

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

BOARD OF EDUCATION MEETING AGENDA

MAY 23, 2013

REGULAR MEETING 6:30 PM
CATHERINE D. MILLIGAN COMMUNITY ROOM

CALL TO ORDER

ROLL CALL

_____ **Kearns** _____ **Morris** _____ **Murray** _____ **Nuss** _____ **Shorter**

PLEDGE OF ALLEGIANCE

PRESENTATIONS/RESOLUTIONS

- A. Golden Apples
- B. Five-Year Forecast – Nancy Lane

COMMUNICATION

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. Presentations are limited to five (5) minutes each.

SUPERINTENDENT’S RECOMMENDATIONS AND REPORTS

- A. Personnel -- Certificated
 - 1. Resignations
 - a. Gayle Fiorenza, Middle School, Spanish
(effective at the end of the day on May 31, 2013; for retirement purposes)
 - b. Karrie Gallo, District, Secondary Curriculum Coordinator
(effective at the end of the 2012-2013 school year, in order to accept another position within the district)
 - c. Laura McKee, District, Speech Language Pathologist, 20%
(effective at the end of the 2012-2013 school year; this brings her to 80% contract status)
 - d. Paul Richards, Intermediate, 6th grade Math
(effective at the end of the 2012-2013 school year; for personal reasons)
 - e. Harvey Stansell, Freshman, Science and Science Department Head
(effective at the end of the day on May 31, 2013; for retirement purposes)

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2. Employment
 - a. Emily Dixon, East, Kindergarten
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
 - b. Karrie Gallo, Central Elementary, Principal
(recommended for a new three-year administrative contract effective July 1, 2013 through June 30, 2016, for 213 days, on the certificated administrative salary range 2; for a replacement position)
 - c. Amy Geiger, South, 4th grade
(recommended for a new two-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
 - d. Alexandria Harper, Intermediate, 6th grade Gifted Language Arts and Social Studies
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
 - e. James Hauser, Middle, 8th grade Social Studies
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
 - f. Lindsay Lampert, Intermediate, Guidance Counselor
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
 - g. Kelsey Lemmel, District, Occupational Therapist
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
 - h. Mary MacKinnon, Central, 2nd grade
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
 - i. Grady Jamil Manning, Intermediate, 6th grade Science
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
 - j. Nancy McCloskey, District, Speech Pathologist, additional 30%
(effective with the 2013-2014 school year; for a replacement position; this brings her to 100% contract status)
 - k. Melanie Schneider, District, School Psychologist Intern
(recommended for a new one-year intern school psychologist contract for the 2013-2014 school year; effective August 16, 2013; for a replacement position, reimbursed by the state)

- l. Lauren Sweeney, Intermediate, 6th grade Language Arts
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
- m. Edward (Greg) Thomas; District, Speech Language Pathologist, additional 20%
(effective with the 2013-2014 school year; for a replacement position; this brings him to 100% contract status)
- n. Patricia Wilkes, District, School Psychologist Intern
(recommended for a new one-year intern school psychologist contract for the 2013-2014 school year; effective August 16, 2013; for a replacement position, reimbursed by the state)
- o. Recommend approval of the supplemental contracts for extended service days for the 2013-2014 school year per FCTA Contract, Section 6.08
- p. Recommend approval of ten (10) extended service days for school psychologist Ray Soh for the 2013-2014 school year
- q. Summer School Tutoring Principal

Zachary Downey

(The above-named person is recommended for employment as principal for the 2013 summer school tutoring program as noted, at a rate of \$24.34 per hour for five hours weekly and up to 15 additional hours as needed before summer tutoring sessions begin, from June 10, 2013, through August 9, 2013)

- r. ESL Summer School Principal

Maureen Meyer

(The above-named person is recommended for employment as principal for the 2013 ESL summer school program as noted, at a rate of \$24.34 per hour for 15 hours per week, plus 15 additional hours to be distributed as needed before the ESL summer school program begins, from June 10, 2013, through June 28, 2013.)

