)
Purchase or Sale of Real Estate 121.22 (G) (2)

SECOND – Seconded by Mr. Clark

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

Nays: None

Motion Carried: 4-0

The Board resumed the meeting at 9:15 pm.

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ADJOURNMENT

MOTION – Moved by Mr. Clark

SECOND – Seconded by Mrs. Shorter

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

Nays: None

Motion Carried: 4-0

The meeting was adjourned at 9:16 pm by the President, Mr. Begley.

President

Attest: _____

Treasurer