

ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT

MINUTES OF REGULAR MEETING

JUNE 12, 2013

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: Scott Beckley, Laura Machovina, Nick Davis, Mike Muklewicz-Times Leader, Amy Porter, and Walt Skaggs.

Approve Treasurer’s Items

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

- A. Board minutes for the May 8, 2013 Regular Meeting and May 15, 2013 Special Meeting, as presented by the Treasurer.
- B. Financial Reports for May, 2013, including FINSUM, APPSUM, 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 | \$1,348,332.24 | Student Activities 200 | \$31,120.20 |
| Bond Retirement 002 | 660,670.51 | District Managed 300 | 155,818.22 |
| Permanent Improvement 003 | 12,395.81 | Auxiliary Services 401 | 103,651.46 |
| Building 004 | 25,162.96 | Data Communication 451 | 2,700.00 |
| Food Service 006 | 25,335.89 | Alternative Schools 463 | 10,362.75 |
| Expendable Trust 007 | 395.00 | Education Jobs Fund 504 | 0.00 |
| Kara Fador Corrections Scholarship 008 | 10,167.43 | IDEA Part B 516 | 13,131.69 |
| Uniform School Supplies 009 | 12,399.47 | Title I 572 | 27,249.76 |
| Principal 018 | 9,983.43 | IDEA Preschool Handicapped 587 | 0.00 |
| District Agency 022 | 7,807.30 | Improving Teacher Quality 590 | 8,114.31 |
| Self Insurance 024 | 152,481.25 | Schoolwide Building Program 598 | -52,178.59 |
| Underground Storage Tank 031 | 11,000.00 | TOTAL | \$2,576,101.09 |

- C. The list of bills paid in May, 2013, 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:

| <u>From</u> | <u>To</u> | <u>Amount</u> |
|-----------------------|----------------------------|---------------|
| General Fund - 001 | Schoolwide Pool Fund - 598 | \$156,781.75 |
| Title I Fund - 572 | Schoolwide Pool Fund - 598 | 27,282.52 |
| Title II-A Fund - 590 | Schoolwide Pool Fund - 598 | 8,114.32 |

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Approve Treasurer's Items (Cont'd)

E. The following donations made during May, 2013:

| <u>Name</u> | <u>For</u> | <u>Amount</u> |
|---------------------------|---------------------------|--------------------|
| The Saints Club | Athletic Department | \$12,000.00 |
| Home & School Association | Elementary Transportation | 673.75 |
| After Prom Committee | Class of 2015 | 1,500.00 |
| | TOTAL | \$14,173.75 |

F. The following advance for May, 2013:

| <u>From</u> | <u>To</u> | <u>Amount</u> |
|--------------------|------------------------------------|---------------|
| 001 - General Fund | 022-9600 - Flexible Spending Acct. | \$ 1,382.83 |

G. The establishment of fund 599-9013 for the National School Lunch Expansion Grant.

H. The following supplemental appropriations:

| <u>Fund</u> | | <u>Amount</u> |
|-------------|---------------------------------------|---------------|
| 003 | Permanent Improvement Fund | \$623,240.00 |
| 007 | Special Trust | \$ 500.00 |
| 599-9013 | National School Lunch Expansion Grant | \$ 7,000.00 |

I. The monthly premium rate of \$60.99 for the OME-RESA Health Benefits Program Dental Insurance effective July 1, 2013 thru June 30, 2014.

J. Participation in the following:

| | | |
|------------------------|---|--|
| 403(b) plans | - | Washington National Insurance Company ING Retirement Plans First Investors Corp. |
| 457 plans | - | Ohio Public Employees Deferred Comp Program Great American Plans |
| Supplemental Insurance | - | AFLAC MetLife |

K. Renewal of the Property, Violence, Automobile, and Liability insurance with Ohio Casualty through Pilney, Costine and Foster Insurance Agency for the period July 1, 2013 through June 30, 2014 in the amount of \$39,589.00.

L. Authorization for the Treasurer to advertise for Request for Proposals for the PK-12 Food Service Program effective May 23, 2013.

