

ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT

MINUTES OF REGULAR MEETING

FEBRUARY 11, 2015

The meeting convened at 7:00 a.m. at the St. Clairsville-Richland City School District Board of Education Office with President Mike Jacob presiding.

The Pledge of Allegiance was recited by all in attendance.

Roll Call:	Mike Jacob	- Present
	Pam Jones	- Present
	James Cook	- Present
	Mike Fador	- Present
	F. William Zanders	- Present

Also present were: Victor Sauvageot, Diane Thompson, Lowell Perkins, Amy Porter, and Walt Skaggs.

Approve Treasurer's Items

Mr. Fador moved and Mr. Cook seconded that the Board approve the following Treasurer's items:

- A. Board minutes for the January 14, 2015 Organizational Meeting and January 14, 2015 Regular Meeting, as presented by the Treasurer.
- B. Financial Reports for January, 2015, including the Financial Report, Appropriation Summary, Annual Spending Plan, and the Budget vs. Actual Spreadsheet, as presented by the Treasurer, which disclosed the following balances on the FINSUM Report:

General 001	\$36,203.86	Student Activities 200	\$38,313.01
Bond Retirement 002	0.00	District Managed 300	262,461.21
Permanent Improvement 003	17,881.22	Auxiliary Services 401	89,138.88
Building 004	0.00	Data Communication 451	0.00
Food Service 006	-96,216.56	Alternative Schools 463	0.00
Expendable Trust 007	3,712.00	IDEA Part B 516	0.00
Kara Fador Corrections Scholarship 008	14,002.05	Title I 572	0.00
Uniform School Supplies 009	7,842.57	IDEA Preschool Handicapped 587	0.00
Principal 018	15,895.52	Improving Teacher Quality 590	0.00
District Agency 022	11,956.39	Schoolwide Building Program 598	-64,537.18
Self Insurance 024	169,469.54	Misc. Federal Grant Fund 599	0.00
Underground Storage Tank 031	11,000.00	TOTAL	<u>\$517,122.51</u>

- C. The list of bills paid in January, 2015, as presented by the Treasurer. A list of bills (CHEKPY report) is on file in the Treasurer's office.
- D. The following transfers to the Schoolwide Pool Fund (598) for the instructional cost at the St. Clairsville Elementary School:

From	To	Amount
General Fund 001	Schoolwide Pool Fund 598-9015	\$189,838.40
Title I Fund 572-9015	Schoolwide Pool Fund 598-9015	\$20,679.95
Title II-A Fund 590-9015	Schoolwide Pool Fund 598-9015	\$6,888.46

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Approve Treasurer's Items (Cont'd)

E. The following donations made to date:

<u>Name</u>	<u>For</u>	<u>Amount</u>
Fithyan Funeral Services LLC	M.S./H.S. Band	\$ 150.00
Family Dentistry	Close Up	100.00
WesBanco	Close Up	100.00
St. Clairsville Rotary Sunrise Club	Close Up	250.00
Wheeling Hospital, Inc.	H.S. Vocal Music	1,000.00
Cash Donors	Drug Free Club of America	100.00
Students from Ohio University	Children Books for Elementary	125.00
Home & School Association	Elementary Transportation	85.41
Sinclair Broadcast Group, Inc.	Athletic Department	200.00
Cash Donors	H.S. Girls Basketball	281.00
Lisa DeFilippo	H.S. Girls Basketball	675.00
Thomas Jeep	Weight Room	400.00
Jeff's Auto Body	Weight Room	400.00
Fabio's	Weight Room	400.00
Belmont Savings Bank	Weight Room	500.00
Sherwood Yocum	Weight Room	400.00
Brocklehurst Family	Weight Room	400.00
Skrabak Family	Weight Room	800.00
Lynch & Associates	Weight Room	400.00
West Texas Roadhouse	Weight Room	400.00
Total		\$7,166.41

F. The following advances for January, 2015:

From	To	Amount
General Fund 001	IDEA-B Fund 516-9015	\$14,501.76
General Fund 001	Title I Fund 572-9015	1,545.16
General Fund 001	Early Childhood Ed Fund 587-9015	233.18
General Fund 001	Title II-A Fund 590-9015	562.23

G. Payment of PO #52557 to AVI Foodsystems for the dining subsidy in the amount of \$13,418.34.

H. The Letter of Engagement with the Local Government Services Section of the Office of the Auditor of State to compile the basic financial statements for the St. Clairsville-Richland City School District for the fiscal years ending June 30, 2015 and June 30, 2016.

