

PREBLE SHAWNEE LOCAL SCHOOL DISTRICT  
124 Bloomfield Street  
Camden, Ohio 45311

Minutes  
January 4, 2011

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The Preble Shawnee Board of Education was called to order for its regular meeting on Tuesday, January 4, 2011 at the Board of Education Office.

ITEM 11-01 Roll Call

At 7:02 p.m., Mr. Hamm, President Pro Tem called the meeting to order.

Present: Mr. Biggs, Mr. Forrer, Mr. George, Mr. Hamm, Mrs. Strickland  
Absent: None

ITEM 11-02 Pledge of Allegiance

Mr. Hamm led the audience in the pledge of allegiance.

**ORGANIZATIONAL MEETING ITEMS**

ITEM 11-03 Nomination and Election of Board President for 2011

Mr. George nominated Mr. Hamm for the position of Board President.

Mr. George moved and Mrs. Strickland seconded to close nominations.

Aye: Mr. George, Mrs. Strickland, Mr. Biggs, Mr. Forrer, Mr. Hamm  
Nay: None  
Motion Carried 5-0

Mr. Hamm declared himself Board President.

ITEM 11-04 Nomination and Election of Board Vice President for 2011

Mr. Forrer nominated Mr. George.

Mr. Biggs moved and Mrs. Strickland seconded to close nominations.

Aye: Mr. Biggs, Mrs. Strickland, Mr. Forrer, Mr. George, Mr. Hamm  
Nay: None  
Motion Carried 5-0

Mr. Hamm declared Mr. George Board Vice President.

ITEM 11-05 Oath of Office for President and Vice President

Mrs. Hansel administered the oath of office to Mr. Hamm, President and Mr. George, Vice-President.

ITEM 11-06 Appointment of Board Members to the following committees for 2011:

The Board agreed to the following committee assignments for the calendar year 2011:

- Mr. Hamm is appointed as Legislative Liaison
- Mr. Forrer is appointed as Athletic Booster Rep.
- Mr. George is appointed as Athletic Booster Rep.
- Mr. Biggs is appointed as Athletic Council Rep.
- Mrs. Strickland is appointed as Finance Committee Rep.
- Mr. Biggs is appointed as Finance Committee Rep
- Mrs. Strickland is appointed as Continuous Improvement Plan Rep
- Mr. Biggs is appointed as Music Booster Rep.
- Mrs. Strickland is appointed as Community Ed. Rep.
- Mrs. Strickland is appointed as Bldg. & Grounds - W. Elkton Rep.
- Mr. Forrer is appointed as Bldg. & Grounds. W. Elkton Rep.
- Mr. George is appointed as Bldg. & Grounds - Camden Rep.
- Mr. Biggs is appointed as Bldg. & Grounds - Camden Rep.
- Mr. Hamm is appointed as Bldg. & Grounds - High School Rep.
- Mr. George is appointed as Bldg. & Grounds - High School Rep.
- Mr. Hamm is appointed as Negotiating Team Rep (OAPSE)
- Mr. George is appointed as Negotiating Team Rep (OAPSE)
- Mr. Biggs is appointed as Negotiating Team Rep (PSLEA)
- Mr. Forrer is appointed as Negotiating Team Rep (PSLEA)
- Mr. George is appointed as Voc. Ag. Adv. Committee Rep.
- Mr. Forrer is appointed as Voc. Ag. Adv. Committee Rep.
- Mrs. Strickland is appointed as Technology Rep.
- Mrs. Strickland is appointed as Student Achievement Liaison Rep

ITEM 11-07 Approval of Organizational Resolutions and Actions

Mrs. Strickland moved and Mr. Forrer seconded the motion to approve the following items as recommended by the Treasurer:

A. Resolution Establishing Service Fund for Board of Education Members

It is recommended that the Board establish a service fund beginning July 1, 2011, in the amount of 7,500 for fiscal year 2011 pursuant to ORC 3315.15. The maximum contribution is \$20,000 and we budgeted \$7,500 for fiscal year 2010.

B. Resolution for Waiver of Reading Minutes

It is recommended that in accordance with ORC Section 3313.26 the Board waive the reading of minutes from previous meetings.

C. Resolution for Renewal of Legal Services

It is recommended that the Board designate the law firm of Ennis, Roberts, and Fischer as the Board's general legal counsel for 2011.

D. Resolution Adopting Treasurer's Standing Authorizations for the Calendar Year 2011

To enable the treasurer to carry out necessary district duties involving operations, finances and purchasing, it is recommended that the Board adopt the following standing authorizations for the calendar year 2011:

1. Advances on Tax Settlements

The treasurer is hereby authorized to secure advance payments from the County Auditor of Preble, Montgomery and Butler Counties when funds from property taxes are available and payable to the school district.

