

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

BOARD OF EDUCATION MEETING AGENDA

January 8, 2024

**ORGANIZATIONAL MEETING/SPECIAL MEETING 5:30 PM
CATHERINE D. MILLIGAN COMMUNITY ROOM
FAIRFIELD SENIOR HIGH SCHOOL**

OPENING OF THE MEETING – CALL TO ORDER

President Pro Tem – Brian Begley

OATH OF OFFICE FOR NEWLY ELECTED BOARD OF EDUCATION MEMBERS

A. Oath of office for Board of Education Members, Mr. Scott Clark and Mr. Michael Napier, effective January 1, 2024 through December 31, 2027.

ROLL CALL

_____ **Begley** _____ **Berding-Miller** _____ **Clark** _____ **Gundrum** _____ **Napier**

PLEDGE OF ALLEGIANCE – Scott Clark

ELECTION OF THE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2024 (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.)

Nominator _____ Nominee _____

Nominator _____ Nominee _____

Motion to close nominations: _____; **2nd:** _____

_____ **Begley** _____ **Berding-Miller** _____ **Clark** _____ **Gundrum** _____ **Napier**

President Pro Tem declares _____ elected President of the Fairfield Board of Education for 2024

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 2024 (ORC 3313.14)

A. Nominations (same procedure applies)

Nominator _____ Nominee _____

Nominator _____ Nominee _____

Motion to close nominations: _____; 2nd: _____

_____ Begley _____ Berding-Miller _____ Clark _____ Gundrum _____ Napier

President declares _____ elected Vice President of the Fairfield Board of Education for 2024

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

A. Establish 2024 meeting dates, times and location (ORC 3313.15)

Suggestion:

Work Sessions: Thursday, February 1
Thursday, March 7 (Compass Elementary)
Thursday, May 2 (Crossroads Middle School)
Thursday, June 6
Thursday, August 1
Thursday, September 5
Thursday, October 3
Thursday, November 7
Time: 6:30 P.M.
Location: Fairfield Senior High School
Catherine D. Milligan Community Room
8800 Holden Blvd.
(There will be no work session in April, July and December)

Regular Sessions: Thursday, February 15
Thursday, March 21 (Creekside Middle School)
Thursday, April 11
Thursday, May 16
Thursday, June 27
Thursday, July 11
Thursday, August 15

Thursday, September 19
Thursday, October 17
Thursday, November 21
Thursday, December 12
Time: 6:30 P.M.
Location: Fairfield Senior High School
Catherine D. Milligan Community Room
8800 Holden Blvd.

- B. Consider establishment of a Board service fund for 2024 in the amount of \$9,942.00. (ORC 3315.15).
- C. Recommend approval of the following standing authorizations for 2024:
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 Superintendent or Designee to appoint substitute support staff as necessary within the limits of the annual appropriation resolution.
12. Authorize the Director of Curriculum and Instruction, Assistant Superintendent, Director of Special Services and Director of Business Operations to approve professional day requests for professional and support employees for state meetings, workshops, and events in an amount not to exceed the limits in the Annual Appropriation, Board Policy, and negotiated contracts.
13. Authorize members of the Board to attend workshops, seminars and meetings for Professional Development and to benefit the academic and financial status of district.
14. 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 _____
2. Parks and Recreation Board _____
3. Planning Commission _____
4. Student Achievement _____

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

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding-Miller** _____ **Clark** _____ **Gundrum** _____ **Napier**

President declares motion _____.

PRESENTATIONS/RESOLUTIONS

- A. School Board Recognition Month – Gina Gentry-Fletcher

COMMUNICATION

This is the portion of the meeting where you are invited to share your thoughts with the Board. In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of thirty (30) minutes of public participation may be permitted at each meeting. 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. T. Kathy Gilbert, Special Services, Director
(effective June 30, 2024; for personal reasons)
- b. L. Braden McMonigle, Creekside, Intervention Specialist
(effective January 8, 2024; for personal reasons)

2. Employment

- a. Jennifer Roth, District, Preschool Itinerant Intervention Specialist,
additional 13% contract
(recommended for an additional percentage to her continuing contract for the
2023-2024 school year, effective January 8, 2024; This brings her to an 80%
continuing contract status)
- b. Extracurriculars 2023-2024

Senior High

Fred Andrews, Basketball, Assistant Boys 65%
Kurt Etter, Volleyball, Varsity Head, Boys

Freshman

Takyra Gilbert, Basketball, Girls

- c. Home Instructors 2023-2024

Stephanie Dodd
Christopher Hubbard
Angela White

(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 \$33.71 per hour, effective for the 2023-2024 school year.)

- d. Substitute Teachers 2023-2024

Maiya Caldwell
Claire McCurley

Alexis Fields
Alisha Rader

(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** _____ **Napier**

President declares motion _____.

B. Personnel – Support

1. Resignations

- a. Mauresha Pepper, Transportation, Bus Driver
(effective the end of day December 20, 2023; for personal reasons)
- b. Sandra Schuler, Transportation, Bus Driver
(effective the end of the day January 12, 2024; for retirement purposes)
- c. Peter Spada, Creekside, Custodian
(effective the end of the day January 31, 2024; for retirement purposes)

2. Unpaid Leaves of Absence

- a. Barbara Vaughn, Crossroads, Educational Assistant
(extension of Unpaid Leave of Absence effective December 16, 2023 through January 10, 2024; for personal reasons)

3. Employment

- a. Austin Baer, Maintenance, Temporary Custodian
(effective January 3, 2024 through April 3, 2024; for a replacement position)
- b. Crystal Eilers, North, Educational Assistant
(effective January 4, 2024; for a replacement position)
- c. Mark Fuller, Freshman, Educational Assistant
(effective January 4, 2024; for a replacement position)
- d. Jessica Hansbauer, East, Educational Assistant
(effective January 4, 2024; for a new position)
- e. Todd Spenceley, Senior High, Educational Assistant
(effective January 5, 2024; for a replacement position)

- f. Ashton Wilson, Freshman, Temporary Custodian
(effective January 3, 2024 through April 3, 2024; for a replacement position)

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

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding-Miller** _____ **Clark** _____ **Gundrum** _____ **Napier**

President declares motion _____.