M. The United Dairy bid for milk and drink products for the 2013-2014 school year.

The roll call vote was:

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

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Superintendent's Report

Superintendent Skaggs reported on the following:

District

- Building-Leadership-Teams met for the last time this year to review data from teacher based teams and prepare our 4th quarter submission.
- Met with Jayme Yanok and building principals to complete linkage for submission to ODE.
- Met with Mr. Rocchi and Jayme Yanok to ensure we had completed all requirements for the 3rd grade reading guarantee.
- Wireless has been installed in all buildings.
- Labs being updated in the connector and 6th grade to be in compliance with new state testing.
- BYOT (Bring Your Own Technology) has been written and is on the agenda for approval.
- E-rate was approved for the 100 meg upgrade to our internet service (\$16,800 savings)
- Received a \$7,000 grant to upgrade our cafeteria software.
- Five students earned All-Ohio at the State meet this past weekend:
 - Alyssa Robinson repeated as State Champion in shot put
 - Jaylon Brown 3rd in 100 & 4th in 200
 - Drake Walker 5th in 800
 - Amy Castle 7th in 3200
 - Juliana Madzai 5th in 3200
- Summer school is underway.
- The number of confirmed incidents of bullying during the 2012-2013 school year were four in the high school, four in the middle school, and six in the elementary building.

Buildings & Grounds

- Roof materials arrived June 7th.
- Met with MKC May 6th to review final plans and timeline for doors and windows at the elementary.
- Carpets cleaned in Elementary buildings last Thursday.
- Carpets in other buildings will be cleaned tomorrow.
- BCC edging and mulching around all areas in district.

Dates to Remember

- July 10, 2013 - Next BOE meeting at 7:00 a.m.

Approve Personnel Items

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

1. Mary Jane Byard-Strain - Unpaid leave of absence beginning May 8, 2013 with an anticipated return for the 2013-2014 school year.
2. Adam Quirk - Temporary Summer Maintenance Helper effective May 22, 2013.
3. Katie Williams - High School Multi-Handicapped Teacher for the 2013-2014 school year.
4. Susan Fitzsimmons - Recorder for the LPDC.
5. Christa Truchan - Extended School Year Services Teacher for the 2012-2013 school year.

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Approve Personnel Items (Cont'd)

6. Dana Gallagher - Up to 15 extended days for the 2013-2014 school year.
7. Legenia Walker Guindon - Retirement resignation effective June 1, 2013.
8. Natalie Perzanowski - Middle School Summer School Teacher effective June, 2013.
9. Christian Goddard - Extended School Year Services Teacher for the 2013-2014 school year.
10. Kristen Schaffer - Transfer to Middle School Art Teacher for the 2013-2014 school year.
11. Lori Morgan - Resignation as Auxiliary Clerk for East Richland Christian School, effective June 15, 2013.
12. Mary Jones - Auxiliary Clerk for East Richland Christian School, effective June 17, 2013.
13. Jim Yates - Up to 5 extended days for the 2012-2013 school year.
14. The following certified substitutes for the 2013-2014 school year, on an as needed basis, pending receipt of proper paperwork:
 - Mary Carter - Teacher
 - Russell Winland - Teacher
15. The following volunteers for the 2013-2014 school year:
 - Mark Kefalos - Volleyball
 - Kelly Rine - Assistant Coach All Sports
 - Walt Skaggs - Assistant Coach All Sports
16. Supplemental Contracts for the 2013-2014 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> |
|---------------------|--|-------------------|---------------|
| Gary Watt | Sophomore Class Advisor | 4 yrs. | \$1,065.00 |
| Gary Watt | Co-Student Action Committee Adv. | 1 yr. | 274.00 |
| Mindy Husek | M.S. Yearbook Advisor | 1 yr. | 883.00 |
| Heidi Magnone | Co-Freshman Class Advisor | 9 yrs. | 517.50 |
| Heidi Magnone | JETS Team Advisor | 4 yrs. | 100.00 |
| Natalie Perzanowski | JH Cross Country Coach | 2 yrs. | 1,004.00 |
| Chris Patrone | Fall Facility Equipment Manager | 15 yrs. | 883.00 |
| Kristen Myser | Preschool Grade Level Chair | 2 yrs. | 578.00 |
| Jacqui Sall | Co-Student Action Committee Adv. | 3 yrs. | 395.50 |
| Jacqui Sall | 7 th Grade Volleyball Coach | 6 yrs. | 1,583.00 |
| Carrie Marko | Academic Quiz Team Advisor | 14 yrs. | 1,035.00 |
| Carrie Marko | Special Ed Department Chair | 4 yrs. | 822.00 |
| Stephen Hicks | Asst. 8 th Grade Football Coach | 2 yrs. | 2,009.00 |
| Katie Williams | 8 th Grade Volleyball Coach | 1 yr. | 822.00 |

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Approve Personnel Items (Cont'd)

17. Pupil Activity Contracts for the 2012-2013 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> |
|--------------|------------------------------|-------------------|---------------|
| Shawn Tomlan | Reserve Cheerleading Advisor | 8 yrs. | \$2,100.00 |
| Shawn Tomlan | Varsity Cheerleading Advisor | 8 yrs. | 2,770.00 |

