

**JEFFERSON LOCAL SCHOOLS**  
**Regular Meeting**  
**June 12, 2017**

**CALL TO ORDER**

**ROLL CALL**

West Jefferson, Ohio High School, the Jefferson Local Board of Education met in regular session at 7:00 p.m. with the following members present: Dr. Hiss, Mr. Keel, Mr. Harper, Mr. Doran, Mr. Garman, Superintendent, Mr. Mullett, and Treasurer, Mrs. Smith.

**PLEDGE OF ALLEGIANCE**

Dr. Hiss led in the Pledge of Allegiance.

**RECOGNITION OF VISITORS**

There were no visitors at the Board Meeting.

**PRESENTATIONS/ADMINISTRATIVE REPORTS**

**Presentation by Shawn Buescher on Attendance Policies** – Mr. Buescher presented attendance policies as HB 410 affects the procedures.

**Administrative Reports** - Mr. Metz, Mrs. Omen, and Mrs. Barte updated on various building information.

**ADOPTION OF AGENDA (#2017-39)**

Moved by Mr. Harper and seconded by Mr. Doran that the Board adopt the agenda as presented. The vote: Yeas - Mr. Harper, Mr. Garman, Dr. Hiss, Mr. Keel, and Mr. Doran. Approved.

**APPROVAL OF MINUTES (#2017-40)**

Moved by Mr. Doran and seconded by Mr. Harper that the Board approve the Minutes of Regular Meeting, May 8, 2017. The vote: Yeas - Mr. Garman, Dr. Hiss, Mr. Doran, Mr. Harper, and Mr. Keel. Approved.

## **REPORT OF TREASURER**

### **MONTHLY FINANCIAL REPORTS (#2017-41)**

Moved by Mr. Harper and seconded by Mr. Doran that the Board approve the Monthly Financial Reports as presented. The vote: Yeas - Mr. Keel, Mr. Doran, Mr. Garman, Dr. Hiss, and Mr. Harper. Approved.

### **AMENDED APPROPRIATIONS (#2017-42)**

Moved by Mr. Doran and seconded by Mr. Harper that the Board approve the Amended Appropriations as follows:

<u>Fund</u>	<u>Amount</u>
001 (General)	+ \$245,000

The vote: Yeas - Mr. Doran, Mr. Harper, Mr. Keel, Mr. Garman, and Dr. Hiss. Approved.

### **TEMPORARY APPROPRIATIONS FOR FY18 (#2017-43)**

Moved by Mr. Harper and seconded by Mr. Doran that the Board approve the Temporary Appropriations for FY18 based on 80% of actual FY17 expenditures for general fund. The vote: Yeas - Dr. Hiss, Mr. Harper, Mr. Garman, Mr. Keel, and Mr. Doran. Approved.

## **PUBLIC PARTICIPATION**

There was no public participation.

## **ITEMS OF INTEREST**

Professional Meetings

Professional Meeting Reactions

## **BOARD REPORT**

**Tolles Report – Mr. Harper** – Mr. Harper updated on various information. They are still searching for a Superintendent.

**Legislative Liaison - Dave Harper** – State testing has been amended and is still being amended. Mr. Harper also brought up information regarding testimony on other bills.

## **SUPERINTENDENT'S REPORT**

### **CLASSIFIED SUBSTITUTES FOR 2016-2017 (#2017-44)**

Moved by Mr. Doran and seconded by Mr. Harper that the Board approve the following classified substitutes for the 2016-2017 school year:

Michael Combs\*  
Larry Sexton\*  
Nicole Jacobs\*

\*pending certifications and background checks

The vote: Yeas - Mr. Keel, Mr. Garman, Dr. Hiss, Mr. Doran, and Mr. Harper.  
Approved.

### **DONATIONS (#2017-45)**

Moved by Mr. Harper and seconded by Mr. Keel that the Board accept the following donations:

- a) \$788.00 to the Class of 2018 from the Class of 2018 After-Prom Committee.
- b) \$122.00 worth of subs to Norwood Summer Reading Program from Subway.
- c) \$328.00 worth of lunches to Norwood Summer Reading Program from Ann & Tony's.
- d) \$80.00 worth of pizza to Norwood Summer Reading Program from Bambino's.
- e) \$12,000 to the district for senior scholarships from Battelle.
- f) A Mity-Meg 25-watt Megaphone (valued at \$126.00) to the music department from the West Jeff Music Boosters.

- g) A drum set valued at \$2,000 (including a bass drum w/pedal, 2 attached tom drums, 1 floating tom, 1 hi-hat cymbal, 1 crash cymbal, 1 ride cymbal, 1 Chinese splash cymbals w/assorted hardware) to the music department from the West Jeff Music Boosters.
- h) A Bach trumpet valued at \$400 to the music department from the West Jeff Music Boosters.
- i) Six two-hour sessions valued at \$132.00 to Norwood's Summer Reading Program from Get Air.

