

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION  
TAX BUDGET HEARING  
JANUARY 4, 2011**

The Westfall Local School District Board of Education met to hear the tax budget for 2012 at 6:00 p. m. in the elementary school cafetorium.

Mr. Scott Hiles, Interim Treasurer presented the tax budget for 2012.

*Mr. Carfrey – Have you been able to look at the five year forecast?*

*Mr. Hiles – Not at this time, but it is my next project. I need to talk to Mr. Brady about the previous and future needs of the district.*

*Ms. Earich – I appreciate your work and look forward to hearing what you have to say about the financial future of the district.*

*Mr. Hiles – This hearing is a legal requirement.*

**WESTFALL LOCAL SCHOOL DISTRICT BOARD OF EDUCATION  
ORGANIZATIONAL MEETING  
JANUARY 4, 2011**

The Westfall Local School District Board of Education met in regular session on January 4, 2011 at 6:10 p. m. in the elementary school cafetorium.

Members present answered by saying “Aye.”

Mr. Larry Carfrey       Aye    
Mr. Darrell Caudill     Aye  

Ms. Peg Reiterman      Aye    
Ms. Kristen Earich      Aye  

**PLEDGE OF ALLEGIANCE**

Board President Tempore

**BOARD MEMBER RESIGNATION**

(11-001)     Motion was made by Mr. Carfrey, seconded by Mr. Caudill to accept the resignation of Ms. Jan Shannon, Board of Education member effective December 13, 2010 as presented.

Carfrey              Yea    
Caudill              Yea  

Reiterman          Yea    
Earich               Yea  

Carried:   4   to   0  

*Ms. Reiterman voted yea with regrets.*

**ELECTION OF OFFICERS (R.C.3313.14) (No second required)**

(11-002) Motion was made by Ms. Earich to nominate Ms. Peg Reiterman as President of the Board. Mr. Caudill moved to close the nominations, with Mr. Carfrey seconding the motion.

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

(11-003) Motion was made by Ms. Earich to nominate Mr. Darrell Caudill as Vice President of the Board. Ms. Earich moved to close the nominations, with Ms. Reiterman seconding the motion.

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

**OATH OF OFFICE OF NEWLY ELECTED OFFICERS**

Mr. Scott Hiles administered the oath of office to Ms. Reiterman as President and Mr. Caudill as Vice President for the 2011 year.

**APPOINTMENT OF LEGISLATIVE LIAISON/COMMITTEES (By the President)**

(11-004) Motion was made by Mr. Caudill, seconded by Ms. Earich to table the appointment of legislative liaison and committees until the next regular meeting when the vacant board member position will have been filled. (**Addendum**)

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

- A. Legislative Liaison: \_\_\_\_\_
- B. Personnel Committee: \_\_\_\_\_
- C. Building Committee: \_\_\_\_\_
- D. Extra-curricular Activities Committee: \_\_\_\_\_
- E. Financial/Audit Committee: \_\_\_\_\_
- F. Student Achievement/Curriculum Committee: \_\_\_\_\_

G. Policy Committee: \_\_\_\_\_

**SETTING OF REGULAR MEETING DATES (R.C. 3313.15)**

(11-005) Motion was made by Mr. Carfrey, seconded by Mr. Caudill to establish the time and place of the regular board meetings on the 3<sup>rd</sup> Monday of each month at 6:30 p. m. in the elementary school cafetorium, with exceptions as listed below:

*Ms. Reiterman – Would you like to keep the regular meeting dates of the 3<sup>rd</sup> Mondays and if so, would you like to consider changing the January, February and December dates because of the holidays that are involved?*

*Ms. Earich – Should we also change October’s date because of Pumpkin Show?*

- a. January 24, 2011 (due to Martin Luther King, Jr. Birthday)
- b. February 28, 2011 (due to Presidents’ Day)
- c. October 24, 2011 (due to Pumpkin Show)
- d. December 12, 2011 (due to the Christmas holiday)

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>
Carried <u>4</u> to <u>0</u>			

**BOARD SERVICE FUND (R.C. 3313.15)**

(11-006) Motion was made by Mr. Caudill, seconded by Ms. Earich to establish the 2011 Board Service Fund at \$5,000.00.

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>
Carried <u>4</u> to <u>0</u>			

**STANDING AUTHORIZATIONS**

(11-007) Motion was made by Ms. Earich, seconded by Mr. Caudill to establish the following standing authorizations to allow for efficient financial management and full execution of duties by the Treasurer, President and Superintendent:

A. Advances on Tax Settlements: authorization for the Treasurer to secure advances on local taxes from the County Auditor when funds are available and payable to the district.

B. Investment of Active and Inactive Funds: authorization for the Treasurer to invest inactive funds at the most productive interest rate whenever funds are available.

C. Payment of Bills: authorization for the Treasurer to pay all bills within the limits of the appropriations resolution as bills are received and when, if applicable, the merchandise has been received in good condition.

D. Borrowing Authority: authorization for the Treasurer and President to borrow funds, if needed, within the limitations established by state and federal law.

E. Purchasing Agent: authorization for the Superintendent to serve as purchasing agent for the district.

F. Employment of Temporary Personnel: authorization for the Superintendent to employ such personnel as are needed for emergency situations, as provided in the appropriations resolution and subject to being presented for Board approval at the next regular meeting.