2. Investments of Interim and Inactive Funds

The treasurer is hereby authorized to invest interim and inactive funds in permissible investments pursuant to ORC Section 135.14, ORC Section 135.13 and H.B. 384. Interest earned from the balances in the trust, endowment, permanent improvement funds and federal funds as required will be deposited into those funds. All others will be deposited in the general fund.

3. Appropriation Modifications

The treasurer is hereby authorized to make appropriation modifications between fund accounts with these modifications being reported to the Board at its next succeeding regular meeting.

4. Payment of Bills

The treasurer is authorized to pay all bills within the limit of the appropriation resolution as bills are received and when merchandise has been certified as received in good condition by the superintendent or his/her designee.

5. Advancement of Funds

The treasurer is authorized to use General Fund Account #001-7420-922 to advance monies from the General Fund to other funds in anticipation of future receipts. When the anticipated money has been received, the advance will be returned to the General Fund.

6. Use of and Establishing Limits on Blanket Purchase Orders

The treasurer is hereby authorized to use blanket purchase orders, provided that no such purchase order shall be in an amount in excess of \$10,000 and no such blanket purchase order shall extend beyond the end of the fiscal year. Super blanket purchase orders are not subject to the \$10,000 limitation.

ITEM 11-08 Approval of Superintendent's Standing Authorizations

To enable the superintendent to carry out necessary district duties involving operations, finances and purchasing, it is recommended that the Board adopt the following standing authorizations for the calendar year 2011:

A. Approval of Professional Meetings

The superintendent is hereby authorized to approve employee professional meeting expenses as appropriate within budget appropriations, and consistent with the provisions of the PSLEA and OAPSE Negotiated Agreements.

B. Approval of Leaves of Absence

The superintendent is hereby authorized to approve employee leaves of absence as appropriate, and consistent with the provisions of the PSLEA and OAPSE Negotiated Agreements.

C. Designation of School District's Purchasing Agent

The superintendent is hereby authorized to serve as the purchasing agent for the 2011 calendar year.

D. Employment of Temporary Personnel

The superintendent is hereby authorized to employ such temporary personnel as is needed for special situations to insure safety, security, protection of district property, and the orderly operation of the school district.

E. Approval of Board's Designee for Appeals of Student Suspensions

The superintendent is hereby authorized to be the Board's designee for appeals of student suspensions.

F. Approval of Tuition Waivers for Students for Reasons Specified in the Ohio Revised Code

The superintendent is hereby authorized to approve, as appropriate, for the Board of Education, waivers of tuition for students for the permissive and required reasons specified in the Ohio Revised Code.

G. Approval of Authorization of Student Overnight Trips

The superintendent is hereby authorized to approve District sponsored trips which are planned to keep students out of the District overnight or longer or require six (6) buses or more in accordance with Board Policy 2340.

H. Approval of Bus Routes and Bus Stops

The superintendent is hereby authorized to approve bus routes and bus stops in accordance with Board Policy 8600.

I. Approval of Authorization to Revise/Amend Existing Job Descriptions

The superintendent is hereby authorized to approve the revision/amendment of existing job descriptions when necessary.

Aye: Mrs. Strickland, Mr. Forrer, Mr. Biggs, Mr. George, Mr. Hamm

Nay: None

Motion Carried 5-0

**REGULAR BOARD MEETING ITEMS**

ITEM 11-09 Welcome to Visitors and Public Participation

Mrs. Scherrer introduced Ms. Singleton and her 6<sup>th</sup> grade students who made a presentation to the board.

Mr. Robertson presented the Board of Education with certificates of appreciation in honor of School Board Appreciation Month.

ITEM 11-10 Approval of Agenda

Mr. Biggs moved and Mr. Forrer seconded the motion that the Board approve the agenda as amended to table item 4.

Aye: Mr. Biggs, Mr. Forrer, Mr. George, Mr. Hamm, Mrs. Strickland

Nay: None

Motion Carried 5-0

ITEM 11-11 Approval of Treasurer's Report

It was moved by Mr. George and seconded by Mr. Forrer that the Board approve the following items presented by the Treasurer:

A. Approval of Minutes

It is recommended that the Board approve the following minutes as presented:  
December 16, 2010 Regular Meeting

B. Approval of Financial Report

It is recommended that the Board approve the monthly financial report ending December 31, 2010.

C. Approval of Dates for Regular Board Meetings for the Calendar Year 2011

It is recommended that the Board approve the following dates for regular board meetings for the calendar year 2011. All meetings begin at 7:00 p.m. unless noted.

