

**WESTFALL LOCAL SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT  
October 15, 2012  
BOARD OF EDUCATION REGULAR MEETING  
Westfall Elementary School Cafetorium  
6:30 P.M.**

**AGENDA ITEMS**

**I. CALL TO ORDER**

**II. ROLL CALL**

Mr. Larry Carfrey	_____	Mr. Mark Ruff	_____
Ms. Judy Cook	_____	Mr. Sean Ruth	_____
Ms. Kristen Earich	_____		

**III. PLEDGE OF ALLEGIANCE** Board President

**IV. PRESENTATIONS**

1. W.E.S. Little Miss Pumpkin Show Representative, Miss Reese Moehl – Ms. Janice Gearhart, Elementary School Principal
2. Laws of Life Essay Award Winners, Ross Berger - Best Essay; Sarah Johnson, Amie Musselman, Jessica Miller and Logan Pancake – Honorable Mention
3. Extra Mile Award, Mr. Kenneth Allen Bradley, High School Math Teacher – Ms. Karla Barnes, Teacher and Ms. Cara Riddel, Superintendent
4. OTEC Certified – Ms. Kathy Payne and Ms. Deborah Younge – Ms. Cara Riddel
5. Retirement Recognition – Mr. Ralph Scurry – Ms. Cara Riddel
6. FFA Agriculture Issues Team – Farm Bill 2012 – Ms. Cara Riddel

**V. PUBLIC COMMENTS**

The Westfall Board of Education encourages citizens of the District to attend its sessions so that they become better acquainted with the operation and programs of the Westfall Local Schools.

The Board of Education is a policy making body. It delegates the administration of the school district to a professional staff headed by the Superintendent of Schools. The primary duty of the Westfall Local School Board of Education is to conduct the business of the District in an orderly, efficient and business-like manner. The Board of Education meeting is a time when the Board deliberates and considers items on the Board Agenda. Its meetings are open for public observation but they are not public forums. Therefore, those in attendance at Board meetings may not make comments, unless requested to do so, or interrupt the conducting of business. Those individuals that are

interested in addressing the Board will be provided that opportunity within the limitations of the following procedures and regulations:

1. Anyone wishing to speak before the Board, either as an individual or as a member of a group, should ensure they have signed up with the topic listed on the sheet provided, prior to the start of the Board meeting.
2. Any individual desiring to speak shall give his/her name, address, topic and the group, if any, that is represented and will be allotted three (3) minutes to speak.
3. Public comments may be made only during the portion of the Board Agenda designated as "Public Comments."
4. The "Public Comments" portion of the agenda shall not exceed a total of thirty minutes.
5. Speakers may offer such objective criticisms of school operations and programs as concern them. But in public sessions, the Board will not hear personal complaints of school personnel or against any person connected with the school system. Other channels provide for Board consideration and disposition of legitimate complaints involving individuals.
6. The Board can go into Executive Session during a regular meeting at any time during the meeting.

The Board vests in its President or other presiding officer authority to terminate the remarks of any individual when they do not adhere to the rules established above.

## **VI. CORRESPONDENCE**

1. The Durlinger Family – Thank you note.

## **VII. QUESTION FOR THE BOARD**

## **VIII. DISCUSSION ITEMS**

1. Pickaway Progress Partnership (P3)

## **IX. SUPERINTENDENT'S COMMENTS**

1. Update School Calendar
2. WeatherBug System

**X. APPROVAL OF THE AGENDA**

Motion to approve the agenda for the October 15, 2012 regular meeting.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**XI. OLD BUSINESS**

**XII. NEW BUSINESS**

**APPROVAL OF MINUTES**

Motion to approve the minutes from the September 17, 2012 regular meeting as presented.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**SUPERINTENDENT'S RECOMMENDATIONS**

**A. PERSONNEL LEAVE**

Motion to accept the report of vacation, personal and professional leave as presented. (Item A)

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**B. DONATIONS**

Motion to accept the following donations totaling \$ 2,880.60 ;  
an Easy Up Tent; pumpkins; Pickaway Progress Partnership donation as  
presented. (Item B)

