

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

**BOARD OF EDUCATION MEETING AGENDA**

**JULY 13, 2015**

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

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CALL TO ORDER

ROLL CALL

\_\_\_\_\_ **Berding**    \_\_\_\_\_ **Hare**    \_\_\_\_\_ **Heisler**    \_\_\_\_\_ **Kearns**    \_\_\_\_\_ **Shorter**

PLEDGE OF ALLEGIANCE

PRESENTATIONS

A.    Fairfield Aspiring Leaders Program – Paul Otten

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. 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 dialog at this time. Presentations are limited to five (5) minutes each.

SUPERINTENDENT’S RECOMMENDATIONS AND REPORTS

A.    Personnel – Licensed

1.    Resignations

- a.    Valerie Aukerman, Intermediate, Gifted Science  
(effective at the end of the 2014-2015 school year; for personal reasons)
- b.    Kelly Berleman, Fairfield Academy, Dean of Students  
(effective July 13, 2015; for personal reasons)
- c.    Karen Carty, Central, 2<sup>nd</sup> grade  
(effective at the end of the 2014-2015 school year; for personal reasons)
- d.    Stacey Ewen, Senior High, Social Studies  
(effective at the end of the 2014-2015 school year; for personal reasons)
- e.    Ron Fernandez, Middle, 7<sup>th</sup> grade Social Studies  
(effective at the end of the 2014-2015 school year; for personal reasons)
- f.    Amy Geiger, South, 4<sup>th</sup> grade  
(effective at the end of the 2014-2015 school year; for personal reasons)

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- g. Mallori Jones, West, 1<sup>st</sup> grade  
(effective at the end of the 2014-2015 school year; for personal reasons)
  - h. Richard Laufman, Senior High, Science  
(effective at the end of the 2014-2015 school year; for personal reasons)
  - i. Jennifer McGuffey, Fairfield Academy, English  
(effective at the end of the 2014-2015 school year; for personal reasons)
  - j. Mark Rice, Middle, Assistant Principal  
(effective at the end of the 2014-2015 school year; in order to accept another position within the school district)
  - k. Allyson Schnepper, Middle, 8<sup>th</sup> grade Math  
(effective August 10, 2015; for personal reasons)
2. Employment
- a. Amanda Barnett, West, 2<sup>nd</sup> grade  
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a replacement position)
  - b. Michael Berkemeier, Freshman, Assistant Principal  
(recommended for up to ten (10) additional days at his per diem rate for service as substitute principal at the Fairfield Freshman School during the 2015-2016 school year)
  - c. Teresa Detherage, East, Kindergarten, 50%  
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a replacement position)
  - d. Kathryn Ford, East, 2<sup>nd</sup> grade  
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a replacement position)
  - e. Amber Heis, Central, ESL Teacher  
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a replacement position)
  - f. Kathleen Kibler, Senior High, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a replacement position)
  - g. Melissa Hulley, East, Intervention Specialist  
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a new position)

- h. Chelsea Schindler, Freshman, Science  
(recommended for a new one-year limited teaching contract for the 2015-2016 School year, effective August 28, 2015; for a replacement position)
- i. Dawn Springer, Central, 4<sup>th</sup> grade  
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a replacement position)
- j. Katherine Youngkin, Senior High, Chinese  
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a replacement position)

3. Correction

- a. Aileen Ernst, Middle, Assistant Principal  
(correct the number of days in the new two-year administrative contract, effective July 1, 2015 through June 30, 2017 from 208 days to 213 days, on the certificated administrative salary range 2, for a replacement position)

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

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Berding**    \_\_\_\_\_ **Hare**    \_\_\_\_\_ **Heisler**    \_\_\_\_\_ **Kearns**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

B. Items for Board Discussion

- 1. Change Order Authorization – Paul Otten
- 2. Naming of Schools – Paul Otten
- 3. Grant of Easement – Tom Weiser
- 4. Case of Urgent Necessity for Stadium Fencing – Tom Weiser

C. Other Items for Board Action

- 1. Recommend approval of the new/revised extra-curricular job descriptions
  - Robotics Team Mentor
  - Summer Transition Camp Coordinator
  - Athletic Director, Middle School
- 2. Recommend approval of the revision of all extra-curricular job descriptions as follows:
  - “Ohio Sports Medicine Certification” changes to “Pupil Activity Permit”

