

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

**BOARD OF EDUCATION MEETING AGENDA**

**AUGUST 5, 2013**

**WORK SESSION**

**6:30 PM**

**CATHERINE D. MILLIGAN COMMUNITY ROOM**

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CALL TO ORDER

ROLL CALL

\_\_\_\_\_ **Kearns** \_\_\_\_\_ **Morris** \_\_\_\_\_ **Murray** \_\_\_\_\_ **Nuss** \_\_\_\_\_ **Shorter**

PLEDGE OF ALLEGIANCE

SUPERINTENDENT'S RECOMMENDATIONS AND REPORTS

A. Personnel -- Certificated

1. Resignations

- a. Matthew Crapo, Intermediate, Intramural Track  
(effective 2013-14; to accept another assignment within the district)
- b. Kelly Dziech, Middle, Dept. Head Language Arts Grade 8  
(effective 2013-14; to accept another position within the district)
- c. Katie Fancher, Middle, Intervention Specialist  
(effective at the end of the 2012-2013 school year; for personal reasons)
- d. Nancy Garnett, Central, RN  
(effective at the end of the 2012-2013 school year; for personal reasons)
- e. Jessica Grimes, Freshman, Agents of Change  
(effective 2013-14; to accept another assignment within the district)
- f. Karin Hansee, High School, Instructional Coach, Cheer Coach, & Math Depart. Head  
(effective at the end of the 2012-2013 school year, in order to accept another position within the district)
- g. Kyle Jamison, High School, Math and Golf Coach  
(effective at the end of the 2012-2013 school year, in order to accept another position within the district)
- h. Melissa Price, District, Speech Language Pathologist, and Special Education  
Department Head  
(effective at the end of the 2012-2013 school year; for personal reasons)

2. Leave of Absence

- a. Jennifer Benjamin, Central, Intervention Specialist  
(effective August 16, 2013 through December 20, 2013; for childrearing purposes)

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### 3. Employment

- a. Kelsey Berryman, Freshman, 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)
- b. Mark Braam, High School, English  
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
- c. Michael Chacksfield, High School, 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)
- d. Karin Hansee, High School, Assistant Principal  
(recommended for a new two-year administrative contract effective July 12, 2013 through June 30, 2015, for 213 days, on the certificated administrative salary range 2, for a replacement position)
- e. Todd Hartman, West, Assistant Principal  
(recommended for a new two-year administrative contract effective July 26, 2013 through June 30, 2015, for 203 days, on the certificated administrative salary range 1, for a replacement position)
- f. Kyle Jamison, High School, Assistant Principal  
(recommended for a new two-year administrative contract effective July 22, 2013 through June 30, 2015, for 213 days, on the certificated administrative salary range 2, for a replacement position)
- g. Melissa Madden, South, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
- h. Corey Moorefield, High School, Math  
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
- i. Danielle Nathan, High School, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
- j. Danielle Pohlman, East, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)

- k. Amanda Schur, High School, 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; and an extended day contract as per the FCTA contract)
- l. Tony Schulz, High School, Math  
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
- m. Tyna Thompson, Middle, 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)
- n. Jeremy Young, High School, Social Studies, 50%  
(recommended for a new one-year limited teaching contract for the 2013-2014 school year, effective August 16, 2013; for a replacement position)
- o. Online Instructors

Jim Carty  
Mallory Nelson

(The above-noted persons are recommended for employment as online instructors as needed at the rate of \$24.34 per hour for the 2013-2014 school year. For those candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

- p. Extracurriculars 2012-13  
Shawn Starkey, Middle, Department Head Special Areas
- q. Extracurricular 2013-14  
Jennifer Hartley, Senior High, Cheer Coach, Basketball  
Jennifer Hartley, Senior High, Cheer Coach, Football  
Linda Loughran, Senior High, Dept. Head, Academic Guidance, 9-12  
Catherine Schmitt, Senior High, Vocal Music Associate  
Shawn Starkey, Middle, Department Head Special Areas

(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** \_\_\_\_\_.

