

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
August 20, 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. Ms. Lori McFarland, Middle School Teacher – 8th Grade Trip to Washington D. C.
2. Mr. Larry Carfrey - Thank you to Ms. Melissa Griffith
3. Ms. Cara Riddel – Thank you to Ms. Marilyn Spence and the Circleville Presbyterian Church for donation of school supplies.

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. Ms. Karen Hegarty, Retired Teacher – Thank you note.
2. Ms. Debbie McClelland, Teacher – Thank you note.

VII. QUESTION FOR THE BOARD

VIII. DISCUSSION ITEMS

IX. SUPERINTENDENT'S COMMENTS

1. Opening Day Video

X. APPROVAL OF THE AGENDA

Motion to approve the agenda for the August 20, 2012 regular meeting.

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

XI. OLD BUSINESS

XII. NEW BUSINESS

APPROVAL OF MINUTES

1. Motion to approve the minutes from the July 16, 2012 regular meeting as presented.

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

2. Motion to approve the minutes from the August 2, 2012 special 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 \$ 1,255.70 and a piano as presented. (Item B)

- | | | |
|----|--|----------|
| a. | Wolf Creek Books – HS Support Fund | \$536.70 |
| b. | Wolf Creek Books – MS Support Fund | \$398.00 |
| c. | Wolf Creek Books – ES Principal Fund | \$106.00 |
| d. | Ms. Judy Cook – Board Flower Fund | \$ 20.00 |
| e. | Mr. Sean Ruth – Board Flower Fund | \$100.00 |
| f. | Ms. Kristen Earich – Board Flower Fund | \$ 20.00 |

g. American Legion – HS Band Fund \$ 75.00

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 August 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. Naomi Jordan, Elementary School Teacher effective the 2012-2013 school year, as presented. (Item C)

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

2. Motion to accept the resignation of Ms. Andrea Brown as the Swing Choir Director and Musical Director for the 2012-2013 school year as presented. (Item D)

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

E. DEAN OF STUDENTS – ELEMENTARY SCHOOL

Motion to award a one (1) year teacher’s limited contract to Mr. Brandon Speakman as a Dean of Students for the elementary school beginning the 2012-2013 school year at the Bachelor’s Degree +150 pay level; Step 0; \$31,125.00.

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

F. GUIDANCE COUNSELOR – ELEMENTARY SCHOOL

Motion to award a one (1) year teacher’s limited contract to Ms. Lisa O’Neill as a Guidance Counselor for the elementary school beginning the 2012-2013 school year at the Master’s Degree pay level; Step 0; \$32,607.00.

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

G. EDUCATIONAL AIDE CONTRACT

Motion to award a one (1) year non-teaching limited contract to Ms. Traci Tallman as an educational aide for the 2012-2013 school year; Step 0; \$10.80 per hour for up to 7.0 hours per day; 184 days per year.

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

H. CONTRACT ADJUSTMENT

Motion to adjust the one (1) year non-teaching limited contract of Ms. Shannon Nunemaker from up to five (5) hours per day as an educational aide to up seven (7) hours per day for the 2012-2013 school year; Step 1; \$10.93 per hour; 184 days per year.

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

I. SUPPLEMENTAL CONTRACTS

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

1. Mr. Will Breyer – Middle School Football Coach, Step 0; Class 3; \$1,186.00
2. Mr. Will Breyer – Head Varsity Wrestling Coach, Step 2; Class 2; \$2,075.00
3. Ms. Shannon Nunemaker – Middle School Football Cheerleading Advisor; Step 1; Class 6; \$593.00
4. Mr. Lance Stoneking – Middle School Boys' Basketball Coach; Step 5; Class 3; \$2,075.00

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

J. VOLUNTEER APPROVAL

Motion to approve Mr. Dan Wolford as a volunteer girls' basketball coach for the 2012-2013 school year.

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

K. SUBSTITUTE CLASSIFIED EMPLOYEES

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

1. Ms. Dena Browning – Secretary
2. Mr. Rick Caplinger – Cafeteria Employee; Custodian; Bus Driver
3. Mr. Ed Conger – Bus Driver
4. Ms. Sarah Constable – Secretary; Cafeteria Employee
5. Ms. Dee Ann Coutts – Educational Aide; Secretary
6. Ms. Charlotte Dickens – Custodian
7. Ms. Amy Funk – Bus Driver
8. Ms. Paula Gardner – Cafeteria Employee; Bus Driver
9. Ms. Cynthia Gollihue – Secretary; Cafeteria Employee; Custodian
10. Ms. Elizabeth Green – Educational Aide; Secretary; Cafeteria Employee

