

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

**BOARD OF EDUCATION MEETING AGENDA**

**November 2, 2023**

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

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CALL TO ORDER

ROLL CALL

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

PLEDGE OF ALLEGIANCE – Jerrilynn Gundrum

PRESENTATIONS/RESOLUTIONS

- A. City of Fairfield Tax Incentive Guidelines – Nathaniel Kaelin, Economic Development Manager
- B. State Report Card Update – Mandy Aug

SUPERINTENDENT’S RECOMMENDATIONS AND REPORTS

A. Personnel – Professional

- 1. Extracurricular Resignation
  - a. Trisha Lutterbie, High School Technical Director, Electronic 50% (effective 2023-2024 school year; for personal reasons)
- 2. Unpaid Leave of Absence
  - a. Jessica Graf, North, 2<sup>nd</sup> grade (effective November 3, 2023 through December 12, 2023; for childrearing purposes)
- 3. Employment
  - a. Extracurriculars 2023-2024

**Senior High**

Robert Bowen, Bowling, Head Coach  
Maiya Caldwell, Musical Choreography Director  
Deion Curtis, Winter Guard Assistant Instructor  
Sam Devlin, Technical Director, Stage  
Michael Grimmatt, Chess Team Coach  
Faith Koehne, Lacrosse, Girls JV Coach

Trisha Lutterbie, Drama Director Associate  
 Kelly Massie, Vocal Director High School Musical  
 Shelby Murray, Marching Band Assistant Director  
 Mindy Reed, Drama Director, Assistant  
 Jeff Sims, Athletic Director, Assistant

**Middle – Creekside Middle**

Josh Bowen, Basketball, Boys 7<sup>th</sup>/8<sup>th</sup> Grade  
 Ryan Forbush, Athletic Director, Assistant

**Middle – Crossroads Middle**

Scott Halsey, Basketball, Girls 7<sup>th</sup>/8<sup>th</sup> Grade

- b. Substitute Teacher

Debbie Hawkins

(All recommendations are for the 2023-2024 school year at a rate of \$125 per day.)

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

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

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

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

**B. Personnel – Support**

**1. Resignations**

- a. Shantia Allison, Creekside, Educational Assistant  
(effective the end of the day November 3, 2023; for personal reasons)
- b. Harka Biswa, Freshman, Educational Assistant  
(effective the end of the day October 20, 2023; for personal reasons)
- c. Christopher Schojan, Freshman, Custodian  
(effective the end of the day October 25, 2023; for personal reasons)

**2. Unpaid Leaves of Absence**

- a. Mary Dietrich, Crossroads, Educational Assistant  
(effective October 1, 2023, up to 5 years; for disability leave of absence)
- b. Gail Kimball, North, Educational Support Assistant  
(effective October 12, 2023 through October 27, 2023; for personal reasons)

- c. Sandra Schuler, Transportation, Bus Driver  
(effective October 17, 2023 through November 27, 2023; for personal reasons)

3. Employment

- a. Brittany Cobb, Latchkey Assistant, Compass  
(effective October 25, 2023; for a replacement position)
- b. Mauresha Pepper, Transportation, Bus Driver  
(effective October 18, 2023; for a replacement position)
- c. Lisa Miller, Senior High, Custodian  
(effective November 1, 2023; previously temporary custodian; for a replacement position)
- d. Tarra O’Neil, East, Educational Support Assistant  
(effective October 23, 2023; for a replacement position)

4. Termination

- a. Janet Watts, Transportation, Educational Assistant  
(effective November 2, 2023)

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

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

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

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

C. Items for Board Discussion

- 1. Book Study – Board of Education and District Leadership Team
- 2. Board of Education Professional Development – Billy Smith
- 3. Board Policies – Bill Rice
  - a. EBCD – Emergency Closings
  - b. EBCD-R – Emergency Closings
  - c. IGCF – Home Education
  - d. IGCF-R – Home Instruction

- e. IIA – Instructional Materials
  - f. IKE - Promotion and Retention of Students
  - g. IL – Testing Programs
  - h. JHCD – Administering Medications to Students
- 4. Transportation Memorandum of Understanding – Lance Perry
  - 5. Fairfield Township Tax Increment Financing Tax Exemption Extensions – Nancy Lane and John Clemmons

D. Other Items for Board Action

- 1. Recommend the approval of the following Board Policies:
  - a. EF/EFB – Food Service Management/Free and Reduced Price Food Services
  - b. GCB-1 – Certificated Staff Contracts and Compensation Plans (Teachers and Nonteachers)
  - c. GCE – Part-Time and Substitute Certificated Staff Employment
  - d. GCPD – Suspension and Termination of Certificated Staff Members
  - e. JECBD – Admission of Intradistrict School Enrollment
- 2. Approval of the date of the Organizational Meeting to be held on Monday, January 8, 2024, at 6:30 pm in the Catherine D. Milligan Community Room at Fairfield High School and to approve Brian Begley to serve as President Pro-Tem for the beginning of the meeting.
- 3. Recommend the approval of the following resolution:

WHEREAS the Fairfield City School District Board of Education wishes to advertise and receive bids for the purchase of one or more school buses.

THEREFORE, be it resolved the Fairfield City School District Board of Education wishes to participate and authorize the Southwestern Ohio Educational Purchasing Council to advertise and receive bids on said Boards' behalf as per the specifications submitted for the cooperative purchase of two (2) school buses. Estimated total cost is two hundred and seventy-nine thousand and six hundred dollars (\$279,600).

- 4. Recommend approval to award a sectioned roof renovation at South Elementary and roof repairs at West Elementary to Garland/DBS, Inc. 3800 East 91 Street, Cleveland, Ohio 45105, in the amount not to exceed three hundred and thirty-one thousand and nine hundred and forty dollars (\$331,940).

- 5. Recommend approval to award district wide installation of new camera system consisting of new NVR recorders, cameras, software and programming to Garland/DBS, Inc. 3800 East 91 Street, Cleveland, Ohio 45105, and/or Cincinnati Alarm Systems Inc., 11524 Grooms Road Blue Ash, OH 45242, in the amount not to exceed seven hundred and seventy thousand and three hundred and eighty-one dollars (\$770,381).

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

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

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

**COMMITTEE REPORTS**

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

**ANNOUNCEMENTS**

- November 7, 2023 – Inservice Day #3 – No Students
- November 11, 2023 – Lindenwald Kiwanis of Hamilton/Fairfield Fall Pancake Breakfast featuring Fairfield Show Choirs, 8:00 AM-12:00 PM, Fairfield Senior High School, 8800 Holden Blvd.
- November 16, 2023 – Board Meeting, Regular Session, 6:30 PM, Fairfield Senior High School, Catherine D. Milligan Community Room
- November 20, 2023 – Conference Exchange Day – No School
- November 21-24, 2023 – Thanksgiving Break – No School
- November 27, 2023 – School Resumes after Thanksgiving Break

**BOARD MEMBER COMMENTS**

**ADJOURNMENT**

**Motion to adjourn:** \_\_\_\_\_; **2nd** \_\_\_\_\_

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

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

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