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B. Personnel -- Classified

1. Resignations

- a. Kimberly Fallon, Sr. High, Food Service Assistant  
(effective the end of the 2012 - 2013 school year; for personal reasons)
- b. Bonnie Smith, Middle, Cook  
(effective at the end of the day May 31, 2013; for retirement purposes)
- c. Sonja Waldroff, Freshman, Cook  
(effective at the end of the day July 31, 2013; for retirement purposes)
- d. Tom Weiser, District, Supervisor of Buildings and Grounds  
(effective at the end of the day July 31, 2013; in order to accept another position within the district)

2. Leaves of Absence

- a. Paul Joseph, Middle, Custodian  
(effective July 23, 2013 through October 11, 2013; unpaid personal medical)
- b. Sharon Smith, Sr. High, Clerk III  
(effective June 25, 2013 through September 30, 2013; extension of unpaid personal medical)

3. Employment

- a. Jennifer Burnside, Intermediate, Food Service Assistant  
(effective August 21, 2013; for a replacement position)
- b. Debra Combs, West, Educational Assistant  
(effective August 21, 2013; for a replacement position)
- c. Johnny Duncil, Sr. High, Custodian  
(effective August 6, 2013; for a replacement position)
- d. Andrea Matthews, Sacred Heart, Auxiliary Services Clerk IV  
(effective August 19, 2013; for a replacement position, paid from auxiliary services monies)
- e. Teresa Steinmetz, Middle, Food Service Assistant  
(effective August 6, 2013; for a replacement position)
- f. David Thomas, Freshman, Custodian  
(effective August 6, 2013; for a replacement position)

- g. Brittany Wahoff, Middle, Food Service Assistant  
(effective August 21, 2013; for a replacement position)
  - h. Tom Weiser, Administration Building, Director of Business Operations  
(recommended for a new two-year administrative contract effective August 1, 2013 through June 30, 2015, for 228 days, on the classified administrative salary range 2, for a replacement position)
4. Recall from Reduction In Force
- a. Jenny Haley, Transportation, Bus Driver  
(effective August 1, 2013; for a replacement position)
  - b. Larry Perkins, Transportation, Bus Driver  
(effective August 1, 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. Items for Board Discussion**

- 1. Policy CCA – Paul Otten
- 2. Administrative Salary Ranges – Paul Otten
- 3. Revision of the evaluation policies – Roger Martin
- 4. Draft Memorandum of Understanding regarding Teacher Evaluation Performance Ratings – Roger Martin
- 5. Changes to administrative job descriptions – Roger Martin
- 6. Hunger-Free Kids Act – Tom Weiser  
In accordance with O.R.C. 3313.814 (D), the Superintendent or designee will create an annual report regarding the district compliance with the standards outlined in the Healthy, Hunger-Free Kids Act (S. 3307) passed by the U.S. House of Representatives in 2010. Fairfield City Schools officially completed the performance based reimbursement rate increase which certifies the District’s compliance with final meal pattern regulations as required by federal law. Dr. Brigette B. Hires, PhD, RD, LD, Assistant Director, Office for Child Nutrition, Ohio Department of Education certified the district officially on December 17, 2012.

As of July 2011, Ohio Revised Code 3313.814 requires each school district board of education and each chartered nonpublic school governing authority to adopt and enforce nutrition standards governing the types of food and beverages that may be sold on the premises of its schools, and specifying the time and place each type of food or beverage may be sold. The standards specified in 3313.816 and 3313.817 are minimum standards and do not preclude the adoption of more stringent standards by the Local Educational Agency (LEA). Each board or governing authority shall designate staff to be responsible for ensuring that the school district or school meets the nutrition standards adopted under this section. The staff shall prepare an annual report regarding the district’s or school’s compliance with the standards.

7. Other items for discussion

D. Other Items for Board Action

1. Recommend approval of the revision to the 2013-14 school calendar.
2. Recommend approval of the following job descriptions for extracurricular positions:
  - JV Cheerleading Coach, Football and JV Cheerleading Coach, Basketball
  - INTERalliance Club Advisor
3. Recommend approval of the following resolution to establish the retirement pickup percentage for the Director of Business Operations:

Be it resolved, effective August 1, 2013, the Fairfield Board of Education agrees to “pick up” the total amount of employee contributions required by Section 3309.47 of the Ohio Revised Code to be contributed by Administrator-Director of Business Operations to SERS Ohio. 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 paid by the board as a fringe benefit in addition to the contract salary otherwise payable to the employee. These contributions shall be treated as additional compensation and included in salary for retirement purposes.

The employee 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 SERS Ohio.

