

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
April 16, 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. Jackie Eitel – Pickaway County Instant Challenge – 4th Graders: Shelby Loudermilk, Laney Patterson, Peyton Bachstetter, Matthew Chester – 5th Graders: Kaleb Farmer, Adam Swan, Martin Link, Hazel Thomas, Toly Baikov, Jacob Thompson
2. Ms. Connie Angles – Pickaway County Agriculture Day
3. Mr. J. D. Williamson – Technology Updates

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

VII. QUESTION FOR THE BOARD

VIII. DISCUSSION ITEMS

1. Addressing Public Concerns

IX. SUPERINTENDENT'S COMMENTS

1. High School Principal Search and Timeline
2. Strategic Planning Progress

X. OLD BUSINESS

1. Pay to Participate: 2012-2013

MOTION: _____
 Carfrey _____
 Cook _____
 Earich _____

SECOND: _____
 Ruff _____
 Ruth _____

Carried/Failed _____ to _____

XI. NEW BUSINESS

APPROVAL OF THE AGENDA

Motion to approve the agenda for the April 16, 2012 regular meeting.

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

APPROVAL OF MINUTES

1. Motion to approve the minutes from the March 19, 2012 regular meeting as presented.

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

2. Motion to approve the minutes from the March 26, 2012 special meeting as presented.

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

3. Motion to approve the minutes from the April 6, 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 \$ \$2,082.68 as presented. (Item B)

- a. Harrisburg VFW Post – HS Band \$ 631.43
- b. Anonymous Donation – HS Band \$ 50.00
- c. Westfall Boosters – HS Vocal \$ 300.00
- d. Musical Character Boxes – HS Vocal \$ 101.25
- e. Anonymous Donation – HS Baseball \$1,000.00

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

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

D. RETIREMENTS

1. Motion to accept Mr. Brendt Utts’ (teacher) request to retire at the end of the day May 31, 2012, as presented. (Item C)

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

2. Motion to accept Ms. Linda Swyers' (media specialist) request to retire at the end of the day May 31, 2012, as presented. (Item D)

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

E. DISABILITY RETIREMENT

Motion to accept Ms. Becky Phillips' request of retirement due to a disability effective March 30, 2012 as presented. (Item E)

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

F. REACTIVATION OF CONTRACT

Motion to reactivate the contract of Ms. Naomi Jordan, Teacher. Ms. Jordan has been on a leave of absence for the 2011-2012 school year.

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

G. CERTIFIED TEACHER 2012-2013 CONTRACTS

Motion to award the following certified teachers' contracts as described below for the 2012-2013 school year:

1 Year Limited

Barnhart, Melissa
Blum, Judy
Bright, Tammy
Brown, Edward
Buskirk, Hannah
Cole, Bonnie
Counts, Kelley
Fuller, Kathleen
Hook, Heather
Jordan, Naomi
McFarland, Lori
Miller, Jane
Newell, Jennifer
Oney, Mary
Pentiuk, Matthew
Rodgers, Jessica
Shope, Kyla
Stadt, Gayle
Treece, Bethany
Urban, Amy
VanBuskirk, Megan

2 Year Limited

Angles, Leslie
Damron, Elizabeth
Driesbach, Laura
Lightle, Mary (Lisa)
Scurry, Ralph
Woods, Abigail
Young, Kandi

3 Year Limited

Bradley, Kenneth
Gregg, Gail
Kemp, Amy
McClelland, Debra
Smith, Bradley

MOTION: _____
Carfrey _____
Cook _____
Earich _____

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

H. CERTIFIED TEACHERS CONTINUING CONTRACTS

1. Motion to award a continuing contract to certified teacher, Ms. Lynn Huffer beginning the 2012-2013 school year as requested. (Item F)

MOTION: _____
Carfrey _____
Cook _____
Earich _____

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

2. Motion to award a continuing contract to certified teacher, Ms. Deana Glass beginning the 2012-2013 school year as requested. (Item G)

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

3. Motion to award a continuing contract to certified teacher, Mr. Tom Scanlan beginning the 2012-2013 school year as requested. (Item H)