G. Approval of Leaves of Absence: authorization for the Superintendent to approve unpaid employee leaves of absence as appropriate, consistent with the provision of the Negotiated Agreements.

H. Approval of Board of Education's Designee for Appeals of Student Suspensions: authorization for the Superintendent to appoint a designee for appeals of student suspensions.

I. Approval of Out-of-State Trips: authorization for the Superintendent to approve employee requests for out-of-state trips for professional development purposes.

J. Adoption of Robert Rules of Order: authorize the use of Robert Rules of Order at all board of education meetings.

K. State and Federal Funds and Grants: authorize the Superintendent to apply for available State and Federal Funds and Grants.

L. Inter-Fund Transfers: authorize the Treasurer to make inter-fund transfers as needed.

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

**BONDING OF TREASURER, SUPERINTENDENT AND BOARD PRESIDENT**

(11-008) Motion was made by Mr. Carfrey, seconded by Ms. Reiterman to set bond for the following positions and rates:

- a. Treasurer: \$100,000.00
- b. Superintendent: \$ 20,000.00
- c. Board President: \$ 20,000.00

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

**SUPERINTENDENT’S RECOMMENDATIONS**

**RESIGNATION**

(11-009) Motion was made by Ms. Earich, seconded by Mr. Caudill to accept the resignation of Ms. Lori Merriman, Alternative School Pass Plus Monitor, effective January 2, 2011.

*Mr. Caudill – Are things covered for this position?*

*Mr. Brady – Yes.*

*Ms. Earich – It is with much regret that I will vote yes on this resignation. Ms. Merriman has brought a lot of positive things to our district.*

*Mr. Brady – Ms. Merriman asked that I read her resignation in open session.*

*Mr. Brady read Ms. Merriman’s resignation.*

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

*Ms. Reiterman voted yea with regret.*

*Ms. Earich voted yea with regret.*

**BUS PURCHASE**

(11-010) Motion was made by Mr. Carfrey, seconded by Ms. Earich to purchase one (1) \_\_\_\_\_ passenger conventional school bus at a cost of \_\_\_\_\_ as presented. The cost of this bus will be paid from the permanent improvement fund.

*Ms. Carfrey – I am not ready to vote for purchasing any buses at this time with these bids.*

*Mr. Brady – We have five (5) buses that exceed 300,000 miles and another five (5) that excced 200,000; We did not purchase any buses last year and purchased two (2) in 2009.*

*I have asked Ms. Shaw, Transportation Director to come to explain the bids.*

*Ms. Shaw – These bids are through the M.E.C. bid process; We have bids for a Freightliner, Blue Bird and International; We have International buses and like them, easier maintenance on these; I would like to keep our fleet current; The International is a 77 passenger and would most likely be used for a route in the Williamsport area.*

*Ms. Earich – How long are buses under warranty and who takes care of the warranty?*

*Ms. Shaw – Custom Maintenance takes care of most of our bus maintenance and works with the vendors on warranties. The warranty varies based on the problem.*

*Mr. Carfrey – I have no doubt we need to replace our buses, but my concern is that we are comparing apples to oranges in this bid process.*

*Ms. Shaw – If we do not take one of these bids, we will need to go ahead and put legal notice out for a bid process.*

*Mr. Carfrey – Have we looked into this? It seems we are being forced into signing for a bus immediately and I would like to see “like” quotes with buses having the same type of air conditioners, engines, heaters, etc.*

*Ms. Shaw – That would be fine, we will begin the bid process and get the specs needed.*

*Mr. Brady – These bids through M.E.C. were handled by collecting multiple bids; Obviously, if our single bid process on comparative buses for a larger order than one bus comes in less expensive, that would be great, but I would be surprised.*

*Mr. Carfrey – I would like to see the differences and would like to table this until we have more information.*

*Mr. Hiles – We would need to defeat this motion and then move to table.*

*Mr. Caudill – How many different dealers of buses are there in our area?*

*Ms. Shaw – Center City, O. B.S., Cardinal and Edwin Davis; We should look at a 77 or 78 passenger bus.*

*Ms. Earich – How much change has there been in bus prices over the last few years?*

*Ms. Shaw – The price of buses have increased by approximately \$10,000 in the last three (3) years.*

Carfrey	<u>Nay</u>	Reiterman	<u>Nay</u>
Caudill	<u>Nay</u>	Earich	<u>Nay</u>

Failed: 4 to 0

**AUTHORIZATION FOR LEGAL NOTICE FOR BUS BIDS**

(11-011) Motion was made by Mr. Carfrey, seconded by Ms. Earich to authorize for bids on a 77/78 passenger school bus. **(Addendum)**

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

**EXECUTIVE SESSION**

(11-012) Motion was made by Mr. Carfrey, seconded by Ms. Earich to enter into Executive Session at 6:42 p. m. for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee(s).

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

(11-013) Motion was made by Mr. Caudill, seconded by Ms. Earich to return from Executive Session at 10:38 p. m.

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

**ADJOURNMENT OF ORGANIZATIONAL MEETING**

(11-014) Motion was made by Ms. Earich, seconded by Mr. Carfrey to adjourn the Organizational Meeting at 10:39 p. m.

Carfrey	<u>Yea</u>	Reiterman	<u>Yea</u>
Caudill	<u>Yea</u>	Earich	<u>Yea</u>

Carried 4 to 0

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
INTERIM TREASURER