

The Board of Education of the Fairfield City School District in the County of Butler, Ohio, held a Work Session on the 5<sup>th</sup> of September 2019 in the Fairfield Administration Building Conference Room A.

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

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

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

PLEDGE OF ALLEGIANCE – Michael Berding

Mrs. Shorter arrived at 6:32 pm.

#### PRESENTATIONS AND RESOLUTIONS

##### A. District Building Use Overview - Joe Penney

Mr. Penney presented an overview of the district building use by outside groups and plans for improvement of the current system.

Board discussion followed.

Mrs. O’Neal asked if there were any plans for transportation requests to be done electronically.

Response: not at this time. However, there is another system being considered for transportation requests

Mr. Begley thinks it is a great idea to streamline the process. He had no idea that the elementary schools had such high building usage.

Mr. Berding thinks that this is great information.

Mrs. Shorter asked if this process is going to be applied to inside and outside groups.  
Response: This process is for outside groups only.

Mr. Penney added that this system will work with Arbiter for athletic scheduling.  
Athletic office data will be captured.

#### SUPERINTENDENT’S RECOMMENDATIONS AND REPORTS

##### 19-84 RESIGNATION/ EXTRACURRICULAR RESIGNATIONS/EMPLOYMENT – Mr. Martin

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

##### A. Personnel – Professional

1. Resignation
  - a. Craig Baker, Crossroads, Intervention Specialist (effective August 16, 2019; for personal reasons, accepted in order to fill position)
2. Extracurricular Resignations 2019-2020
  - a. Jennifer Barthelemy, Middle, Tennis, Girls 7<sup>th</sup>/8<sup>th</sup> (effective with the 2019-2020 school year; for personal reasons)
  - b. Lisa McMullen, Crossroads, Department Head Math Gr 7 (effective with the 2019-2020 school year; for personal reasons)
  - c. Mark Mercer, Senior High, Show Choir Combo Band Director (effective with the 2019-2020 school year; for personal reasons)
  - d. Mindy Reed, Senior High, French Club, resigning 50% (effective with the 2019-2020 school year; for personal reasons)
  - e. Tricia Thatcher, Senior High, National Art Honor Society, resigning 50% (effective with the 2019-2020 school year; for personal reasons)
2. Employment
  - a. Lauren Cummins, North, Kindergarten, 50% (recommended for a new one-year limited teaching contract for the 2019-2020 school year, effective August 19, 2019; for a new position)
  - b. Abrianna Smith, North, 2nd grade (recommended for a new one-year limited teaching contract for the 2019-2020 school year, effective August 19, 2019; for a new position)
  - c. Extracurriculars 2019-2020

**District**

Pam Buehler, Department Head Nurses, 50%

Nina Rose, Department Head Nurses, 50%

**Senior High**

Mark Braam, Academic Team Advisor

Heather Braun, Department Head Academic Guidance 9-12

Jacob Fields, Marching Band Associate Director

Jacob Fields, Marching Band Instructor

Daniel Gehr, Ohio Mock Trial Advisor

Macy Hamblin, Soccer, Assistant Girls

Taron Jordon, Soccer, Assistant Boys

James Ledbetter, Chamber Society Advisor  
Deanna Owens, Department Head Academic Guidance 9-12  
Elias Perdue, African Student Union Sponsor  
Craig Reed, Swim Coach, Boys/Girls, 1.5  
Tyler Smith, Football, Varsity Assistant, 35%

**Freshman**

Becky Doak, Hope Squad Advisor  
Christopher Hubbard, Soccer Coach, Assistant Girls  
Jason McSwain, Soccer Coach, Assistant Boys  
Jessica Smith, Hope Squad Advisor  
Brooke Wray, Yearbook Advisor

**Middle – Creekside Middle and Crossroads Middle (combined)**

Jennifer Crawley, Cross Country  
Michelle Edwards, Tennis, Girls 7<sup>th</sup>/8<sup>th</sup>  
Brandon Mitchell, Football 7<sup>th</sup>/8<sup>th</sup>  
Kenneth Mitchell, Football 7<sup>th</sup>/8<sup>th</sup>  
Bradley Schaefer, Football 7<sup>th</sup>/8<sup>th</sup>

**Middle – Creekside Middle**

Lanita Drake, Intramural Basketball, Boys 6<sup>th</sup>  
Marissa Johnson, Volleyball 7<sup>th</sup>/8<sup>th</sup>  
Stefanie Lawson, Volleyball 7<sup>th</sup>/8<sup>th</sup>  
Craig Reed, Intramural Swimming, 6<sup>th</sup>