- s. Summer School Teachers

Nick Flannery
Dan Garner
Lisa Gundler
Mike Jones
Dawn Mann
Sonny Phuong
John Schmitt
Brenda Stieger
Ann Swigart
Rebecca Thomaswick
Julie Wiencek
Courtney Wiesman

(The above-noted persons are recommended for employment as summer school teachers as needed at the rate of \$24.34 per hour from June 5, 2013 through June 28, 2013. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

t. Summer School Tutors

Jennifer Cozzens
Emily Dixon
Stacy Fields
Becky Frey
Laurie Gage
Danielle Garner
Deena Hill
Jennifer Hoffman
Becky Jones
Sarah Preda
Amy Touassi
Leslie Touassi
Jessica Trimble
Keena Westmoreland
Laura Yoder

(The above-noted persons are recommended for employment as summer school tutors as needed at the rate of \$24.34 per hour from June 10, 2013 through August 9, 2013. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

u. Home Instructors

Ashley Angel
Lauren Felsheim
Deena Hill
Katie Horwarth
Kelsey Lemmel
Emily Lohrey
Lauren Monnier
Lauren Phillips
Julie Wiencek
Sara Wissman

(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 \$24.34 per hour, effective for the 2012-2013 school year.)

v. Substitute Teacher

Lindsay Lampert

(Recommendations is for the 2012-2013 school year at a rate of \$75 per day.)

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

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

(Two minutes per speaker, not to exceed 10 minutes total time for public comments prior to board vote)

_____ **Kearns** _____ **Morris** _____ **Murray** _____ **Nuss** _____ **Shorter**

President declares motion _____.

B. Personnel -- Classified

1. Resignations

- a. Mary Ballard, Middle, Food Service Assistant
(effective the end of the day May 31, 2013; for retirement purposes)
- b. Harry Fields, Transportation, Bus Driver
(effective at the end of the day on May 31, 2013; for retirement purposes)
- c. Ruben Hibbard, Sr. High, Custodian
(effective at the end of the day on May 31, 2013; for retirement purposes)
- d. Mary Lakes, Middle, Food Service Assistant
(effective at the end of the day on May 31, 2013; for retirement purposes)
- e. Johnna Morgan, Transportation, Bus Driver
(effective at the end of the day on April 30, 2011; for disability retirement purposes)
- f. Mary Jane Napier, Freshman, Educational Assistant
(effective at the end of the day on May 31, 2013; for retirement purposes)
- g. Doris Rowland, East, Custodian
(effective at the end of the day on May 31, 2013; for retirement purposes)
- h. Vickie Treglia, South, Clerk IV
(effective at the end of the day on June 9, 2013; to accept a non-civil service promotion within the district)

2. Leaves of Absence

- a. Deborah Benson, Sr. High, Educational Assistant
(effective April 22, 2013 through June 10, 2013; unpaid Workers Compensation)

- b. Harry Fields, Transportation, Bus Driver
(effective at the end of the day on May 24, 2013; unpaid personal)
 - c. Bonnie Smith, Middle, Cook
(effective April 5, 2013 through June 30, 2013; extension of unpaid Workers Compensation / unpaid personal medical)
 - d. Sharon Smith, Sr. High, Clerk III
(effective May 14, 2013 through June 24, 2013; extension of unpaid personal medical)
 - e. Terry Waterman, Transportation, Bus Driver
(effective May 13, 2013 through May 28, 2013; unpaid Workers Compensation)
3. Promotion
- a. Vickie Treglia, South, Clerk IV promoted to District Office, Confidential Secretary II
(effective June 10, 2013; for a replacement position)

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

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

(Two minutes per speaker, not to exceed 10 minutes total time for public comments prior to board vote)

_____ **Kearns** _____ **Morris** _____ **Murray** _____ **Nuss** _____ **Shorter**

President declares motion _____.

C. Other Items for Board Action

1. Recommend approval of proposed school fees for 2013-14 school year.
2. Recommend approval of revision of Board policies and regulations as listed.
 - AFC – 1 (also GCN-1) Evaluation of Certificated Staff (Teachers)
 - AFC – 2 (also GCN-2) Evaluation of Certificated and Classified Staff (Administrators)
 - AFC – 2-R (also GCN – 2-R) Evaluation of Certificated Staff (Administrators)
 - IKF Graduation Requirements
 - IGBE Diagnostic and Intervention Policy for Grades K-12
 - IKE Promotion and Retention of Students
 - IGCA Summer Schools
 - IL Testing Programs
 - IL-E Testing Programs (Intervention Model)
 - IGAD Career-Technical Education

- GBQ – Criminal Record Check
 - KG – Use of School District Facilities / Community; Use of School Facilities (Equal Access)
3. Recommend approval of revision of the Cook job description.
 4. Recommend approval of revision of the Head Cook job description.
 5. Recommend approval of the Memorandum of Understanding regarding Resident Educator Facilitators between the Board and FCTA.
 6. Recommend approval to use the Fairfield City School District school buses as a shuttle for the “Summer Music Games” Drum and Bugle Corps competition from designated parking areas to the Fairfield Stadium on June 25, 2013. There is no cost to the District.
 7. Recommend approval to amend the Administrators Salary and Benefit Plan, Resolution #98-136, to authorize retirement dates for additional severance pay to include dates other than July 1 or August 1, as approved by the Superintendent.
 8. Recommend approval of resolution authorizing 2013-2014 membership in Ohio High School Athletic Association.

