

**WESTFALL LOCAL SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT
March 19, 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. 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.

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

IX. SUPERINTENDENT'S COMMENTS

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

X. OLD BUSINESS

XI. NEW BUSINESS

APPROVAL OF THE AGENDA

Motion to approve the agenda for the March 19, 2012 regular meeting.

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

APPROVAL OF MINUTES

1. Motion to approve the minutes from the February 18, 2012 special work session as presented.

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

2. Motion to approve the minutes from the February 21, 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 \$ 500.00
as presented. (Item B)

a. Mr. John Collett – High School FFA

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

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

D. RESIGNATIONS/RETIREMENTS

1. Motion to accept Ms. Karen Hegarty’s (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 Mr. Roger Bookman’s (teacher) 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 _____

3. Motion to accept Ms. Sarah Barnes' (teacher) request to retire at the end of the day March 31, 2012, as presented. (Item E)

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

4. Motion 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. (Item F)

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

5. Motion to accept Ms. Kandi Baker's (teacher) resignation effective at the end of her contract for the 2011-2012 school year as presented. (Item FA)

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

E. CLASSIFIED EMPLOYEE CONTRACTS

1. Motion 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.

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

2. Motion 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.

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

3. Motion 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.

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

F. SUPPLEMENTAL CONTRACTS

Motion 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

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

G. VOLUNTEER APPROVAL

Motion 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

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

H. CLASSIFIED SUBSTITUTE

Motion to approve Mr. Daniel Baker as a substitute bus driver for the 2011-2012 school year.

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

I. GUIDANCE COUNSELOR SERVICES

Motion 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.

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

J. FACILITY USE REQUESTS

1. Motion 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 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. (Item G)

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

2. Motion 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. (Item H)

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

K. PICKAWAY COUNTY EDUCATIONAL SERVICE CENTER ALIGNMENT

Motion 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. (Item I)

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

L. e-SCHOOLVIEW HOSTING CONTRACT

Motion 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.) (Item J)

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

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

Motion 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.) (Item K)

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

N. HIGH SCHOOL ROOF PROJECT – TRIAD ARCHITECTS

Motion 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. (Item L)

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

O. FRONTIER COMMUNICATIONS LOCAL AND LONG DISTANCE PHONE SERVICE PROPOSAL

Motion 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.) (Item M)

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

A. FINANCIAL REPORT

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

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

B. GENERAL FUND TRANSFER TO DENTAL INSURANCE FUND

Motion 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.

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

BOARD RECOMMENDATIONS

A. ADOPTION OF BOARD POLICIES

Motion 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

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

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 discipline of a public employee(s) or official(s).

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: _____

Carfrey _____

Cook _____

Earich _____

SECOND: _____

Ruff _____

Ruth _____

Carried/Failed _____ to _____