The vote: Yeas - Mr. Harper, Dr. Hiss, Mr. Doran, Mr. Garman, and Mr. Keel.  
Approved.

**FIRST READING TO AMEND BOARD POLICIES (STUDENT CONDUCT, ATTENDANCE, ETC.) (#2017-46)**

Moved by Mr. Harper and seconded by Mr. Doran that it be duly noted in the minutes that this is the first reading to amend the following Board policies/procedures as presented:

- a) JED/Student Absences and Excuses
- b) JED-R/Student Absences and Excuses
- c) JEDA/Truancy
- d) JF/Student Rights and Responsibilities
- e) JFC/Student Conduct
- f) JG/Student Discipline
- g) JGD/Student Suspension
- h) JGE/Student Expulsion

The vote: Yeas - Mr. Doran, Mr. Keel, Mr. Harper, Dr. Hiss, and Mr. Garman.  
Approved.

**SECOND READING TO ADOPT/AMEND BOARD POLICY AND/OR PROCEDURES (KG-P-KG-E/BUILDING RENTAL/COMMUNITY USE OF FACILITIES) & (KG-P-1, KG-E-1/PROPERTY RENTAL/COMMUNITY USE OF DISTRICT GROUNDS) (#2017-47)**

In accordance with ORC 3313.20 and Board Policies BF, BFB and BFC, it is required that the Superintendent submits in writing to the Board and that two separate readings at two separate meetings are completed before policy can be adopted or amended. The first reading was heard at the May 8, 2017 regular board of education meeting.

Moved by Mr. Doran and seconded by Mr. Harper that the Board approve adopting/amending the following Board policy/procedures as presented:

- a) KG-P, KG-E/Building Rental/Community Use of Facilities
- b) KG-P-1, KG-E-1/Property Rental/Community Use of District Grounds

The vote: Yeas - Mr. Garman, Mr. Doran, Mr. Keel, Mr. Harper, and Dr. Hiss. Approved.

**ADOPT JOB DESCRIPTION – ELEMENTARY SOCIAL WORKER (#2017-48)**

Moved by Mr. Doran and seconded by Dr. Hiss that the Board adopt the Elementary Social Worker job description as presented. The vote: Yeas - Dr. Hiss, Mr. Keel, Mr. Harper, Mr. Doran, and Mr. Garman. Approved.

**ADOPT AMENDED JOB DESCRIPTION – FOOD TRUCK DRIVER/CUSTODIAN (#2017-49)**

Moved by Mr. Harper and seconded by Mr. Keel that the Board approve amending the Food Truck/Custodian Job Description as presented. The vote: Yeas - Mr. Harper, Mr. Garman, Dr. Hiss, Mr. Keel, and Mr. Doran. Approved.

**MEMORANDUM OF UNDERSTANDING W/TOLLES CAREER & TECHNICAL CENTER (#2017-50)**

Moved by Mr. Harper and seconded by Mr. Garman that the Board approve the Memorandum of Understanding with Tolles Career and Technical Center for the Logistics Program for grades 9-10 as presented. The vote: Yeas - Mr. Garman, Dr. Hiss, Mr. Doran, Mr. Harper, and Mr. Keel. Approved.

**OHIO HIGH SCHOOL ATHLETIC ASSOCIATION MEMBERSHIP  
RESOLUTION FOR 2017-2018 (#2017-51)**

Moved by Mr. Keel and seconded by Mr. Harper that the Board authorize membership in the Ohio High School Athletic Association for schools under its jurisdiction for the 2017-2018 school year in accordance with Article 3, Section 1, Paragraph 3 of the Ohio High School Athletic Association Constitution. The vote: Yeas - Mr. Keel, Mr. Doran, Mr. Garman, Dr. Hiss, and Mr. Harper. Approved.

**RESIGNATIONS (#2017-52)**

Moved by Mr. Keel and seconded by Dr. Hiss that the Board accept the following resignations:

- a) Andrew Habayeb as Middle School Head Soccer Coach for the 2017-2018 school year effective immediately.
- b) Brittany Haenszel as High School Assistant Volleyball Coach effective immediately.
- c) Amber Riebel as Cafeteria employee effective June 2, 2017.

The vote: Yeas - Mr. Doran, Mr. Harper, Mr. Keel, Mr. Garman, and Dr. Hiss. Approved.

**CONTRACT HOURS ADJUSTED – A. RIEBEL (#2017-53)**

Moved by Mr. Doran and seconded by Mr. Harper that the Board approve increasing Amber Riebel's custodial contract hours from 11.5 hrs. per week to 36 hrs. effective July 1, 2017. The vote: Yeas - Dr. Hiss, Mr. Harper, Mr. Garman, Mr. Keel, and Mr. Doran. Approved.

