

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
September 17, 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 Mr. Chip Downs, Alumnus

IV. PRESENTATIONS

1. Gift to the Library, Mr. Chip Downs, Alumnus – Ms. Cara Riddel, Superintendent
2. Middle School Trip – Ms. Kathy Payne, Principal
3. Curriculum for Agricultural Science Education (C.A.S.E.), Monsanto Grant, Science Credit, National FFA Convention – Mr. Rick Advisor
4. Credentialed Teacher Evaluators – Ms. Janice Gearhart, Mr. Billy Dennis, Ms. Mary Mace-Miller, Ms. Karen Hegarty– Ms. Cara Riddel
5. Adena Mansion Transportation Grant Program, Ms. Kathy Styer – 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 Cheryl Cottrill Family – Thank you note.

VII. QUESTION FOR THE BOARD

VIII. DISCUSSION ITEMS

1. Graduation Date and Location – Mr. Billy Dennis, High School Principal

IX. SUPERINTENDENT’S COMMENTS

X. APPROVAL OF THE AGENDA

Motion to approve the agenda for the September 17, 2012 regular meeting.

MOTION: _____
 Carfrey _____
 Cook _____
 Earich _____

SECOND: _____
 Ruff _____
 Ruth _____
 Carried/Failed _____ to _____

XI. OLD BUSINESS

XII. NEW BUSINESS

APPROVAL OF MINUTES

1. Motion to approve the minutes from the August 20, 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 \$ 100,865.00 as presented. (Item B)

- | | | |
|----|---|--------------|
| a. | Atex Pipeline – Right of Way Cost -
General Fund | \$ 11,160.00 |
| b. | Atex Pipeline – Pipeline -
General Fund | \$ 88,840.00 |
| c. | Ms. Cara Riddel – Board Flower Fund | \$ 50.00 |
| d. | Mr. and Mrs. David Walker – HS Girls’
Basketball Fund | \$ 100.00 |
| e. | C & B Farm Supply – HS Girls’
Basketball Fund | \$ 200.00 |
| f. | Boss Excavating & Grading, Inc.
Girls’ Basketball Fund | \$ 500.00 |
| g. | Anonymous Donation – ES Music | \$ 15.00 |

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 September 2012, as provided by the Pickaway County Educational Service Center as presented.

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

D. RESIGNATIONS

1. Motion to accept the resignation of Ms. Sally Hammond, Educational Aide, effective September 14, 2012. (Item C)

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

E. CERTIFIED TEACHER EMPLOYMENT

Motion to award a one (1) year teacher's limited contract to Ms. Dakota VanSickle for the 2012-2013 school year, effective August 22, 2012 for 181 days, for the 2012-2013 school year at a Bachelor's Degree +150; Step 0; \$30,618.00.

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

F. PRE-SCHOOL EDUCATIONAL AIDE EMPLOYMENT

Motion to award a one (1) year non-teaching limited contract to Ms. Amy Johnson as an educational aide for the 2012-2013 school year for up to five (5) hours per day; Step 0; \$10.80 per hour; effective September 13, 2012. No Board

paid benefits.

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

G. NON-TEACHING CONTRACT ADJUSTMENTS

1. Motion to adjust the one (1) year non-teaching limited contract of Ms. Traci Tallman, Educational Aide from up to seven (7.0) hours per day to up to five (5) hours per day for the 2012-2013 school year; Step 0; \$10.80 per hour; 184 days. No Board paid benefits.

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

2. Motion to adjust the continuing contract of Ms. Doris Funk, Bus Driver from up to six (6) hours per day to up to three (3) hours per day beginning the 2012-2013 school year. No Board paid benefits.

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

H. PART-TIME BUS DRIVER EMPLOYMENT

Motion to award a one (1) year non-teaching limited contract to Ms. Amy Funk as a part-time, up to three (3) hours per day, bus driver for the 2012-2013 school year, Step 7; \$14.04 per hour; effective September 17, 2012. No Board paid benefits.

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

I. PAY LEVEL CHANGE REQUESTS – CERTIFIED TEACHERS

Motion to approve the pay level change requests of the following certified teachers for the 2012-2013 school year as follows:

1. Ms. Rebecca Ater – from Bachelor’s Degree to Bachelor’s Degree +150
2. Ms. Hannah Buskirk – from Bachelor’s Degree to Bachelor’s Degree +150
3. Ms. Kelley Counts – from Bachelor’s Degree to Bachelor’s Degree +150

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

J. SUPPLEMENTAL CONTRACTS

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

1. Ms. Sara Blake – High School Swing Choir Director; Step 2; Class 2; \$2,075.00
2. Ms. Sara Blake – High School Musical Director; Step 2; Class 2; \$2,075.00
3. Mr. Derek Weaver – Assistant Varsity Football Coach; Step 3; Class 2; \$2,371.00
4. Ms. Shannon Nunemaker – Middle School Basketball Cheer Coach; Step 1; Class 6; \$593.00

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

K. BOWLING – CLUB SPORT

Motion to approve bowling at the high school level as a club sport for the Westfall Local School District for the 2012-2013 school year, at no cost to the district. No transportation will be provided.

