

The Board of Education of the Fairfield City School District in the County of Butler, Ohio, held an Organizational Meeting/Special Meeting on the 11<sup>th</sup> of January 2018 in the Catherine D. Milligan Community Room.

President Pro Tem – Dan Hare

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

#### OATH OF OFFICE FOR NEWLY ELECTED BOARD OF EDUCATION MEMBERS

- A. Oath of office for Board of Education members Mr. Brian Begley, Mr. Michael Berding, and Mr. Dan Hare, effective January 1, 2018 through December 31, 2021, and Mrs. Carrie O’Neal, effective January 1, 2018 through December 31, 2019.

#### CALL TO ORDER

PLEDGE OF ALLEGIANCE – Carrie O’Neal

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

Also present: Mr. Smith, Mrs. Lane, Mr. Martin, Mrs. Wildow, Mr. Weiser & Mr. Clemmons

#### 18-01 ELECTION OF THE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2018 (ORC 3313.14)

##### A. Nominations

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

Mr. Berding nominated Mr. Hare for President.

MOTION – Moved by Mr. Berding to close the nominations.

SECOND – Seconded by Mrs. O’Neal

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

President Pro Tem declares himself as the elected President of the Fairfield Board of Board of Education for 2018.

##### B. Oath of Office for the President

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

D. President presides from this point forward.

ELECTION OF THE VICE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2018  
(ORC 3313.14)

A. Nominations (same procedure applies)

18-02 ELECTION OF THE VICE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION  
FOR 2018 (ORC 3313.14)

Mr. Begley nominated Mr. Berding for Vice President.

MOTION – Moved by Mr. Begley to close the nominations.

SECOND – Seconded by Mrs. Shorter

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

President declares Mr. Berding as the elected Vice President of the Fairfield Board of Education for 2018.

B. Oath of Office for the Vice President

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

NEW BUSINESS/BOARD RECOMMENDATIONS

18-03 ESTABLISH 2018 MEETING DATES, TIMES & LOCATION/ESTABLISH BOARD SERVICE  
FUND FOR 2018/APPROVAL OF STANDING AUTHORIZATIONS FOR 2018/  
APPOINTMENTS TO OHIO SCHOOL BOARDS ASSOCIATION AND CITY COMMITTEES

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

A. Establish 2018 meeting dates, times and location (ORC 3313.15)

Suggestion:

Work Sessions: 1<sup>st</sup> Thursday of the month  
6:30 P.M.  
Fairfield Administration Building  
Large Conference Room  
4641 Bach Lane  
(There will be no work session in April or July.)

Regular Sessions: 3<sup>rd</sup> Thursday of the month  
6:30 P.M.  
Fairfield Senior High School  
Catherine D. Milligan Community Room  
8800 Holden Blvd.

(Exceptions: There will be no regular session meeting in January. The regular session meeting for April will take place at South Elementary. The regular session meeting for June will be on June 28, rather than June 21.)

- B. Consider establishment of a Board service fund for 2018 in the amount of \$9,942.00. (ORC 3315.15).
- C. Recommend approval of the following standing authorizations for 2018:
1. Authorize the Treasurer to secure advances from the Auditor when funds are available and payable to the district.
  2. Authorize the Treasurer to borrow short-term funds as needed for cash flow purposes.
  3. Authorize the Treasurer to invest inactive funds whenever funds are available.
  4. Authorize the Treasurer to modify appropriations and advance money from fund to fund as needed. Modifications must then be presented to the Board for approval.
  5. Authorize the Treasurer to pay all bills within the limits of the appropriation resolution as bills are received and when the merchandise has been received in good condition.
  6. Authorize the Treasurer to utilize the legal firm of Dinsmore & Shohl when fiscal legal opinions are required.
  7. Authorize the Treasurer to dispose of assets or property (not exceeding \$10,000 in value) that are no longer needed.
  8. Authorize Superintendent or Designee to act as purchasing agent for the district to make purchases of supplies and/or services within the limits of the appropriation measure.
  9. Authorize the Superintendent or Designee during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's office.  
  
Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.
  10. Authorize the Superintendent or Designee, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board,

such resignations shall be deemed effective as of the date and time of the Superintendent's /Designee's acceptance.

11. Authorize the Director of Curriculum and Instruction, Assistant Superintendent, Director of Special Services and Director of Business Operations to approve professional day requests for certificated and classified employees for state meetings, workshops, and events in an amount not to exceed the limits in the Annual Appropriation, Board Policy, and negotiated contracts.
12. Authorize members of the Board to attend workshops, seminars and meetings for Professional Development and to benefit the academic and financial status of district.
13. Recommend that in accordance with Section 3313.26, ORC that the Board waive the reading of minutes from previous meetings.

D. Appointments to OSBA and City Committees

1. Legislative Liaison to OSBA/Federal Relations Network - Mrs. Shorter
2. Parks and Recreation Board - Mrs. O'Neal
3. Planning Commission - Mr. Begley

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

SECOND – Seconded by Mrs. O'Neal

Mr. Berding thanked Mrs. O'Neal, Mr. Begley and Mrs. Shorter for serving on the committees.

