

The Board of Education of the Fairfield City School District in the County of Butler, Ohio, held a Regular Meeting on the 15th of December 2016 in Conference Room "A" in the Catherine D. Milligan Community Room.

The meeting was called to order by the President at 6:30 pm.

ROLL CALL – Present: Mr. Begley, Mr. Berding, Mr. Hare, Mr. Kearns and Mrs. Shorter  
Absent: None

Also present: Mr. Smith, Mrs. Lane, Mr. Martin, Mrs. Wildow, Mr. Weiser & Mr. Clemmons

PLEDGE OF ALLEGIANCE – Brian Begley

#### PRESENTATIONS/RESOLUTIONS

##### A. Equity Progress Report – Equity Leadership Team

Denise Hayes gave an overview of the Pillars/Goals of the Equity Plan.

Roger Martin spoke about the recruitment, hiring and retaining of teachers, administrators and staff of color.

Lani Wildow spoke about increasing the cultural awareness of all students, teachers, administrators and staff of the Fairfield City School District.

Gina Gentry-Fletcher spoke about increasing community engagement and parental involvement.

Tracy Ashford shared ideas regarding developing student engagement and learning opportunities to increase participation of underrepresented students in all curricular and extracurricular activities.

A student on the committee shared her experiences working with staff and students regarding leadership opportunities.

In summary, Billy Smith asked everyone to keep these key points in mind:

The Diversity Plan is a working document – the Equity Leadership Team meets often to tweak the plan in the best interest of the students and staff.

The Goals/Pillars offer knowledge, skills and resources for the teachers and staff.

Building relationships is the key.

One of the goals is to connect students, staff and parents with school life – he believes that much progress has been made and has resulted in positive relationships that connect staff, students and parents.

One of the goals is high expectations for acceptance, support and inclusion – he stated that our school district is so large that it is beneficial for students to find a way to connect and make their school seem smaller to them.

He thanked everyone on the team and acknowledged that the students have brought much value to the discussions. He let the students know that their voices have been heard.

He thanked the Board for their support and commitment to the goals of the Equity Plan.

To sum it up, he stated that all students' needs must be met and each student valued, with the emphasis on the key words – “all” and “each”.

Comments from the Board:

Mrs. Shorter stated that she is grateful for all of the work that has been done by the Equity Leadership Team. It is wonderful to see the progress. She has enjoyed the cultural diversity evenings hosted by the schools. She asked the group to keep up the good work.

Mrs. Shorter left the meeting at 7:03 pm.

Mr. Begley thanked the Equity Leadership Team for their efforts and thanked the student speaker for her work with the team. Her comments regarding her growth as a person illustrate one of our school district's goals.

Mr. Berding is excited about the student ownership in the plan. He feels that staff and students benefit from the work that has been done. He thanked the student speaker for her participation. He echoed Mrs. Shorter's comments. He is impressed that the number of certified persons of color has doubled in the last five years.

Mr. Kearns expressed his thanks to the Equity Leadership Team. He is grateful for the hard work that has gone into the process and acknowledged that this work was done above and beyond regular duties by those on the team. He echoed comments that have been made. He thanked the students for their involvement.

Mr. Hare asked Mr. Martin what the biggest challenges are in recruiting and retaining minority staff. Mr. Martin responded that seven or eight school districts are competing for the same group of staff and the staff typically accept positions with districts with higher pay and better benefits. We have lost out on many candidates as the hiring process is very competitive.

Mr. Hare echoed the accolades made to the students. He felt that the student report was great. He credited her parent with telling her daughter to “get involved”.

