

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION  
REGULAR MEETING  
AUGUST 20, 2012**

The Westfall Local School District Board of Education met in regular session on August 20, 2012 at 6:30 p. m. in the elementary school cafetorium.

**CALL TO ORDER**

**ROLL CALL**

Members present answered by saying "Aye."

Mr. Larry Carfrey	<u>Aye</u>	Mr. Mark Ruff	<u>Aye</u>
Ms. Judy Cook	<u>Aye</u>	Mr. Sean Ruth	<u>Aye</u>
Ms. Kristen Earich	<u>Absent</u>	(arrived 7:33 p. m.)	

**PLEDGE OF ALLEGIANCE**

Board President

*Tonight's meeting will be recorded and loaded to the website for the public to review.*

**PRESENTATIONS**

1. Ms. Cara Riddel – Thank you to Ms. Marilyn Spence and the Circleville Presbyterian Church for donation of school supplies.

**PUBLIC COMMENTS**

The Board heard comments from the public concerning the Mount Sterling United Methodist Church Day Care and transportation.

**EXECUTIVE SESSION**

(12-312) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to enter into Executive Session at 7:33 p. m. to consider employment and/or compensation of a public official or employee.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Absent</u>		

Carried: 4 to 0

*(Ms. Earich arrived at 7:33 p. m.)*

(12-313) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to return from Executive Session at 9:05 p. m.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

*Ms. Earich presented the following statement from the Board regarding the Mt. Sterling United Methodist Daycare:*

*The discussion item which has been brought before the Board will not be added to tonight's agenda. The door on this issue is still open. Since the transportation is occurring outside the district the cost to the district must be cost-neutral.*

*The Board will authorize the Superintendent to negotiate a new contract to be brought to the Board on or before the next regularly scheduled board meeting.*

*The Board further recognizes that the Superintendent and the Mt. Sterling United Methodist Church may or may not be able to come to an agreement.*

*There will be no bussing to the daycare tomorrow.*

**CORRESPONDENCE**

1. Ms. Kristen Earich – Thank you to Ms. Melissa Griffith, Interim Treasurer
2. Ms. Karen Hegarty, Retired Teacher – Thank you note.
3. Ms. Debbie McClelland, Teacher – Thank you note.

**QUESTION FOR THE BOARD**

**DISCUSSION ITEMS**

**SUPERINTENDENT'S COMMENTS**

**APPROVAL OF THE AGENDA**

(12-314) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to approve the agenda for the August 20, 2012 regular meeting.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**OLD BUSINESS**

**NEW BUSINESS**

**APPROVAL OF MINUTES**

(12-315) Motion was made by Mr. Ruth, seconded by Mr. Ruff to approve the minutes from the July 16, 2012 regular meeting as presented.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

(12-316) Motion was made by Mr. Ruff, seconded by Ms. Earich to approve the minutes from the August 2, 2012 special meeting as presented.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**SUPERINTENDENT’S RECOMMENDATIONS**

**PERSONNEL LEAVE**

(12-317) Motion was made by Mr. Carfrey, seconded by Ms. Cook to accept the report of vacation, personal and professional leave as presented.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**DONATIONS**

(12-318) Motion was made by Mr. Ruff, seconded by Mr. Ruth to accept the following donations totaling \$ 1,255.70 and a piano as presented.

- |    |  |          |
|----|--|----------|
| 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 |

Carfrey      Yea  
Cook          Yea  
Earich        Yea

Ruff          Yea  
Ruth         Yea

Carried: 5 to 0

**SUBSTITUTE TEACHER LIST**

(12-319) Motion was made by Mr. Ruth, seconded by Mr. Carfrey to approve the list of substitute teachers for the month of August 2012, as provided by the Pickaway County Educational Service Center as presented.

Carfrey      Yea  
Cook          Yea  
Earich        Yea

Ruff          Yea  
Ruth         Yea

Carried: 5 to 0

**RESIGNATIONS**

(12-320) Motion was made by Ms. Cook, seconded by Ms. Earich to accept the resignation of Ms. Naomi Jordan, Elementary School Teacher effective the 2012-2013 school year, as presented.

Carfrey      Yea  
Cook          Yea  
Earich        Yea

Ruff          Yea  
Ruth         Yea

Carried: 5 to 0

(12-321) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to accept the resignation of Ms. Andrea Brown as the Swing Choir Director and Musical Director for the 2012-2013 school year as presented.

