

# RECORD OF PROCEEDINGS

## Minutes of the Felicity-Franklin Board of Education Meeting

### Monday, June 19<sup>th</sup>, 2017

The Felicity-Franklin Board of Education met in regular session on Monday, June 19, 2017 in the board conference room, President Chris Smith presiding. Roll call was taken: Mrs. Yvonne Baker - present, Mrs. Jennifer Broadwell - absent, Mr. Randy McElfresh – present, Mr. Chris Smith – present, Mr. Donnie Woodall – present.

- 2017-131 Moved by Mr. McElfresh, seconded by Mr. Woodall:  
Recommendation to excuse Jenny Broadwell. Roll call: Mr. McElfresh – yea, Mr. Woodall – yea, Mrs. Baker – yea, Mr. Smith - yea; motion passed.
- 2017-132 Minutes from the May 22, 2017 regular meeting, the minutes from the May 30, 2017 special board meeting, and the June 6, 2017 special board meetings were distributed. There being no objections or corrections, the motion was made by Mrs. Baker, seconded by Mr. McElfresh to approve the minutes as presented. Roll call: Mrs. Baker – yea, Mr. McElfresh – yea, Mr. Smith – yea, Mr. Woodall – yea; motion passed.
- 2017-133 Moved by Mr. McElfresh, seconded by Mr. Woodall:  
The Board reviewed and approved the following reports for the month of May, 2017 as presented by the treasurer.

1) List of expenditures CHKREG and CHEKPY

General Fund MTD	\$ 808,403.16
All Other Funds MTD	\$ 149,939.46
Total Expenditures MTD	<u>\$ 958,342.62</u>

- 2) FYTD Financials vs FCST & Prior Years COMPARE  
3) Financial FINSUMM Report by Funds & FUND BALANCE SUMMARY  
4) Financial FUNDSUM, FNDREVEX, and FNDEXP Reports  
5) Appropriation Accounts Summary by Funds APPSUMS  
6) Revenue Accounts Summary by Funds REVSUMS  
7) Payroll Information: May 15<sup>th</sup> Payroll                      May 30<sup>th</sup> Payroll  
8) Investments

<u>Time Period</u>	<u>Amount</u>	<u>Type/Fund</u>	<u># Days / Months</u>	<u>Rate</u>
05/01/17-05/30/17	\$434,853.41	5/3 Investment Program	31 Days	0.20%
04/29/15-05/01/17	\$248,000.00	MBS Discover Bank	24 Months	0.80%
07/08/15-07/07/17	\$248,000.00	MBS Capital One Bank	24 Months	1.15%
01/13/16-01/16/18	\$98,000.00	5/3 (CD Goldman Sachs Bank NY)	24 Months	1.35%
08/18/16-08/20/18	\$248,000.00	5/3 (CD Ally Bank UT)	24 Months	1.10%
02/02/17-02/01/19	\$200,000.00	MBS-Worlds Foremost Bk, Sydney, NI	24 Months	1.55%
01/20/17-04/20/19	\$245,000.00	5/3-JP Morgan Chase	36 Months	1.80%
05/04/16-05/03/19	\$245,000.00	MBS-Wells Fargo Bank Sioux Falls	36 Months	1.25%
01/31/17-07/31/19	\$245,000.00	5/3 -Cape Cod Svgs	30 Months	1.60%

2016-2017 Interest:

General Fund	\$22,817.16
Lunchroom Fund	\$205.21
Total Interest	<u>\$23,022.37</u>

Roll call: Mr. McElfresh – yea, Mr. Woodall – yea, Mrs. Baker – yea, Mr. Smith – yea; motion

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passed.