**EXTRACURRICULARS**

**2017-2018 – NHS (#2017-54)**

Moved by Mr. Harper and seconded by Mr. Doran that the Board approve the following one-year extracurricular contract for the 2017-2018 school year:

Jenny Siddiqi – HS National Honor Society, step 6 (2597.98)

The vote: Yeas - Mr. Keel, Dr. Hiss, Mr. Doran, and Mr. Harper. Mr. Garman abstained. Approved.

**2017-2018 – OTHER (#2017-55)**

Moved by Mr. Doran and seconded by Dr. Hiss that the Board approve the following one-year extracurricular contracts for the 2017-2018 school year:

Jillann Henry – Freshman Class Advisor, step 1 (742.08)  
Joyce Rhoades – Sophomore Class Advisor, step 6 (2597.28)  
Jen Miller – Junior Class Advisor, step 6 (2597.28)  
Jen Haskins – Senior Class Advisor, step 6 (2597.98)  
Jen Miller – HS Student Council Advisor, step 6 (2597.98)  
Elmer Broecker – HS/MS Instrumental Music, step 6 (5565.60)  
Rachel Herman – HS/MS Vocal Music, step 3 (3710.40)  
Rachel Herman – HS/MS Musical, step 3 (2226.24)  
Brooke Simmons – HS Yearbook Publication, step 2 (2597.98)  
Amy Gravlin – HS Art Show Advisor, 3% (1113.12)  
Brian Smith – Volunteer HS Football Coach  
Zachary Thomas – Volunteer HS Football Coach  
Gary McNeal – Volunteer Football Equipment Manager/Equipment Truck Driver  
Anne Haenszel – Volunteer HS Volleyball coach  
Brittany Haenszel – Freshman Volleyball Coach, step 4 (2597.28)  
Jena Sterling – HS Assist. Volleyball Coach, step 4 (3339.36)  
Addie Newman – Volunteer MS Volleyball Coach  
Melissa Jester – HS Varsity Cheerleading Advisor (football), step 6 (4081.44) \*  
Melissa Jester – HS Varsity Cheerleading Advisor (basketball), step 6 (4081.44)\*  
Macy Calland – Freshman Cheerleading Advisor (football), step 2 (1855.20)  
Macy Calland – Freshman Cheerleading Advisor (basketball), step 2 (1855.20)  
Brad Roe – MS Head Soccer Coach, step 1 (2226.24)  
John Koehler – Summer Physical Fitness (1/4), step 6 (1391.40)  
John Koehler – Fall Physical Fitness (1/4), step 6 (1391.40)  
John Koehler – Winter Physical Fitness (1/4), step 6 (1391.40)  
John Koehler – Spring Physical Fitness (1/4), step 6 (1391.40)  
Paula Nance – MS Spelling Contest Advisor, 3% (1113.12)  
Paula Nance – MS Student Council Advisor (1/2), 3% (556.56)  
Amy Girard – MS Student Council Advisor (1/2), 3% (556.56)  
Amy Girard – MS Yearbook Advisor (1/2), step 4 (927.60)  
Sandy Henry – MS Yearbook Advisor (1/2), step 4 (927.60)  
Sandy Henry – MS Art Show Director, 3% (1113.12)  
Karen Bogenrife – MS Math Contest Advisor, 3% (1113.12)

\*pending pupil activity permit

The vote: Yeas - Mr. Harper, Dr. Hiss, Mr. Doran, and Mr. Garman. Nos - Mr. Keel.  
Approved.

**CAFETERIA BIDS FOR 2017-2018 (#2017-56)**

Moved by Mr. Doran and seconded by Mr. Harper that the Board approve the following cafeteria bids for the 2017-2018 school year:

- a) Dairy – Reiter Dairy
- b) Bread – Aunt Millie’s
- c) Ice Cream – Hershey

The vote: Yeas - Mr. Doran, Mr. Keel, Mr. Harper, Dr. Hiss, and Mr. Garman. Approved.

**CONTRACT W/MADISON HEALTH FOR ATHLETIC TRAINING (#2017-57)**

Moved by Mr. Keel and seconded by Mr. Harper that the Board approve the enclosed proposal with Madison Health to serve as the district’s athletic trainer and related services commencing July 1, 2017 through June 30, 2022. The vote: Yeas - Mr. Garman, Mr. Doran, Mr. Keel, Mr. Harper, and Dr. Hiss. Approved.

**ADJOURNMENT**

Moved by Mr. Garman and seconded by Mr. Keel that the Board adjourn the meeting at 8:15p.m. The vote: Yeas - Dr. Hiss, Mr. Keel, Mr. Harper, Mr. Doran, and Mr. Garman. Meeting Adjourned.

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President

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Treasurer