3. Recommend approval of revisions to the following policies
  - GCE – Part-time and Substitute Certificated Staff Employment
  - JEFB – Released Time for Religious Instruction
4. Recommend approval of the Health course of study.
5. Recommend approval to authorize Duke Energy Ohio, Inc. Grant of Easement on School District property (location: south end of Fairfield Stadium)
6. Recommend approval of the following resolution:

**RESOLUTION BY THE FAIRFIELD CITY SCHOOL DISTRICT  
BOARD OF EDUCATION APPROVING THE PROGRAM OF  
REQUIREMENTS STAGE SUBMISSION FOR CENTRAL  
ELEMENTARY, NEW ELEMENTARY 2, AND FRESHMAN HIGH  
SCHOOL**

**WHEREAS**, the Board of Education of the Fairfield City School District (the “Board”) is undertaking a major construction project in cooperation with the Ohio Facilities Construction Commission (OFCC) through the Classroom Facilities Assistance Program (CFAP), which includes the construction of Central Elementary, New Elementary 2 and Freshman High School (referred to as the “Project”); and

**WHEREAS**, SHP Leading Design, the Board’s Architect for the Project, prepared the program of requirements stage drawings and related documents for the project; Skanska Megen, the Construction Manager at Risk for the Project produced an estimate of construction costs and a construction schedule based on the drawings and documents prepared by the Architect; Quandel Construction Group, Inc., the Owner’s Agent for the Project has reviewed the drawings and documents prepared by the Architect compared total project cost estimates and commitments to the budget; and

**WHEREAS**, all of the comments have been reviewed and resolved with respect to the program of requirements stage drawings and documents for the Project, and the Construction Manager at Risk has assembled the program of requirements stage submission housed on OAKS CI system;

**WHEREAS**, the Board wishes to approve the program of requirements stage submission as presented by the Construction Manager at Risk, subject to approval by the OFCC;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Fairfield City School District as follows:

- A. The program of requirements stage submission for the Project, as assembled and presented by the Construction Manager at Risk including the schematic design drawings and documents prepared by the Architect and the construction cost estimate and project schedule produced by the Construction Manager at Risk, is approved by the Board, subject to approval by OFCC.

- B. The Superintendent and Treasurer are authorized to sign the Locally Funded Initiatives Memorandum of Understanding (“LFI MOU”) for the Project on behalf of the Board.
7. Recommend approval of the following resolution:

**RESOLUTION BY THE FAIRFIELD SCHOOL DISTRICT BOARD OF EDUCATION APPROVING THE SCHEMATIC DESIGN STAGE SUBMISSION FOR CENTRAL ELEMENTARY, NEW ELEMENTARY 2, AND FRESHMAN HIGH SCHOOL**

*WHEREAS*, the Board of Education of the Fairfield City School District (the “Board”) is undertaking a major construction project in cooperation with the Ohio Facilities Construction Commission (OFCC) through the Classroom Facilities Assistance Program (CFAP), which includes the construction of Central Elementary, New Elementary 2 and Freshman High School (referred to as the “Project”); and

*WHEREAS*, SHP Leading Design, the Board’s Architect for the Project, prepared the schematic design stage drawings and related documents for the project; Skanska Megen, the Construction Manager at Risk for the Project produced an estimate of construction costs and a construction schedule based on the drawings and documents prepared by the Architect; Quandel Construction Group, Inc., the Owner’s Agent for the Project has reviewed the drawings and documents prepared by the Architect compared total project cost estimates and commitments to the budget; and

*WHEREAS*, all of the comments have been reviewed and resolved with respect to the schematic design stage drawings and documents for the Project, and the Construction Manager at Risk has assembled the schematic design stage submission housed on OAKS CI system;

*WHEREAS*, the Board wishes to approve the schematic design stage submission as presented by the Construction Manager at Risk, subject to approval by the OFCC;

*NOW, THEREFORE, BE IT RESOLVED* by the Board of Education of the Fairfield City School District as follows:

- A. The schematic design stage submission for the Project, as assembled and presented by the Construction Manager at Risk including the schematic design drawings and documents prepared by the Architect and the construction cost estimate and project schedule produced by the Construction Manager at Risk, is approved by the Board, subject to approval by OFCC.
- B. The Superintendent and Treasurer are authorized to sign the Locally Funded Initiatives Memorandum of Understanding (“LFI MOU”) for the Project on behalf of the Board.

