

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

BOARD OF EDUCATION MEETING AGENDA

AUGUST 20, 2015

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

CALL TO ORDER

APPOINTMENT OF TREASURER PRO TEM

ROLL CALL

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

PLEDGE OF ALLEGIANCE

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. Mindy Amann, East, Student Council, 50%
(effective with the 2015-16 school year; for personal reasons)
- b. Andrew Brinker, Senior High, Wrestling Assistant
(effective with the 2015-16 school year; for personal reasons)
- c. Jason Laflin, Middle, Cross Country
(effective with the 2015-16 school year, for personal reasons)
- d. Laura Siebenburgen, Middle, Science Fair Coordinator 50%
(effective with the 2015-16 school year, for personal reasons)
- e. Steve Tumbleson, Freshman, Band Director, Assistant Co-Director
(effective for the 2015-16 school year; due to assignment changes within district)

2. Leave of Absence

- a. Larissa Smith, Freshman, Principal
(effective September 5, 2015, through September 30, 2015; for childrearing purposes)

3. Employment

- a. Brittany Fernandez, Intermediate, 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)
- b. Jessica Magoch, North, 2nd grade
(recommended for a new one-year limited teaching contract for the 2015-2016 school year, effective August 18, 2015; for a new position)
- c. Cathy Ogilvie, South, Itinerant Preschool Teacher, additional 33% contract
(effective with the 2015-2016 school year; this brings her to 100% contract status)
- d. Extended School Year

Regina Fernandez

(The above-noted person is recommended for employment as an extended school year teacher as needed at the rate of \$25.01 per hour from June 2, 2015 through August 8, 2015. For candidates not already employed by the Board, recommendations are contingent upon presentation of all required documents.)

- e. Saturday School

Melissa Muller

(Periodically the district has students who are assigned to Saturday School as an alternative consequence for infractions of rules/board policy. Due to the sometimes tense atmosphere of student interaction at Saturday School, it has become necessary to schedule an administrator to be present. It is recommended that these administrators be compensated at the rate of \$75.00 per Saturday School worked as assigned, effective for the 2015-2016 school year.)

- f. Extracurriculars 2015-16

Senior High

Bernard Caldwell, Weight Room Supervisor, 2/3 (67%)

Colin Celek, Marching Band Auxiliary Units

Colin Celek, Pep Band

Sam Chenoweth, Vocal Music Associate 10-12

Tyler Conrad, Football, Varsity Assistant, 37%

Tyler Conrad, Football, Assistant Sophomore, 60%

Kevin Fletcher, Football, Varsity Assistant, 25%

Ann Gruenbacher, Cross Country, Varsity Assistant

Andrew Guenther, Indian Spirit Sponsor

Dana Kraft, Volleball, Assistant Girls

Jason Lawson, Football, Varsity Assistant, 25%

Ryan McCarthy, Tennis, Assistant Girls

David Pierce, Cross Country, Head Coach

Jeff Sims, Basketball, Assistant Boys

Jessica Smith, Volleyball, Varsity Head, Girls

Matthew Tyla, Football, Varsity Assistant, 75%
 Madeline Wessel, Marching Band Auxiliary Units
 Madeline Wessel, Tri-M Advisor
 Jill Wildermuth, Golf Coach, Reserve, Girls

Freshman

Ryan Cropper, Volleyball, Girls
 Kevin Fletcher, Football, 60%
 Jason Lawson, Football, 60%

Middle

Tim Adams, Golf Coach, Boys 7th/8th
 John Buelt, Football 7th/8th
 Kara Culp, Volleyball 7th/8th
 W. Terrell Davis, Athletic Director, Assistant
 W. Terrell Davis, Football 7th/8th
 Nicholas Meiners, Football 7th/8th
 Jared Nissen, Volleyball 7th/8th
 Thomas Robertson, Tennis, Girls 7th/8th
 Kyle Smith, Football 7th/8th
 Michael Staggs, Football 7th/8th
 Shawn Starkey, Cross Country
 Kelly Walker, Vocal Music 7th/8th, 10%
 Courtney Wiesman, Cross Country

Intermediate

Lisa Gundler, Intramural Director
 Lisa Gundler, Intramural Track 5th/6th
 Steve Maloney, Intramural Basketball Boys, 5th/6th
 Steve Maloney, Intramural Basketball Girls, 5th/6th
 Steve Maloney, Intramural Bowling 5th/6th
 Steve Maloney, Intramural Track 5th/6th

East

Megan Taylor, Unit Leader Gr 1

g. ESL Tutors

Cara Adams
 Connie Arnold
 Caitlin Barnhart
 Colleen Brewer
 Theresa Collins
 Jennifer Crawley
 Amy Fijas
 Lisa Frank
 Kasey Fuchs
 Sue Hinger
 Christopher Keach