- 2017-134 Moved by Mrs. Baker, seconded by Mr. Smith:  
 Authorized the treasurer to make the necessary adjustments to the **2016-2017 Appropriations Ledger** (final appropriations of \$13,016,874.84) inclusive of the transfer below, and Authorization to adjust the **Official Certificate of Estimated Resources** (final appropriations of \$17,853,554.44), effective 06/30/17. Roll call: Mrs. Baker – yea, Mr. Smith – yea, Mr. Woodall – yea, Mr. McElfresh - yea; motion passed.
- 2017-135 Moved by Mr. McElfresh, seconded by Mr. Woodall:  
 Approved the **FY2017-2018 Temporary Appropriations** not to exceed the May Five Year Forecast Amounts for the General Fund and 2016-2017 Official Certificate of Estimated Resources for all Other Funds. Roll call: Mr. McElfresh – yea, Mr. Woodall – yea, Mrs. Baker – yea, Mr. Smith – yea; motion passed.
- 2017-136 Moved by Mr. McElfresh, seconded by Mrs. Baker:  
 Approved the purchase order, invoice, and payment of a \$6,562.50 expenditure to **The Bank of New York Mellon Trust Company**. Roll call: Mr. McElfresh – yea, Mrs. Baker – yea, Mr. Smith – yea, Mr. Woodall – yea; motion passed.
- 2017-137 Moved by Mr. Woodall, seconded by Mrs. Baker:  
 Approved the purchase order, invoice, and payment of an \$8,942.50 expenditure to **The Bank of New York Mellon Trust Company**. Roll call: Mr. Woodall – yea, Mrs. Baker – yea, Mr. McElfresh – yea, Mr. Smith – yea; motion passed.
- 2017-138 Moved by Mrs. Baker, seconded by Mr. McElfresh:  
 Authorized the treasurer to **create fund 014-9919** and accept a **\$1,845 grant from MSTW** to help with the cost of a summer gifted conference. Roll call: Mrs. Baker – yea, Mr. McElfresh – yea, Mr. Smith – yea, Mr. Woodall – yea; motion passed.
- 2017-139 Moved by Mr. McElfresh, seconded by Mrs. Baker:  
 Adopted the recommended **Neola policies** below:  
VOLUME 35 NO. 2 - JANUARY  
 BOARD POLICIES
- |                      |  |
|----------------------|--|
| 0157 - Revised Bylaw | Appointment to Joint Vocational School District Board                                  |
| 2430 - Revised       | District-Sponsored Clubs and Activities  |
| 2431 -Revised        | Interscholastic Athletics  |
| 2461-Revised         | Recording of District Meetings Involving Students and/or Parents                       |
| 2623-Revised         | Student Assessment and Academic Intervention Services                                  |
| 3120.08 -Revised     | Employment of Personnel for Co-Curricular/Extra-Curricular Activities                  |
| 5111-Revised         | Eligibility of Resident/Nonresident Students   |
| 5200-Revised         | Attendance   |
| 5460-Revised         | Graduation Requirements  |
| 5610-Revised         | Removal Suspension, Expulsion, and Permanent Exclusion of Students                     |
| 5630.01-Revised      | Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion |

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6320-Revised	Purchases
6423-Revised	Use of Credit Cards
6680-Revised	Recognition
6700-Replacement	Fair Labor Standards Act (FLSA)
8210-Revised	School Calendar
8310-Revised	Public Records
8320-Revised	Personnel Files
8330-Revised	Student Records
8452-Revised	Automated External Defibrillators (AED)
8500-Revised	Food Services
9270-Revised	Equivalent Education Outside the Schools & Participation in Extra-Curricular for Students Not Enrolled in the District

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8510-Revised	Wellness
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MARCH, 2017 SPECIAL UPDATE

3217-Revised	Weapons
4217-Revised	Weapons
7217-Revised	Weapons

ESSA - JANUARY, 2017

5111.01-Replacement	Homeless Students
5111.03-New	Children and Youth in Foster Care
8340-New	Letters of Reference

Roll call: Mr. McElfresh – yea, Mrs. Baker – yea, Mr. Smith – yea, Mr. Woodall – yea; motion passed.