COMMUNICATION - None

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

SUPERINTENDENT'S RECOMMENDATIONS AND REPORTS

16-128 RESIGNATIONS/LEAVES OF ABSENCE/EMPLOYMENT – Mr. Martin

MOTION – Moved by Mr. Kearns to approve the following:

A. Personnel – Licensed

1. Resignations

- a. Caine Grimes, Senior High, English  
(effective at the end of the 2016-2017 school year; for personal reasons)
- b. Carol Roman, North, 1<sup>st</sup> grade  
(effective June 1, 2017; for retirement purposes)
- c. Kim Young, Senior High, Social Studies  
(effective June 1, 2017; for retirement purposes)

2. Leaves of Absence

- a. Kristi-Anne Covert, Central, 2<sup>nd</sup> grade  
(effective November 28, 2016 through January 2, 2017; for childrearing purposes)
- b. Mary MacKinnon, Central, 2<sup>nd</sup> grade  
(effective January 3, 2017 through January 31, 2017; for childrearing purposes)

3. Employment

a. Extracurriculars 2016-2017

**Senior High**

Tim Arthur, Bowling, Assistant  
Tommy Begley, Baseball, Head Coach 90%  
Robert Bowen, Bowling, Assistant  
Eric Cimini, Technical Director, Electronic 50%  
Nick Glomb, Bowling, Head Coach  
Adam Sams, Wrestling, Reserve Assistant  
Karl Wahoff, Wrestling, Assistant  
Blair Willcocks, Wrestling, Assistant

b. Substitute Teachers

Stephanie Alim  
Jason Gregory

(All recommendations are for the 2016-17 school year at a rate of \$87 per day.)

c. Volunteer

Devon Barlow, Senior High, Basketball  
Steve Kessler, Senior High, Basketball

(The above-noted person is recommended for approval as volunteer coach for the 2016-17 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.)

SECOND – Seconded by Mr. Berding  
Public comments: None  
Board comments: None

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Hare & Mr. Kearns  
Absent: Mrs. Shorter  
Nays: None  
Motion Carried: 4-0

16-129 RESIGNATIONS/LEAVES OF ABSENCE/EMPLOYMENT – Mr. Weiser

MOTION – Moved by Mr. Berding to approve the following:

B. Personnel -- Classified

1. Resignations

- a. Pamela Anderson, North, Educational Assistant  
(effective the end of the day December 31, 2016; for retirement purposes)
- b. Elaine Jones, East, Head Cook  
(effective the end of the day February 28, 2017; for retirement purposes)
- c. Carl Marino, Transportation, Bus Driver  
(effective the end of the day February 28, 2017; for retirement purposes)

2. Leaves of Absence

- a. Shari Conrad, Sr. High, Educational Assistant  
(effective December 7, 2016 through January 2, 2017; unpaid personal)

- b. Joseph Hamm, Transportation, Bus Driver  
(effective December 5, 2016 through February 13, 2017; unpaid personal)
  - c. Kimberly Marsh, Transportation, Bus Driver  
(effective December 5, 2016 through February 3, 2017; unpaid personal)
  - d. Antoinette Solomon, North, Educational Assistant  
(effective November 17, 2016 through November 27, 2016; extension of unpaid personal medical)
  - e. Antoinette Solomon, North, Educational Assistant  
(effective December 6, 2016 through December 13, 2016; unpaid personal medical)
3. Employment
- a. Jessica Bresch, North, Custodian  
(effective January 3, 2017; for a replacement position)
  - b. Erica Cacavio, Middle, Food Service Assistant  
(effective December 16, 2016; for a replacement position)
  - c. Billy Carberry Jr., North, Custodian  
(effective January 3, 2017; for a replacement position)
  - d. Jill Collins, District, Supervisor of Human Resources  
(recommended for a new 1.5 year administrative contact effective January 3, 2017 – June 30, 2018, for 208 days, on the classified administrators salary range 1 for a replacement position)
  - e. Brandi Greathouse, Middle, Educational Assistant  
(effective December 16, 2016; for a new position)
  - f. Marlene Orben, Middle, Food Service Assistant  
(effective January 3, 2017; for a replacement position)
  - g. Jamie Powell, Central, Custodian  
(effective January 3, 2017; for a replacement position)
  - h. Kristine Smith, Intermediate, Educational Assistant  
(effective December 16, 2016; for a new position)
  - i. Donna Wolfe, Sr. High, Food Service Assistant  
(effective December 20, 2016; for a replacement position)