I. Establish the following funds:

- 300-9245 H.S. Girls Soccer Account
- 300-9351 H.S. Softball Account

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Approve Treasurer's Items (Cont'd)

J. The following Resolution Authorizing the Issuance of Tax Anticipation Notes:

**RESOLUTION AUTHORIZING THE ISSUANCE
OF TAX ANTICIPATION NOTES**

WHEREAS, the county auditor of Belmont County will certify that the estimated amount to be received from current tax revenues from February 11, 2015, or the date of certification (whichever results in the shorter period) until June 30, 2015, from all settlements of taxes for fiscal year 2014-15 as estimated by the budget commission, other than taxes to be received for the payment of debt charges and less all advances, is at least \$2,000,000 (herein the "Revenues");

WHEREAS, this board of education deems it necessary to issue notes in anticipation of the collection of the Revenues, pursuant to Section 133.10(C) of the Uniform Public Securities Law of the Ohio Revised Code, in the amount of not to exceed \$1,000,000 to provide funds to be used only for the purposes for which the Revenues are levied, collected, distributed and appropriated;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education (hereinafter called the "Board of Education") of the St. Clairsville-Richland City School District (hereinafter called the "School District" or the "District"), County of Belmont, Ohio:

SECTION 1. That it is necessary to issue notes of the Board of Education in the principal sum of not to exceed \$1,000,000 in anticipation of the Revenues, for the purposes for which the Revenues are levied, collected, distributed and appropriated, under authority of the general laws of the State of Ohio, particularly Section 133.10(C) of the Uniform Public Securities Law of the Ohio Revised Code. Said notes shall be dated their date of issuance, shall bear interest at the rate to be determined by the Treasurer without further action by the Board and set forth in a certificate setting forth the final terms of said notes to be executed by the Treasurer (the "Certificate of Award"), which rate shall not exceed three (3.00%) per centum per annum, and shall mature no later than June 30, 2015. The aggregate amount of said notes shall not exceed one-half of the Revenues. Said notes may be issued in such denominations of \$100,000 or integral multiples of \$5,000 in excess of \$100,000 thereof.

SECTION 2. That said notes shall be executed by the President or Vice-President and Treasurer of the Board of Education. Said notes shall be designated "Tax Anticipation Notes, Series 2015" shall be payable in lawful money of the United States of America at the office of the Treasurer of the Board of Education, and shall be issued pursuant to the provisions of applicable law of the State of Ohio and this resolution.

SECTION 3. That for the payment of said notes and the interest thereon, the amount of the Revenues necessary to pay the principal of and interest on said notes as they mature shall hereby be deemed appropriated for such purposes, and this Board of Education further covenants that it will levy all property taxes to be collected in the calendar year following the current calendar year that are anticipated herein. Said notes are special obligations of the Board of Education payable solely from the moneys received from the Revenues, which are hereby irrevocably pledged therefore.

SECTION 4. That it is hereby determined that all acts, conditions and things necessary to be done precedent to and in the issuance of said notes in order to make the same legal, valid and binding special obligations of the Board of Education, have been done, have happened and have been performed in regular and due form as required by law, and that said notes do not exceed any limitations fixed by law.

SECTION 5. That said notes shall be sold by the Treasurer of this Board of Education to Huntington Public Capital Corporation, a Nevada corporation (a subsidiary of The Huntington National Bank), upon such terms and at such interest rate as she shall determine, within the limitations set forth in this resolution, without the need for further action by this Board of Education. The Treasurer is further authorized to execute an agreement with such purchaser setting forth the terms of the notes and the sale thereof. The proceeds from the sale of said notes, except the premium

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Approve Treasurer's Items (Cont'd)

and accrued interest, if any, shall be used for the purpose aforesaid and for no other purpose. The premium and accrued interest, if any, shall be transferred to the bond retirement fund to be applied to the payment of the principal of and interest on said notes in the manner provided by law.

SECTION 6. That this Board of Education, for and on behalf of the District, hereby covenants that it will restrict the use of the proceeds of the notes hereby authorized in such manner and to such extent, if any, and take such other action as may be necessary, after taking into account reasonable expectations at the time the debt is incurred, so that they will not constitute obligations the interest on which is subject to Federal income taxation or "arbitrage bonds" under Sections 103(b)(2) and 148 of the Internal Revenue Code of 1986, as amended (the "Code") and the regulations prescribed thereunder. The Treasurer of the Board of Education or any other officer having responsibility with respect to the issuance of the notes is authorized and directed to give an appropriate certificate on behalf of the District, on the date of delivery of the notes, for inclusion in the transcript of proceedings, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to the use of the proceeds thereof and the provisions of said Sections 103(b)(2) and 148 and regulations thereunder. The notes are designated as "qualified tax-exempt obligations" for the purposes set forth in Section 265(b)(3) of the Code.

SECTION 7. That it is found and determined that all formal actions of the Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board of Education, and that all deliberations of the Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 8. That the Treasurer of this Board of Education be and is hereby directed to forward a certified copy of this resolution to the Belmont County Auditor, as required by law.