WHEREAS, Fairfield City School District of 211 Donald Drive, Fairfield, OH 45014, Butler County, Ohio has satisfied all the requirements for membership in the Ohio High School Athletic Association, a voluntary unincorporated association not-for-profit; and

WHEREAS, the Board of Education and its Administration desire for the schools with one or more grades at the 7-12 grade level under their jurisdiction to be voluntary members of the OHSAA;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION that all schools covering grades 7-12 do hereby voluntarily renew their membership in the OHSAA and that in doing so, the Constitution and Bylaws of the OHSAA are hereby adopted by this Board as and for its own minimum student-athlete eligibility requirements. Notwithstanding the foregoing, the Board does reserve the right to raise the student-athlete eligibility standards as the Board deems appropriate for the schools and students under its jurisdiction; and

BE IT FURTHER RESOLVED that the schools under this Board’s jurisdiction agree to conduct their athletic programs in accordance with the Constitution, Bylaws, Regulations, Interpretations and decisions of the OHSAA and to cooperate fully and timely with the Commissioner’s Office of the OHSAA in all matters related to the interscholastic athletic programs of the schools. Furthermore, the schools under this Board’s jurisdiction shall be the primary enforcers of the OHSAA Constitution, Bylaws and Sports Regulations and the interpretations and rulings rendered by the Commissioner’s Office. The administrative heads of these schools understand that failure to discharge the duty of primary enforcement may result in fines, removal from tournaments, suspension from membership and/or other such penalties as prescribed in Bylaw 11.

9. Recommend approval of the concussion guidelines and procedures as follows:

Due to the recent adoption of new concussion guidelines from the Ohio High School Athletic Association resulting from House Bill 143, the Fairfield City School District authorizes the Fairfield City School District Athletic Trainer and any/all officially licensed trainers assigned to the Fairfield City School District from Mercy Hospital/Wellington Sports Medicine and Orthopedic to make an assessment and grant authorization for a student to return to participation if the District Athletic Trainer and any/all officially licensed trainers assigned from Mercy/Wellington are acting in accordance with one of the following as applicable to the provider's authority to practice in Ohio: 1 - In consultation with a physician; 2 - Pursuant to the referral of a physician; 3 - In collaboration with a physician, or 4 - Under the supervision of a physician. Said trainers are empowered to make the on-site determination that an athlete has not received a concussion.

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

(Two minutes per speaker, not to exceed 10 minutes total time for public comments prior to board vote)

_____ **Kearns** _____ **Morris** _____ **Murray** _____ **Nuss** _____ **Shorter**

President declares motion _____.

TREASURER'S RECOMMENDATIONS AND REPORTS

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

April 22, 2013 – Regular Meeting
May 6, 2013 – Work Session

- B. Recommend approval of the financial reports for the month of April 2013.
C. Recommend approval of the 2012-2013 Amended Appropriations Resolution.
D. Recommend approval of the disposal of the following fixed assets:

<u>Tag Number</u>	<u>Description</u>	<u>Location</u>
15326	Laptop	East Elementary
16051	Computer	East Elementary
18467	PDA	East Elementary
22255	Cell phone	East Elementary
21895	Cell phone	Freshman Athletics
15738	Laptop	Freshman School
15860	Laptop	Freshman School
15861	Laptop	Freshman School
15865	Laptop	Freshman School
15868	Laptop	Freshman School
15898	Laptop	Freshman School
15903	Laptop	Freshman School
22219	Cell phone	Freshman School
22254	Cell phone	Freshman School
03706	Printer	High School

