

Date:

December 11, 2014

The **Van Buren Board of Education** met in special session on **Wednesday, December 3, 2014**, at 5:30 P.M. in the community room at Van Buren Local School with the following roll call:

Mr. Ken Rowles	Present
Mrs. Karen Flanagan	Present
Mr. Mike Leifheit	Present
Mr. Edd Van Horn	Present

#### **(14-111) EXECUTIVE SESSION**

It was moved by Mr. Van Horn and seconded by Mr. Leifheit to convene into executive session at 5:46 P.M. to consider the appointment of a public official per ORC 121.22 (G) (1).

Vote: Mr. Van Horn, yes; Mr. Leifheit, yes; Mrs. Flanagan, yes; Mr. Rowles, yes. The President declared the motion carried 4-0.

The meeting was opened to the public at 6:55 P.M.

#### **(14-112) MEETING RECESSED**

It was moved by Mrs. Flanagan and seconded by Mr. Van Horn to recess at 6:56 P.M. until Thursday, December 4, 2014, at 5:00 P.M.

Vote: Mrs. Flanagan, yes; Mr. Van Horn, yes; Mr. Leifheit, yes; Mr. Rowles, yes. The President declared the motion carried 4-0.

The Board meeting was declared back in session by Mr. Rowles on Thursday, December 4, 2014, at 5:02 P.M. in the community room. All Board members were present.

#### **(14-113) EXECUTIVE SESSION**

It was moved by Mr. Leifheit and seconded by Mrs. Flanagan to convene into executive session at 5:03 P.M. to consider the appointment of a public official per ORC 121.22 (G) (1).

Vote: Mr. Leifheit, yes; Mrs. Flanagan, yes; Mr. Van Horn, yes; Mr. Rowles, yes. The President declared the motion carried 4-0.

The meeting was opened to the public at 6:09 P.M.

#### **(14-114) MEETING RECESSED**

It was moved by Mrs. Flanagan and seconded by Mr. Van Horn to recess at 6:14 P.M. until Thursday, December 11, 2014, at 7:00 P.M.

Vote: Mrs. Flanagan, yes; Mr. Van Horn, yes; Mr. Leifheit, yes; Mr. Rowles, yes. The President declared the motion carried 4-0.

The Board meeting was declared back in session on Thursday, December 11, 2014, at 7:00 P.M. in the community room.

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**(14-115) APPROVE GINA CAMPBELL AS BOARD MEMBER**

It was moved by Mr. Rowles and seconded by Mrs. Flanagan to approve Mrs. Gina Campbell as the replacement member of the Van Buren Board of Education vacancy for the term of December 11, 2014, through December 31, 2015.

Vote: Mr. Rowles, yes; Mrs. Flanagan, yes; Mr. Leifheit, yes; Mr. Van Horn, yes. The President declared the motion carried 4-0.

The oath of office was administered to newly elected Board member Gina Campbell by the Treasurer.

**Roll Call:**

Mr. Ken Rowles	Present
Mrs. Karen Flanagan	Present
Mr. Mike Leifheit	Present
Mr. Edd Van Horn	Present
Mrs. Gina Campbell	Present

The invocation and Pledge of Allegiance were led by Mr. Edd Van Horn.

**(14-116) ADJUSTMENTS TO THE AGENDA**

It was moved by Mr. Van Horn and seconded by Mrs. Flanagan to approve the adjustments to the agenda.

Vote: Mr. Van Horn, yes; Mrs. Flanagan, yes; Mrs. Campbell, yes; Mr. Leifheit, yes; Mr. Rowles, yes. The President declared the motion carried 5-0.

**(14-117) APPROVAL OF MINUTES**

It was moved by Mrs. Flanagan and seconded by Mr. Rowles to approve the minutes of the November 13, 2014, meeting as written.

Vote: Mrs. Flanagan, yes; Mr. Rowles, yes; Mrs. Campbell, abstain; Mr. Leifheit, yes; Mr. Van Horn, abstain. The President declared the motion carried 3-0-2.

Reports were given by the Elementary, Middle School, and High School Principals. Technology and Maintenance/Transportation reported current events. Superintendent gave his report.

Strategic Plan Review Discussion was held. Mr. Myers added the facilities and curriculum must be reviewed and it was suggested that maybe have a Board Committee review them. Technology presented its Strategic Plan.

The Board made the decision to not join Legal Assistance Fund through OSBA for \$250.

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**(14-118) TREASURER'S FINANCIAL REPORT, RECONCILIATION, INVESTMENTS, AND OTHER BUSINESS**

It was moved by Mrs. Flanagan and seconded by Mrs. Campbell to approve the financial report, reconciliation, investments, and other business as follows:

1. Renew annual membership with OSBA for calendar year 2015 at cost of \$3,961; (last year dues were \$3,571) renew annual OSBA "Briefcase" subscription electronic copy free of charge; and renew annual "School Management News" electronic copy subscription for cost of \$150.
2. Approve contract with Hancock County ESC for school resource officer services for a three-year term from January 1, 2015, through December 31, 2017, at an annual cost shared by all districts estimated at \$2,296.88 per calendar quarter as Exhibit 1.
3. Notification that our 2013-2014 GAAP Statements are completed and can be inspected in the Treasurer's office or a copy can be requested.