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

4. Motion to award a continuing contract to certified teacher, Ms. Mindy Stonerock beginning the 2012-2013 school year as requested. (Item I)

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

5. Motion to award a continuing contract to certified teacher, Ms. Sheryl James beginning the 2012-2013 school year as requested. (Item J)

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

I. JOB SHARING REQUEST

Motion to approve continuing the job sharing arrangement between Ms. Marcia Ruff and Ms. Abbey Kroeger, second (2nd) grade teachers for the 2012-2013 school year, with no benefits due to their part-time status, as presented. (Item K)

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

J. PARENTAL LEAVE REQUEST

Motion to approve the parental leave request of Ms. Lisa Jones, Teacher. Her leave would begin approximately Friday, April 27, 2012 and end on May 25, 2012. (Item L)

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

K. NON-RENEWAL OF CERTIFIED EMPLOYMENT CONTRACT

Motion to non-renew the certified employment contract of Ms. Sue Smith, Middle School Guidance Counselor at the end of the current contract.

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

L. CLASSIFIED EMPLOYEE CONTRACTS

Motion to award the following classified employees' contracts as described below for the 2012-2013 school year:

2 Year Limited

Downs, Nick, Assistant Technology Coordinator
 Massie, Tracie, Educational Aide
 Rice, Mildred, Educational Aide

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

M. CLASSIFIED EMPLOYEE CONTINUING CONTRACT

Motion to award a continuing contract to Ms. Lori Trent, Educational Aide beginning the 2012-2013 school year.

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

N. CLASSIFIED EMPLOYEE CONTRACTS NON-RENEWAL

Motion to non-renew the following classified employee contracts, effective at the end of the current contracts.

1. Ms. Jill Roush, Educational Aide
2. Ms. Elizabeth Green, Educational Aide
3. Ms. Traci Tallman, Educational Aide

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

O. SUPPLEMENTAL CONTRACTS

Motion to award a supplemental contract to Mr. Mark Caudill as the Junior Varsity Baseball Coach for the 2011- 2012 school year; Step 1; Class 3; \$1,334.00.

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

P. SUMMER YARD CARE 2012

Motion to employ Mr. Rick Prushing to care for the school grounds (using the district's equipment) for the 2012 season at a cost of \$9.00 per hour for up to thirty (30) hours per week, effective April 2, 2012.

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

Q. CLASSIFIED SUBSTITUTES

Motion to approve the following as substitutes for classified employees in the areas designated for the 2011-2012 school year.

1. Ms. Lisa Langford – Secretary
2. Ms. Amy Funk – Bus Driver

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

R. NON-RENEWAL OF SUPPLEMENTAL CONTRACTS

Motion to non-renew all supplemental contracts for the 2011-2012 school year at the end of the school year.

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

S. FACILITY USE REQUEST

Motion to approve the use of the high school building on Thursday, March 7, 2013 from 4:00 p. m. to 12:00 a.m.; Friday, March 8, 2013 from 3:00 p.m. to 12:00 a.m.; Saturday, March 9, 2013 from 2:00 p. m. to 12:00 a. m.; and Sunday, March 10, 2013 from 8:00 a. m. to 12:00 p.m. for the Monroe Men’s Club Annual Gospel Sing, setup, performances and cleanup as requested by Mr. Richard Phillips, Secretary. (Item M)

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

T. SUMMER SCHOOL DATES APPROVAL

Motion to approve the dates for the 2012 Summer School beginning July 23, 2012 through August 10, 2012 from 9:00 a. m. to 11:30 a. m. for students and from 9:00 a. m. to 12:00 p. m. for staff. Summer School will be offered to grades K through 5. (Middle school services will be offered online.)

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

U. EXTENDED SCHOOL YEAR SERVICES FOR SPECIAL EDUCATION STUDENTS

Motion to approve Extended School Year Services for special education students for the dates of July 23, 2012 through August 10, 2012 from 9:00 a. m. to 11:30 a. m. for students and 9:00 a. m. to 12:00 p. m. for staff. One (1) teacher at a rate of \$28.00 per hour and two (2) educational aides/paraprofessionals at a rate of \$10.80 per hour will be required at a total estimated cost of \$2,880.00.

