

**ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT**

**MINUTES OF REGULAR MEETING**

**FEBRUARY 17, 2016**

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: Christina Sirbaugh, Jacob Rife, Melanie Wollenberg, Christopher Bailey, Diane Thompson, Mike McKeever, Justin Sleutz, Legenia Guindon, Amy Porter and Walt Skaggs.

**Community Participation**

Legenia Guindon, Middle School Guidance Counselor, addressed the Board regarding the High School Multi-Handicapped Room.

**Approve Treasurer’s Items**

Mr. Zanders moved and Mr. Fador seconded that the Board approve the following Treasurer’s items:

- A. Board minutes for the January 13, 2016 Organizational Meeting and January 13, 2016 Regular Meeting, as presented by the Treasurer.
- B. Financial Reports for January, 2016, including the Financial Report and Appropriation Summary, Annual Spending Plan, and Budget vs. Actual spreadsheet, as presented by the Treasurer, which disclosed the following balances on the FINSUM Report:

General 001	\$135,490.75	Student Activities 200	\$39,028.30
Bond Retirement 002	0.00	District Managed 300	273,096.51
Permanent Improvement 003	31,051.67	Auxiliary Services 401	30,717.03
Building 004	0.00	Data Communication 451	0.00
Food Service 006	30,976.04	Alternative Schools 463	0.00
Expendable Trust 007	2,962.00	IDEA Part B 516	-18,790.16
Kara Fador Corrections Scholarship 008	13,657.83	Title I 572	-103.90
Uniform School Supplies 009	7,660.58	IDEA Preschool Handicapped 587	0.00
Principal 018	17,549.32	Improving Teacher Quality 590	0.00
District Agency 022	11,925.92	Schoolwide Building Program 598	-169,869.55
Self Insurance 024	182,067.67	Misc. Federal Grant Fund 599	0.00
Underground Storage Tank 031	11,000.00	<b>TOTAL</b>	<b><u>\$598,420.01</u></b>

- C. The list of bills paid in January, 2016, 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:

**ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT**

**MINUTES OF REGULAR MEETING**

**FEBRUARY 17, 2016**

**Approve Treasurer's Items (Cont'd)**

<b>From</b>	<b>To</b>	<b>Amount</b>
General Fund 001	Schoolwide Pool Fund 598-9016	\$146,272.77
Title I Fund 572-9016	Schoolwide Pool Fund 598-9016	\$18,609.18
Title II-A Fund 590-9016	Schoolwide Pool Fund 598-9016	\$4,987.83

E. The following donations made during January, 2016:

<u>Name</u>	<u>For</u>	<u>Amount</u>
Bob Stewart of Stewart's RV	Maintenance on Singer Trailer	\$ 700.00
Harvey Services	H.S. Swim Team	1,500.00
Lifetouch	Elementary Principal's Fund	1,993.08
Quality Environmental Services	Destination Imagination	500.00
Toothman Funeral Home, Inc.	Destination Imagination	400.00
St. Clairsville Rotary	H.S. Vocal Music	200.00
	<b>Total</b>	<b>\$5,293.08</b>

F. Payment of PO #55070 to Jostens for the 2015 yearbook in the amount of \$5,344.62.

G. 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 17, 2016, or the date of certification (whichever results in the shorter period) until June 30, 2016, from all settlements of taxes for fiscal year 2015-16 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 \$1,600,000 (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 \$800,000 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 \$800,000 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 February 24, 2016, shall bear interest at the rate of two and five-tenths (2.5%) per centum per annum, and shall mature on June 30, 2016. 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 2016" 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.

**ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT**

**MINUTES OF REGULAR MEETING**

**FEBRUARY 17, 2016**

**Approve Treasurer's Items (Cont'd)**

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 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.

**ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT**

**MINUTES OF REGULAR MEETING**

**FEBRUARY 17, 2016**

**Superintendent's Report**

Superintendent Skaggs reported on the following:

1. Hot water units being repaired at the fieldhouse today.
2. Switches will be installed over Spring break.
3. Looking at polycom systems for CCP partnership with University of Akron.
4. Looking into a new phone system for the district.
5. Purchasing new radio system for district.
6. Researching one-to-one technology program
7. Have had several meetings with FAC and curriculum committee to discuss GPA, course weight and class rank. Plan to hold open meeting with parents next week to discuss changes to grading scale.
8. Continue to have BLT and TBT building meetings to discuss student data.
9. All staff have completed required trainings through the PublicWorks system. (i.e. fire safety, internet safety, drug & alcohol awareness, FERPA etc...)
10. PublicWorks has also been very helpful in the documentation of all required drills, inspections and postings.
11. Rescheduled monthly ALICE drills due to weather. Plan to hold active shooter drills during student lunches.
12. Held Safety committee meeting yesterday to go through our state plan and ensure we had all procedures covered.

**Reminders:**

Feb. 18<sup>th</sup> - CCP parent meeting at 4pm in the HS media center.

**Approve Personnel Items**

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

1. Jim Yates - One-year contract as Technology-Network Administrator for the 2016-2017 school year.
2. Victoria Gabis - Retirement resignation as High School Guidance Counselor, effective June 9, 2016.
3. Jacqui Sall - Transfer to Middle School English Teacher for the 2016-2017 school year.
4. Jacob Rife - High School English Teacher (pending receipt of all paperwork) for the 2016-2017 school year.
5. Justin Sleutz - High School Assistant Principal and District Testing Coordinator for the 2016-2017 school year.
6. Taryn Busson - Speech-Language Pathologist to provide speech services to itinerant Preschool students to be paid from MRDD funds.
7. Kristen Schaffer - Payment of \$1,000.00 for High School costume coordinator, prop designer, and assistant director to be paid from the MS/HS Vocal Music Fund.
8. Justin Schwertfeger - Payment of \$800.00 for High School band/orchestra director to be paid from the MS/HS Vocal Music Fund.

ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT

MINUTES OF REGULAR MEETING

FEBRUARY 17, 2016

**Approve Personnel Items (Cont'd)**

- 9. Camden Butler - Long-term Substitute for the High School Multi-Handicapped Room, effective January 29, 2016.
- 10. One Year Limited contract under the conditions set forth in Article XXVIII of the S.E.A. contract signed June 1, 2014 for:
  - Mark Bonar - High School Math
  - Kim Clifford - High School English
- 11. The following teachers for the Administrative Supplemental Dean of Students position, effective August 1, 2016:
  - Mark Bonar - High School
  - Ben Frye - High School
  - Kelly Rine - Middle School
  - Gene Mozena - Elementary School
- 12. Payment to Middle/High School Work Study Program Student(s) for the 2015-2016 school year.
- 13. The following Supplemental Contract for the 2015-2016 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>
Chelsea Nemeti	Head Jr. High Track Coach	1 yr.	\$1,023.00

- 14. The following classified substitutes for the 2015-2016 school year, on an as needed basis, (pending receipt of all paperwork):
  - Dana Gallagher - Custodian
  - Betty Perkins - Bus Driver
- 15. The following certified substitutes for the 2015-2016 school year, on an as needed basis, (pending receipt of all paperwork):
  - Devan Coleman - Teacher, Tutor, Aide
  - Jacob Rife - Teacher, Tutor, Aide
  - Sue Scarfpin - Teacher, Tutor, Aide

The roll call vote was:

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

**Approve Recommendations**

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

- 1. Purchase of a 72 passenger bus (BBCV3303) through the OME-RESA and Southwestern Ohio Educational Purchasing Council 2015-2016 Bus Bid.
- 2. The School Calendar for the 2016-2017 school year. A copy is on file in the Superintendent's office.

**ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT**

**MINUTES OF REGULAR MEETING**

**FEBRUARY 17, 2016**

**Approve Recommendations (Cont'd)**

3. The Preschool Handbook for the 2016-2017 school year. A copy is on file in the Elementary Principal's office.
4. The High School Scheduling Handbook for the 2016-2017 school year. A copy is on file in the High School Principal's office.
5. The College Credit Plus Handbook for the 2016-2017 school year. A copy is on file in the High School Principal's office.
6. The NJPA Sharp Contract Purchase Order for four (4) new copiers for the cost of \$40,196.00.
7. The agreement with Ohio Valley Medical Center to provide educational services for the District to maintain and use the EpiPen (and other epinephrine auto-injectors).
8. The agreement with East Central Ohio Educational Services Center for the Operation of Fox Run School, effective July 1, 2015 for the 2015-2016 school year.
9. The following OGT classes (dependent upon student numbers):

**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 Friday. Upon completion of intervention, student becomes eligible to take the summer administration of the Ohio Graduation Test.

Course: **Math**  
Dates: May 31, 2016 - June 10, 2016 (Monday thru Friday)  
Time: TBA  
Location: St. Clairsville High School (Room/TBA)  
Test Date: June 13 - 17, 2016  
Fee: \$40.00 per course (Out of district students)  
Check or money order payable to St. Clairsville High School

Course: **Reading**  
Dates: May 31, 2016 - June 10, 2016 (Monday thru Friday)  
Time: TBA  
Location: St. Clairsville High School (Room/TBA)  
Test Date: June 13 - 17, 2016  
Fee: \$40.00 per course (Out of district students)  
Check or money order payable to St. Clairsville High School

Course: **Science**  
Dates: May 31, 2016 - June 10, 2016 (Monday thru Friday)  
Time: TBA  
Location: St. Clairsville High School (Room/TBA)  
Test Date: June 13 -17, 2016  
Fee: \$40.00 per course (Out of district students)  
Check or money order payable to St. Clairsville High School

**ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT**

**MINUTES OF REGULAR MEETING**

**FEBRUARY 17, 2016**

**Approve Recommendations (Cont'd)**

Course: **Social Studies**  
Dates: May 31, 2016 - June 10, 2016 (Monday thru Friday)  
Time: TBA  
Location: St. Clairsville High School (Room/TBA)  
Test Date: June 13 - 17, 2016  
Fee: \$40.00 per course (Out of district students)  
Check or money order payable to St. Clairsville High School

Course: **Writing**  
Dates: May 31, 2016 - June 10, 2016 (Monday thru Friday)  
Time: TBA  
Location: St. Clairsville High School (Room/TBA)  
Test Date: June 13 - 17, 2016  
Fee: \$40.00 per course (Out of district students)  
Check or money order payable to St. Clairsville High School

The roll call vote was:

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

**Executive Session**

Mrs. Jones moved and Mr. Cook seconded that the Board go into executive session for reasons A-2 (Employment) and G (Confidential Information). The roll call vote was:

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

Time In: 7:30 A.M.

Time Out: 9:30 A.M. - Announcement made to come out of executive session

**Approve Board Meeting Change - March, 2016**

Mrs. Jones moved and Mr. Fador seconded that the Board approve changing the March regular board meeting date to Tuesday, March 15, 2016 at 7:00 a.m. The roll call vote was:

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

**Adjournment**

There being no further business brought before the Board, Mrs. Jones moved and Mr. Fador seconded that the meeting be adjourned at 9:31 A.M. The roll call vote was:

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