11. Mr. Andrew Haack – Educational Aide
12. Ms. Marlene Haddox – Cafeteria Employee; Custodian
13. Mr. Ronald Helsel – Custodian
14. Ms. Alethea Heuer – Secretary; Cafeteria Employee; Custodian
15. Ms. Brenda Kazmierczak – Educational Aide
16. Ms. Lisa Kelley – Cafeteria Employee
17. Ms. Laura Lamb – Educational Aide
18. Ms. Lisa Langford – Secretary
19. Ms. Stacy Martin – Educational Aide; Cafeteria Employee; Van Driver
20. Mr. Clark McFarland – Bus Driver
21. Ms. Dawn Miller – Educational Aide; Secretary; Cafeteria Employee
22. Ms. Sheryl Mowery – Custodian
23. Ms. Julie Prushing – Custodian
24. Mr. Mike Ramey – Bus Driver
25. Ms. Laura Riggs – Cafeteria Employee; Custodian
26. Mr. Mark Schein – Bus Driver
27. Ms. Sue Schmitter – Educational Aide; Secretary; Cafeteria Employee
28. Mr. Craig Schobeloch – Cafeteria Employee
29. Mr. Scott Simmons – Custodian
30. Ms. Daniella Thomas – Educational Aide
31. Ms. Donna Thompson – Secretary
32. Ms. Stella Van Fossen – Secretary; Cafeteria Employee
33. Ms. Kara Walters – Educational Aide; Secretary; Cafeteria Employee
34. Ms. Tammie Wetherell – Cafeteria Employee
35. Ms. Kelly Durban – Secretary; Cafeteria Employee; Bus Driver
36. Ms. Lois Daniels – Educational Aide; Secretary; Cafeteria Employee
37. Ms. Pennie McCain – Custodian; Secretary; Cafeteria Employee
38. Ms. Michelle Tramel – Cafeteria Employee
39. Ms. Teri Swan – Cafeteria Employee; Secretary; Custodian

MOTION: _____

Carfrey _____

Cook _____

Earich _____

SECOND: _____

Ruff _____

Ruth _____

Carried/Failed _____ to _____

L. FACILITY USE REQUESTS

1. Motion to approve the use of the elementary school parking lot on Saturday and Sunday, September 15 and 16, 2012, from 8:00 a. m. to 7:00 p. m. and 1:00 p. m. to 6:00 p. m. for driver training as requested by Ms. Cathy Peart,

Driver Training Officer for the Southwest Pickaway Fire District. (Item E)

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

2. Motion to approve the use of the football stadium, fields, press box and concession stand on the following Sunday afternoons; August 26th, September 23rd and September 30, 2012 for biddy football games as requested by Mr. Jay Jude, President of the Westfall Biddy Football Association. (Item F)

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

M. INDEPENDENT CONTRACTOR AGREEMENT

Motion to enter into an agreement between Step By Step Academy, Inc. and the Board of Education to employ the services of the Step By Step Academy, Inc. to provide applied behavioral analysis aid, consultation services and behavioral therapy and counseling for a special needs student for the 2012-2013 school year at a cost of \$4,000.00 per month or not to exceed \$24,000.00 per six months as presented. (Item G)

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

N. D.A.R.E. AGREEMENT

Motion to approve the agreement between the Pickaway County Sheriff's Department and the Board of Education to provide a D.A.R.E. officer offering instruction to students for the 2012-2013 school year at a cost of \$2,572.00 as presented. (Item H)

| | |
|---------------|---------------|
| MOTION: _____ | SECOND: _____ |
|---------------|---------------|

Carfrey _____
Cook _____
Earich _____

Ruff _____
Ruth _____

Carried/Failed _____ to _____

O. STRATEGIC PLAN ACTION STEPS

Motion to approve the strategic plan action steps for implementation beginning the 2012-2013 school year as presented. (Item I)

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

P. MEMORANDUM OF UNDERSTANDING WITH THE PICKAWAY COUNTY GENERAL HEALTH DISTRICT

Motion to approve the memorandum of understanding with the Pickaway County General Health District to provide emergency services on behalf of individuals and families who are victims of a public health emergency. The Board of Education authorizes the Pickaway County General Health District to use the school district's buildings, grounds and equipment as presented. (Item J)

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

Carried/Failed _____ to _____

Q. REVISED PICKAWAY COUNTY ESC RELATED SERVICES CONTRACT

Motion to approve the revised Pickaway County ESC related services contract for the 2012-2013 school year as presented. (Item K)

MOTION: _____
Carfrey _____
Cook _____
Earich _____

SECOND: _____
Ruff _____
Ruth _____

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 June 2012 and July 2012 as presented by the Treasurer.

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

BOARD RECOMMENDATIONS

A. OSBA DELEGATE APPOINTED FOR ANNUAL BUSINESS

Motion to appoint _____ as delegate to the 2012 OSBA Annual Business Conference on November 12, 13, 14 and 15, 2012, with _____ as the alternate delegate. (Item L)

MOTION: _____ SECOND: _____

Carfrey _____
Cook _____
Earich _____

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 consider employment and/or compensation of a public official or employee.

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 _____