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

L. VOLUNTEER APPROVAL

Motion to approve Ms. Tammy Meek as a volunteer Club Bowling Coach for the 2012-2013 school year.

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

M. HOME INSTRUCTION TUTORS

Motion to approve the following certified teachers as home instruction tutors 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.

1. Ms. Cindi Post
2. Ms. Melissa Barnhart
3. Ms. Karen Holbrook

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

N. SUBSTITUTE CLASSIFIED EMPLOYEES

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

1. Ms. Teri Swan – Van Driver
2. Ms. Cynthia Gollihue – Educational Aide
3. Mr. Eric Coyle – Custodian
4. Ms. Holly Slusher – Nurse
5. Mr. William Belcher – Bus Driver
6. Ms. Cindy Miller – Educational Aide
7. Ms. Kelly Durban – Educational Aide

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

O. FACILITY USE REQUESTS

1. Motion to approve the use of the high school conference room on the first (1st) Tuesday of each month from 5:00 to 7:00 p. m. for the 2012-2013 school year for the Westfall Education Foundation monthly meeting as requested by Ms. Emily Nelson, Chairperson. (Item D)

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

2. Motion to approve the use of the elementary school stage, cafetorium, front entrance and restrooms on Friday, September 28, 2012 from 2:30 p.m. to 12:00 a.m. and Saturday, September 29, 2012 from 12:00 p.m. to 12:00 a.m. for the high school Homecoming Dance, sponsored by the Westfall FFA Chapter as requested by Mr. Rick Metzger, Advisor. (Item E)

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

P. SCOCA FIELD TECH CONTRACT

Motion to approve the annual SCOCA field tech contract for the 2012-2013 school year at a cost of \$12,500.00 as presented. (Item F)

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

Q. MUSIC THERAPY CONTRACT

Motion to approve the Rhythm-N-You Music Therapy Contract for special needs students for the 2012-2013 school year as presented. (Item G)

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

**R. EDUCATIONAL SERVICE CENTER OF CENTRAL OHIO
CONTRACTED SERVICE AGREEMENT**

Motion to approve the contracted service agreement with the Educational Service Center of Central Ohio for interpreter services for a special needs student for the 2012-2013 school year at a cost of \$25,751.00 as presented. (Item H)

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

S. MIDDLE SCHOOL WASHINGTON D.C. TRIP

Motion to approve the middle school trip to Washington D.C. from May 7, 2013 through May 10, 2013 as presented. (Item I)

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 _____

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 August, 2012 as presented by the Treasurer.

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

B. PERMANENT APPROPRIATIONS FOR 2012-2013 EXPENDITURES

Motion to approve the Permanent Appropriations Measure for FY13. The General Fund total is \$19,212,843.93. The grand total of all funds is \$27,622,754.54.

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

C. SCHOOL INSURANCE

Motion to approve the School Insurance Proposal for our building and contents, liability insurance, fleet insurance, inland marine and crime coverage, with Ohio Casualty, a Liberty Mutual Company, Neil Coleman Insurance Services, Inc. at an annual premium of \$49,870.00 beginning September 15, 2012.

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

BOARD RECOMMENDATIONS

A. ADOPTION OF BOARD POLICY(S)

Motion to adopt the policy(s) listed below effective September 17, 2012.
(Item J)

1. Reading Skills Assessments and Intervention – IGBEA
(Third Grade Reading Guarantee)
2. Reading Skills Assessments and Intervention – IGBEA-R
(Third Grade Reading Guarantee)

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

XIII. PUBLIC COMMENTS

XIV. ADMINISTRATORS – BUILDING UPDATES

XV. BOARD MEMBER COMMENTS/COMMITTEE REPORTS

XVI. EXECUTIVE SESSION

1. Motion to enter into Executive Session at _____ p. m. to prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

2. Motion to return from Executive Session at _____ p. m.

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____
Carried/Failed _____ to _____

XVII. ADJOURNMENT

Motion to adjourn the meeting at _____ p. m.

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____
Carried/Failed _____ to _____