C. Other Item for Board Action

- 1. Recommend approval of the following Board Policies:
 - a. BBFA – Board Member Conflict of Interest
 - b. DJB – Petty Cash Accounts
 - c. DM – Deposit of Public Funds
 - d. GBCC – Staff Dress and Appearance
 - e. GBG – Staff Participation in Political Activities
 - f. GBI – Staff Gifts and Solicitations
 - g. JECBB-R – Admission of Open Enrollment Students (Interdistrict Transfers)
 - h. KI – Public Solicitations in the Schools
 - i. KJA – Distribution of Materials in the Schools

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding-Miller** _____ **Clark** _____ **Gundrum** _____ **Napier**

President declares motion _____.

TREASURER’S RECOMMENDATIONS AND REPORTS

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

December 14, 2023 – Regular Meeting

- B. Recommend approval of the financial reports for the month of December 2023.
- C. Recommend approval of the 2023-2024 Amended Appropriations Resolution.

D. Recommend approval of the disposal of the following fixed assets:

<u>Tag Number</u>	<u>Description</u>	<u>Location</u>
36914	Laptop	Technology
37048	Laptop	Technology
37309	Laptop	Technology
37511	Laptop	Technology
37737	Laptop	Technology
38133	Laptop	Technology
38166	Laptop	Technology
38193	Laptop	Technology
38300	Laptop	Technology
38819	Laptop	Technology
38831	Laptop	Technology
S10211	Laptop	Technology
S10231	Laptop	Technology
S10318	Laptop	Technology
S10354	Laptop	Technology
S10436	Laptop	Technology
S10556	Laptop	Technology
S10569	Laptop	Technology
S10587	Laptop	Technology
S10697	Laptop	Technology
S10889	Laptop	Technology
S10939	Laptop	Technology
S11027	Laptop	Technology
S11054	Laptop	Technology
S11155	Laptop	Technology
S11502	Laptop	Technology
S11627	Laptop	Technology
S11647	Laptop	Technology
S11707	Laptop	Technology
S11868	Laptop	Technology
S11915	Laptop	Technology
S11923	Laptop	Technology
S12023	Laptop	Technology
S12086	Laptop	Technology
S12159	Laptop	Technology
S12258	Laptop	Technology
S12355	Laptop	Technology
S12530	Laptop	Technology
S12650	Laptop	Technology
S12745	Laptop	Technology
S12826	Laptop	Technology
S13016	Laptop	Technology
S13222	Laptop	Technology
S13377	Laptop	Technology
S13575	Laptop	Technology

S13587	Laptop	Technology
S14171	Laptop	Technology
S14246	Laptop	Technology
S17664	Laptop	Technology

E. Recommend approval of the fiscal year 2025 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, 2024:

Scorekeepers/Timers/Ticket takers:	\$20 - \$60 (dependent upon sport/games worked)
Site Managers:	\$60 per game
Bookkeeper:	\$150 per tournament

G. Recommend approval of the annual membership (\$8,741) with the Ohio Schools Boards Association for January 2024 – December 2024.

H. Recommend approval of the Ohio School Boards Association Legal Assistance Fund Service Contract (\$250) pursuant to R.C. Section 3313.171 (January 1, 2024 – December 31, 2024).

I. Recommend approval of the new IRS mileage rate of 67 cents effective January 1, 2024.

J. Recommend approval of Nancy Lane to act as designee for Board of Education members Scott Clark and Mike Napier to fulfill the Public Records Act training requirement as required by Policy KBA – Public’s Right to Know.

Motion to accept the recommendations: _____; **2nd** _____

_____ **Begley** _____ **Berding-Miller** _____ **Clark** _____ **Gundrum** _____ **Napier**

President declares motion _____.

COMMITTEE REPORTS

- A. Legislative Update
- B. Butler Tech
- C. Student Achievement
- D. Parks and Recreation
- E. Planning Commission

ANNOUNCEMENTS

January 9, 2024 – In-service Day #4 – No Students

January 10, 2024 – District CDA Meeting, 6:00-7:00 PM, Fairfield Administration Building, Conference Room A

January 15, 2024 – Martin Luther King Day – No School

February 1, 2024 – Board Meeting (Work Session) 6:30 PM, Fairfield Senior High School, Catherine D. Milligan Community Room

BOARD MEMBER COMMENTS

RECESS TO EXECUTIVE SESSION TO DISCUSS:

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

Motion to convene executive session: _____; **2nd** _____

_____ **Begley** _____ **Berding-Miller** _____ **Clark** _____ **Gundrum** _____ **Napier**

President declares motion _____.

President convenes executive session at _____ **P.M.**

President resumes regular meeting at _____ **P.M**

ADJOURNMENT

Motion to adjourn: _____; **2nd** _____

_____ **Begley** _____ **Berding-Miller** _____ **Clark** _____ **Gundrum** _____ **Napier**

President declares motion _____.

President adjourns meeting at _____ **P.M.**