

FAIRFIELD CITY SCHOOLS BOARD OF EDUCATION
ORGANIZATIONAL MEETING/SPECIAL MEETING
JANUARY 8, 2024

The Board of Education of the Fairfield City School District in the County of Butler, Ohio, held an Organizational Meeting/Special Meeting on the 8th of January, 2024 in the Catherine D. Milligan Community room at the Fairfield High School.

President Pro Tem – Brian Begley

The meeting was called to order by the President Pro Tem at 5:30 p.m.

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.

- Oath of Office was given to the board members by Treasurer, Nancy Lane.

ROLL CALL – Present: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Absent: None

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

Absent: None

PLEDGE OF ALLEGIANCE – Scott Clark

24-01

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.)

Mr. Clark nominated Mr. Begley for President.

MOTION – Moved by Mr. Clark to close nominations

SECOND – Seconded by Mr. Napier

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier
Nays: None

Motion Carried: 5-0

President Pro Tem declares Brian Begley elected President of the Fairfield Board of Education for 2024.

B. Oath of Office for the President – given by Treasurer, Nancy Lane

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.

24-02

ELECTION OF THE VICE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2024 (ORC 3313.14)

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A. Nominations (same procedure applies)

Mrs. Berding-Miller nominated Mr. Clark for Vice President.

MOTION – Moved by Mrs. Berding-Miller to close nominations

SECOND – Seconded by Mrs. Gundrum

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

President declares Scott Clark elected Vice President of the Fairfield Board of Education for 2024.

B. Oath of Office for the Vice President – given by Nancy Lane, Treasurer

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

NEW BUSINESS/BOARD RECOMMENDATIONS – Mr. Smith

24-03

ESTABLISH 2024 MEETING DATES, TIMES & LOCATIONS/ESTABLISH BOARD SERVICE FUND FOR 2024/APPROVAL OF STANDING AUTHORIZATIONS FOR 2024/APPOINTMENTS TO OHIO SCHOOL BOARDS ASSOCIATION AND CITY COMMITTEES

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

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

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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 offer.

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.

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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 – Mr. Begley

1. Legislative Liaison to OSBA/Federal Relations Network – Mrs. Gundrum
2. Parks and Recreation Board – Mr. Clark
3. Planning Commission – Mr. Doug Robertson (citizen)
4. Student Achievement – Mrs. Berding-Miller

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

SECOND – Seconded by Mrs. Berding Miller

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

PRESENTATIONS/RESOLUTIONS

A. School Board Recognition Month – Gina Gentry-Fletcher

Mrs. Gentry-Fletcher presented the Board members with certificates and acknowledgement of appreciation for their service to the Fairfield City School District.

COMMUNICATION - None

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

24-04 **RESIGNATIONS/EMPLOYMENT** – Mrs. Hauer

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

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

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(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.)

SECOND – Seconded by Mrs. Gundrum

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

24-05 RESIGNATIONS/UNPAID LEAVES OF ABSENCE/EMPLOYMENT – Mrs. Hauer

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

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.)

SECOND – Seconded by Mrs. Berding-Miller

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

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Motion Carried: 5-0

24-06

APPROVAL OF BOARD POLICIES

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

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

SECOND – Seconded by Mrs. Berding-Miller

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

TREASURER’S RECOMMENDATIONS AND REPORTS

24-07

APPROVAL OF MINUTES/APPROVAL OF FINANCIAL REPORTS FOR THE MONTH OF DECEMBER 2023/APPROVAL OF THE 2023-2024 AMENDED APPROPRIATIONS RESOLUTION/APPROVAL OF DISPOSALS/APPROVAL OF FISCAL YEAR 2025 TAX BUDGET THAT WILL BE SUBMITTED TO THE BUTLER COUNTY AUDITOR’S OFFICE/APPROVAL OF PAY RATES TO SEASONAL AND SPORADIC ATHLETIC WORKERS, EFFECTIVE JANUARY 1, 2024/APPROVAL OF THE ANNUAL OHIO SCHOOL BOARDS ASSOCIATION MEMBERSHIP FOR JANUARY 2024 – DECEMBER 2024/APPROVAL OF OHIO SCHOOL BOARDS ASSOCIATION LEGAL ASSISTANT FUND SERVICE CONTRACT FOR JANUARY 2024 – DECEMBER 2024/APPROVAL OF NEW IRS MILEAGE RATE OF 67 CENTS EFFECTIVE JANUARY 1, 2024/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 – Mrs. Lane

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MOTION – Moved by Mrs. Berding-Miller to approve the following:

- 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

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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.

SECOND – Seconded by Mrs. Gundrum

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

COMMITTEE REPORTS

- A. Legislative Update

None

- B. Butler Tech

Nothing to report.

- C. Student Achievement

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Mrs. Berding-Miller stated the first semester is over. Congratulations to students and teachers.

D. Parks and Recreation

Mr. Clark said to check out all the parks including Harbin Park and to visit the Community Arts Center.

E. Planning Commission – Billy Smith

Nothing to report. Next meeting is on 1/10/24.

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

Mrs. Berding-Miller – She thanked Mr. Napier for joining them on the Board. She said she is excited to continue to work with all the other board members. She commented that the first semester is over and wished everyone well for an amazing school year.

Mr. Napier – He said after working in the schools for twenty-two years, he knows Mr. Smith and Dr. Rice really well and they are two of the best people to run the district and he wants to keep it that way. He is happy to be on the board.

Mrs. Gundrum – She wished everyone a Happy New Year and welcomed Mr. Napier. She was sad that she missed the last meeting but she said it was an honor to work with Mrs. Shorter and she will be missed.

Mr. Clark – He welcomed Mr. Napier. He stated he was excited to work on the Board in 2024. He said the school year is flying by and he's glad to be back.

Mr. Begley – He wished the students and staff good luck for the second semester. He also welcomed Mr. Napier.

24-08

EXECUTIVE SESSION

MOTION – Moved by Mr. Clark to recess to Executive Session at 5:58 p.m. to discuss the following:

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

SECOND – Seconded by Mr. Napier

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

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Nays: None
Motion Carried: 5-0

The Board resumed the meeting at 6:24 p.m.

24-09

ADJOURNMENT

MOTION – Moved by Mrs. Berding-Miller to adjourn the meeting.

SECOND – Seconded by Mrs. Gundrum

ROLL CALL – Ayes: Mr. Begley, Mrs. Berding-Miller, Mr. Clark, Mrs. Gundrum & Mr. Napier

Nays: None

Motion Carried: 5-0

The meeting was adjourned at 6:25 p.m. by the President, Mr. Begley.

President

Attest: _____
Treasurer