Mr. Hare would like Mrs. Lane's financial presentation scheduled for April's Work Session to be given at another meeting.

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

PRESENTATIONS/RESOLUTIONS

A. School Board Recognition Month – Gina Gentry-Fletcher

School Board Members were recognized for their dedication to the school district.

B. Master Facilities Maintenance Plan – Tom Weiser.

Mr. Weiser presented the Master Facilities Maintenance Plan to the Board.  
Mr. Begley noted that the plan was proactive instead of reactive.  
It was noted that the 2019 projects seem to be pretty aggressive.  
Mrs. O'Neal questioned the signage at some of the buildings.

Mr. Hare commented that it did not look like there are any emergencies at this point. Mr. Weiser responded that the maintenance staff does a great job of keeping up with preventative maintenance on our equipment and facilities.

COMMUNICATION - None

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

18-04 RESIGNATIONS/LEAVES OF ABSENCE/EMPLOYMENT – Mr. Martin

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

A. Personnel – Licensed

1. Resignations

- a. Rhonda Rains, Senior High, Science  
(effective at the end of the day January 5, 2018; for personal reasons)

2. Leaves of Absence

- a. Elise Smith, South, 4<sup>th</sup> grade Math  
(effective January 22, 2018 through January 31, 2018; for childrearing purposes)

3. Employment

- a. Elisa White, District, School Psychologist, an additional fourteen (14) days  
(effective for the 2017-2018 school year, to cover a psychologist vacancy)

b. Extracurriculars 2017-18

**Freshman**

Logan Estes, Basketball, Assistant Boys

**Middle** – Creekside Middle

Jennifer Lewis, Drama Club Director

c. Volunteer

James Sawyer, Crossroads Middle, Basketball

(The above-noted person is recommended for approval as volunteer coach for the 2017-2018 school year in district athletic programs. Board approval of volunteers is a requirement of the Ohio High School Athletic Association. Recommendation is contingent upon submission of all required documents.)

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

SECOND – Seconded by Mrs. O’Neal

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

Nays: None

Motion Carried: 5-0

18-05 RESIGNATIONS/EMPLOYMENT/PROMOTION – Mr. Weiser

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

B. Personnel -- Classified

1. Resignations

- a. Dennis Edwards, Transportation, Bus Driver  
(effective the end of the day January 5, 2018; for personal reasons)
- b. Glennis McFarland, West, Custodian  
(effective the end of the day January 5, 2018; for personal reasons)

2. Employment

- a. Maegan Noland, Administration Building, Confidential Secretary III  
(effective January 16, 2018; for a replacement position)

3. Promotion

- a. Margaret Wahoff, Central, Food Service Assistant, promoted to Crossroads, Cook  
(effective January 2, 2018; 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. Berding, Mr. Hare, Mrs. O’Neal & Mrs. Shorter

Nays: None

Motion Carried: 5-0

C. Item for Board Discussion

1. Policies

- a. BCFA – Business Advisory Committee to the Board – Lani Wildow

Mr. Hare would like to see a list of the individuals who Mrs. Wildow has invited to the meeting.

The first meeting is February 8<sup>th</sup> at 6:00 pm.

- b. EBBA – First Aid – Jeff Madden  
c. EBBA-R – First Aid – Jeff Madden  
d. IGDJ – Interscholastic Athletics – Jeff Madden  
e. JEDA – Truancy – Jeff Madden  
f. JFG – Interrogations and Searches – Jeff Madden  
g. JFG-R – Interrogations and Searches – Jeff Madden  
h. IGD – Cocurricular and Extracurricular Activities – Roger Martin  
i. JEFB – Released Time for Religious Instruction – Roger Martin

Mr. Berding would like to see references to “parent” include guardians, custodial parents, etc.

Mr. Clemmons stated that he will work with Mr. Madden to come up with a definition to include other individuals that serve in the capacity of parent.

18-06 APPROVAL OF CONTRACT FOR SOCCER/LACROSSE FIELD TURF TO THE MOTZ GROUP IN AN AMOUNT NOT TO EXCEED \$655,000.00

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

D. Other Items for Board Action

1. Recommend approval of a contract for the soccer / lacrosse field turf to The Motz Group, 3607 Church Street, Cincinnati, Ohio 45244, in an amount not to exceed six hundred and fifty-five thousand dollars (\$655,000.00).

SECOND – Seconded by Mr. Begley

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

Nays: None

Motion Carried: 5-0

ASSISTANT SUPERINTENDENT'S RECOMMENDATIONS AND REPORTS

18-07 EMPLOYMENT – Mr. Martin

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

A. Personnel Licensed

1. Employment

a. Substitute Teachers

Kyle Smith

(All recommendations are for the 2017-18 school year at a rate of \$89 per day.)