- 2017-140 Moved by Mr. Woodall, seconded by Mr. Smith:  
 Approved a renewal agreement with **Wright Specialty/Markel Corporation** for our building, fleet, and liability insurance contract at the cost of \$28,420 for the 2017-2018 school year.  
 Roll call: Mr. Woodall – yea, Mr. Smith – yea, Mrs. Baker – yea, Mr. McElfresh – yea; motion passed.
- 2017-141 Moved by Mr. McElfresh, seconded by Mrs. Baker:  
 Approved a 2017-2018 professional development agreement with **TorchPrep ACT** for the Felicity High School, for \$3,500. Roll call: Mr. McElfresh – yea, Mrs. Baker – yea, Mr. Smith – yea, Mr. Woodall – yea; motion passed.
- 2017-142 Moved by Mrs. Baker, seconded by Mr. Woodall:  
 Approved the annual HCC contract for Membership Services for the 2017-2018 school year, which includes Fiscal Services, Student Information, Gradebook, Special Services, DataMap, Virtual Classroom, IEP Anywhere, EMIS, InfoOhio, Onbase Document Management, Email Archiving, and a Network Fee. Total contract cost of \$18,801.58. Roll call: Mrs. Baker – yea,

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Mr. Woodall – yea, Mr. McElfresh – yea, Mr. Smith – yea; motion passed.

- 2017-143 Moved by Mr. Woodall, seconded by Mrs. Baker:  
 Approved the 2017-2018 Elementary, Middle, and High School Student **Handbooks** with board recommended changes/additions. Roll call: Mr. Woodall - yea, Mrs. Baker – yea, Mr. McElfresh – nay, Mr. Smith – yea; motion passed.
- 2017-144 Moved by Mr. Woodall, seconded by Mr. McElfresh:  
 Approved the participation in **the National School Lunch Program** for the 2017-2018 school year. Roll call: Mr. Woodall – yea, Mr. McElfresh – yea, Mr. Smith – yea, Mrs. Baker – yea; motion passed.
- 2017-145 Moved by Mr. Woodall, seconded by Mrs. Baker:  
 Approved participation in the **CCIP** as listed for the 2017-2018 school year. Roll call: Mr. Woodall – yea, Mrs. Baker – yea, Mr. McElfresh – yea, Mr. Smith - yea; motion passed.
- Discussed the federal funding requirements, including a **Parent’s right to be involved**.
- 2017-146 Moved by Mr. Woodall, seconded by Mr. Smith  
 Approved a Felicity-Franklin FFA trip on July 5-6 to Woodland Altar for the **2017-2018 Office Team Retreat**. Roll all: Mr. Woodall – yea, Mr. Smith – yea, Mrs. Baker – yea, Mr. McElfresh – yea; motion passed.
- 2017-147 Moved by Mrs. Baker, seconded by Mr. Smith:  
 Approved a contract with **Roberts Paving** for the amount of \$15,735.72. Roll call: Mrs. Baker – yea, Mr. Smith – yea, Mr. Woodall – yea, Mr. McElfresh – yea; motion passed.
- 2017-148 Moved by Mr. McElfresh, seconded by Mr. Woodall:  
 That the Felicity-Franklin Board of Education go into executive session for the appointment, employment, dismissal, discipline, promotion, demotion or compensation of public employee, official, or student. Roll call: Mr. McElfresh – yea, Mr. Woodall – yea, Mrs. Baker – yea, Mr. Smith – yea; motion passed.
- Mr. Chris Smith reconvened the board into regular session.
- 2017-149 Moved by Mrs. Baker, seconded by Mr. Woodall:  
 Approved the **Student Services Coordinator Salary Schedule** for the 2017-2018 school year. Roll call: Mrs. Baker – yea, Mr. Woodall – yea, Mr. McElfresh – yea, Mr. Smith – yea; motion passed.
- 2017-150 Moved by Mr. McElfresh, seconded by Mr. Woodall:  
 Issued a two-year classified part-time contract to **Amanda Dick as Bus Monitor**, per the Bus Monitor Salary Schedule- Step 2, effective the 2017-2018 school year, pending proper certification

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and background checks. Roll call: Mr. McElfresh – yea, Mr. Woodall – yea, Mrs. Baker – yea, Mr. Smith – yea; motion passed.

