

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING
MARCH 19, 2012**

The Westfall Local School District Board of Education met in regular session on March 19, 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>Excused</u> |
| Ms. Kristen Earich | <u>Aye</u> | | |

PLEDGE OF ALLEGIANCE

Board President

Ms. Earich - Tonight’s meeting will be different because we are recording the meeting and this podcast will be loaded to the website in a few days for the public to review.

PRESENTATIONS

1. Ms. Kathy Payne, Middle School Principal – 7th Grade Boys’ Basketball Team – SVC Champions – Corey Wyman, Jon Lawson, Jasper “Matthew” Jude, Tyler Armentrout; Shawn Scurlock, II; Evan Vernon; Aaron “Riley” Kennelly; Corbin Ferrell; Paul Link; Brody Slater; Logan Kazmierczak; Macrae Conrad; Zachary Zimmerman, Manager; Mr. Michael Nunemaker, Coach; Mr. Rob Wyman, Coach
2. Ms. Kathy Payne – MATHCOUNTS Team – Holdon Edmonds; Shane Edmonds; Nathan Reisch; Justin Trapp; Mitchel Green; Adam Horvath-Smith; Ms. Cindi Post, Advisor
3. Mr. Alan Gabriel, High School Teacher – Robotics Team – Liberty Brigner; Jared Carter; Mikayla Conrad; Jalen Dillard; Samantha Finley; Lachelle Haddox; Kyle Hock; Annabel Mack; Blake Metzger; Jordan Treece.

PUBLIC COMMENTS

CORRESPONDENCE

QUESTION(S) FOR THE BOARD

DISCUSSION ITEMS

- 1. Mr. Alex Sartin, High School Student - Proposal for High School Mock Trial Team
- 2. Ms. Cara Riddel – Pay to Participate Fees

SUPERINTENDENT’S COMMENTS

- 1. Honors Diploma
- 2. Accountability/Responsibility
- 3. Open Enrollment
- 4. Emergency Operations Manual

OLD BUSINESS

NEW BUSINESS

APPROVAL OF THE AGENDA

(12-064) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to approve the agenda for the March 19, 2012 regular meeting.

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

Carried: 4 to 0

APPROVAL OF MINUTES

(12-065) Motion was made by Ms. Cook, seconded by Mr. Carfrey to approve the minutes from the February 18, 2012 special work session as presented.

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

Carried: 4 to 0

(12-066) Motion was made by Mr. Ruff, seconded by Ms. Earich to approve the minutes from the February 21, 2012 regular meeting as presented.

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

Carried: 4 to 0

SUPERINTENDENT’S RECOMMENDATIONS

PERSONNEL LEAVE

(12-067) Motion was made by Mr. Carfrey, seconded by Mr. Ruff 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>Absent</u> |
| Earich | <u>Yea</u> | | |

Carried: 4 to 0

DONATIONS

(12-068) Motion was made by Ms. Cook, seconded by Ms. Earich to accept the following donations totaling \$ 500.00 as presented.

a. Mr. John Collett – High School FFA

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

Carried: 4 to 0

SUBSTITUTE TEACHER LIST

(12-069) Motion was made by Mr. Ruff, seconded by Ms. Cook to approve the list of substitute teachers for the month of March 2012, as provided by the Pickaway County Educational Service Center as presented.

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

Carried: 4 to 0

RESIGNATIONS/RETIREMENTS

(12-070) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to accept Ms. Karen Hegarty’s (teacher) request to retire at the end of the day May 31, 2012, as presented.

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

Carried: 4 to 0

(12-071) Motion was made by Mr. Ruff, seconded by Ms. Cook to accept Mr. Roger Bookman's (teacher) request to retire at the end of the day May 31, 2012, as presented.

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

Carried: 4 to 0

(12-072) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to accept Ms. Sarah Barnes' (teacher) request to retire at the end of the day March 31, 2012, as presented.

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

Carried: 4 to 0

(12-073) Motion was made by Ms. Cook, seconded by Mr. Ruff to accept Mr. Nick Downs' resignation as the Westfall Local Schools Technology Assistant, pending approval of his hiring as the District Assistant Technology Coordinator effective March 19, 2012.

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

Carried: 4 to 0

(12-074) Motion was made by Mr. Ruff, seconded by Ms. Cook to accept Ms. Kandi Baker's (teacher) resignation effective at the end of her contract for the 2011-2012 school year as presented.

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

Carried: 4 to 0

(12-075) Motion was made by Ms. Earich, seconded by Mr. Carfrey to accept Mr. Chad Mixon's (teacher) resignation effective at the end of his contract for the 2011-2012 school year as presented. **(Addendum)**

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

Carried: 4 to 0

CLASSIFIED EMPLOYEE CONTRACTS

(12-076) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to employ Mr. Nick Downs as the District Assistant Technology Coordinator effective March 19, 2012, Step 0 at a cost of \$110.00 per day for the remainder of the 2011-2012 school year.

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

Carried: 4 to 0

(12-077) Motion was made by Ms. Earich, seconded by Mr. Ruff to employ Ms. Elizabeth Green as an educational aide for the 2011-2012 school year for up to 7.0 hours per day with Board paid benefits effective March 19, 2012 at Step 0; \$10.80 per hour.

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

Carried: 4 to 0

(12-078) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to employ Ms. Tracie Tallman as an educational aide for the 2011-2012 school year for up to 5.0 hours per day effective March 19, 2012 at Step 0; \$10.80 per hour. No Board paid benefits.

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

Carried: 4 to 0

SUPPLEMENTAL CONTRACTS

(12-079) Motion was made by Ms. Cook, seconded by Ms. Earich to award supplemental contracts to the following for the 2011-2012 school year in the areas designated:

1. Ms. Rachel Scior – Middle School Girls’ Track Coach; Class 3; Step 2; \$1,482
2. Mr. Ben Brisker – Middle School Boys’ Track Coach; Class 3; Step 5; \$2,075

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

Carried: 4 to 0

VOLUNTEER APPROVAL

(12-080) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to approve the following as volunteers for the 2011-2012 school year in the areas designated:

- 1. Mr. John Bruce – Baseball Coach
- 2. Ms. Casie Zimmerman – Softball Coach
- 3. Ms. Deana Music – High School Choir Trip

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

Carried: 4 to 0

CLASSIFIED SUBSTITUTE

(12-081) Motion was made by Ms. Cook, seconded by Mr. Carfrey to approve Mr. Daniel Baker as a substitute bus driver for the 2011-2012 school year.

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

Carried: 4 to 0

GUIDANCE COUNSELOR SERVICES

(12-082) Motion was made by Mr. Ruff, seconded by Ms. Earich to employ Mr. Randy Williams to provide guidance counselor services on an as needed basis for the 2011-2012 school year at a cost of \$100 per day effective March 13, 2012.

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

Carried: 4 to 0

FACILITY USE REQUESTS

(12-083) Motion was made by Ms. Earich, seconded by Mr. Carfrey to approve the use of the softball field, Monday through Friday from 6:00 p.m. to 8:00 p. m. and Sundays from 10:00 a. m to 8:00 p. m. beginning March 20, 2012 for 7th & 8th Grade softball practice and games as requested by Ms. Candy Webb, Coach. This organization may use the facility as long as it is not needed by any school sponsored sports/activities.

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

Carried: 4 to 0

(12-084) Motion was made by Ms. Cook, seconded by Ms. Earich to approve the use of the high school auditorium on April 11, 2012 from 8:30 a.m. to 11:00 a. m. and from 7:00 p. m. to 8:00 p.m. to hold an assembly to present “Rachel’s Challenge” to middle school and high school students as requested by Ms. Sue Smith, Middle School Guidance Counselor.

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

Carried: 4 to 0

PICKAWAY COUNTY EDUCATIONAL SERVICE CENTER ALIGNMENT

(12-085) Motion was made by Mr. Carfrey, seconded by Ms. Cook to enter into an agreement with the Pickaway County Educational Service Center for the 2012-2013 and 2013-2014 school year and to be in compliance with Ohio Revised Code 3313.843 and to provide services delineated in the Agreement as presented.

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

Carried: 4 to 0

e-SCHOOLVIEW HOSTING CONTRACT

(12-086) Motion was made by Mr. Ruff, seconded by Ms. Earich to approve the three (3) year hosting contract with e-SchoolView effective July 1, 2012 through June 30, 2015 as presented. (These prices do not reflect the e-Rate discounted prices for the web hosting.)

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

Carried: 4 to 0

SOUTH CENTRAL OHIO COMPUTER ASSOCIATION (SCOCA) SERVICE PROVIDER CONTRACT – INTERNET SERVICE

(12-087) Motion was made by Ms. Cook, seconded by Mr. Ruff to approve the agreement for the providing of internet service between the South Central Ohio Computer Association (SCOCA) and the Westfall Local School District for the period beginning July 1, 2012 and ending June 30, 2017 as presented. (These prices do not reflect the e-Rate discounted prices.)

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

Carried: 4 to 0

HIGH SCHOOL ROOF PROJECT – TRIAD ARCHITECTS

(12-088) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to approve the contract with TRIAD Architects for the high school roof project at an estimated cost of \$53,683, as presented, to be paid from the Permanent Improvement Fund.

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

Carried: 4 to 0

FRONTIER COMMUNICATIONS LOCAL AND LONG DISTANCE PHONE SERVICE PROPOSAL

(12-089) Motion was made by Ms. Earich, seconded by Mr. Carfrey to approve the proposal from Frontier Communications for local and long distance phone service effective July 1, 2012 through June 30, 2015 as presented. (These prices do not reflect the e-Rate discounted prices for the web hosting.)

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

Carried: 4 to 0

TREASURER’S RECOMMENDATIONS

FINANCIAL REPORT

(12-090) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to approve the financial report for month of February, 2012 as presented by the Treasurer.

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

Carried: 4 to 0

GENERAL FUND TRANSFER TO DENTAL INSURANCE FUND

(12-091) Motion was made by Mr. Ruff, seconded by Ms. Earich to transfer \$18,104.37 from the General Fund (001-0000) to the Dental Insurance fund (024-9096). This is to cover the “run-out” claims on the Dental Insurance from when the District was self insured. Professional Risk Management (PRM) will now assume all risk.

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

Carried: 4 to 0

BOARD RECOMMENDATIONS

ADOPTION OF BOARD POLICIES

(12-092) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to adopt the following policies effective March 19, 2011 as presented:

1. Nondiscrimination
2. Treasurer’s Contract
3. Superintendent’s Contract
4. Equal Opportunity Employment
5. Staff Health and Safety
6. Family and Medical Leave
7. Professional Staff Supplemental Contracts
8. Classified Staff Pupil Activity Contracts
9. Postsecondary Enrollment Options
10. Postsecondary Enrollment Options – Regulations
11. Interscholastic Athletics
12. Interrogations and Searches
13. Personnel Records
14. Professional Staff Leaves and Absences
15. Classified Staff Leaves and Absences
16. Student Health Services and Requirements
17. Administering Medicines to Students
18. Administering Medicines to Students (Use of Asthma Inhalers) – Regulations
19. Administering Medicines to Students (Use of Epinephrine Autoinjectors) – Regulations
20. Hazing and Bullying
21. Hazing and Bullying – Regulations

Carfrey Yea
Cook Yea
Earich Yea

Ruff Yea
Ruth Absent

Carried: 4 to 0

PUBLIC COMMENTS

ADMINISTRATORS – BUILDING UPDATES

BOARD MEMBER COMMENTS/COMMITTEE REPORTS

EXECUTIVE SESSION

(12-093) Motion was made by Ms. Cook, seconded by Mr. Carfrey to enter into Executive Session at 9:33 p. m. to consider the discipline of a public employee(s) or official(s).

Mr. Tom Holmes, Board Attorney met with the Board during Executive Session.

Carfrey Yea
Cook Yea
Earich Yea

Ruff Yea
Ruth Absent

Carried: 4 to 0

(12-094) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to return from Executive Session at 11:15 p. m.

Carfrey Yea
Cook Yea
Earich Yea

Ruff Yea
Ruth Absent

Carried: 4 to 0

ADJOURNMENT

(12-095) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to adjourn the meeting at 11:16 p. m.

Carfrey Yea
Cook Yea
Earich Yea

Ruff Yea
Ruth Absent

Carried: 4 to 0

PRESIDENT

TREASURER