**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** \_\_\_\_\_.

4. Recommend approval of the following resolutions regarding the bond issue and tax levy:

**RESOLUTION DETERMINING TO PROCEED WITH AN ADDITIONAL TAX LEVY IN EXCESS OF THE TEN MILL LIMITATION TO PAY FOR GENERAL PERMANENT IMPROVEMENTS AND A BOND ISSUE AND LEVY A TAX IN EXCESS OF THE TEN-MILL LIMITATION TO RETIRE SUCH BONDS**

**WHEREAS**, pursuant to Section 5705.218 of the Ohio Revised Code (the "Act"), this board of education by a resolution duly adopted on July 12, 2013 (the "Prior Resolution"), (a) determined the necessity of (i) levying an additional five-tenths (0.50) mills tax in excess of the ten-mill limitation imposed by Section 2 of Article XII of the Constitution and laws of the State of Ohio (the "ten-mill limitation") for the benefit of this school district for the purpose of providing funds for the acquisition, construction, enlargement, renovation, and financing of permanent improvements for a continuing period of time (the "Permanent Improvement Levy"), and (ii) issuing general obligation bonds of this board of education (the "Bonds") in the amount of \$61,358,814, for the purpose of paying the local share of school construction under the State of Ohio Classroom Facilities Assistance Program and other improvements, renovations and additions to school facilities, site acquisition and providing equipment, furnishings and site improvements therefor (the "Project"), and of levying an annual direct tax on all the taxable property in this school district, outside of the ten-mill limitation to pay the interest on and to retire the Bonds and any anticipatory securities (the "Bond Issue Levy"), and (b) provided that the question of levying the Permanent Improvement Levy and issuing the Bonds and levying the Bond Issue Levy shall be submitted to the electors of this school district as a single ballot question at the election to be held on the November 5, 2013, all pursuant to the Act;

**WHEREAS**, the Treasurer of this board of education, as its fiscal officer, has certified to this board of education that the estimated life of the Project is at least five (5) years that the maximum maturity of the Bonds is thirty-eight (38) years;

**WHEREAS**, the county auditor has certified that (i) the current tax valuation of this school district is \$1,356,204,190, (ii) the dollar amount of revenue that would be generated by the Permanent Improvement Levy as specified in the Prior Resolution is \$678,102 per year, assuming that the tax valuation of this school district remains throughout the life of the Permanent Improvement Levy the same as the tax valuation for the current year, and (iii) the estimated average annual levy throughout the life of the Bonds which will be required to pay the interest on and retire the Bonds as described in the Prior Resolution, assuming that the Bonds are issued in one series and that throughout the life of the Bonds the amount of the tax list of this school district remains the same as the amount of the valuation, is two and twelve hundredths (2.12) mills, for each one dollar (\$1.00) of valuation which amounts to twenty-one and two-tenths cents (\$0.212) for each one hundred dollars (\$100.00) of valuation; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Fairfield City School District (hereinafter called the "Board of Education"), County of Butler, Ohio, at least two-thirds of all its members concurring:

**SECTION 1.** That the Board of Education hereby declares that:

(a) the amount of taxes that can be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the present and future requirements of this school district;

(b) it is necessary to issue general obligation bonds, and specifically, the Bonds, for permanent improvements comprising the Project and to levy an additional tax in excess of the ten-mill limitation to pay debt charges on the Bonds and any anticipatory securities, being specifically, the Bond Issue Levy;

(c) it is necessary to levy additional taxes in excess of the ten-mill limitation and specifically, the Permanent Improvement Levy, to provide funds for the acquisition, construction, enlargement, renovation, and financing of permanent improvements for a continuing period of time; and

(d) the question of issuing the Bonds and levying the taxes comprising the Bond Issue Levy and the Permanent Improvement Levy shall be submitted to the electors of this school district at a special election to be held on November 5, 2013.

**SECTION 2.** That it is hereby determined to proceed with the issuance of bonds of this Board of Education, being the Bonds described in the Preamble hereto, in the amount of \$61,358,814, for the purpose the Project, and to levy an annual direct tax on all the taxable property in this school district outside of the ten-mill limitation, being the Bond Issue Levy described in the Preamble hereto, to pay the annual debt charge on the

Bonds and to pay debt charges on any anticipatory securities issued in anticipation of the Bonds, estimated by the county auditor to average throughout the stated maturity of the Bonds two and twelve hundredths (2.12) mills, for each one dollar (\$1.00) of valuation which amounts to twenty-one and two-tenths cents (\$0.212) for each one hundred dollars (\$100.00) of valuation. If approved by the electors, the Bond Issue Levy shall be first levied in 2013, and first due in calendar year 2014.