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

SECOND – Seconded by Mr. Begley

Public comments: None

Board comments: None

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Hare & Mr. Kearns

Absent: Mrs. Shorter

Nays: None

Motion Carried: 4-0

C. Items for Board Discussion

1. O.A.P.S.E. Local #568 Memorandum of Understanding – Tom Weiser
2. O.A.P.S.E. Local #727 Memorandum of Understanding – Tom Weiser  
Per Tom Weiser, the Memorandums of Understanding are necessary to facilitate the transitions that will occur next year due to the construction project.
3. District copiers /print management services – Tom Weiser  
We are currently under a five year agreement with Pro-Source for copiers. The Print management contract ends this month. We have decided to change to ComDoc. The district savings over a five year period is \$218,000.
4. Central and Freshman Auction - Tom Weiser  
Mr. Weiser has met with Penny Worley Auctioneers regarding an auction at Central and the Freshman School after the last day of school.

Mr. Berding stated that he is a proponent of the auction, but wants to make sure that we have enough time for Skanska to demo the building.

Mr. Hare stated that based on his experience with auctions, they run very smoothly.

Mrs. Shorter returned to the meeting at 7:23 pm.

16-130 RECOMMEND APPROVAL OF SIXTY-SIX (66) MONTHS LEASE CONTRACT FOR ALL DISTRICT COPIERS & PRINT MANAGEMENT SERVICES WITH COMDOC EFFECTIVE JANUARY 1, 2017 THROUGH JUNE 30, 2022/APPROVAL OF BOARD POLICIES EHA DATA & RECORDS RETENTION/ JO STUDENT RECORDS/ GBL PERSONNEL RECORDS/GBE STAFF HEALTH & SAFETY/GBP DRUG-FREE WORKPLACE/APPROVAL OF BUILDING TEST COORDINATOR ASSISTANT JOB DESCRIPTION/APPROVAL OF ORGANIZATIONAL MEETING ON JANUARY 12, 2017

MOTION – Moved by Mr. Kearns to approve the following:

D. Other Items for Board Action

1. Recommend approval of a sixty-six (66) month lease contract for all district copiers and all district print management services with ComDoc effective January 1, 2017

through June 30, 2022.

2. Recommend approval of the revision to Board Policies:
  - a. EHA – Data and Records Retention
  - b. JO – Student Records
  - c. GBL – Personnel Records
  - d. GBE – Staff Health and Safety
  - e. GBP – Drug-Free Workplace
3. Recommend approval of Building Test Coordinator Assistant Job Description
4. Recommend approval for the date of the Organizational Meeting to be held on Thursday, January 12, 2017, at 6:30 pm in the Catherine D. Milligan Community Room at Fairfield High School.

SECOND – Seconded by Mrs. Shorter

Public comments: None

Board comments: None

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Hare, Mr. Kearns & Mrs. Shorter

Nays: None

Motion Carried: 5-0

16-131 APPROVAL OF MINUTES/APPROVAL OF FINANCIAL REPORTS FOR NOVEMBER 2016/ APPROVAL OF 2016-2017 AMENDED APPROPRIATIONS RESOLUTION/ DISPOSALS/ DONATIONS/APPROVAL OF TRANSPORTATION IN LIEU OF STUDENTS/APPROVAL TO RESCIND STUDENT FOR TRANSPORTATION IN LIEU OF LISTED ON SEPTEMBER 15, 2016 BOARD AGENDA/APPROVAL OF FUND-TO-FUND TRANSFER/ESTABLISH DATE OF TAX BUDGET HEARING TO BE HELD ON JANUARY 12, 2017. AT THE FAIRFIELD CITY SCHOOLS ADMINISTRATION BUILDING/APPROVAL OF ANNUAL MEMBERSHIP WITH THE OHIO SCHOOL BOARDS ASSOCIATION FOR JANUARY 2017 – DECEMBER 2017 /APPROVAL OF OHIO SCHOOL BOARDS ASSOCIATION LEGAL ASSISTANCE FUND SERVICE CONTRACT EFFECTIVE JANUARY 1, 2017 – DECEMBER 31, 2017/APPROVAL OF IRS MILEAGE RATE OF 53.5 CENTS EFFECTIVE JANUARY 1, 2017