- a. Ms. Judy Cook – Board of Education Flower Fund \$ 20.00
- b. Mr. Brian Ramsay – Board of Education Flower Fund \$ 50.00
- c. Ms. Kim Davey – Board of Education Flower Fund \$ 10.60
- d. Ms. Tammy Cline – Board of Education Flower Fund \$ 10.00
- e. Mr. and Mrs. Bob Barnes – HS Girls’ Basketball Fund \$ 250.00
- f. Mr. and Mrs. Justin Barnes – HS Girls’ Basketball Fund \$ 20.00
- g. Ms. Patricia Strous – HS Volleyball Fund \$ 20.00
- h. Ms. Sonja Daniels – Easy Up Tent – HS Cross Country
- i. Mr. Roger Kline- Pumpkins to Art Sculpture Class
- j. Ms. Emily Nelson – Pumpkins to Art Sculpture Class
- k. Anonymous Donation for Membership to Pickaway \$2,500.00  
Progress Partnership

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_  
Carfrey \_\_\_\_\_ Ruff \_\_\_\_\_  
Cook \_\_\_\_\_ Ruth \_\_\_\_\_  
Earich \_\_\_\_\_  
Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

**C. SUBSTITUTE TEACHER LIST**

Motion to approve the list of substitute teachers for the month of  
October 2012, as provided by the Pickaway County Educational Service Center  
as presented.

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_  
Carfrey \_\_\_\_\_ Ruff \_\_\_\_\_  
Cook \_\_\_\_\_ Ruth \_\_\_\_\_  
Earich \_\_\_\_\_  
Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

**D. CERTIFIED TEACHER CONTRACT**

Motion to award a one (1) year teacher’s limited contract to Ms. Megan McDowell as a High School Science teacher for the 2012-2013 school year; Bachelor’s Degree + 150; 146 days; Step 0; \$24,697.00.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**E. VOLUNTEER TRAINING STIPENDS**

Motion to approve stipends in the amount of \$28.00 per hour for three (3) hours to the following teachers for providing training for volunteers:

1. Ms. Kelley Counts
2. Ms. Joy Sharrett
3. Ms. Cheryl Gaus
4. Ms. Bonnie Cole
5. Ms. Gayle Stadt

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**F. HOME INSTRUCTION TUTOR**

Motion to approve Ms. Lori McFarland as a home instruction tutor for the 2012-2013 school year for up to five (5.0 ) hours per week, on an as needed basis at \$22.00 per hour.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**G. PAY LEVEL CHANGE REQUEST – CERTIFIED TEACHER**

Motion to approve the pay level change request of Ms. Leslie Stanley Angles, certified teacher, to the Master’s Degree for the 2012-2013 school year.

MOTION:	_____	SECOND:	_____
Carfrey	_____	Ruff	_____
Cook	_____	Ruth	_____
Earich	_____		
		Carried/Failed	_____to_____

**H. SUPPLEMENTAL CONTRACTS**

Motion to award supplemental contracts to the following for the 2012-2013 school year in the areas designated.

1. Ms. Lynn Huffer – Varsity Basketball Cheerleading Coach; Step 13; Class 5; \$1,038.00
2. Mr. Patrick Allen – Junior Varsity Basketball Cheerleading Coach; Step 0; Class 5; \$593.00
3. Ms. Brittney Leonard – Band Camp Assistant; Step 2; Class 5; \$889.00

MOTION:	_____	SECOND:	_____
Carfrey	_____	Ruff	_____
Cook	_____	Ruth	_____
Earich	_____		
		Carried/Failed	_____to_____

**I. AFTER SCHOOL INTERVENTION TUTORS**

Motion to approve the following certified teachers/substitute teachers as after school intervention tutors for up to six (6) hours per week at \$22.00 per hour on an as needed basis for the 2012-2013 school year:

