

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

BOARD OF EDUCATION MEETING AGENDA

JANUARY 14, 2016

**ORGANIZATIONAL MEETING 6:30 PM
FAIRFIELD ACADEMY**

OPENING OF THE MEETING

President Pro Tem – Dan Hare

OATH OF OFFICE FOR NEWLY ELECTED BOARD OF EDUCATION MEMBERS

A. Oath of office for Board of Education members Mr. Jerome Kearns and Mrs. Balena Shorter, effective January 1, 2016 through December 31, 2019

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

ELECTION OF THE PRESIDENT OF THE FAIRFIELD BOARD OF EDUCATION FOR 2016
(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** _____ **Hare** _____ **Kearns** _____ **Shorter**

President Pro Tem declares _____ elected President of the Fairfield Board of Education for 2016

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 2016 (ORC 3313.14)

A. Nominations (same procedure applies)

Nominator _____ Nominee _____

Nominator _____ Nominee _____

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

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares _____ elected Vice President of the Fairfield Board of Education for 2016

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 2016 meeting dates, times and location (ORC 3313.15)

Suggestion:

Work Sessions: 1st Thursday of the month
6:30 P.M.
Fairfield Administration Building
Large Conference Room
4641 Bach Lane

Regular Sessions: 3rd Thursday of the month
6:30 P.M.
Fairfield Senior High School
Catherine D. Milligan Community Room
8800 Holden Blvd.

B. Consider establishment of a Board service fund for 2016 in the amount of \$9,942.00. (ORC 3315.15).

C. Recommend renewal and/or purchase of Position/Performance Bonds for Board Members, Superintendent, Assistant Superintendents, and Treasurer as required by Ohio Law in the amount of \$20,000.00 each.

D. Recommend approval of the following standing authorizations for 2016:

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 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.
6. 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.
7. 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.

8. 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.
9. Authorize the Director of Curriculum and Instruction and Director of Business Operations to approve professional day requests for certificated and classified employees for state meetings, workshops, and events in an amount not to exceed the limits in the Annual Appropriation, Board Policy, and negotiated contracts.
10. Authorize the Treasurer to utilize the legal firm of Dinsmore & Shohl when fiscal legal opinions are required.
11. Authorize members of the Board to attend workshops, seminars and meetings for Professional Development and to benefit the academic and financial status of district.

- 12. Recommend that in accordance with Section 3313.26, ORC that the Board waive the reading of minutes from previous meetings.
- 13. Authorize the Treasurer to dispose of assets or property (not exceeding \$10,000 in value) that is no longer needed.

E. Appointments to OSBA and City Committees

- 1. Legislative Liaison to OSBA/Federal Relations Network _____
- 2. Parks and Recreation Board _____
- 3. Planning Commission _____

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

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

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

SUPERINTENDENT’S RECOMMENDATIONS AND REPORTS

A. Personnel – Licensed

- 1. Leaves of Absence
 - a. Sarah Donnelly, Intermediate, Language Arts
(effective February 9, 2016 through March 22, 2016; for childrearing purposes)
 - b. Tiffany Geers, District, Speech Language Pathologist
(effective February 29, 2016 through March 4, 2016; for personal reasons)

2. Employment

a. **Extracurriculars 2015-16**

Senior High

Jerry Funk, Swim Coach, Boys/Girls 1.75%

Middle

Steve Maloney, Tennis, Boys 7th/8th

b. ESL Tutors

Douglas Lopina

(Periodically the district has students who qualify for English as a Second Language, as determined through the district’s established assessment process. It is recommended that the above-noted person(s) be employed as the designated ESL Tutor at the rate of \$25.51 per hour, effective for the 2015-16 school year.

c. Substitute Teachers

Kaitlyn Meadors

(All recommendations are for the 2015-16 school year at a rate of \$82 per day.)