18. Non-renewal of the following 2012-2013 pupil activity contracts as required by O.R.C. 3319.083:

| <u>Name</u> | <u>Position</u> |
|--------------|--|
| Shawn Tomlan | Varsity and Reserve Cheerleading Advisor |

19. Pupil Activity Contracts for the 2013-2014 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> |
|--------------|------------------------------|-------------------|---------------|
| Shawn Tomlan | Reserve Cheerleading Advisor | 9 yrs. | \$2,100.00 |
| Shawn Tomlan | Varsity Cheerleading Advisor | 9 yrs. | 2,770.00 |

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 board approve the following:

1. Resolution requesting a District/Building Waiver Request (4 days) for the purpose of Staff Professional Development for the 2013-2014 school year.
2. Accept the budget request for the St. Clairsville Public Library for the year January thru December, 2013.
3. Adopt the Teacher Evaluation Policy in accordance with the standards-based statewide teacher evaluation framework adopted by the State Board of Education in November, 2012.
4. The Service Contract Resolution with the East Central Ohio Educational Service Center for the 2013-2014 school year.
5. Resolution to adopt interim end-of-course examinations to assess mastery of American history and American government standards as detailed in state law for the 2013-2014 school year.
6. The County and Institution of Higher Education Articles of Agreement for College Pre-service and Student Teachers agreement between St. Clairsville-Richland City Schools and Bethany College to permit pre-service and student teachers to complete field service.
7. The OME-RESA Cooperative Service Resolution for FY2014 for In-Service Programs, the Cooperative Purchasing Program, and Legal Services.

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Approve Recommendations (Cont'd)

8. Resolution to authorize employer pick-up of certified (STRS) employee contributions.
9. The Student/Visitors Bring Your Own Technology (BYOT) policy. A copy is on file in the Superintendent's office.
10. The revised Computer Network and Internet Acceptable Use Policy for Staff with the only change being the "St. Clairsville School District is not responsible for personal equipment".
11. The 2013-2014 Middle School handbook. A copy is on file in the M.S. Principal's office.
12. Resolution verifying that the Board has offered the positions of 9th Grade Volleyball Coach, Varsity Boys Soccer Assistant Coach, and Varsity Girls Soccer Assistant Coach to licensed employees and no employees qualified to fill the positions have accepted.
13. Resolution verifying that the Board has offered the positions of 9th Grade Volleyball Coach, Varsity Boys Soccer Assistant Coach, and Varsity Girls Soccer Assistant Coach to licensed individuals who are not employed by the Board and no such persons have applied for and accepted the positions.
14. Membership in the Coalition of Rural and Appalachian Schools (CORAS), Regional Council for Governments, for the 2013-2014 school year (July 1, 2013 thru June 30, 2014).
15. Authorize the Treasurer to seek bids for the doors and windows for the elementary building per the specifications as prepared by MKC Associates, Inc.
16. The Health Plan as the District's Major Medical Insurance provider effective August 1, 2013 thru July 31, 2014 with the following premiums:

| | <u>Current Rate with MMO</u> | <u>New Rate with Health Plan</u> | <u>% of Increase</u> |
|-----------------|------------------------------|----------------------------------|----------------------|
| Single Coverage | \$ 564.54 | \$ 600.36 | 6.32% |
| Family Coverage | \$1,328.65 | \$1,412.62 | 6.32% |

17. Memorandum of Understanding regarding Health Care and Prescription Insurance with the St. Clairsville Education Association (SEA) and the Local 549 of the Ohio Association of Public School Employees (OAPSE).

The roll call vote was:

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

Approve New Business - Pupil Activity Contracts

1. Pupil Activity Contracts for the 2013-2014 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> |
|-------------------|--|-------------------|---------------|
| Missy Gossett | 9 th Grade Volleyball Coach | 2 yrs. | \$1,309.00 |
| Dallas Young | Asst. Varsity Boys Soccer Coach | 1 yr. | 1,370.00 |
| Ernest Banks, Jr. | Asst. Varsity Girls Soccer Coach | 1 yr. | 1,370.00 |

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Approve New Business - Pupil Activity Contracts (Cont'd)

The roll call vote was:

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

Approve Special Meeting Date & Time

Mr. Fador moved and Mr. Jacob seconded that the Board approve scheduling a Special Meeting of the Board of Education on June 26, 2013 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, Mr. Fador moved and Mrs. Jones seconded that the meeting be adjourned at 7:26 A.M. The roll call vote was:

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