Supriya Khirwadkar
 Francheska Maloney
 Victoria McKendry
 Robyn Rothring
 Lynn Wood
 Antoinette Wright-Mensah

(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.)

h. Reading Tutor (Title I Non-Public – St. Ann's)

Janet Menchofer

(Periodically the district has students who qualify for tutoring for Title I services, as determined through the district's established assessment process. It is recommended that the above noted person(s) be employed as a tutor at the rate of \$25.51 per hour, effective for the 2015-2016 school year.)

i. Home Instructors 2015-16

Ashley Angel	Kristine Welsh
Brenda Barrett	Linda Napier
Melissa Blower	Sonia Newbright
Judith Campbell	Linda North
W. Terrell Davis	Heather Packo
Regina Fernandez	Lauren Phillips
Stacy Fields	Cindy Ray
Kevin Fletcher	Lee Rose
Kylie Frank	Lisa Grosser-Schiering
Diane Gerde	Dawn Schneider
Lisa Harritos	Jennifer Skirvin
Eric Higgins	Gary Smith
Michael Jones	Theresa Sunderman
Chris Kalejs	Laura Taylor
Matthew Kollstedt	Leslie Touassi
Jennifer Krause	Mary Vollner
Kelsey Lemmel	Regina Williams
Susan Lindberg	Valerie Williams
Steve Maloney	Candace Yates
Julia McQueen	Christine Zboril

(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 \$25.51 per hour, effective for the 2015-2016 school year.)

j. Substitute Teachers / Substitute Nurses

Substitute Teachers

- Julie Crutcher
- Christina Birchfield
- Karen Fuchs
- Cheryl Hamilton
- Harriet Richardson
- Karen Russell
- Judith Wachtel
- Greg Whited

Substitute Nurses

- Kelli Coffey
- Tina Decker
- Susan Dungan
- Karen Ehritz
- Tricia Jonson
- Cynthia Kammerer
- Julie Link
- Tonya Rose
- Kara Smith
- Carol Vicarel
- Jane Styczynski

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

k. **Volunteers**

- Nicholas Corey, Senior High, Marching Band Auxiliary Units
- Jason Laflin, Middle, Cross Country

(The above-noted persons are recommended for approval as volunteer coaches for the 2015-16 school year in district athletic programs. Board approval of volunteers is a requirement of the Ohio High School Athletic Association. Recommendation is contingent upon submission of all required documents.)

(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. Resignations

- a. Misty Allmon, Sr. High, Food Service Assistant
(effective at the end of the day August 19, 2015; for personal reasons)

- b. Patricia Gray, Intermediate, Data Entry II
(effective at the end of the day August 19, 2015; for retirement purposes on September 1, 2015)
- c. Samantha Hyde, West, Educational Assistant
(effective at the end of the 2014 - 2015 school year; for personal reasons)
- d. Supriya Khirwadkar, Intermediate, Educational Assistant
(effective at the end of the 2014 – 2015 school year; for personal reasons)
- e. Diana Miller, Middle, Educational Assistant
(effective at the end of the day August 18, 2015; for personal reasons)

2. Employment

- a. Kasie Drury, North, Educational Assistant
(effective August 20, 2015; for a replacement position)
- b. Courtney Manning, Transportation, Educational Assistant
(effective August 20, 2015; for a replacement position)
- c. Kelly Ring, North, Educational Assistant
(effective August 20, 2015; for a replacement position)
- d. Ruth Stanifer, West, Educational Assistant
(effective August 20, 2015; for a replacement position)
- e. David Taulbee, Sr. High, Educational Assistant
(effective August 21, 2015; for a replacement position)
- f. Amy Wallace, West, Educational Assistant
(effective August 20, 2015; for a replacement position)

3. Rescind

- a. Cherie Sergent, Transportation, Bus Driver
(effective August 20, 2015 as listed on the August 6, 2015 board agenda)

(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. Items for Board Discussion

1. Building project change orders
2. Planning commission

D. Other Items for Board Action

1. Recommend approval of the job description for the Fairfield Academy Dean of Students.
2. Recommend approval of Wright State University-Miami Valley College of Nursing and Health Memorandum of Agreement for hosting WSU undergraduate students in clinical practice experiences, effective with the 2015-2016 school year as per agreement which was previously shared with the board.
3. Recommend approval of the revisions of the following Board policies:
 - IGCH – College Credit Plus
 - LEC – College Credit Plus
 - IIAA – Textbook Selection and Adoption
 - IKF – Graduation Requirements
 - JECBA – Admission of Exchange Students
 - JO – Student Records
 - KBA – Public’s Right to Know
4. Recommend the approval of the bus routes for the 2015-2016 school year. (A complete set of bus routes is available for review in the Transportation Office.)
5. Recommend approval of the appointment of _____ to serve as the Board’s representative on the Fairfield Planning Commission.
6. Recommend approval of the following resolution:

**DESIGNATING BOARD’S AUTHORIZED REPRESENTATIVE AND
DELEGATING AUTHORITY FOR BUSINESS RELATED TO THE
CONSTRUCTION PROJECT, INCLUDING CHANGE ORDER AUTHORITY
AND PLACEMENT OF ADVERTISEMENTS TO SOLICIT BIDS FOR WORK**

WHEREAS, the Board of Education of the Fairfield City School District (the “Board”) has engaged in a building project with the Ohio Facilities Construction Commission (the “OFCC”) to construct two (2) elementary schools and one (1) new high school (Freshman School) through its Classroom Facilities Assistance Program; and

WHEREAS, the Project Agreement between the Board and the Ohio Facilities Construction Commission directs the Board to designate an authorized representative to make decisions on behalf of the Board, and the Board wishes to name its Superintendent as its authorized representative to make decisions related to the Project between Board meetings or to determine that a special meeting should be scheduled to make a Project decision by the Board; and

WHEREAS, required services and items related to the Project include, but are not limited to, site surveys, test borings, environmental studies, establishment of bank accounts, and obtaining

required insurance, and such services and items may be required before beginning construction of any of the Project, all of which items are included in the budget for the Project approved by the Board; and

WHEREAS, during construction of the Project, there will be changes to the work to be performed by the contractors awarded construction contracts for the Project that may result in changes to the contract sum and/or time for performance of one or more construction contracts, and these changes may be documented by change directives before final pricing and scope of work is determined, so that work can proceed without delay, and/or change orders prepared by the Construction Manager; and

WHEREAS, the contract documents also provide that Change Directives may be issued for work that will ultimately be covered by a Change Order, but for which the cost cannot be determined at the time the work is needed, and it is crucial that work proceed without impact to the construction schedule; and

WHEREAS, Change Directives must be approved by the Board, unless the Board has delegated that authority to other individuals; and

WHEREAS, Change Directives are recommended by both the Construction Manager and Architect, after consultation with the Core Team and with the advice and support of the OFCC Project Manager; and

WHEREAS, Change Orders also require the written consent of the Board, as owner of the Project, and must be executed by the Architect, Construction Manager, and the OFCC; and

WHEREAS, for Change Orders up to the amount of \$50,000.00, the OFCC has delegated authority to its Project Manager to execute such Change Orders on its behalf so that work on the Project can proceed without interruption and delay; and

WHEREAS, the Board wishes to give authority to the Director of Business Operations for the review and approval of Change Directives and Change Orders for the Project as follows:

1. The Director of Business Operations may sign Change Directives and/or Change Orders in amounts up to and including \$50,000 on behalf of the Board. The Director of Business Operations is also authorized to sign deductive change orders to construction contracts on behalf of the Board.
2. The Treasurer is authorized to issue purchase orders and sign any related documents required to finalize Change Directives and/or Change Orders approved pursuant to the authority granted in this resolution.

WHEREAS, the Board wishes to authorize its Superintendent, Treasurer and Director of Business Operations to conduct such other business related to the Project as is required between Board meetings, including, but not limited to, approval of bid packages for work on the Project, signature on behalf of the Board for approvals and agreements for services and work related to the Project (so long as such items have been included in the project budget approved by the Board), establishment of bank accounts required for the Project, obtaining required insurance for the Project, placement of advertisements for bids for services and work related to the Project, the solicitation of proposals and quotations for services and work related to the Project, entering contracts for such services, payment of fees related to the Project, and all other related business activities without the necessity of bringing each item before the Board for approval;

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

1. The Superintendent is designated as the Board's authorized representative for reviewing issues requiring a decision between Board meetings and to make decisions on behalf of the Board or to call a special meeting for the required decision by the Board as a whole, including meeting with other

governmental agencies to review issues related to the Project and to negotiate the terms of required improvements.

- 2. The Superintendent, Treasurer and Director of Business Operations, in consultation with each other, are authorized to conduct whatever business related to the Project is required between Board meetings, including, but not limited to, approving bid packages for work on the Project, signing approvals and agreements for services and/or work in connection with the Project on behalf of the Board of Education, placement of advertisements for bids for services and work related to the Project, the solicitation of proposals and quotations for services and work related to the Project, entering contracts for such services, payment of fees related to the Project, and all other related business activities, including procurement of insurance coverage and establishment of banking accounts required for the Project.
- 3. The authority to approve and sign Change Directives and/or Change Orders on behalf of the Board is delegated as follows:
 - (a) The Director of Business Operations may sign Change Directives and/or Change Orders in amounts up to and including \$50,000 on behalf of the Board, including deductive change orders.
 - (b) The Treasurer is authorized to issue purchase orders and sign any related documents required to finalize Change Directives and/or Change Orders approved pursuant to the authority granted in this resolution.