**SECTION 3.** That it is hereby determined to proceed with the levy of an additional tax in excess of the ten-mill limitation for the purpose of providing funds for the acquisition, construction, enlargement, renovation, and financing of permanent improvements, being the Permanent Improvement Levy described in the Preambles hereto, at the rate not exceeding five-tenths (0.50) mills for each one dollar (\$1.00) of valuation, which amounts to five cents (\$0.05) for each one hundred dollars (\$100.00) of valuation for a continuing period of time. If approved, the Permanent Improvement Levy shall first be levied upon the 2013 tax list and duplicate, for first collection in calendar year 2014.

**SECTION 4.** That the question of levying the Permanent Improvement Levy, issuing the Bonds and levying the Bond Issue Levy to pay the annual debt charges thereon shall be submitted to the electors of the School District at an election to be held on November 5, 2013, as a single ballot question pursuant to the Act.

**SECTION 5.** That the Treasurer of this Board of Education be and is hereby directed to immediately (a) certify to the Board of Elections a true and correct copy of the Prior Resolution and a true and correct copy of this resolution, along with copies of the county auditor's estimate of the amount of the Bond Issue Levy, expressed in dollars and cents for each one hundred dollars (\$100.00) of valuation as well as in mills for each one dollar (\$1.00) of valuation, and the county auditor's certification of the rate of the Permanent Improvement Levy, expressed in mills for each one dollar in tax valuation as estimated by the county auditor and the dollar amount of revenue that would be generated by the number of mills specified for the Permanent Improvement Levy, and (b) notify such board of elections to cause notice of such election to be given, and arrangements for the submission of such question to the electors of this school district be made, as required by law.

**SECTION 6.** That the form of the ballot to be used at such election shall be substantially as follows, with such changes as may be prescribed by the board of elections:

**PROPOSED BOND ISSUE AND TAX LEVY**  
Majority Affirmative Vote is  
Necessary for Passage

Shall the Board of Education of the Fairfield City School District, County of Butler, Ohio, be authorized to do the following:

(1) Issue bonds for the purpose of PAYING THE LOCAL SHARE OF SCHOOL CONSTRUCTION UNDER THE STATE OF OHIO CLASSROOM FACILITIES ASSISTANCE PROGRAM AND OTHER IMPROVEMENTS, RENOVATIONS AND ADDITIONS TO SCHOOL FACILITIES, SITE ACQUISITION AND PROVIDING EQUIPMENT, FURNISHINGS AND SITE IMPROVEMENTS THEREFOR, in the principal amount of Sixty-One Million Three Hundred Fifty-Eight Thousand Eight Hundred Fourteen Dollars (\$61,358,814), to be repaid annually over a maximum period of thirty-eight (38) years, and levy a property tax outside of the ten-mill limitation, estimated by the county auditor to average over the bond repayment period two and twelve hundredths (2.12) mills for each one dollar (\$1.00) of tax valuation, which amounts to twenty-one and two-tenths cents (\$0.212) for each one hundred dollars (\$100.00) of tax valuation, commencing in 2013, first due in calendar year 2014, to pay the annual debt charges on the bonds, and to pay debt charges on any notes issued in anticipation of those bonds?

(2) Levy an additional property tax for the acquisition, construction, enlargement, renovation, and financing of permanent improvements at a rate not exceeding five-tenths (0.50) mills for each one dollar (\$1.00) of tax valuation, which amounts to five cents (\$0.05) for each one hundred dollars (\$100.00) of tax valuation, for a continuing period of time, commencing in 2013, first due in calendar year 2014?

	FOR THE BOND ISSUE AND TAX LEVY
	AGAINST THE BOND ISSUE AND TAX LEVY

**SECTION 7.** That 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 of Education; and that all deliberations of this Board of Education and of any of its committees that resulted in



such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

**SECTION 8.** That this resolution shall take effect immediately upon its adoption.

**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** \_\_\_\_\_.

**ANNOUNCEMENTS**

August 1, 2013 – Student Registration Center is now open (Mon., Tues., Thurs., Fri. from 8:00 AM – 3:00 PM; Wed., Aug. 7 and 14 from 11:00 AM-7:00 PM)

August 7, 2013 – All school offices open

August 13, 2013 – Fairfield Administration Building Open House, 7:00-9:00 P.M., 4641 Bach Ln.

August 16, 2013 – Teachers report; no students

August 19, 2013 – Teachers report; no students. All school offices closed for District staff meeting, 8:00-11:00 AM

August 20, 2013 – Inservice Day; no students

August 21, 2013 – Students report for first day of school

August 22, 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)

Court Action 121.22 (G) (3) – Pending or Imminent Litigation

Security Arrangements 121.22 (G) (6)

**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.**