Carfrey      Yea  
Cook          Yea  
Earich        Yea

Ruff          Yea  
Ruth         Yea

Carried: 5 to 0

**DEAN OF STUDENTS – ELEMENTARY SCHOOL**

(12-322) Motion was made by Mr. Ruth, seconded by Mr. Ruff 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.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Nay</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 4 to 1

**GUIDANCE COUNSELOR – ELEMENTARY SCHOOL**

(12-323) Motion was made by Mr. Ruff, seconded by Mr. Carfrey 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.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**EDUCATIONAL AIDE CONTRACTS**

(12-324) Motion was made by Mr. Ruff, seconded by Mr. Carfrey 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.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

(12-325) Motion was made by Ms. Cook, seconded by Mr. Ruff to amend the contract of Ms. Sally Hammond from a two (2) year, up to five (5) hours per day, limited non-teaching contract to an up to seven (7) hour per day, non-teaching continuing contract as an educational aide effective at the beginning of the 2012-2013 school year; Step 6; \$13.05 per hour for up to 7.0 hours per day; 184 days per year. **(Addendum)**

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

(12-326) Motion was made by Mr. Ruth, seconded by Ms. Cook to award a one (1) year non-teaching limited contract to Ms. Elizabeth Green 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. **(Addendum)**

Carfrey      Yea  
Cook          Yea  
Earich        Yea

Ruff          Yea  
Ruth         Yea

Carried: 5 to 0

### CONTRACT ADJUSTMENT

(12-327) Motion was made by Ms. Cook, seconded by Mr. Ruth 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.

Carfrey      Yea  
Cook          Yea  
Earich        Yea

Ruff          Yea  
Ruth         Yea

Carried: 5 to 0

### SUPPLEMENTAL CONTRACTS

(12-328) Motion was made by Mr. Carfrey, seconded by Ms. Cook 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
5. Ms. Lynn Huffer – Varsity Football Cheerleading Advisor; Step 13; Class 5; \$1,038.00 (**Addendum**)
6. Ms. Lynn Huffer – Junior Varsity Football Cheerleading Advisor; Step 13; Class 5; \$1,038.00 (**Addendum**)

Carfrey      Yea  
Cook          Yea  
Earich        Yea

Ruff          Yea  
Ruth         Yea

Carried: 5 to 0

### VOLUNTEER APPROVAL

(12-329) Motion was made by Mr. Ruth, seconded by Ms. Earich to approve Mr. Dan Wolford as a volunteer girls' basketball coach for the 2012-2013 school year.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**SUBSTITUTE CLASSIFIED EMPLOYEES**

(12-330) Motion was made by Ms. Cook, seconded by Mr. Ruff 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
- 40. Ms. Cindy Miller – Secretary; Cafeteria Employee (**Addendum**)

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**FACILITY USE REQUESTS**

(12-331) Motion was made by Mr. Carfrey, seconded by Mr. Ruth 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.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

(12-332) Motion was made by Mr. Ruff, seconded by Mr. Ruth to approve the use of the football stadium, fields, press box and consession stand on the following Sunday afternoons; August 26<sup>th</sup>, September 23<sup>rd</sup> and September 30, 2012 for biddy football games as requested by Mr. Jay Jude, President of the Westfall Biddy Football Association.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**INDEPENDENT CONTRACTOR AGREEMENT**

(12-333) Motion was made by Mr. Ruth, seconded by Mr. Ruff 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.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

#### **D.A.R.E. AGREEMENT**

(12-334) Motion was made by Mr. Carfrey, seconded by Mr. Ruff 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.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

#### **STRATEGIC PLAN ACTION STEPS**

(12-335) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to approve the strategic plan action steps for implementation beginning the 2012-2013 school year as presented.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

#### **MEMORANDUM OF UNDERSTANDING WITH THE PICKAWAY COUNTY GENERAL HEALTH DISTRICT**

(12-336) Motion was made by Ms. Cook, seconded by Ms. Earich 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.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

### **REVISED PICKAWAY COUNTY ESC RELATED SERVICES CONTRACT**

(12-337) Motion was made by Mr. Ruth, seconded by Mr. Ruff to approve the revised Pickaway County ESC related services contract for the 2012-2013 school year as presented.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

### **ENTERPRISE LIQUIDS PIPELINE, LLC. PERMANENT EASEMENT AGREEMENT**

(12-338) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to approve the permanent easement agreement between the Westfall Local School Board of Education and the Enterprise Liquids Pipeline, LLC. as presented. (**Addendum**)

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

### **TREASURER'S RECOMMENDATIONS**

#### **TREASURER'S REPORT**

#### **FINANCIAL REPORT**

(12-339) Motion was made by Mr. Ruff, seconded by Mr. Ruth to approve the financial report from June 2012 and July 2012 as presented by the Treasurer.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**BOARD RECOMMENDATIONS**

**OSBA DELEGATE APPOINTED FOR ANNUAL BUSINESS**

(12-340) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to appoint Ms. Earich as delegate to the 2012 OSBA Annual Business Conference on November 12, 13, 14 and 15, 2012, with Ms. Cook as the alternate delegate.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

**PUBLIC COMMENTS**

**ADMINISTRATORS – BUILDING UPDATES**

**BOARD MEMBER COMMENTS/COMMITTEE REPORTS**

**ADJOURNMENT**

(12-341) Motion was made by Ms. Cook, seconded by Mr. Carfrey to adjourn the meeting at 9:55 p. m.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
TREASURER