Vote: Mrs. Flanagan, yes; Mrs. Campbell, yes; Mr. Leifheit, yes; Mr. Van Horn, yes; Mr. Rowles, yes. The President declared the motion carried 5-0.

**(14-119) CONSENT AGENDA APPROVED**

It was moved by Mrs. Flanagan and seconded by Mrs. Campbell to approve the following consent agenda except #5 "Approve high school course description guide for the 2015-2016 school year" was tabled until the January 2015 meeting; and #6 "Approve job description for EMIS Coordinator effective January 1, 2015" was moved to its own resolution:

1. Approve Thursday, January 8, 2015, at 6:30 P.M. as the date and time for the Organization meeting (Budget must be approved by January 15, 2015), and appoint Ken Rowles as president pro-tem for the organizational meeting with regular meeting at 7:00 P.M.
2. Accept the resignations of Lynn Silvers as food service worker effective November 19, 2014, and Kyle Fulford as custodian effective November 26, 2014, and Shane Coe as Show Choir Choreographer effective November 25, 2014.
3. Employ personnel for the 2014-2015 school year as follows:

Custodian	Oral Howard
(effective December 15, 2014, at Step 0 of the O.A.P.S.E. Collective Bargaining Agreement)	

EMIS Coordinator	Jenny Murphy
(at Step 9 on the EMIS payscale in the Classified Non-Union Employees Handbook for 4.5 hrs/day for 260 days per year effective January 2015, pending replacement of elementary secretary.)	

Food Service Worker	Debra Scharff
(effective January 5, 2015, for 2.5 hrs/day, by time sheet)	

Substitute Bus Driver	(effective November 3, 2014) Rick Eakin
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Substitute Custodian  
(effective December 4, 2014)

Jeremiah McDougale

4. Effective January 5, 2015, increase the following food service worker's daily hours:

<u>Name</u>	<u>Increase Hours Per Day</u>	<u>Total Hours Per Day</u>
Lora Lenhart	1/2 hour	2.75 hours

Vote: Mrs. Flanagan, yes; Mrs. Campbell, yes; Mr. Leifheit, yes; Mr. Van Horn, yes; Mr. Rowles, yes. The President declared the motion carried 5-0.

#### **(14-120) EMIS COORDINATOR JOB DESCRIPTION APPROVED**

It was moved by Mrs. Flanagan and seconded by Mr. Van Horn to approve job description for EMIS Coordinator effective January 1, 2015, as Exhibit 2.

Vote: Mrs. Flanagan, yes; Mr. Van Horn, yes; Mrs. Campbell, yes; Mr. Leifheit, yes; Mr. Rowles, yes. The President declared the motion carried 5-0.

First reading of the following policies:

- 1530 Evaluation of Principals and Other Administrators (Revised)
- 2210 Curriculum Development (Revised)
- 2430 District-Sponsored Clubs and Activities (Revised)
- 2510 Adoption of Textbooks (Revised)
- 2520 Selection of Instructional Materials and Equipment (Revised)
- 5330 Use of Medications (Revised)
- 5336 Care of Students with Diabetes (New)
- 5830 Student Fund-Raising (Revised)
- 6144 Investments (Revised)
- 7540.02 District Web Page (Revised)
- 7540.04 Staff Education Technology Acceptable Use and Safety (Replacement)
- 8325 Receiving Legal Documents (New)
- 8330 Student Records (Revised)
- 8400 School Safety (Replacement)
- 8500 Food Services (Revised)
- 8510 Wellness (Revised)
- 8540 Vending Machines (Revised)
- 8550 Competitive Food Sales (Revised)
- 8660 Incidental Transportation of Students by Private Vehicle (Revised)
- 9211 District Support Organizations (Revised)

The Board discussed the 2015- 2016 school year calendar, and it was reported that a Board member met with community member in reference to the facilities. They talked about issues in reference to past levy building plan.

#### **(14-121) EXECUTIVE SESSION**

It was moved by Mrs. Flanagan and seconded by Mrs. Campbell to convene into executive session at 9:40 P.M. to discuss appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee per ORC 121.22 (G) (1).

Vote: Mrs. Flanagan, yes; Mrs. Campbell, yes; Mr. Leifheit, yes; Mr. Van Horn, yes; Mr. Rowles, yes. The President declared the motion carried 5-0.

The meeting was opened to the public at 11:38 P.M.

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**(14-122) ADJOURNMENT**

It was moved by Mrs. Flanagan and seconded by Mrs. Campbell to adjourn at 11:39 P.M.

Vote: Mrs. Flanagan, yes; Mrs. Campbell, yes; Mr. Leifheit, yes; Mr. Van Horn, yes; Mr. Rowles, yes. The President declared the motion carried 5-0.

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Date

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Board President

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Treasurer