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Berding**    \_\_\_\_\_ **Hare**    \_\_\_\_\_ **Heisler**    \_\_\_\_\_ **Kearns**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

8. Recommend approval of the following resolution:

Recommend approval of the urgent necessity for the fencing of the District stadium facility located on Stadium Drive:

**RESOLUTION DECLARING THAT A CASE OF URGENT NECESSITY EXISTS AND AUTHORIZING ENTERING INTO A CONTRACT WITHOUT ADVERTISING OR BIDDING FOR THE FENCING OF THE STADIUM FACILITY LOCATED ON STADIUM DRIVE, FAIRFIELD, OHIO**

**WHEREAS**, there is a need to fence the District stadium facility located on Stadium Drive, Fairfield, Ohio, to accommodate the Fairfield City School District athletic and performance programs and Fairfield residents and community, and,

**WHEREAS**, the fencing of the stadium facility must be accomplished immediately in order to continue to accommodate the Fairfield City School District athletic and performance programs and the ongoing needs of the Fairfield residents and community,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Fairfield City School District, County of Butler, State of Ohio, that:

SECTION 1. It is found and determined that there is an urgent necessity for the fencing of the stadium facility located on Stadium Drive, Fairfield, Ohio, although said facility is not a school building for which advertising and bidding under ORC 3313.46 is required.

SECTION 2. It is further found that compliance with the procedure for advertisement and competitive bidding prescribed by ORC 3313.46, if applicable, would delay the commencement of said fencing for an excessive period of time causing an additional burden on the District and residents and community.

SECTION 3. The Treasurer and the President of the Board are hereby authorized to contract without formal advertising or bidding with:

Robinson Fence Company  
1635 Howell Avenue  
Hamilton, Ohio 45011

For the fencing of the stadium facility located on Stadium Drive, Fairfield, Ohio to accommodate the Fairfield City School District and the Fairfield community in an amount not to exceed \$94,000.

SECTION 4. 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, and that all deliberations of this Board and of any of its committees that resulted in such action were adopted in meetings open to the public, in compliance with all legal requirements including ORC 121.22.

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Berding**    \_\_\_\_\_ **Hare**    \_\_\_\_\_ **Heisler**    \_\_\_\_\_ **Kearns**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

#### TREASURER'S RECOMMENDATIONS AND REPORTS

- A. Recommend approval of the minutes of the following meeting: June 29, 2015 – Regular Meeting.
- B. Recommend approval of the financial reports for the month of June 2015.
- C. Recommend approval of the 2015-2016 Amended Appropriations Resolution.
- D. Recommend approval of the disposal of the following fixed assets:

<u>Tag Number</u>	<u>Description</u>	<u>Location</u>
11887	Computer	East Elementary
14835	Computer	East Elementary
14840	Computer	East Elementary
14844	Computer	East Elementary
17363	Computer	East Elementary
17892	Computer	East Elementary
17894	Computer	East Elementary
17909	Computer	East Elementary
18492	Computer	East Elementary
18600	Computer	East Elementary
18609	Computer	East Elementary
18617	Computer	East Elementary
18626	Computer	East Elementary
18628	Computer	East Elementary
18629	Computer	East Elementary
18642	Computer	East Elementary
18646	Computer	East Elementary
18673	Computer	East Elementary
18707	Computer	East Elementary
18708	Computer	East Elementary
18709	Computer	East Elementary
18710	Computer	East Elementary
18712	Computer	East Elementary
18713	Computer	East Elementary
18714	Computer	East Elementary
18716	Computer	East Elementary
18721	Computer	East Elementary
18722	Computer	East Elementary