The roll call vote was:

Aye: Cook, Fador, Jones, Zanders, Jacob.
Motion carried.

Superintendent's Report

Superintendent Skaggs reported on the following:

1. Had phone conference with Jack Cera and Lou Gentile regarding the biennial budget.
2. Parchment training for electronic transcripts conducted yesterday.
3. Infrastructure field test completed last Wednesday and Friday.
4. GPS and Zonar Student Pass has been installed. (Straight A Grant)
5. Message board installed in the cafeteria. Thank you to Post 159.
6. New score table being installed this Friday thanks to local sponsors.
7. St. Clairsville Police Department purchased a computer and monitor. They can view all exterior cameras through the Navigate system.
8. Working on a grant for new message board outside HS/MS.
9. Held our monthly "ALICE" simulations for HS/MS/ES last week in January.
10. Our athletic website stcathletics.com has received almost 11,000 hits for the month of January.
11. HS Cube application has become extremely popular. (Live streaming of home events)
12. Building principals are well under way with the second round of OTES.
13. BLTs (Building Leadership Teams) and TBTs (Teacher Based Teams) meeting regularly to review data and make necessary adjustments.
14. Working with Cumberland Trail on utilizing the vacant house on school property as practice site.
15. PBIS Team will be attending the third and final training on February 18th. Plan to begin implementation in the Spring.
16. Drug Free Club of America - we had 134 students sign up!

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Approve Personnel Items

Upon the recommendation of Superintendent Skaggs, Mr. Cook moved and Mr. Fador seconded that the Board approve the following items:

1. Jim Yates - One-year contract as Technology-Network Administrator for the 2015-2016 school year.
2. Michael McKeever - Five-year contract as Middle School Principal beginning with the 2015-2016 school year.
3. Amber Shepherd-Smith - Three-year contract as Elementary Principal beginning with the 2015-2016 school year.
4. Kelly Rine - Five-year contract as Athletic Director beginning with the 2015-2016 school year.
5. Jessica Davis - Resignation as Elementary Special Education Aide, effective January 27, 2015.
6. Kristen Schaffer - Payment of \$800.00 for High School costume coordinator, prop designer, and assistant director to be paid from the MS/HS Vocal Music Fund.
7. Kirstin Wallace - Payment of \$800.00 for High School costume coordinator, prop designer, and assistant director to be paid from the MS/HS Vocal Music Fund.
8. Mary Carter - Employment as Special Education Teacher's Aide, effective February 9, 2015.
9. The following Supplemental Contracts for the 2014-2015 school year: Pending receipt of all required documentation. This documentation must meet the requirements of the Ohio Revised Code, regulations of the Ohio High School Athletics Association, and policies of the St. Clairsville-Richland City Schools' Board of Education.

<u>Name</u>	<u>Position</u>	<u>Experience</u>	<u>Salary</u>
Julia Maffett	Co-Close Up Advisor	1 yr.	\$ 285.00
Ben Frye	Co-Close Up Advisor	9 yrs.	538.00
Justin Schwertfeger	Pep Band Director	4 yrs.	1,361.00

10. The following classified substitute for the 2014-2015 school year, on an as needed basis, pending receipt of proper paperwork:

Katrina Malstrom - Secretary

11. The following certified substitute for the 2014-2015 school year, on an as needed basis, pending receipt of proper paperwork:

Jeanne Jendras - Teacher

12. The following volunteer for the 2014-2015 school year:

Levi Holcomb - Wrestling

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Approve Personnel Items (Cont'd)

The roll call vote was:

Aye: Fador, Jones, Zanders, Cook, Jacob.
Motion carried.

Approve Recommendations

Upon the recommendation of Superintendent Skaggs, Mrs. Jones moved and Mr. Fador seconded that the following be approved:

1. The purchase of a 72 passenger bus (BBCV3303) through the OME-RESA and Southwestern Ohio Educational Purchasing Council 2014-2015 Bus Bid.
2. The school calendar for the 2015-2016 school year. A copy is on file in the Superintendent's office.
3. The Superintendent and Treasurer to make a Public Announcement of Contract for Professional Design Services and a Request for Qualifications for the Building Project.
4. The Preschool Handbook for the 2015-2016 school year. A copy is on file in the Elementary Principal's office.
5. Summer School Algebra, Geometry, and OGT Classes (dependent on student numbers):

ALGEBRA II

This course covers traditional second-year algebra topics with a wide study of polynomial, exponential, and rational functions. Specific algebra topics include graphical solution of simultaneous equations, scientific notation, radicals, roots of quadratic equations including complex roots, properties of real numbers, inequalities and systems of inequalities, logarithms and antilogarithms, exponential equations, transformation of functions, algebra of polynomials, matrices of conic sections and sequence and series. This course is designed to teach students to be successful mathematical problem solvers by studying a wide spectrum of algebraic "real world" word problems. Class will consist of 120 contact hours as per the Ohio Department of Education.