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

SECOND – Seconded by Mr. Begley

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

Nays: None

Motion Carried: 5-0

18-08 APPROVAL OF MINUTES/APPROVAL OF FINANCIAL REPORTS FOR DECEMBER 2017/  
APPROVAL OF THE 2017-2018 AMENDED APPROPRIATIONS RESOLUTION/DONATION/  
APPROVAL OF FISCAL YEAR 2019 TAX BUDGET TO BE SUBMITTED TO THE BUTLER  
COUNTY AUDITOR/APPROVAL OF PAY FOR SEASONAL & SPORADIC ATHLETIC  
WORKERS EFFECTIVE JANUARY 1, 2018/APPROVAL OF NANCY LANE TO ACT AS  
DESIGNEE FOR BOARD OF EDUCATION MEMBERS BRIAN BEGLEY, MICHAEL  
BERDING, DAN HARE & CARRIE O'NEAL TO FULFILL THE PUBLIC RECORDS ACT  
TRAINING REQUIREMENT AS REQUIRED BY POLICY KBA – PUBLIC'S RIGHT TO  
KNOW

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

TREASURER'S RECOMMENDATIONS AND REPORTS

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

December 21, 2017 – Regular Meeting

B. Recommend approval of the financial reports for the month of December 2017.

C. Recommend approval of the 2017-2018 Amended Appropriations Resolution.

D. Recommend approval of the following donation:

1. A donation of \$100 from Charles and Vickey Sasser (State Farm Insurance) to the Fairfield High School National Honor Society food cupboard.

**Total donations for 2018: \$100.00**

- E. Recommend approval of the fiscal year 2019 Tax Budget that will be submitted to the Butler County Auditor's Office.
- F. Recommend approval of the following rates to be paid to seasonal and sporadic athletic workers, effective January 1, 2018:

Scorekeepers/Timers/Ticket takers:	\$28 per game
Site Managers:	\$60 per game
Bookkeeper:	\$150 per tournament

- G. Recommend approval of Nancy Lane to act as designee for Board of Education members Brian Begley, Michael Berding, Dan Hare and Carrie O'Neal to fulfill the Public Records Act training requirement as required by Policy KBA – Public's Right to Know.

SECOND – Seconded by Mr. Berding

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

Nays: None

Motion Carried: 5-0

COMMITTEE REPORTS

- A. Legislative Update – Balena Shorter – No report
- B. Butler Tech – Michael Berding

The Butler Tech Organizational Meeting was held this past Tuesday. The meetings will be held the third Tuesday of each month.

- C. Parks and Recreation – Carrie O'Neal – No report
- D. Planning Commission – Brian Begley

The Planning Commission approved an Opiate Clinic at 640 Nilles Road.

ANNOUNCEMENTS

January 15, 2018 – Martin Luther King Day (No School)

January 22, 2018 – End of 1<sup>st</sup> Semester Grades 9-12; End of 2<sup>nd</sup> Quarter Grades K-8

February 1, 2018 – Board Meeting (Work Session), 6:30 PM, FAB Conference Room A

BOARD MEMBER COMMENTS

Mrs. Shorter

She congratulated all of the returning Board Members.

She thanked the district for the certificate which honors her position as a Board Member.

BOARD MEMBER COMMENTS (continued)

Mr. Begley – no comments

Mrs. O'Neal

She thanked Mr. Weiser for his presentation tonight. She appreciates all the foresight that has gone into the document that he provided to the Board. She complimented him on the plans which will maximize the life span of our buildings and vehicles.

Mr. Berding

He feels that it is a humbling honor to serve the school district. He thanked Mr. Smith and the administrative team for their careful decisions on whether or not to close school or stay open. He knows that the best interests of the students are the main concern.

He reminded everyone of the Father - Daughter Dance on February 24<sup>th</sup>.

Mr. Hare

He read the following statement:

We received a letter from the Fairfield Food Pantry thanking the district for 2,676 pounds of food donated in December. Fairfield North Elementary donated 1,202 pounds of food and Crossroads Middle School donated 1,474 pounds of food.

Tonight we took the Oath of Office. I value the trust and confidence the community placed in us to provide the governance and policy making for the district. It is truly an honor and privilege to serve the community and students in our district.

At our November Board of Education Meeting, I mentioned that we were proud of our Choraliers who performed at the Ohio School Boards Association Conference. The Choraliers were pictured on the cover of the December *OSBA Journal*. This is quite an honor considering the number of student performing groups at the conference.

18-09 EXECUTIVE SESSION

MOTION – Moved by Mr. Begley to recess to Executive Session at 7:51 pm to discuss the following:  
The discipline and compensation of a public employee(s) or official(s) 121.22 (G) (1)

SECOND – Seconded by Mrs. O'Neal

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

The Board resumed the meeting at 8:35 pm.

FAIRFIELD CITY SCHOOLS BOARD OF EDUCATION  
ORGANIZATIONAL MEETING/SPECIAL MEETING  
JANUARY 11, 2018

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18-10 ADJOURNMENT

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

SECOND – Seconded by Mrs. O’Neal

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

Nays: None

Motion Carried: 5-0

The meeting was adjourned at 8:36 pm by the President, Mr. Hare.

\_\_\_\_\_  
President

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