18728	Computer	East Elementary
18730	Computer	East Elementary
18737	Computer	East Elementary
18743	Computer	East Elementary
18746	Computer	East Elementary
18747	Computer	East Elementary
18748	Computer	East Elementary
18750	Computer	East Elementary
18751	Computer	East Elementary
18752	Computer	East Elementary
18753	Computer	East Elementary
18754	Computer	East Elementary
18757	Computer	East Elementary
18759	Computer	East Elementary
18760	Computer	East Elementary
18763	Computer	East Elementary
18765	Computer	East Elementary
18767	Computer	East Elementary
18768	Computer	East Elementary
18769	Computer	East Elementary
21743	Computer	East Elementary
21744	Computer	East Elementary
15289	Computer	North Elementary
16294	Computer	North Elementary
17139	Computer	North Elementary
18553	Computer	North Elementary
18569	Computer	North Elementary
18572	Computer	North Elementary
18577	Computer	North Elementary
18582	Computer	North Elementary
18589	Computer	North Elementary
18591	Computer	North Elementary
18606	Computer	North Elementary
18614	Computer	North Elementary
19721	Computer	North Elementary
21567	Computer	North Elementary
24002	Cell phone	Technology
24004	Cell phone	Technology
24012	Cell phone	Transportation

E. Recommend approval of the following fund-to-fund advances:

\$66,002.95

From: 001-9059 Summer School

To: 001-0000 General Fund

Purpose: Return of FY2015 year-end advance



\$7,359.36

From: 009-9900 Uniform School Supplies-Central  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$361,608.49

From: 010-9101 OFCC/Classroom Facilities/State Share  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$11,470.00

From: 019-9115 OMHAS Community Coalitions Grant  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$19.38

From: 019-9310 J. Kyle Braid Fund  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$12,307.66

From: 200-917H Class of 2017-High School  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$145.00

From: 200-940H Destination Imagination-High School  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$11,670.36

From: 200-950H Annual-High School  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$60.51

From: 200-955F Peer Helpers Fund-Freshman  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$263,579.30

From: 300-950H Athletic Fund-High School  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$2,985.54

From: 300-950R "Royal 8" Tournament-Athletics-HS  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$1,348.28

From: 300-950W Wrestling Tournament-Athletics-HS  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$757.36

From: 300-951S Soccer Tournament-Athletics-HS  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$1,895.81

From: 300-954F Athletic Fund-Freshman  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$504.14

From: 439-9015 Early Childhood Entitlement FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$584.05

From: 499-9015 School Psych Intern Grant FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$9,136.69

From: 506-9015 Race to the Top FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$55,338.72

From: 516-9015 IDEA Part B FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$14,434.53

From: 551-9015 Title III LEP FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$3,762.26

From: 551-9115 Title III Immigrant FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$34,488.40

From: 572-9015 Title I FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$13,604.75

From: 572-9115 Title I Neglected FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$225.56

From: 587-9015 Early Childhood Special Education FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

\$24,587.35

From: 590-9015 Title II-A FY2015  
To: 001-0000 General Fund  
Purpose: Return of FY2015 year-end advance

**Motion to accept the recommendations:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Berding**    \_\_\_\_\_ **Hare**    \_\_\_\_\_ **Heisler**    \_\_\_\_\_ **Kearns**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

**COMMITTEE REPORTS**

- A. Legislative update – Dan Hare
- B. Butler Tech – Michael Berding
- C. Planning Commission – Tom Heisler

**ANNOUNCEMENTS**

August 6, 2015 – Board Meeting, 6:30 PM, FAB Conference Room A

**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)

**Motion to convene executive session:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Berding**    \_\_\_\_\_ **Hare**    \_\_\_\_\_ **Heisler**    \_\_\_\_\_ **Kearns**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

**President convenes executive session at** \_\_\_\_\_ **P.M.**

**President resumes regular meeting at** \_\_\_\_\_ **P.M.**

ADJOURNMENT

**Motion to adjourn:** \_\_\_\_\_; **2nd** \_\_\_\_\_

\_\_\_\_\_ **Berding**    \_\_\_\_\_ **Hare**    \_\_\_\_\_ **Heisler**    \_\_\_\_\_ **Kearns**    \_\_\_\_\_ **Shorter**

**President declares motion** \_\_\_\_\_.

**President adjourns meeting at** \_\_\_\_\_ **P.M.**