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 meetings:

- July 13, 2015 – Regular Meeting
- August 6, 2015 – Regular Work Session Meeting

B. Recommend approval of the financial reports for the month of July 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>
25674	Cell phone	Athletics
24008	Cell phone	Business Office
28882	Cell phone	Business Office
10784	Scanner	Cincinnati Christian
17186	Laptop cart	Cincinnati Christian
17972	Computer	Cincinnati Christian
19972	Computer	Cincinnati Christian
19977	Computer	Cincinnati Christian
19979	Computer	Cincinnati Christian

21484	Computer	Cincinnati Christian
21485	Computer	Cincinnati Christian
21486	Computer	Cincinnati Christian
21488	Computer	Cincinnati Christian
21489	Computer	Cincinnati Christian
21490	Computer	Cincinnati Christian
21491	Computer	Cincinnati Christian
21492	Computer	Cincinnati Christian
21493	Computer	Cincinnati Christian
22131	Printer	Cincinnati Christian
23391	Computer	Cincinnati Christian
23392	Computer	Cincinnati Christian
23393	Computer	Cincinnati Christian
23394	Computer	Cincinnati Christian
23395	Computer	Cincinnati Christian
23396	Computer	Cincinnati Christian
23397	Computer	Cincinnati Christian
23398	Computer	Cincinnati Christian
23399	Computer	Cincinnati Christian
23400	Computer	Cincinnati Christian
23401	Computer	Cincinnati Christian
23402	Computer	Cincinnati Christian
23403	Computer	Cincinnati Christian
23404	Computer	Cincinnati Christian
23405	Computer	Cincinnati Christian
23406	Computer	Cincinnati Christian
23407	Computer	Cincinnati Christian
23408	Computer	Cincinnati Christian
23409	Computer	Cincinnati Christian
23410	Computer	Cincinnati Christian
23411	Computer	Cincinnati Christian
23412	Computer	Cincinnati Christian
23413	Computer	Cincinnati Christian
23414	Computer	Cincinnati Christian
23415	Computer	Cincinnati Christian
UYF109323	Scanner	Cincinnati Christian
24011	Cell phone	Curriculum Dept
25483	Cell phone	Maintenance Dept
3426	VCR	Middle School
6304	Camcorder	Middle School
15141	Camcorder	Middle School
12785	Printer	North Elementary
18499	Computer	South Elementary
18618	Computer	South Elementary
18621	Computer	South Elementary
18664	Computer	South Elementary
18672	Computer	South Elementary
18674	Computer	South Elementary
18676	Computer	South Elementary

18677	Computer	South Elementary
18678	Computer	South Elementary
18680	Computer	South Elementary
18681	Computer	South Elementary
18684	Computer	South Elementary
18686	Computer	South Elementary
18687	Computer	South Elementary
18688	Computer	South Elementary
18694	Computer	South Elementary
18697	Computer	South Elementary
18700	Computer	South Elementary
18704	Computer	South Elementary
19085	Computer	South Elementary
19088	Computer	South Elementary
19573	Computer	South Elementary
19658	Computer	South Elementary
20935	Computer	South Elementary
20936	Computer	South Elementary
21758	Computer	South Elementary
22750	Computer	South Elementary
25486	Cell phone	South Elementary
28221	Cell phone	Superintendent's Office
20314528	Field Storage	Football Stadium
20314531	Field House	Football Stadium
20314532	Press Box - Home	Football Stadium
97300129	Home Bleachers	Football Stadium
210054	Chain Link Fencing	Football Stadium
210058	Concrete Ramps	Football Stadium

E. Recommend approval of the following donations:

1. A donation of a \$100 from Honeywell International Charity Matching Program (Steven Mann) to Central Elementary School to be used for student iPads.
2. A donation of school supplies valued at \$2408 from the Butler County School Supply Coalition to the Fairfield City School District.

Total donations for 2015: \$43,068.00

Motion to accept the recommendations: _____; 2nd _____

_____ Begley _____ Berding _____ Hare _____ Kearns _____ Shorter

President declares motion _____.

COMMITTEE REPORTS

A. Legislative update – Dan Hare

B. Butler Tech – Michael Berding

ANNOUNCEMENTS

August 25, 2015 – Rachel’s Challenge Community Event, 7:00 P.M., FHS (Recommended for students grades 7 and above)
 September 3, 2015 – Board Meeting, 6:30 PM, FAB Conference Room A
 September 4, 2015 – Inservice Day (No students)
 September 7, 2015 – Labor Day (No School)
 September 11, 2015 – Dedication of the renovated stadium

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

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.**