2017-151 Moved by Mr. Woodall, seconded by Mrs. Baker:  
 Accepted a **resignation from Jamie Snider**, teacher, effective August 31, 2017. Roll call: Mr. Woodall – yea, Mrs. Baker – yea, Mr. McElfresh – yea, Mr. Smith – yea; motion passed.

2017-152 Moved by Mrs. Baker, seconded by Mr. McElfresh:  
 Approved a **base increase of 1% for the 2017-2018 contract year for licensed employees** not represented by the bargaining unit, with the exception of the Superintendent and Treasurer. Roll call: Mrs. Baker – yea, Mr. McElfresh – yea, Mr. Smith – yea, Mr. Woodall – yea; motion passed.

2017-153 Moved by Mr. Woodall, seconded by Mrs. Baker:  
 Approved a **1% base increase for the 2017-2018 contract year, for non-licensed employees**, not represented by the bargaining unit. Roll call: Mr. Woodall – yea, Mrs. Baker – yea, Mr. McElfresh – abstained, Mr. Smith – yea; motion passed.

2017-154 Moved by Mr. McElfresh, seconded by Mr. Woodall:  
 Approved a **1% increase in compensation for the 2017-2018 contract year, for the Superintendent and Treasurer**. Roll call: Mr. McElfresh – yea, Mr. Woodall – yea, Mrs. Baker – yea, Mr. Smith – yea; motion passed.

2017-155 Moved by Mr. McElfresh, seconded by Mr. Woodall:  
 WHEREAS, the following positions have been offered to employees of the district who have a certificate of a type described in ORC #3313.53, and that no such employee qualified to fill these positions has accepted, and

WHEREAS, the Board then advertised the positions as available to any individual with such a certificate who is qualified to fill these positions and who is not employed by the Felicity-Franklin Board of Education, therefore,

BE IT RESOLVED that the following non-teaching personnel be given contracts for supplemental positions for the school year 2017-2018, pending proper certification and background checks:

**Tracy Foley**

**Middle School Student Council Advisor**

Roll call: Mr. McElfresh – yea, Mr. Woodall – yea, Mrs. Baker – yea, Mr. Smith – yea, motion passed.

■ **Legislative Liaison Report:** Mr. McElfresh provided Board Members with OSBA's Facts in a Flash legislative update document.

■ **Student Achievement Liaison:** The following items were presented:  
 1) Preliminary scores update

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- 2) Ohio Writing Project
- 3) Professional Development including the Summer Book Study
- 4) Family & Consumer Science Classes
- 5) Testing
- 6) Social Studies Curriculum Revision
- 7) Apptegy Website
- 8) Blended Learning Program/Straight A Grant
- 9) Project Lead the Way
- 10) Elementary, Middle School, and High School student achievement updates

■ **U.S. Grant J.V.S. Report:** no report

■ **Miscellaneous Business:**

- 1) The Superintendent/Treasurer approved the following contracts <\$7,500
  - **Child Focus, Inc.** for \$3,000 for 2017-2018
  - **OHSAA Membership** for 2017-2018
  - **Schoology Learning Management System** for \$2,795 for 2017-2018
  - **One Call Now** for \$353.04 for July 1, 2017 – October 1, 2017.
  - **Colonial Pines Gold Club** for \$1,800 for 2017-2018 Golf Team usage
  - **Clark, Shaefer, Hackett Co.** for \$4,600 for Gaap Services

■ **Discussed Neola Policy 6233 Revised:** Amenities for Participants at Meetings and/or Other occasions

2017-156 Moved by Mr. Woodall, seconded by Mrs. Baker:  
 Adjourned this regular meeting of the Felicity-Franklin Board of Education. Roll call: Mr. Woodall – yea, Mrs. Baker – yea, Mr. McElfresh – yea, Mr. Smith – yea; motion passed unanimously.

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 Christina L. Laubach, Treasurer/CFO  
 Felicity-Franklin Board of Education

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 Chris Smith, Board President  
 Felicity-Franklin Board of Education