**Middle – Crossroads Middle**

Ritch Parrish, Department Head Integrated Language Arts, Gr 8  
Craig Reed, Intramural Swimming, 6<sup>th</sup>  
Timothy Sheehy, Department Head Math, Gr 7

d. ESL Tutors 2019-2020

Danielle Foust  
Michelle Harbaum  
Brenda Jimenez Garcia  
Maysoun Musa  
Ma Del Pilar Prieto De Aguilar

(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 the designated ESL Tutor at the rate of \$30.69 per hour, effective for the 2019-20 school year.)

e. Substitute Teachers 2019-2020

Tiffany Campbell  
Emily Joesting  
Amy Schulze

(All recommendations are for the 2019-20 school year at a rate of \$94 per day.)

f. Substitute Nurses 2019-2020

Kelli Coffey  
Sandra Wright

(All recommendations are for the 2019-20 school year at a rate of \$94 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, Mrs. O’Neal & Mrs. Shorter

Nays: None

Motion Carried: 4-0

19-85 RESIGNATIONS/TERMINATION/UNPAID LEAVES OF ABSENCE/EMPLOYMENT –

Mr. Penney

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

B. Personnel – Support

1. Resignations

- a. Linda Brooks, Compass, Head Cook  
(effective the end of the day August 26, 2019; for personal reasons)
  - b. Larry Kimmel, Creekside, Food Service Assistant  
(effective the end of the day August 12, 2019; for personal reasons)
  - c. Eugene Lockwood, Creekside, Custodian  
(effective the end of the day September 13, 2019; for personal reasons)
  - d. Debbie Tanner, West, Educational Assistant  
(effective the end of the 2018-2019 school year; for personal reasons)
2. Terminations
- a. Regina Lewis, East, Educational Assistant  
(effective September 5, 2019)
3. Unpaid Leaves of Absence
- a. Jamie Jamison, Central, Educational Assistant  
(effective September 4, 2019 through September 6, 2019; for personal reasons)

- b. Deborah Wood, West, Food Service Assistant  
(effective August 21, 2019 through August 25, 2019; for personal reasons)

4. Employment

- a. Daniel Chaney, Transportation, Bus Driver  
(effective August 21, 2019; for a replacement position)
- b. Alexis Claypool, Crossroads, Educational Assistant  
(effective August 21, 2019; for a replacement position)
- c. Rebecca Dineen, Central, Educational Assistant  
(effective August 21, 2019; for a replacement position)
- d. Kristen Gabbard, Central, Educational Assistant  
(effective August 26, 2019; for a replacement position)
- e. Tricia Harris, Transportation, Educational Assistant  
(effective September 3, 2019; for a replacement position)
- f. Jeanette Hoskins, Crossroads, Clerk IV  
(effective August 26, 2019; for a replacement position)
- g. Beverly Hunnicutt, Transportation, Bus Driver  
(effective August 21, 2019; for a replacement position)
- h. James Lewis, Transportation, Bus Driver  
(effective August 21, 2019; for a replacement position)
- i. Amy Prewitt, Transportation, Bus Driver  
(effective August 21, 2019; for replacement position)
- j. Lindsey Reed, Senior High, Educational Assistant  
(effective August 21, 2019; for a new position)
- k. Stephanie Smith, Transportation, Bus Driver  
(effective August 21, 2019; for a replacement position)
- l. Nelson Wethington, Transportation, Chauffeur  
(effective August 21, 2019; for a replacement position)
- m. Lauren Woods, West, Educational Assistant  
(effective August 21, 2019; for a replacement position)

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

4. Promotions

- a. Leslie Turner, Creekside, Food Service Assistant, promoted to Creekside, Cook (effective August 21, 2019; for a replacement position)

SECOND – Seconded by Mr. Begley

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

Nays: None

Motion Carried: 4-0

C. Items for Board Discussion

1. Purchase of Real Estate - Billy Smith and Nancy Lane

Mr. Smith and Mrs. Lane presented a proposal to the Board for the purchase of 32± acres in Fairfield Township.

2. Academy Renovation - Joe Penney

The current projections for renovation are \$236,500 (includes contingency)

3. Multi-Purpose Building - Joe Penney

Joe Penney brought back to the Board additional information regarding the multi-purpose building. He indicated the changes in the original plan.

The size has been increased with additional 3500 square feet – a \$62,000 increase. The increase in the civil engineering costs for additional site prep will be \$49,000. The estimated costs for the building is \$619,200. Total cost for the project is \$855,700.

The Board made the following comments;

Mr. Berding is excited about the Academy renovation and the transportation facility which will have a more professional environment.

Mr. Begley asked if the elevation needs to be raised.

Response: Yes.

Mr. Begley still feels that this is what is needed to move forward.