- |                         |                       |
|-------------------------|-----------------------|
| 1. Mr. David Schleich   | 7. Ms. Talea McGinnis |
| 2. Ms. Clara Reynolds   | 8. Ms. Sharon Link    |
| 3. Ms. Melissa Barnhart | 9. Mr. Allen Bradley  |
| 4. Ms. Phyllis Gibbs    | 10. Mr. Alan Gabriel  |
| 5. Ms. Karen Holbrook   | 11. Mr. Jerry Mudd    |
| 6. Ms. Brittany Yike    | 12. Ms. Andrea Brown  |

MOTION: \_\_\_\_\_  
Carfrey \_\_\_\_\_  
Cook \_\_\_\_\_  
Earich \_\_\_\_\_

SECOND: \_\_\_\_\_  
Ruff \_\_\_\_\_  
Ruth \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

**J. SUBSTITUTE CLASSIFIED EMPLOYEES**

Motion to approve the following as substitute classified employees for the 2012-2013 school year in the areas designated:

1. Ms. Amy Johnson – Educational Aide
2. Mr. Brian Pontius – Bus Driver
3. Ms. Nicole Smith – Educational Aide; Custodian; Secretary; Café Worker
4. Ms. Paula Gardner – Educational Aide

MOTION: \_\_\_\_\_  
Carfrey \_\_\_\_\_  
Cook \_\_\_\_\_  
Earich \_\_\_\_\_

SECOND: \_\_\_\_\_  
Ruff \_\_\_\_\_  
Ruth \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

**K. FACILITY USE REQUESTS**

1. Motion to approve the use of the elementary school gym on Mondays and Wednesdays from 6:00 to 7:30 p. m. beginning October 17, 2012 through March 6, 2013 for biddy basketball practice as requested by Stacey Tackett, Westfall Bidy Basketball. (Item C)

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

2. Motion to approve the use of the elementary school stage, cafetorium, front entrance, kitchen and restrooms on Friday, December 7, 2012 from 4:00 to 8:00 p. m. and on Saturday, December 8, 2012 from 7:30 a. m. to 5:30 p. m. for the annual Breakfast With Santa and Craft Bazaar sponsored by the Westfall Elementary PTO as requested by Ms. Courtney Riddick, Bazaar Chairperson. (Item D)

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

3. Motion to approve the use of the elementary school cafetorium on October 23, 2012 from 5:00 to 8:00 p. m. for Girl Scout sign-ups as requested by Ms. Buffy Roseberry of the Girl Scouts Logan Valley Service Unit. (Item E)

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

4. Motion to approve the use of the elementary school cafetorium on Wednesday, October 24, 2012 from 6:00 to 7:00 p. m. for Boy Scout sign-ups as requested by Mr. Chris Wiseman, Boy Scouts of America Simon Kenton Council. (Item F)

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____



5. Motion to approve the use of the elementary school gym on Tuesdays from 5:00 to 7:00 p. m. beginning November 1, 2012 through March 1, 2013 for 5<sup>th</sup> Grade Bidy Girls' basketball practice as requested by Ms. Gwen Minor, Westfall Bidy Girls' Basketball Manager. (Item G)

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**L. GRADUATION DATE – 2013**

Motion to approve Friday, May 31, 2013, 7:00 p. m. as the graduation date for the Class of 2013.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**M. ESC 2012-2013 CONTRACT REVISION**

Motion to revise the 2012-2013 ESC contract to include shared services for communication from Mr. Jeff Phillips at a cost of \$2,000.00 per month November 2012 through June 2013.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**N. PICKAWAY PROGRESS PARTNERSHIP**

Motion to pledge support of the Pickaway Progress Partnership (P3) for the Pickaway Progress Partnership Economic Development Campaign for a total of five (5) years at a cost of \$2,500.00. While we plan to pay this total amount during the next five (5) years, we reserve the right to review this commitment annually and modify or cancel it. (Item H)

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**O. WEATHERBUG SYSTEM – BASIC PACKAGE**

Motion to approve the updated basic version of the WeatherBug System beginning the 2012-2013 school year at a cost of \$7,195.00 as presented. (Item I)