Dates: June 1, 2015 - June 26, 2015 (Monday thru Friday)
Time: 7:30 a.m. - 1:30 p.m. (6 hours daily)
Fee: \$250.00 - Check or money order payable to St. Clairsville High School
Location: St. Clairsville High School
Credit hours: 1.00 credit awarded upon successful completion

GEOMETRY

This course is designed to teach the skills and concepts necessary for students to succeed in disciplines that are mathematically based; such as chemistry and physics. The emphasis of this class is problem-solving and development of productive thought patterns. Geometry also provides an introduction to trigonometry as well as a comprehensive review of algebra. Class will consist of 120 contact hours as per the Ohio Department of Education.

Dates: June 1, 2015 - June 26, 2015 (Monday thru Friday)
Time: 7:30 a.m. - 1:30 p.m. (6 hours daily)
Fee: \$250.00 - Check or money order payable to St. Clairsville High School
Location: St. Clairsville High School
Credit hours: 1.00 credit awarded upon successful completion

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Approve Recommendations (Cont'd)

Intervention Courses for Ohio Graduation Test (OGT)

Intervention is available for students that have previously taken but have not passed all five (5) sections of the Ohio Graduation Test (OGT). Each course is two (2) weeks in length, meeting for approximately 1½ hours, Monday thru Thursday. Upon completion of intervention, student becomes eligible to take the summer administration of the Ohio Graduation Test.

Course: **Math**
Dates: June 1, 2015 - June 25, 2015 (Monday thru Thursday)
Time: TBA
Location: St. Clairsville High School (Room/TBA)
Test Date: TBA
Fee: \$40.00 per course (Out of district students)
Check or money order payable to St. Clairsville High School

Course: **Reading**
Dates: June 1, 2015 - June 25, 2015 (Monday thru Thursday)
Time: TBA
Location: St. Clairsville High School (Room/TBA)
Test Date: TBA
Fee: \$40.00 per course (Out of district students)
Check or money order payable to St. Clairsville High School

Course: **Science**
Dates: June 1, 2015 - June 25, 2015 (Monday thru Thursday)
Time: TBA
Location: St. Clairsville High School (Room/TBA)
Test Date: TBA
Fee: \$40.00 per course (Out of district students)
Check or money order payable to St. Clairsville High School

Course: **Social Studies**
Dates: June 1, 2015 - June 25, 2015 (Monday thru Thursday)
Time: TBA
Location: St. Clairsville High School (Room/TBA)
Test Date: TBA
Fee: \$40.00 per course (Out of district students)
Check or money order payable to St. Clairsville High School

Course: **Writing**
Dates: June 1, 2015 - June 25, 2015 (Monday thru Thursday)
Time: TBA
Location: St. Clairsville High School (Room/TBA)
Test Date: TBA
Fee: \$40.00 per course (Out of district students)
Check or money order payable to St. Clairsville High School

6. Resolution verifying that the Board has offered the position of Assistant Junior High Track Coach to licensed employees and no employees qualified to fill the positions have accepted.
7. Resolution verifying that the Board has offered the position of Assistant Junior High Track Coach to licensed individuals who are not employed by the Board and no such persons have applied for and accepted the position.

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Approve Recommendations (Cont'd)

The roll call vote was:

Aye: Jones, Zanders, Cook, Fador, Jacob.
Motion carried.

Approve New Business - Pupil Activity Contract

Upon the recommendation of Superintendent Skaggs, Mr. Cook moved and Mr. Zanders seconded that the Board approve the following Pupil Activity Contract for the 2014-2015 school year: Pending receipt of all required documentation. This documentation must meet the requirements of the Ohio Revised Code, regulations of the Ohio High School Athletics Association, and policies of the St. Clairsville-Richland City Schools' Board of Education.

<u>Name</u>	<u>Position</u>	<u>Experience</u>	<u>Salary</u>
Brandon Fiutem	Co-Asst. Jr. High Track Coach	1 yr.	\$427.50

The roll call vote was:

Aye: Zanders, Cook, Fador, Jones, Jacob.
Motion carried.

Executive Session

Mr. Fador moved and Mr. Cook seconded that the Board go into executive session for reason A-4 (Discipline). The roll call vote was:

Aye: Cook, Fador, Jones, Zanders, Jacob.
Motion carried.

Time In: 8:05 A.M.

Time Out: 8:12 A.M. - Announcement made to come out of executive session

Adjournment

There being no further business brought before the Board, Mr. Cook moved and Mr. Zanders seconded that the meeting be adjourned at 8:13 A.M. The roll call vote was:

Aye: Fador, Jones, Zanders, Cook, Jacob.
Motion carried.

President

Treasurer