MOTION – Moved by Mr. Begley to approve the following:

TREASURER’S RECOMMENDATIONS AND REPORTS

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

November 17, 2016 – Regular Meeting

November 30, 2016 – Work Session Meeting

- B. Recommend approval of the financial reports for the month of November 2016.
- C. Recommend approval of the 2016-2017 Amended Appropriations Resolution.
- D. Recommend approval of the disposal of the following fixed assets:

<u>Tag Number</u>	<u>Description</u>	<u>Location</u>
9064	Projector	Central Elementary
28269	Cell phone	Freshman School
14104	Switch	High School
31523	Cell phone	High School
28266	Cell phone	Maintenance Department
20314469	Bus	Transportation

- E. Recommend the approval of the following donations:
  - 1. A donation of gift bags valued at \$1,425 from Karen Caldwell Insurance Agency (Farmers Insurance) to Fairfield Intermediate School staff.
  - 2. A donation of ice cream treats valued at \$150 from Wal-Mart (Fairfield Township) to Fairfield North Elementary School for student incentives.

**Total donations for 2016: \$26,585.00**

- F. Recommend that the Board of Education adopt the following resolution for declaring transportation to be impractical:

WHEREAS the student(s) identified below have been determined to be residents of this school district, and eligible for transportation services; and

WHEREAS after a careful evaluation of all available options, it has been determined that it is impractical to provide transportation for these student(s) to their selected school(s); and

WHEREAS the following factors as identified in Revised Code 3327.02 have been considered:

- 1. The time and distance required to provide the transportation
- 2. The number of pupils to be transported
- 3. The cost of providing transportation in terms of equipment, maintenance, personnel and administration
- 4. Whether similar or equivalent service is provided to other pupils eligible for transportation
- 5. Whether and to what extent the additional service unavoidably disrupts current transportation schedules
- 6. Whether other reimbursable types of transportation are available; and



WHEREAS the option of offering payment-in-lieu of transportation is provided in Ohio Revised Code: Therefore, be it

RESOLVED that the Fairfield City School District Board of Education hereby approves the declaration that it is impractical to transport the students identified herein and offers the parent(s)/guardian(s) of the following, payment-in-lieu of transportation.

<u>Student Names</u>	<u>Schools Selected &amp; Grades</u>	<u>Parents/Guardians</u>
Carlton Hemphill	Cinti. Hills Christian Academy, 6	Kisha Hemphill
Jeana Hemphill	Cinti. Hills Christian Academy, 8	Kisha Hemphill

- G. Recommend the Board of Education rescind the approval for declaring transportation to be impractical for Jillian Turvey as it appeared on the September 15, 2016, board meeting agenda. (the Transportation Department has confirmed that the timing from Fairfield East Elementary School to Cincinnati Hills Christian Academy is outside the 30 minute window for transportation; therefore, Jillian Turvey does not qualify for payment-in-lieu of transportation.)
- H. Recommend approval of the following fund-to-fund transfer:  
  
\$306,900.23  
From: 001-911A  
To: 003-911A  
Purpose: Cooling Project Bond Payment
- I. Establish the date of the Tax Budget Hearing to be held on January 12, 2017, at 1:00 pm at the Fairfield Administration Building, 4641 Bach Lane.
- J. Recommend approval of the annual membership (\$6,149) with the Ohio School Boards Association for January 2017 – December 2017.
- K. Recommend approval of the Ohio School Boards Association Legal Assistance Fund Service Contract (\$250) pursuant to R.C. Section 3313.171 (January 1, 2017 – December 31, 2017).
- L. Recommend approval of the new IRS mileage rate of 53.5 cents effective January 1, 2017.