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**P. RESOLUTION TO DECLINE TO CONSENT TO RESIGNATION OF SARA BLAKE**

WHEREAS, Sara Blake is employed by the Board on a limited teaching contract entered into by and between the parties;

WHEREAS, Board of Education Policy GCPB and Ohio Revised Code Section 3319.15 govern the resignation of professional staff members such as Ms. Blake and provide that the consent of this Board must be given before a staff member may resign her position after July 10 preceding the school year that is the subject of the staff member's contract;

**NOW THEREFORE BE IT RESOLVED**, the Board finds that Ms. Blake's untimely resignation would significantly impact the Board's ability to provide music education and, accordingly, the Board declines to give its consent to Ms. Blake's resignation;

**BE IT FURTHER RESOLVED** that, should Ms. Blake abandon her duties under her contract with the Board notwithstanding the Board's decision, the Board directs its Superintendent to provide a copy of this resolution and other related information to the State of Ohio Board of Education and its designees for consideration of appropriate certification sanctions against Ms. Blake.

**BE IT FURTHER RESOLVED**, that it is hereby 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, and that all deliberations of the Board and any of its committees that resulted in such formal action were open to the public when required by law, in full compliance

with the law.

**UPON ROLL CALL AND THE PASSAGE OF THE FOREGOING**

**RESOLUTION**, the vote was as follows:

The foregoing is a true and correct excerpt from the minutes of a meeting of the Board of Education of the Westfall Local School District conducted on October \_\_, 2012.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**Other Items for Consideration:**

**1.1** \_\_\_\_\_  
\_\_\_\_\_

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**1.2** \_\_\_\_\_  
\_\_\_\_\_

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**TREASURER'S RECOMMENDATIONS**

**TREASURER'S REPORT**

**A. FINANCIAL REPORT**

Motion to approve the financial report from September, 2012 as presented by the Treasurer.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**B. FIVE-YEAR FORECAST AND ASSUMPTIONS**

Motion to approve the annual Five-Year Forecast and associated notes for fiscal years 2013 through 2017 as presented.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**C. SM1 SPENDING PLAN FOR 2012-2013**

Motion to approve the SM1 Spending Plan for 2012-2013. These amounts are taken from the annual appropriations measure, along with the Five-Year Forecast and represent the summary of yearly revenues and expenses.

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**D. AMEND STUDENT ACTIVITY FUND**

Motion to approve the closing of the Math/Science Expo Fund (200-9547) and to transfer the remaining funds in the amount of \$445.50 to the Elementary School Support fund (018-9703).

MOTION: _____	SECOND: _____
Carfrey _____	Ruff _____
Cook _____	Ruth _____
Earich _____	
	Carried/Failed _____ to _____

**BOARD RECOMMENDATIONS**

**A. INTENTION TO ADOPT BOARD POLICY(S)**

The Board of Education announces its intent to adopt the following policies listed below and announcement is made that these policies will be available to the Board, staff and public for inspection in the Office of the Superintendent of Schools from October 15, 2012 through November 20, 2012. (Item J)

1. Purchasing Procedures – DJF
2. Emergency Closings – EBCD
3. Bring Your Own Technology (BYOT) Program – EDEB
4. Bring Your Own Technology (BTOT) Program – EDEB-R
5. Curriculum Development – IF
6. Curriculum Adoption – IFD
7. Entrance Age – JEB
8. Early Entrance To Kindergarten – JEBA
9. Remedial Instruction – IGBE
10. Promotion and Retention of Students – IKE

**XIII. PUBLIC COMMENTS**

**XIV. ADMINISTRATORS – BUILDING UPDATES**

**XV. BOARD MEMBER COMMENTS/COMMITTEE REPORTS**

**XVI. ADJOURNMENT**

Motion to adjourn the meeting at \_\_\_\_\_ p. m.

MOTION: \_\_\_\_\_

Carfrey \_\_\_\_\_

Cook \_\_\_\_\_

Earich \_\_\_\_\_

SECOND: \_\_\_\_\_

Ruff \_\_\_\_\_

Ruth \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_