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

V. INTERNET SAFETY CURRICULUM SUBSCRIPTION- E-RATE COMPLIANT

Motion to approve the subscription provided by i-SAFE, Inc. for internet safety curriculum to be CIPA/e-Rate compliant for the 2012-2013 school year as presented. (Item N)

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

W. FIELD EXPERIENCE AND STUDENT TEACHING AGREEMENT

Motion to approve the agreement between the Westfall Local School District and the Mount Vernon Nazarene University to provide field and student

teaching experience as presented. (Item O)

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

X. HIGH SCHOOL CURRICULUM GUIDE APPROVAL

Motion to approve the high school curriculum guide for the 2012-2013 school year as presented. (Item P)

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

Y. KINDERGARTEN REGISTRATION PACKET APPROVAL

Motion to approve the Kindergarten Registration Packet for the 2012-2013 school year as presented. (Item Q)

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

Z. SOUTH CENTRAL OHIO COMPUTER ASSOCIATION (SCOCA) REGIONAL COUNCIL OF GOVERNMENTS

Motion to approve the Resolution of the Board of Education of the Westfall Local School District consenting to the establishment of and membership in South Central Ohio Computer Association Regional Council of Governments as presented. (Item R)

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

1. Sunshine Law Training – completed March 21, 2012
2. Discussion of transferring the remaining funds in the Westfall Elementary School OSFC State Share (\$14,645.73) and Local Share Account (\$318,527.75) accounts
3. Special Board meeting on April 25, 2012 at 6:30 p.m. in the High School Conference Room to accept the Westfall High School Roof Bids and award the contract.

A. FINANCIAL REPORT

Motion to approve the financial report for month of March, 2012 as presented by the Treasurer.

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

B. NON-RENEWAL OF CLASSIFIED EMPLOYEE CONTRACT

Motion to approve the Treasurer’s recommendation to non-renew the classified employment contract of Ms. Terry Mullins, Payroll Clerk.

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

C. OSFC SHARE FUND TRANSFERS

1. Motion to transfer \$14,645.73 from the OSFC State Share Fund (010-9201) to the Permanent Improvement Fund (003-0000).

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

2. Motion to transfer \$318,527.75 from the OSFC Local Share Fund (010-9200) to the Permanent Improvement Fund (003-0000).

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

D. MEMORANDUM OF AGREEMENT FOR DEPOSIT OF PUBLIC FUNDS

Motion to approve the amended Memorandum of Agreement for deposit of public funds with the Savings Band as presented. (Item S)

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

E. BUDGET COMMISSION AND NECESSARY TAX LEVIES

Motion to approve the resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor as presented. (Item T)

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

BOARD RECOMMENDATIONS

A. INTENT TO ADOPT BOARD POLICIES

The Board of Education announces its intent to adopt the following policies listed below and announcement is made that this policy will be available to the Board, staff and public for inspection in the Office of the Superintendent of Schools from April 16, 2012 through May 21, 2012. (Item U)

1. Business Advisory Council to the Board – BCFA
2. Family and Civic Engagement Committee – BCFB
3. Voting Method – BDDF-E
4. Food Sales Standard – EFF
5. Data and Records Retention – EHA
6. Data and Records Retention (Electronic Mail) – EHA-R
7. Reduction in Professional Staff Workforce – GCPA
8. Programs for Gifted and Talented Students – IGBB
9. Textbook Selection and Adoption – IIAA
10. Graduation Requirements – IKF
11. Hazing and Bullying - JFCF
12. Administering Medicines to Students (General Regulations) – JHCD-R-1
13. Employment of Students – JK
14. Student Fees, Fines and Charges – JN
15. Community Use of School Facilities – KG

XII. PUBLIC COMMENTS

XIII. ADMINISTRATORS – BUILDING UPDATES

XIV. BOARD MEMBER COMMENTS/COMMITTEE REPORTS

XV. EXECUTIVE SESSION

1. Motion to enter into Executive Session at _____ p. m. to consider the employment of a public employee or official.

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

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

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

XVI. ADJOURNMENT

Motion to adjourn the meeting at _____ p. m.

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