January 4, 2011 – Organizational & Regular Monthly Meeting  
February 3, 2011 – Superintendent & Treasurer Evaluations 6:00 p.m.  
February 19, 2011 – Special Meeting/Work Session @ 7:30 a.m.  
Regular Meeting – 2:00 p.m.  
March 17, 2011 – Regular Monthly Meeting  
April 21, 2011 – Regular Monthly Meeting  
May 19, 2011 – Regular Monthly Meeting  
June 30, 2011 – Regular Monthly Meeting  
July 21, 2011 – Regular Monthly Meeting  
August 11, 2011 – Regular Monthly Meeting  
September 15, 2011 – Regular Monthly Meeting  
October 20, 2011 – Regular Monthly Meeting  
November 17, 2011 – Regular Monthly Meeting  
December 15, 2011 – Regular Monthly Meeting

Aye: Mr. George, Mr. Forrer, Mr. Biggs, Mr. Hamm, Mrs. Strickland

Nay: None

The motion carried 5-0.

ITEM 11-12 Informational Items from the Treasurer

Mrs. Hansel informed the board that the Preble County Auditor has exempted all school districts in Preble County from filing a budget report (reference ORC 5705.281). The Treasurer will present all required documents to the County Auditor and the Preble County Budget Commission for review in lieu of a budget report including Preble Shawnee Local School District Five-Year Forecast, cash balances and debt schedule.

Mrs. Hansel also updated the Board on the status of the VoIP appeal and handed out to the Board the Board Member Code of Ethics from the Ohio School Boards Association.

Mr. George moved and Mrs. Strickland seconded the motion to approve the following items presented by the Superintendent:

ITEM 11-13 Certificated/Licensed Personnel

None

ITEM 11-14 Classified Personnel

It is recommended that the board employ the following as substitute employees effective 2010-11 school year providing negative background checks.

| Name         | Position  |
|--------------|-----------|
| Kenneth Kolb | Custodian |

ITEM 11-15 Supplemental Contract Employment

It is recommended that the Board approve the following supplemental contract employment:

| Name            | Position   | Salary/Category                         |
|-----------------|--|---|
| Danny Smith     | Weight Room Coach Dec. 1, 2010 through February 28, 2011 | Cat. VIII - Salary Step 0<br>\$1,041.42 |
| Sylvia Arcuragi | Home Instruction Tutor                                   | Miscellaneous Cat: \$22.68/hour         |



ITEM 11-16 Professional Leave Request

| Date        | Name           | Program/Place                     | Cost     | Sub |
|-------------|----------------|-----------------------------------|----------|-----|
| 01/20,21/11 | Michael O'Diam | Baseball Coaches Clinic, Columbus | \$500.00 | Yes |

ITEM 11-17 Board Policy Adoption

This item was tabled.

Aye: Mr. George, Mrs. Strickland, Mr. Biggs, Mr. Forrer, Mr. Hamm

Nay: None

The motion carried 5-0.

ITEM 11-18 Professional Leave Request

Mr. Forrer moved and Mrs. Strickland seconded the motion to approve the following item presented by the Superintendent:

It is recommended that the Board approve the professional leave request:

| Date        | Name         | Program/Place                                  | Cost     | Sub |
|-------------|--------------|--|----------|-----|
| 01/13,14/11 | Susan Miller | Ohio High School Softball Clinic, Columbus, OH | \$375.00 | Yes |

Aye: Mr. Forrer, Mrs. Strickland, Mr. Biggs, Mr. Hamm,

Nay: None

Abstain: Mr. George

The motion carried 4-0-1.

ITEM 11-19 Informational Items from Superintendent

Mr. Robertson updated the Board on the following topics:

- February 12 the district will honor Mr. McGhee for his induction to the Preble County Hall of Fame
- Professional Development on January 3, 2011

ITEM 11-20 Business for the Board

- Old Business:
  - Evaluations of Superintendent and Treasurer will take place February 3 at 6.
- New Business:
  - None
- Discussion Items:
  - None

ITEM 11-21 Board of Education Reports/Communications

None

ITEM 11-22 Comments from Board Members

- Mr. Hamm asked Mrs. Hansel to resend the audit report to the Board
- Mr. George commented on a food drive at the high school during the holiday tournament
- Mrs. Strickland commented on the FFA fruit sale

ITEM 11-23 Request to Adjourn to Executive Session

Mr. Forrer moved and Mrs. Strickland seconded a motion to adjourn to executive session to prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

There will be no action to follow.

Aye Mr. Forrer, Mrs. Strickland, Mr. Biggs, Mr. George, Mr. Hamm

Nay: None

The motion carried 5-0

The Board adjourned to executive session at 8:19 p.m. and returned to public session at 8:32 p.m.

ITEM 11-24 Adjournment

At 8:33 p.m., Mr. Forrer moved and Mr. Biggs seconded the motion to adjourn the meeting.

Aye Mr. Forrer, Mr. Biggs, Mr. George, Mr. Hamm, Mrs. Strickland

Nay: None

The motion carried 5-0

January 4, 2011

The preceding is a true and correct recording of the proceedings of the Preble Shawnee Local School District Board of Education Regular/Organizational Meeting held on January 4, 2011.

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer