

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING
FEBRUARY 21, 2012**

The Westfall Local School District Board of Education met in regular session on February 21, 2012 at 6:30 p. m. in the elementary school cafetorium.

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>Aye</u>		

PLEDGE OF ALLEGIANCE

Board President

PRESENTATIONS

1. Ms. Kristen Earich, Board President – 2011 Auditor of State Award

Ms. Earich – Mr. Hiles is receiving the Auditor of State Award presented after the financial audit is received and clear of any citations; Congratulations on this award.

2. Mr. Scott Hiles – Extra Mile Award – Ms. Tammy Cline, Budgetary Clerk

Mr. Hiles – I would like to introduce Ms. Tammy Cline as our next recipient of the Extra Mile Award; This actually dovetails off the award received from the Auditor of State; This award happened because of Ms. Cline and her work in our office; I wanted to do this because Ms. Cline has worked in the district for seven years and has worked with numerous treasurers and superintendents; She is very welcoming to the staff and the public and is excellent in multitasking; Ms. Cline is willing to pitch in and stay late to get assignments finished; She always works well with our vendors and staff; Ms. Cline is accurate and finishes projects on time; I don't have to worry about the work she does and she is very pleasant to work with; Congratulations, Ms. Cline.

3. Ms. Kathy Payne, Middle School Principal – 8th Grade Girls' Basketball Team, Undefeated SVC Champions with a record of 34-0. Team members include: Karley Flowers; Taylor Danberry; McKenzie Peters; Hannah Phillips; Kelsie Robinson; Charlee Prushing; Regan Stonerock; Kalyna Pringle; Emily Walker; Sara Stewart and Coach Robert Wolfe.

Ms. Payne – This is a group of young, outstanding ladies; These young ladies have won two SVC championships and have had two undefeated seasons; They are winners on the and off the court; They are on the honor roll, have good attendance and conduct themselves in a good manner all the time; They are winners all the way around; This is Coach Wolfe's first year with us as the girls' basketball coach; He had a mild heart

attack close to the end of the season, but was able to come back to finish out the season; Mr. Wolfe – I would like to thank the district, the parents and especially the players; I've been coaching since 1974 and this is the best district by far with parental guidance and support; I wouldn't trade it for anything; Thank you to administrators; These are outstanding young ladies; Thank you.

Ms. Payne– These players represent the school with pride and respect; Thank you to this outstanding group of young ladies.

4. Mr. Billy Dennis, High School Assistant Principal – Post Secondary Options – Ms. Daniella Thomas and Amy Thomas, High School Freshman

Mr. Billy Dennis – I would like to introduce Ms. Daniella Thomas and Ms. Amy Thomas who will speak to you about the Post Secondary Options program.

Ms. Daniella Thomas - Thank you for inviting us to the board meeting; We are here to tell you about PSEO at Ohio Christian University; I am excited that my daughter is participating in the program; If you have a high school student you need to take advantage of this program; My daughter is taking advantage of this program as a freshman; She started as an 8th grader working on this; She took the PSAT and the ACT as an 8th grader and scored high enough to be accepted into the program; We went to Mr. Scurry to work on this and he is an excellent counselor; I am a Westfall Alumni and Mr. Scurry is excellent and led us through the process until OCU took over; The program at OCU is called the Trailblazer Academy; Each college has different requirements; We chose OCU because I am an alumni; We set up a meeting with them; All requirements must be turned in by March 30th which include transcripts and ACT scores; We counseled with Mr. Scurry and he helped us with the forms; Amy registered two classes this past fall; She will continue this spring with the same type of classes in order for the credits to count for high school credit; Amy has received an A and B in her classes.

Ms. Amy Thomas – The first time on campus was an awesome experience; The other students accepted me right away; Class sizes are small; The professors take time to help you and are willing to help you with tutoring and through the entire PSEO process; In high school you need to take history, so the classes I chose to take are in western civilization; I have been and will be taking tests and writing essays; Critical thinking is very important; The professors ask you to step out of your comfort zone; Because OCU is a Christian college, I have been challenged as a Christian as well as in academics; I can feel the care and love from the staff and students; The experience of participating in PSEO teaches you a lot; You are expected to prepare lessons and prayers for all ages; I have grown spiritually; The entire experience has been so memorable; By the time I graduate, I may have an Associate's Degree; I would like to choose a career in criminal justice; This experience has been awesome; The professors take a lot of time with everyone; I will offer more information if you need it and can put you in contact with the people at OCU, too.

Ms. Earich – I had a chance to talk with you before the meeting; My son wanted to know about this and whether the courses you are taking will be accepted by other colleges?

Ms. Thomas – Yes. OCU is a university now and credits are accepted at other colleges; I have already checked with Coastal Carolina and the courses I have taken at OCU will transfer.

Ms. Earich – Should you check to see if the other colleges accept the courses?

Ms. Thomas – You need to know the career you may want to do and spend time checking what college you may want to attend after high school and then contact that college or ask OCU to check and they will help find out if the credits will transfer.

Ms. Earich – How do you get to class?

Ms. Thomas – I want others to know you can get there as a freshman; I go three days a week; Either my grandpa or mom drive each day; OCU will help work around my schedule.

Mr. Dennis – What is the cost?

Ms. Thomas – Nothing; The books and courses are free to me; My only cost is the transportation.

Ms. Earich – You have been willing to come out of your comfort zone and OCU would be proud of how you have handled this presentation.

Mr. Ruff – Are you trying to juggle you schedules with extra-curricular activities here at Westfall?

Ms. Thomas – Yes; I participate in track, cross country and choir; The coaches and teachers are willing to work with me and are very understanding.

Ms. Earich – Thank you; You have done a nice job.

PUBLIC COMMENTS

CORRESPONDENCE

QUESTION FOR THE BOARD

DISCUSSION ITEMS

1. Proposal for High School Mock Trial Team – Mr. Alex Sartin, Westfall High School Junior (**Hold until next month**)
2. Homeschooled Students and Extra-curriculars – Ms. Cara Riddel, Superintendent

Ms. Riddel – At our last policy committee meeting we had a family come to ask about our home schooled students and participation in extra curriculars of home schooled students; The current board policy regarding home schooling and participation in extra-curricular activities was approved in November 2010; My question is do you like the policy the way it is; It requires that a student take five credits at Westfall to participate in extra and co-curriculars; I would like to open this topic up for discussion.

Mr. Ruff – I feel there needs to be some sort of interaction in academics before they can be involved in extra-curriculars.

Mr. Carfrey – I like the policy the way it is written; A student needs to be involved in the district academics to participate in any extra-curricular activities.

Ms. Cook – I think the five credits are required for sports because of OHSAA's requirements.

Ms. Earich – I was on the committee and we went with the OHSAA rules and used that for the basis of the policy; How many requests have we had to look at this?

Ms. Riddel - This was the only one since August 1st.

Ms. Earich - I do not recall anyone requesting us to take another look; If we are looking at the future and options for students is this the direction we want to continue with and do we want to move the number of credits to a different number; Do we want to change the requirements; These are things to think about as well as discipline issues; There were concerns about knowing the students if they were home schooled; If the students have come up through the ranks in the outside sports, there would be some history with working with coaches; This family presented a good case for considering change.

3. Strategic Planning – Mr. Ty Ankrom, Superintendent Pickaway County ESC and Strategic Planning Internal Facilitator

Mr. Ankrom – The strategic planning process will drive this district for at least the next three to five years going forward; There are a number of people here tonight that participated in the planning process on Jan. 30, 31 and Feb. 1st; The student participants represented the district well; I would like to refer you to the document provided; The planning committee worked for three days, discussing and defending their beliefs; The beliefs and strategies on this document came through this planning; Twenty eight people came up with these beliefs and objectives over the three days; A lot of thinking and questioning occurred during this time; One thing I kept hearing was the “Westfall Way.” This seems very important to this community; My dad graduated from Monroe and so I have some invested interest; There are four strategies that the action teams will be working to accomplish; Partnering, Curriculum, Health and Wellness and Communication; The training for the action team leaders is tomorrow; There will be 20 to 25 people on each team meeting for two hours, one night a week for the next 10 weeks that will develop the action plans to accomplish the strategies; The original group will come back to meet with the action teams to see how what they recommended is being implemented; My job will be to help get the action plan in line with the original planning; Then these plans will be presented to the board for approval and should be accomplished by late spring; Then Ms. Riddel will need to decide what can be done and at what time; This will be a process and not all recommendations can be done at the same time; There will be priorities set and what will be successful up front to build success; Will start to map out what will happen next year and on into the future; Things will begin to fit together by using this plan; The plan will drive how you allocate funds and you will see the benefits of this process; I encourage you to get involved and think about what is contained in the beginning plan; Call me if you have any questions.

Mr. Carfrey – Thank you for the endless hours that you have spent on this planning process; We need to focus on where we are taking our children; We brought all types of people in for this planning for three days; It is imperative to encourage people to become part of the action teams; I couldn’t be on the planning team, but appreciate the people who could.

Mr. Ankrom – I admire what you are doing here; There are many achievements happening; It is great to have the presentations at the beginning of your meeting to appreciate why you are here; You are right that your students are achieving and this should allow a broader base to build on for success.

Ms. Earich – Thank you to Mr. Ruff, Mr. Ruth, administrators and staff who worked on this; The results of this have put us on the road map to the future; I think we are on the right road and we are going to follow it.

VIII. SUPERINTENDENT’S COMMENTS

1. Drug Dogs

Ms. Riddel – The drug dogs were here last week at the high school; This was the standard lock-down at the high school; The good news is they didn’t find anything; The question was asked why we didn’t have them check the bookbags; This was not an option this time; There were no hits on lockers or cars; For our first sweep, I was pleased; We don’t want to find anything, but we need to be vigilant enough to keep our students safe and secure so students can work risk free.

2. Purchasing Flow Chart

Ms. Riddel – The Purchasing Flow Chart is about the generators; We need to do things better; I have developed a purchasing flow chart; When there are things that need to be purchased that cost under \$15,000 we get three quotes; If the cost is between \$15,000 and \$25,000 we need to bring the request before the Board; If the item(s) cost over \$25,000 we need to go out for bids.

3. Meet the Candidate Night

Ms. Riddel - Meet the Candidates is tomorrow night that will showcase those running for county commissioner; We encourage everyone to please come at 7:00; Our FFA will facilitate.

Ms. Earich – This is presented by the county FFA chapters in the auditorium; I am glad we are using the drug dogs; It was shared with me that the church in Williamsport was broken into looking for money; Williamsport is going through a lot of break-ins and officials and residents think it is due to drug issues.

OLD BUSINESS

RESCINDING OF RESOLUTION # 12-034 – PURCHASE OF BACK-UP GENERATORS

(12-045) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to adopt the following resolution:

WHEREAS, at its meeting on January 17, 2012, the Board adopted a resolution to approve the purchase of two back-up generators from C. Phillips Electrical at a total cost of \$76,100; and

WHEREAS, the Board desires to rescind said resolution and proceed to purchase the generators in accordance with the competitive bidding requirements

mandated by O.R.C. 33113.46 and Board Policies DJC and FEF.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westfall Local School District, Williamsport, Ohio, a majority of all members of the Board concurring that:

The Board hereby rescinds the resolution that it adopted on January 17, 2012 approving the purchase of two back-up generators from C. Phillips Electrical at a total cost of \$76,100.

Ms. Riddel - Once we had this discussion it helped to shine the light on what the policy is; We went back to look at the policy and so I am asking to rescind this so we can do it correctly.

Mr. Carfrey – I want to make it very clear; We had three quotes with Mr. Phillips giving the lowest quote at a very fair price; I take responsibility for this error; We had three quotes but did not advertise for bids; We didn't follow the board adopted policy and that is why we are here tonight; It is my fault that we didn't follow the proper procedure; We will now follow policy and put a notice in the paper for bids.

Ms. Earich – We all have the responsibility to know the proper procedure and we want to make sure we are doing the right thing.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		
Carried: <u>5</u> to <u>0</u>			

NEW BUSINESS

APPROVAL OF THE AGENDA

(12-046) Motion was made by Mr. Ruff, seconded by Mr. Ruth to approve the agenda for the February 21, 2012 regular meeting.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		
Carried: <u>5</u> to <u>0</u>			

APPROVAL OF MINUTES

(12-047) Motion was made by Ms. Cook, seconded by Mr. Carfrey to approve the minutes from the January 17, 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: <u>5</u> to <u>0</u>			

SUPERINTENDENT’S RECOMMENDATIONS

PERSONNEL LEAVE

(12-048) 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>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

DONATIONS

(12-049) Motion was made by Mr. Ruth, seconded by Mr. Carfrey to accept the following donations totaling \$ 917.40 as presented.

- a. Mr. Mark Ruff-District Office Flower Fund - \$50.00
- b. Mr. Sean Ruth-District Office Flower Fund - \$ 7.40
- c. Ms. Judy Cook-District Office Flower Fund - \$10.00
- d. Mr. and Mrs. Howard Tucker–Ms. Ruth Schleich Memorial Fund, High School Band - \$100.00
- e. Stonerock Financial Services–High School Baseball Fund - \$750.00

Ms. Riddel – Thank you to the Tuckers and Stonerocks for donations.

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 TEACHER LIST

(12-050) Motion was made by Ms. Cook, seconded by Ms. Earich to approve the list of substitute teachers for the month of February 2012, as provided by the Pickaway County Educational Service Center as presented.

Ms. Earich – Thank you, Ms. Davey for giving us this list ahead of time; It gives us a chance to look at it prior to the 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

TEACHER EMPLOYMENT

(12-051) Motion was made by Mr. Carfrey, seconded by Mr. Ruff to employ Ms. Hannah Buskirk as a fifth grade teacher, for the remaining 77 days of the 2011-2012 school year, at a Bachelor's Degree, 0 Step pay level at a cost of \$12,405.00 with Board paid benefits, effective February 6, 2012.

Ms. Riddel – This will fill Carolyn Tadlock's position after her retirement and get us through the rest of the year.

Ms. Gearhar – Ms. Buskirk is doing a great job; She was full-time sub at another school; Ms. Buskirk is originally from the Chillicothe area; She was willing to come in to teach a lesson for us and we had feedback from another teacher and educational aide before offering her the position.

Mr. Ruff – What was the reason for the time between Ms. Tadlock's retirement and now?

Ms. Riddel – We were working on an employee discipline issue and I was waiting to get that taken care of in case this position would be needed.

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

Carried: 5 to 0

SUPPLEMENTAL CONTRACTS

(12-052) Motion was made by Mr. Ruff, seconded by Mr. Ruth to award supplemental contracts to the following for the 2011-2012 school year in the areas designated:

1. Mr. Fred Redman – Varsity Softball Coach; Class 2; Step 2; \$2,075
2. Mr. Robert Wolfe – JV Softball Coach; Class 3; Step 4; \$1,779
3. Ms. Cindi Post – Assistant Varsity Track Coach; Class 3; Step 14; \$2,371
4. Ms. Rachel Scior – Middle School Girls' Track Coach; Class 3; Step 2; \$1,482 (**Removed pending receiving the Pupil Activity Permit**)

Ms. Riddel – I would like to ask to have Ms. Rachel Scior's name taken off until pupil activity permit is issued.

Mr. Ruff – What is a pupil activity permit?

Ms. Riddel – It is a required document from ODE; Requires first aide training, BCI/FBI checks; It assures she is prepared for any sport.

Ms. Cook – Has she had her coaching class?

Ms. Riddel – Yes; I just signed off on that.

Ms. Earich – What is the timeline for this to be issued?

Ms. Riddel – It will take a few days; We will be watching for it.

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

Carried: 5 to 0

VOLUNTEER APPROVAL

(12-053) Motion was made by Mr. Ruth, seconded by Mr. Carfrey to approve the following as volunteers for the 2011-2012 school year in the areas designated:

1. Mr. Greg Rosshirt – Softball Coach
2. Mr. Dennie Arthurs – High School Choir Trip
3. Ms. Michelle Arnott – High School Choir Trip
4. Mr. David Green – Wrestling Coach
5. Ms. Kathleen Burke – High School Choir Trip (**Addendum**)

Ms. Riddel – I would like to add Ms. Kathy Burke because her BCI check came in today and I would like to have everyone approved tonight for the choir trip.

Ms. Cook – Has Mr. Green been volunteering?

Ms. Riddel – Yes.

Ms. Cook – Has he been doing this already?

Ms. Riddel – I am afraid so.

Mr. Ruff – On items such as this could we approve the person pending completion of the proper paper work?

Ms. Riddel – On an emergency basis I can put them in place once I have the correct information.

Ms. Earich – And then we would vote on that item the next month?

Ms. Riddel – Yes.

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

Carried: 5 to 0

2012-2013 SCHOOL YEAR CALENDAR APPROVAL

(12-054) Motion was made by Ms. Cook, seconded by Mr. Ruth to approve the 2012-2013 school year calendar as presented. (**Addendum - To change the explanation of the reason for day off on March 29th from PTC conference to spring break and April 1st from spring break to PTC conference.**)

Ms. Riddel– These are minor changes; The days of March 29th and April 1st are what need to be altered; Ms. Gibbs, would you like to explain these changes?

Ms. Gibbs – When the calendars were first presented we did not realize the date of March 29 would be Good Friday; We usually get this date off each year; We wanted to show April 1st as the trade off day for Parent/Teacher Conferences instead.

Ms. Riddel – This minor change in reason for the days off does not change the number of days off for the 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

HONOR’S DIPLOMA COMPLIANCE EXEMPTION APPROVAL

(12-055) Motion was made by Mr. Ruff, seconded by Mr. Ruth to approve the following resolution:

WHEREAS, the Ohio State Board of Education adopted new criteria for students seeking to receive a Diploma with Honors in 2007; and

WHEREAS, our students were not properly informed of these changes in a timely manner; and

WHEREAS, through no fault of their own, the students graduating in 2012 are unable to meet the new qualifying criteria;

THEREFORE, be it resolved that to avoid unfairly disadvantaging students, the Westfall Local Schools Board of Education seeks a waiver from OAC 3301-15-02, will immediately send this resolution to the attention of Mr. Stan Heffner, State Superintendent for Public Education, for presentation to the Ohio State Board of Education.

Ms. Riddel – Apparently in 2007, the districts across the state were contacted through the superintendents’ and principals’ e-mail accounts that the criteria had changed; It appears that the message was not received and implemented here at Westfall; Mr. Scurry called the Ohio Department of Education to let them know; There was a different principal and superintendent then, and asked them we should do; He worked with Mr. Tom Rutan at ODE to waive the requirements for this one year and Mr. Scurry is already working with the 2013 graduates to get them the correct information about the current requirements; I hope you will approve this resolution and I will ask Mr. Stan Heffner, Superintendent, Ohio Department of Education, for this waiver; We will need to do some other steps to get this corrected; Thank you to Mr. Scurry for doing this.

Mr. Ruth – I think it is unfortunate this has happened, but hopefully this will be minimized under Ms. Riddel’s leadership; We are here to provide the best we can to our students; We are doing the best we can; Thank you Mr. Scurry.

Mr. Ruff – I am surprised that the counselors did not receive the notice.

Ms. Riddel – They did not according to Mr. Rutan from ODE.

Mr. Ruff – I read the letter; Is there any question they will not accept this proposal?

Ms. Riddel – Mr. Rutan has already talked to Mr. Scurry about this and that Superintendent Heffner will approve the request.

Mr. Scurry – I don’t think there will be any problem; Back when the criteria changed, many schools did not respond and reprieves were given; Mr. Rutan did not see any reason why Mr. Heffner would not accept this request.

Mr. Ruff – Do we have to file a corrective plan and evidence of that plan; Who is responsible for this?

Ms. Riddel – I am working on this with Mr. Scurry and Mr. Dennis.

Mr. Scurry – This affects 27 students; We went through each content area, math, science, social studies, foreign language, fine arts and the ACT scores; It is possible for each student to attain; The students who may not would be most likely lacking in the area of language; Colleges only require two foreign language credits; I made a copy of the old criteria and what we need to meet now.

Ms. Cook – Can you take two credits of one language and one of another to fulfill the requirement?

Mr. Scurry – No; It must be two of one and two of another or three credits in one language.

Mr. Ruth – Is there a way to help this to be better understood; Can they take a summer course; This situation is no fault of the student.

Mr. Scurry – Possibly through PSEO, but transportation could be an issue; There is the option of taking on-line classes, too; But, we need to watch credit value compared to our credit value for each class.

Mr. Carfrey – If they are going to accommodate this request it sounds like they will work with us for this years’ students; It sounds like if we have an action plan in place they will work with us.

Mr. Scurry – It is already required for 2014 to have different criteria; There will be a lag in the area of social studies the junior year; Most of the 27 students will be able to make up the difference; I can tell the students what they need to do to earn the honors diploma.

Mr. Carfrey – Are you contacting these 27 students so they are aware of what to do?

Mr. Scurry – It takes a solid day to work on this, so yes I can call them to my office and let them know.

Mr. Carfrey - I want parents and students to know and not be caught off guard.

Mr. Dennis – We can announce on the web site and announce to the parents that we will hold a meeting concerning this.

Ms. Riddel – I have told them I will come to the parent meeting to help field questions.

Mr. Ruff – 25% of our students may be eligible to earn this.

Mr. Carfrey – This is great!

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

Carried: 5 to 0

INTERDISTRICT OPEN ENROLLMENT GUIDELINES/APPLICATION APPROVAL

(12-056) Motion was made by Ms. Cook, seconded by Mr. Carfrey to approve the interdistrict open enrollment guidelines and application 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

FACILITY USE REQUESTS

(12-057) Motion was made by Mr. Ruth, seconded by Ms. Earich to approve the use of the elementary school gymnasium on Mondays and Wednesdays from 6:00 to 8:00 p. m. beginning February 27, 2012 through March 7, 2012 for Westfall Biddy Girls’ basketball practice as requested by Ms. Gwen Minor, 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>Yea</u>
Earich	<u>Yea</u>		

Carried: 5 to 0

(12-058) Motion was made by Mr. Carfrey, seconded by Mr. Ruth to approve the use of the high school gymnasium on Saturday, March 17, 2012 from 8:30 a. m. to 4:00 p. m. for a softball clinic sponsored by the Derby Laker Softball Team as requested by Ms. Stacey Tackett, Coach. This organization may use the facility as long as it is not needed by any school sponsored sports/activities.

Ms. Cook – Will there be a custodian there that day?
Ms. Riddel - Yes.

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

Carried: 5 to 0

APPROVAL OF THE ADDITION OF THE ASSISTANT TECHNOLOGY COORDINATOR SALARY TO THE CLASSIFIED SUPERVISOR SALARY SCHEDULE

(12-059) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to approve the addition of the Assistant Technology Coordinator salary to the classified supervisor salary schedule as of January 9, 2012 as presented.

Mr. Ruff – The personnel committee looked at this and after a great deal of discussion thought this was an appropriate move.
Mr. Carfrey – Is this salary lower than what it was before; I believe it is lower than the previous position; We are being diligent with our money.
Mr. Ruth – Does he come in at the zero step?
Ms. Riddel – Yes; A Bachelor’s Degree is required; Will be making a little less than a first year teacher.

Mr. Carfrey – How does this compare to what was paid to the previous Assistant Technology Coordinator?

Ms. Riddel – I think it is more than \$11,000 less.

Mr. Carfrey – It was at least five years ago when this position was first started.

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

Carried: 5 to 0

RESIGNATION

(12-060) Motion was made by Mr. Carfrey, seconded by Mr. Ruth to accept the resignation of Mr. Charles W. Potts, part-time custodian, effective February 17, 2012.

(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

FINANCIAL REPORT

(12-061) Motion was made by Mr. Ruff, seconded by Mr. Ruth to approve the financial report for month of January, 2012 as presented by the Treasurer.

Mr. Ruff – The elementary library fund has a negative balance \$11,300; Is this because of the book fair?

Mr. Hiles – This is unencumbered balance for book fair expenses; They actually have cash in the fund.

Mr. Ruff – Would you explain the dental insurance fund; Did we move to transfer money earlier to this fund?

Mr. Hiles – We have not transferred the money yet; It is running in the red; We switched to fully insured and the negative number reflected is when we were self insured; We haven’t had any additional; I will be asking the Board to transfer from general fund.

Ms. Earich – I think you have told us about this.

Mr. Hiles – I want to wait to be sure of the amount to be transferred.

Mr. Ruff – Is this going to be the common practice to transfer money?

Mr. Hiles – No. The insurance company will begin taking the risk for this; It could affect premiums, but we will deal with that through the consortium if it happens.

Mr. Ruff – Some of the title funds are running in the negative.

Mr. Hiles – Those are reimbursement funds and should be cleaned up by the end of the year; We have to spend the money before we can ask the state for the funding.

Mr. Ruff – What is the timeframe?

Mr. Hiles – Usually within a week of the request the money is issued.
 Ms. Earich – We are still paying \$800.00 to have the water tested; Where are we on this; Is Mr. Gillispie finished with his certification?
 Mr. Hiles – I will pass this to Ms. Riddel for clarification.
 Ms. Riddel – I asked Mr. Gillispie if he has the certificate for the water treatment plant; We will be working on a transition plan with Mr. Schleich to be sure that Mr. Gillispie is trained on the reporting procedure; I just had a conversation this morning with Mr. Gillilspie.
 Mr. Carfrey – Can we have this before the next meeting?
 Ms. Riddel – We may need to pay Mr. Schleich for the training; I will try to get this done prior to our next meeting.
 Ms. Earich – This is good news.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		
Carried: <u>5</u> to <u>0</u>			

BOARD RECOMMENDATIONS

APPROVAL OF DRAWINGS FOR MOVING FUEL TANK

(12-062) Motion was made by Mr. Ruff, seconded by Mr. Carfrey to approve the drawings for moving the fuel tank and to issue request for bids for completion of this project as presented.

Mr. Hiles – The drawings are displayed behind you.
 Mr. Carfrey – The state fire marshal has a problem with this; We need to be compliant in order to have fuel for the buses; We need some emergency shutoffs; No other real changes, just the fencing.
 Mr. Hiles – This is just to move the gasoline tank up to the diesel tanks with posts around it.
 Mr. Carfrey – We really don't have a choice on this project.
 Mr. Hiles – We have been working on this since September, 2011.

Carfrey	<u>Yea</u>	Ruff	<u>Yea</u>
Cook	<u>Yea</u>	Ruth	<u>Yea</u>
Earich	<u>Yea</u>		
Carried: <u>5</u> to <u>0</u>			

INTENT TO ADOPT BOARD POLICY

The Board of Education announces its intent to adopt the following policy 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 February 22, 2012 through March 19, 2012.

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

Ms. Earich – We have gone over these with a fine tooth comb; We are following the changes recommended to us by the state with some additions; If you have any questions you are welcome to take a look at those.

PUBLIC COMMENTS

Mr. Barry Barnes – Is there going to be student athlete drug testing?

Ms. Earich – This issue was discussed in my home over the weekend; Text messages from other students were being sent while drug dogs were here; They do have a random drug testing policy in Kentucky; It is mandatory for all athletes and those participating in any extra-curriculars; The parents had the opportunity to sign their child up for testing if not in extra-curricular; Just accepted there; Judging by what is going on in our community we may want to act accordingly; We should be pro-active on this; Should there be further discussion on this; Yes.

Mr. Carfrey – No, we have not made any decision on this at this time; The extra-curricular committee needs to take a look at what may be appropriate; I'm not opposed to this; Yes, I think we should; It is a privilege to participate in extra-curriculars; This may not happen before the next year, though.

Mr. Ruth – We should look at this and include those who drive to school as well as the athletes.

Ms. Earich – That was part of it.

Mr. Ruth – We could look into this and see what benchmarks are out there.

Mr. Barnes – I don't know the answer for this; What drugs would be included in the testing?

Ms. Cook – You can pick what you want to have tested; When this is started in some districts all the athletes are tested and the parents get the test results; May be once a month and you have to be there when called and if not, then you are tested as positive; Becomes random; Can be called in to have random testing at any time and if the student does not show up, it is considered a positive test result.

Mr. Ruth – It may take awhile for due diligence to take place and we want to be procedurally solid before implementing.

ADMINISTRATORS – BUILDING UPDATES

Ms. Janice Gearhart, Elementary School Principal – Waiver day was extremely successful; The professional development was directed by our own staff; The paraprofessionals had separate training on CPR/First Aid; Mr. Dennis did training for the intervention specialists and Ms. Truex offered lifting training; Ms. Patty Webb, Behavior Specialist, did some crisis prevention work; Everyone got something they could use in their area;

Our population of students is changing; We have a large influx of students throughout the year; Many come in after the beginning of the year and leave before the end of the first semester; There is a lot of coming and going which effects the teaching because of the need for proper instruction; Every month we send “Caught Being Good” postcards to spotlight success of students; All of the teachers receive postcards at the beginning of every month to send to students caught being good; We have sent flyers home inviting parents to be volunteers; Teachers are contacting people to help in their classrooms; Volunteers are being utilized; We appreciate the time the parents are willing to give; Ms. Debbie Younge is working on the common core along with personnel at Circleville City Schools on a workshop on common core; Working on reading and math and how this impacts the classroom; We are working with Circleville and Logan Elm on K-5 curriculum maps and common core staying alert to covering content standards; The Father/Daughter dance was wonderful and a lot of fun and it was good to see the interaction of daughters and fathers; Teachers are making personal contacts with parents; We are digging deep into the math standards; We are monitoring our school improvement plans; Teachers received Covey Seven Habits training along time ago, Some use it and it is making a huge impact on student responsibility; On March 12th four of us will be attending a symposium in Columbus called “A Leader In Me” with Ms. Donna Ball, former Westfall Elementary School Principal; Ms. Ball is now a principal in the Marysville School District and her building has been designated as a “Leader In Me” school; She has been a great contact for us to move forward in developing leadership skills in our school.

Mr. Ruff - I like what you are doing with volunteers.

Mr. Ruth – I appreciate the Covey rules; I talk about this in my professional life; This can impacts the students and I think it is wonderful; Thank you.

Ms. Kathy Payne, Middle School Principal – Waiver day was very valuable; Spent the first two hours in technology with Smartboard and document camera training with Mr. Williamson; We did some 3D work and Mr. Williamson also introduced interactive web resources; We are using technology that is in place; New resources are being utilized in Ipad work; Math department met with a representative from a book company to align with common core; We are working with Mr. Williamson and Ms. Debbie Younge to be sure we have the ability to use the technology; Third quarter assessments are in and we have charts for every classroom; Working with Mr. Williamson to get information on one excel sheet; This will tell us if quarterly assessments are too easy; Book study team led by staff, studying different RTI models to put in place at the middle school; This Friday, BLT will be working on the RTI model; Teachers attended a conference with Mr. Dennis in Columbus for sessions on autism; Each staff member attended different sessions and we asked them to share during collaboration time; Attended OLAC conference and I look forward to sharing the information; I am looking forward to being an Action Team Leader for Strategic Planning; Some of the staff have asked to volunteer and they will be put on the list; Department meetings will be looking at the quarterly assessment data; Data will tell us what certain students need to do; Grade level meetings are to make a list of at risk students and what we can do for them; We sent a letter to parents of any student failing any of the academic areas to put together help for the students; Some parents have expressed that they can't come in because of lack of money to get here; We have worked with Ms. Younge to see if there is any Title I funding that can help with this; Mathcounts state competition will be on March 10th; We are excited that 8th girls won SVC and the 7th grade boys won the SVC, too; The second game went into double overtime which put us in the championship game; We won and every boy got to play; I became the cheerleading advisor for the first time; Our cheerleading coach was not going to be here for the game so I volunteered to help; I needed a lot of help and parents jumped right in to assist; Ms. Shannon Nunemaker was very willing to help, too along with my daughters; The crowd was very excited and were very loud: When the game was over the boys asked the girls to help cut down the net; When they got to the last strand they asked me to cut it down; It was a great moment for me; Unfortunate that there are drug issues in our area and school; A staff member intercepted a note being passed and we did have two students that had something with them at school and are going through the expulsion process and court hearing; We sent communication out to the parents through the school messenger about this issue.

Mr. Billy Dennis, Assistant High School Principal/Special Education Coordinator – I spent the entire waiver day with the special education staff; Technology highlighted by Ms. Kandi Young; It is time to use the next level of Smartboard technology; We may begin to use web casting and pod casting to do the morning announcements; We worked on emotional mal- treatment between staff and students; Collaboration teams going in too many directions; We are going to focus on our courses and our course descriptions and any need to be changed to align with current content standards; Each course will have a binder with a course description, syllabus, standards, etc.; Classes need to be aligned; Honors diploma criteria discrepancy was brought to our attention as soon as Mr. Scurry noticed; He has worked very diligently on this, thank you; On waiver day the math department met concerning textbooks; Mr. Bradley put together a survey about

electronic textbook and possibly using an online text with supplemental materials for the classroom; One option that makes use of the technology in the classrooms; Special education department spent the day talking about the department as a whole; There was positive process in place for paper work and staying in compliance; We recognize we need to be accurate; Special education department does not have a mission statement, so we took some time to really think about the definition of our department, belief statements and developed some core ideas and developing four goals; The language is being tweaked, but deals with continuous service for individual students, professional development, as well as taking along some of the regular education teachers so we can better serve the students; My teaching career has always been special education, but we need to help other teachers understand how to teach all children; Keep in mind the county FFA groups will be hosting the Meet the Candidate Night; This is a testament to the student leadership that the county wants to have this a student led event; On Friday the 24th, Congressman Steve Stivers will be at the high school having lunch with 20 of our student leaders to talk to about local and state government.

Ms. Earich – Thank you to all of the administrators; Your reports are well received and appreciated; Gives detailed snapshot of what is going on in your buildings; This helps us be better prepared.

BOARD MEMBER COMMENTS/COMMITTEE REPORTS

Ms. Earich – The building updates are appreciated; It is good to see that waiver days went well; The Father/Daughter dance was great and was a true highlight; Thank you, Ms. Davey, for the reminder; Thank you to the board for the work session; OSBA training was well received by all of the members; We as a board are a work in progress and on our way to better ways of handling the business of the district.

Mr. Carfrey – Thank you Mr. Ruff for orchestrating the Tax/CAUV Night; This helped us understand that the school was not the cause of the tax increase; I appreciate Mr. Scurry helping the students with the honors diploma; Thank you to the administrators for raising the bar; We've come along way; I encourage people to come to the meeting to see what is going on; Your reports help us see all of the things that are happening; I don't take your work for granted in preparing the reports; Thank you to Ms. Payne for keeping the families informed about what is going on in her building; We have the best kids around and our staff is superior.

Mr. Ruff – This has been a busy week for the board; We had a very proactive meeting with our community; About 60 people here for the Tax/CAUV information meeting that were engaged, seeing their taxes increase and asking very good questions; The bottom line is the school doesn't get more money, The state takes away what we may receive in other areas ; Mr. Larry Gearhardt was here to speak about CAUV; Ms. Melissa Betz, County Auditor was here, as well; Mr. Hiles was here to explain the Five Year Year Forecast; Ms. Karla Barnes spoke about Strategic Planning; Thank you to the Circleville Herald for their coverage; We are wanting to educate the people about the taxes; Mr. Carfrey and I have our work cut out for us on the facility committee; We have selected an architect for the roof and have to make some decisions about what type of roof we will use; The plan will have to be approved by the full board; We want to have the

contractors on the roof by June 1; We will be looking at the information and getting the high school roof repaired.

Mr. Ruth – Thank you for being here; Communication is the key; Thank you to the administrators; We understand that communication is key; I encourage everyone to get involved with strategic planning; Obviously you all are concerned about our district; Thank you to the board for spending time together; Thank you, Mr. Ankrom for your leadership; Ms. Riddel, thank you, too; We can either be a part of the problem or a part of the solution.

Ms. Cook – I have watched Amy Thomas grow from a student that was very quiet to one who was willing to speak here tonight and it is wonderful to have her here to talk about PSEO; If your children are interested this is a great program; We have such nice students.

Ms. Earich – Thank you to the committees; I appreciate everything you do; We will not hold an executive session this evening; Thank you for coming.

EXECUTIVE SESSION (Removed)

ADJOURNMENT

(12-063) Motion was made by Mr. Ruth, seconded by Mr. Carfrey to adjourn the meeting at 8:48 p. m.

Carfrey Yea
Cook Yea
Earich Yea

Ruff Yea
Ruth Yea

Carried: 5 to 0

PRESIDENT

TREASURER