07772	Computer	High School
10265	Laptop	High School
10779	Printer	High School
11243	Laptop	High School
14017	Curl Machine	High School
14433	Curl Machine	High School
14450	Elyptical	High School
14451	Exercise bike	High School
16108	Laptop	High School
16890	Projector	High School
16945	Laptop	High School
17811	Laptop	High School
18260	Laptop	High School
19003	Computer	High School
19010	Computer	High School
20477	Treadmill	High School
21333	Projector	High School
21563	Cell phone	High School
21942	Cell phone	High School
22211	Cell phone	High School
22218	Cell phone	High School
22427	Printer	High School
22428	Printer	High School
23753	Cell phone	High School
13985959	Computer	High School
E6100C0600022	Treadmill	High School
E6100C0600050	Treadmill	High School
UL 16667	Stepper	High School
YM151YUFLGR	Computer	High School
YM151YUXLGA	Computer	High School
23102	Cell phone	High School Athletics
09743	Zip drive	Intermediate School
09944	Printer	Intermediate School
13011	Printer	Intermediate School
14922	Printer	Intermediate School
16554	Computer	Intermediate School
16753	Cassette recorder	Intermediate School
18425	Computer	Intermediate School
20056	Laptop	Intermediate School
CNBJH86681	Printer	Intermediate School
22244	Cell phone	Maintenance Dept
22246	Cell phone	Maintenance Dept
22250	Cell phone	Maintenance Dept
15386	Laptop	Middle School
15514	Laptop	Middle School
15526	Laptop	Middle School
15527	Laptop	Middle School
15530	Laptop	Middle School
15551	Laptop	Middle School
15575	Laptop	Middle School
15973	Laptop	Middle School
15999	Laptop	Middle School
20636	Cell phone	Middle School
20638	Cell phone	Middle School
20639	Cell phone	Middle School
22252	Cell phone	Middle School
12696	Projector	North Elementary
14977	Laptop	North Elementary
18066	Laptop	North Elementary

08411	Braille embosser	Special Services
11929	Telex recorder	Special Services
12054	Palm pilot	Special Services
15616	Laptop	Special Services
15805	Telex narrator	Special Services
17945	Laptop	Special Services
6005064	Television	Special Services
FF20430	USB keyboard	Special Services
005032150	Monitor	Special Services
062377	Answering system	Special Services
11128947	Camcorder	Special Services
FF20432	USB keyboard	Special Services
FF20433	USB keyboard	Special Services
M44454N22F	Printer	Special Services
12059	Switch	Technology
15341	Laptop	Technology
15845	Printer	Technology
15962	Laptop	Technology
16110	Laptop	Technology
17937	Laptop	Technology
18244	Laptop	Technology
18466	PDA	Technology
18964	PDA	Technology
0037444755	Laptop	Technology
22371	Cell phone	Transportation
97100012	Bus	Transportation
97100023	Bus	Transportation
97100033	Bus	Transportation
97100034	Bus	Transportation
97100035	Bus	Transportation
97100071	Bus	Transportation
97100077	Bus	Transportation
97100082	Bus	Transportation
97100085	Bus	Transportation
97100086	Bus	Transportation
22235	Cell phone	West Elementary
22248	Cell phone	West Elementary

E. Recommend approval of the following donations:

1. A donation of \$50 from Tammy and Douglas Ponchot to Fairfield City School District to be used for the annual special needs fishing trip.
2. A donation of \$300 from Cobblestone Tavern to Fairfield City School District to be used for the annual special needs fishing trip.
3. A donation of \$250 from Rick's Tavern and Grill to Fairfield City School District to be used for the annual special needs fishing trip.
4. Donations for the 2013 Fairfield City School District's Art Fair:
 - a. Fairfield Central Elementary PTC \$100
 - b. Fairfield North Elementary PTC \$100
 - c. Fairfield West Elementary PTC \$ 50
 - d. Fairfield Middle School PTC \$100
 - e. Fairfield High School PTC \$100

5. A total donation of \$13,790 from the Fairfield Intermediate School PTC to Fairfield Intermediate School to be used for a student computer lab and purchase of iPads.
6. A donation of \$7,500 from the Fairfield West Elementary School PTC to Fairfield West Elementary to be used for a student mini computer lab.
7. A donation of \$2000 from Anthony Lanzalaco to the Fairfield High School Athletic Department to be used for football and soccer programs.
8. A donation of \$100 from Jeanne and Paul Rankin to the Fairfield High School Athletic Department in memory of Robert Rankin.
9. A donation of six yoga mats valued at \$100 from Wal-Mart (Bridgewater Falls) to Fairfield East Elementary School.
10. A donation of \$150 from Princeton Pike Church of God to Fairfield City School District to be used for the Celebration of Fairfield Achievement and Pride event.
11. A donation valued at \$6,080 from Mercy Healthplex to Fairfield City School District's elementary schools for the *Tennis In Our Schools* program.