4. 2019-2020 Bus Routes - Joe Penney

5. Job Descriptions - Roger Martin

- a. School Nurse – The district has one school nurse that currently serves in one of our school clinics and has additional leadership duties as well. The leadership duties have been added to the job description. He referred the Board to the job description.

- b. Nurse Department Head – This position assists the school nurse with some of the duties.

6. Policies - Roger Martin
  - a. BDDF-E - Voting Method
  - b. GBCB - Staff Conduct
  - c. KGB - Public Conduct on District Property
7. Fairfield Parade of Lights - Michael Berding

Mrs. O'Neal and Mr. Berding commented that this would be a fun team building opportunity. Mrs. Shorter stated that it sounded good to her.

Mr. Berding will respond to Fairfield City staff.

**19-86 APPROVAL OF RESOLUTION AUTHORIZING THE PURCHASE AGREEMENT WITH THE FAIRFIELD TOWNSHIP BOARD OF TRUSTEES AND THE FAIRFIELD TOWNSHIP COMMUNITY IMPROVEMENT CORPORATION FOR 32±ACRES OF LAND LOCATED IN FAIRFIELD TOWNSHIP & TO AUTHOIZE THE PRESIDENT AND TREASURER TO EXECUTE SAID PURCHASE AGREEMENT ON BEHALF OF THE FAIRFIELD CITY SCHOOL DISTRICT BOARD OF EDUCATION**

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

D. Other Items for Board Action

1. Recommend approval of resolution authorizing the purchase of 32± acres of land in Fairfield Township.

**RESOLUTION TO APPROVE THE PURCHASE AGREEMENT WITH THE FAIRFIELD TOWNSHIP BOARD OF TRUSTEES AND THE FAIRFIELD TOWNSHIP COMMUNITY IMPROVEMENT CORPORATION FOR 32± ACRES OF LAND LOCATED IN FAIRFIELD TOWNSHIP AND TO AUTHORIZE THE PRESIDENT AND TREASURER TO EXECUTE SAID PURCHASE AGREEMENT ON BEHALF OF THE FAIRFIELD CITY SCHOOL DISTRICT BOARD OF EDUCATION**

**WHEREAS**, the Fairfield Board of Education has interest in entering into a purchase agreement with the Fairfield Township Board of Trustees, an Ohio political subdivision, and the Fairfield Township Community Improvement Corporation (Economic Development Agent for the Fairfield Township Board of Trustees);

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

1. The purchase agreement with the Fairfield Township Board of Trustees and Fairfield Township Community Improvement Corporation on file in the office of the Treasurer

for the purchase of 32± acres being part of Lot 572 in Fairfield Township, Butler County, Ohio, located at the northwest corner of Hamilton-Mason Road and Gilmore Road, for a purchase price of \$40,000 per acre is hereby approved.

2. The Board President and Treasurer are authorized to execute the purchase agreement on behalf of the Fairfield City School District Board of Education and to execute any and all other documents necessary to complete the purchase of the land.

SECOND – Seconded by Mrs. O’Neal

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

Nays: None

Motion Carried: 4-0

19-87 APPROVAL OF A RESOLUTION DECLARING THAT A CASE OF URGENT NECESSITY EXISTS & AUTHORIZING ENTERING INTO A CONTRACT WITHOUT ADVERTISING OR COMPETITIVE BIDDING FOR THE CONSTRUCTION OF A BUILDING AND NECESSARY IMPROVEMENTS LOCATED AT 255 DONALD DR. FAIRFIELD, OHIO/ APPROVAL OF A RESOLUTION DECLARING THAT A CASE OF URGENT NECESSITY EXISTS AND AUTHORIZING ENTERING INTO A CONTRACT WITHOUT ADVERTISING OR COMPETITIVE BIDDING FOR THE RENOVATION OF A BUILDING AND NECESSARY IMPROVEMENTS LOCATED AT 211 DONALD DRIVE, FAIRFIELD, OHIO/APPROVAL OF THE BUS ROUTES FOR THE 2019-2020 SCHOOL YEAR

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

2. Recommend approval of the following resolution:

**RESOLUTION DECLARING THAT A CASE OF URGENT NECESSITY EXISTS AND AUTHORIZING ENTERING INTO A CONTRACT WITHOUT ADVERTISING OR COMPETITIVE BIDDING FOR THE CONSTRUCTION OF A BUILDING AND NECESSARY IMPROVEMENTS LOCATED AT 255 DONALD DR. FAIRFIELD, OHIO**

**WHEREAS**, due to the District's need to provide a multi-purpose building for storage and transportation offices located at 255 Donald Drive, Fairfield, Ohio, and,

**WHEREAS**, the construction of the building must be accomplished as soon as possible in order to provide storage to meet district needs because of anticipated reduction of existing storage space to provide additional classroom space for students.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Fairfield City School District County of Butler, State of Ohio, that:

**SECTION 1.** It is found and determined pursuant to ORC 3313.46 that there is an urgent necessity for the construction of a multi-purpose building located at 255 Donald Drive, Fairfield, Ohio.