SECOND – Seconded by Mrs. Shorter  
Public comments: None  
Board comments: None

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Hare, Mr. Kearns & Mrs. Shorter  
Nays: None  
Motion Carried: 5-0

#### COMMITTEE REPORTS

- A. Legislative Update – Michael Berding  
Mr. Berding gave a summary of legislative items happening during the lame duck session.

B. Butler Tech – Michael Berding

He thanked Mr. Hare for sharing the Butler Tech update at the last meeting.

He stated that he was in Nevada for the ACTE (Association of Career Technical Educators) National Conference.

He shared that last month the Butler Tech Board of Education entered into a purchase agreement to obtain approximately 36 acres of the old “Americana” property at the intersection of Routes 4 and 63 in Monroe. The entire property is a multitude of lots equaling approximately 86 acres. Butler Tech has no immediate plans for the purchased land, but is looking into future growth for a possible use.

He stated that he has again distributed student success reports for everyone to read at their leisure. He asked everyone to note information on page one about three Butler Tech students being named officers in the BPA (Business Professionals of America) Leadership Team. Fairfield’s Ashton Gerber was elected Secretary.

On page six, twenty Fairfield students are listed as participants in FCCLA (Family Career & Community Leaders of America) national competition in Orlando last month.

Mr. Berding also included copies of November’s update to the Board.

C. Planning Commission – Brian Begley – Nothing to report

ANNOUNCEMENTS

December 22, 2016 – End of 1<sup>st</sup> Semester Grades 9-12; End of 2<sup>nd</sup> Quarter Grades K-8

December 23, 2016 – Conference Exchange Day (No School)

December 26, 2016 – Winter Break Begins

January 3, 2017 – School Resumes After Winter Break

BOARD MEMBER COMMENTS

Mr. Hare

He stated that he had run into the lead architect on the building project and he informed Mr. Hare that the budget is on target and that the project is on schedule.

He stated that the Hare family wishes everyone a safe and joyous holiday and a prosperous New Year.

Mr. Hare left the meeting at 7:42 pm.

Mr. Berding

He wished all staff and families a Merry Christmas.

He welcomed Jill Collins to the Fairfield City School District Team.

He is excited for 2017; 2016 has been a good year and the community and staff and students are excited about the new school openings in 2017. He can’t wait until September to see the new school buildings!

BOARD MEMBER COMMENTS (continued)

Mr. Begley

He hopes Mr. Weiser is excited about all of the new school openings! He acknowledged that Mr. Weiser as well as the other administrators have lots on their plate.

He is looking forward to the new buildings also.  
He wished students and their families a good holiday.

Mrs. Shorter

She wished all of the staff and students and their families a Merry Christmas. She asked that everyone stay safe. She reminded everyone to keep in mind what the holiday is about.

16-132 EXECUTIVE SESSION

MOTION - Moved by Mrs. Shorter to recess to Executive Session at 7:44 pm to discuss the following:

- 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
- Security Arrangements 121.22 (G) (6)
- Negotiations with other subdivisions regarding economic development assistance 121.22 (G) (8)

SECOND – Seconded by Mr. Berding

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Kearns & Mrs. Shorter

Absent: Mr. Hare

Nays: None

Motion Carried: 4-0

Mr. Hare rejoined the Board in executive session at 7:44 pm.

The Board resumed the meeting at 9:14 pm.

16-133 ADJOURNMENT

MOTION – Moved by Mr. Kearns to adjourn the meeting.

SECOND – Seconded by Mrs. Shorter

ROLL CALL – Ayes: Mr. Begley, Mr. Berding, Mr. Hare, Mr. Kearns & Mrs. Shorter

Nays: None

Motion Carried: 5-0

The meeting was adjourned at 9:15 pm by the President, Mr. Hare.

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Treasurer