Total donations for 2013: \$67,993.00

F. Recommend approval to authorize the Treasurer to pay invoices against the following purchase order that has not been processed in accordance with Section 5705.41(D):

1. Purchase order #3304714 – Butler County ESC - \$10,000.00

G. Recommend approval of the following fund-to-fund transfers:

\$29,327.43

From: 001-911A

To: 003-911A

Purpose: To pay outstanding debt for fiscal year 2013 – House Bill 264 Bond Payments

\$63,571.60

From: 001-911B

To: 003-911B

Purpose: To pay outstanding debt for fiscal year 2013 – Cooling Project Bond Payments

H. Recommend approval of the Five Year Forecast.

Motion to accept the recommendations: _____; 2nd _____

(Two minutes per speaker, not to exceed 10 minutes total time for public comments prior to board vote)

_____ **Kearns** _____ **Morris** _____ **Murray** _____ **Nuss** _____ **Shorter**

President declares motion _____.

- I. Recommend approval of the following board resolution to authorize employer pickup of employee contributions as follows:

Be it resolved, effective July 1, 2013, the Fairfield Board of Education agrees to pick up the total amount of employee contributions required by Section 3307.26, Revised Code, to be contributed by (see table below) to STRS Ohio. Fairfield Board of Education is permitted to pick up employee contributions pursuant to Section 3307.27 Revised Code, and Section 414(h)(2) of the Internal Revenue Code. These picked-up contributions, although designated as employee contributions, are being paid by the Fairfield Board of Education in lieu of employee contributions and shall be treated as stated in the table below. Employees in the covered groups may not opt out of the picked-up contributions or elect to receive the contributed amounts directly instead of having them picked up by the Fairfield Board of Education and paid to STRS Ohio.

Employee Group	Salary Reduction Pickup	Pickup paid by employer in addition to regular contract salary	Is this amount included in compensation for retirement purposes?
Superintendent & Asst Superintendents	0%	Current rate in effect	Yes
Curriculum Director & Athletic Director	0%	Current rate in effect	Yes
Administrators (except AD & Curriculum Director)	Current rate in effect less 4%	4%	Yes
Teacher	Current rate in effect	0%	N/A

(Please note: the STRS Ohio member contribution rate will increase 1% per year beginning July 1, 2013 through July 1, 2016. Employers must notify STRS Ohio how this additional 1% will be accounted for in the District's pickup plans.)

Motion to accept the recommendations: _____; 2nd _____

(Two minutes per speaker, not to exceed 10 minutes total time for public comments prior to board vote)

_____ **Kearns** _____ **Morris** _____ **Murray** _____ **Nuss** _____ **Shorter**

President declares motion _____.

- J. Recommend endorsement of the proposed plan design changes to the Butler Health Plan, effective January 1, 2014.

(The district's employee groups – administrative, certified and classified – were given the opportunity to vote on the proposed plan design changes. All three employee groups have endorsed the plan design changes.)

Motion to accept the recommendations: _____; 2nd _____

(Two minutes per speaker, not to exceed 10 minutes total time for public comments prior to board vote)

_____Kearns _____ Morris _____ Murray _____Nuss _____Shorter

President declares motion _____.

COMMITTEE REPORTS

A. Butler Tech – Dan Murray

B. Fairfield Planning Commission – Mark Morris

ANNOUNCEMENTS

May 23, 2013 – Last day for Seniors

May 27, 2013 – Memorial Day, No School

May 29, 2013 – Last day for all students grades K-11

May 30, 2013 – Last day for all staff

June 1, 2013 – Graduation, 2:00 P.M., Cintas Center – Xavier University

June 3, 2013 - Board Meeting, 6:30 PM, FHS Catherine D. Milligan Community Room

BOARD MEMBER COMMENTS

RECESS TO EXECUTIVE SESSION TO DISCUSS

The appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees 121.22 (G) (1)

Purchase or Sale of Real Estate 121.22 (G) (2)

Motion to convene executive session: _____; 2nd _____

_____Kearns _____ Morris _____ Murray _____Nuss _____Shorter

President declares motion _____.

President convenes executive session at _____ P.M.

President resumes regular meeting at _____ P.M.

ADJOURNMENT

Motion to adjourn: _____; 2nd _____

_____Kearns _____ Morris _____ Murray _____Nuss _____Shorter

President declares motion _____.

President adjourns meeting at _____ P.M.