**SECTION 2.** It is further found that compliance with the procedure for advertisement and competitive bidding prescribed by ORC 3313.46 would delay the commencement of said construction for an excessive period of time causing an additional burden on the District.



**SECTION 3.** The Treasurer and the President of the Board are hereby authorized to enter into a contract without advertising and competitive bids with:

H & H Structural Contracting, Inc.  
3245 Profit Drive  
Fairfield, OH 45014

For the construction of a multi-purpose building to serve as storage and transportation offices located at 255 Donald Drive, Fairfield, Ohio to accommodate district needs described above in an amount not to exceed \$619,200.00.

**SECTION 4.** It is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such action were adopted in meetings open to the public, in compliance with all legal requirements including ORC 121.22.

3. Recommend approval of the following resolution:

**RESOLUTION DECLARING THAT A CASE OF URGENT NECESSITY EXISTS AND AUTHORIZING ENTERING INTO A CONTRACT WITHOUT ADVERTISING OR COMPETITIVE BIDDING FOR THE RENOVATION OF A BUILDING AND NECESSARY IMPROVEMENTS LOCATED AT 211 DONALD DRIVE, FAIRFIELD, OHIO**

**WHEREAS**, due to the need to provide additional educational space for students at the Fairfield Academy located at 211 Donald Dr., Fairfield, Ohio, and,

**WHEREAS**, the renovation of the building must be accomplished immediately in order to provide educational space for students of the District.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Fairfield City School District County of Butler, State of Ohio, that:

**SECTION 1.** It is found and determined pursuant to ORC 3313.46 that there is an urgent necessity for the renovation of storage space into educational space for the Fairfield Academy located at 211 Donald Drive, Fairfield, Ohio.

**SECTION 2.** It is further found that compliance with the procedure for advertisement and competitive bidding prescribed by ORC 3313.46 would delay the commencement of said construction for an excessive period of time causing an additional burden on the District.

**SECTION 3.** The Treasurer and the President of the Board are hereby authorized to enter into a contract without advertising and competitive bids with:

H & H Structural Contracting, Inc.  
3245 Profit Drive  
Fairfield, OH 45014

For the renovation of storage space into educational space for the Fairfield Academy located at 211 Donald Drive, Fairfield, Ohio to accommodate the needs of our students in an amount not to exceed \$236,500.00.

4. Recommend approval of the bus routes for the 2019-2020 school year. (A complete set of bus routes is available for review in the Transportation Office.)

SECOND – Seconded by Mr. Begley

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

Nays: None

Motion Carried: 4-0

#### COMMITTEE REPORTS

- A. Legislative Update – Balena Shorter – No report
- B. Butler Tech – Michael Berding – No report
- C. Planning Commission – Brian Begley – No report

#### ANNOUNCEMENTS

September 18, 2019 - Equity Leadership Team Meeting, 3:00PM, FAB Curriculum Lab

September 19, 2019 - Board Meeting, 6:30PM, FHS Catherine D. Milligan Community Room

September 19, 2019 - Business Advisory Council Meeting, 1:00PM, Takumi Stamping  
8585 Seward Road

September 19, 2019 - Homecoming Parade Information Meeting, 5:00PM, FHS Cafeteria

#### BOARD MEMBER COMMENTS

##### Mrs. Shorter

She thanked the administration for all of the exciting things that are being done to allow the District to expand again. She appreciated that the Board is kept informed on the plans. She thanked Mr. Penney, Mr. Smith and Mrs. Lane. She also thanked the Fairfield Township Trustees for the opportunity for the land purchase.

##### Mr. Begley

He thinks that the land deal is a monumental accomplishment and that the district will reap rewards from the purchase. It is easier to have the land as opposed to not having it which which would limit options in the future.

Mrs. O’Neal – no comments.

Mr. Berding – no comments.

#### 19-88 EXECUTIVE SESSION

MOTION – Moved by Mr. Berding to recess to Executive Session at 7:38 pm to discuss the following:

The employment of public employees 121.22 (G) (1)

SECOND – Seconded by Mr. Begley

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

Nays: None

Motion Carried: 4-0

The Board resumed the meeting at 8:24pm.

19-89 ADJOURNMENT

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

SECOND – Seconded by Mrs. O’Neal

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

Nays: None

Motion Carried: 4-0

The meeting was adjourned at 8:25 pm by the President, Mr. Berding.

\_\_\_\_\_  
President

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