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

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

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

B. Personnel – Classified

1. Leaves of Absence

- a. Melissa Risinger, Transportation, Bus Driver
(effective January 4, 2016 through January 25, 2016; unpaid personal medical)

2. Employment

- a. Marita Avery, Intermediate, Educational Assistant
(effective January 15, 2016; for a replacement position)

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

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

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

C. Item for Board Discussion

- 1. Naming of Schools – Teresa Sunderman
- 2. Memorandum of Understanding Regarding Tuition Reimbursement for 2015-2016 (Intervention Specialists of students who take Alternate Assessments, Grades 7 – 12) – Roger Martin
- 3. 2016-2017 Program of Studies – Kari Franchini

D. Items for Board Action

- 1. Recommend approval of the naming of the new elementary school located on Holden Boulevard (to open for the 2017-2018 school year) to be _____
- 2. Recommend approval of the renaming of the current Middle School located on Nilles Road, which will operate as a Middle School for grades 6 – 8 (to open for the 2017-2018 school year) to be _____
- 3. Recommend approval of the renaming of the current Intermediate School located on Donald Drive, which will operate as a Middle School for grades 6 – 8 (to open for the 2017-2018 school year) to be _____

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

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

- 4. Memorandum of Understanding Regarding Tuition Reimbursement for 2015-2016 (Intervention Specialists of students who take Alternate Assessments, Grades 7-12)
- 5. Recommend approval of Nancy Lane to act as designee for Board of Education Members Brian Begley, Jerome Kearns and Balena Shorter 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** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

- 6. Recommend approval of Board Policy JEB – Entrance Age (Mandatory Kindergarten)

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

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

TREASURER’S RECOMMENDATIONS AND REPORTS

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

December 17, 2015 – Regular Meeting

- B. Recommend approval of the financial reports for the month of December 2015.
- C. Recommend approval of the 2015-2016 Amended Appropriations Resolution.
- D. Recommend approval of the following donations:
 - 1. A donation of \$1000 from Wal-Mart (Princeton Road) to Fairfield North Elementary School to be used to purchase classroom materials.
 - 2. A donation of \$100 from Janice & James Brantley to Fairfield Central Elementary School to be used to purchase coats for needy students.

Total donations for 2016: \$1,100.00

- E. Recommend approval of the disposal of the following fixed assets:

<u>Tag Number</u>	<u>Description</u>	<u>Location</u>
10014	Fax machine	Business Office
16223	Monitor	Business Office
17932	Laptop	Business Office
17952	Computer	Business Office
20492	Laptop	Business Office
21465	Computer	Business Office
22210	Cell phone	Business Office
19720	Computer	Central Elementary
12095	Printer	Curriculum Department
16298	Camcorder	Curriculum Department
16299	Camera	Curriculum Department
17210	Laptop	Curriculum Department
18448	Printer	Curriculum Department
18486	Projector	Curriculum Department
18921	Laptop	Curriculum Department

19753	Computer	Curriculum Department
19780	Computer	Curriculum Department
21065	Laptop	Curriculum Department
16327	Projector	Intermediate School
21214	Projector	Intermediate School
18033	Computer	Maintenance Department
25668	Cell phone	Maintenance Department
6202	Milk cooler	Middle School
19063	Milk cooler	Middle School
20418	Cell phone	North Elementary
21829	Computer	North Elementary
21832	Computer	North Elementary
18874	Monitor	Personnel Department
21793	Laptop	Registration
15906	Monitor	Technology Department
15915	Monitor	Technology Department
25654	Cell phone	Technology Department
20536	Computer	Treasurer's Office
11528	Printer	West Elementary
15627	Printer	West Elementary

- F. Recommend approval to set the IRS mileage reimbursement rate at .54 cents, effective January 1, 2016.
- G. Recommend approval of the fiscal year 2017 Tax Budget that will be submitted to the Butler County Auditor’s Office.
- H. Recommend approval of the following rates to be paid to seasonal and sporadic athletic workers, effective January 1, 2016:

Scorekeepers/Timers/Ticket takers: \$28 per game
 Site Managers: \$60 per game
 Bookkeeper: \$150 per tournament

Motion to accept the recommendations: _____; 2nd _____

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

ANNOUNCEMENTS

- January 14, 2016 – Fairfield Health Center Official Opening
- January 18, 2016 – Martin Luther King, Jr. Day, No School
- February __, 2016 – Board Meeting, 6:30 PM, 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 _____

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

President convenes executive session at _____ P.M.

President resumes regular meeting at _____ P.M.

ADJOURNMENT

Motion to adjourn: _____; 2nd _____

_____ **Begley** _____ **Berding** _____ **Hare** _____ **Kearns** _____ **Shorter**

President declares motion _____.

President adjourns meeting at _____ P.M.