

Preble Shawnee Local Schools
ORGANIZATIONAL BOARD OF EDUCATION MEETING
January 9, 2014
7:00 P.M.

Board of Education Office, Camden Ohio

Note: The board appointed Barbara Strickland as President Pro Tem until a board president is elected.

I. Call to Order

This Meeting of the Board of Education of the Preble Shawnee Local Schools is called to order at _____ p.m., at the Preble Shawnee Board of Education Offices, 124 Bloomfield Street, Camden, OH by President Pro Tem Barbara Strickland.

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis ____.

II. Pledge of Allegiance

President Pro Tem Barbara Strickland will lead the Pledge.

III. Oath of Office of Newly Elected Board Members

- Charles Biggs
- Candice Turpin
- Terry Willis

ORGANIZATIONAL MEETING AGENDA ITEMS

IV. Organizational Business

A. Nomination and Election of Board President for 2014

- President Pro-Tem will ask for nominations for the position of Board President.
- After nominations are complete the President Pro-Tem will ask for a motion and a second to close the nominations.
- President Pro-Tem will call for a vote beginning with the first nomination. It takes three votes to elect the Board President.
- If only one individual is nominated the President Pro-Tem will declare the Board President elected following the closing of nominations.
- The Board President shall preside over the meeting.

B. Nomination and Election of Board Vice-President for 2014

- Board President will ask for nominations for the position of Vice President.
- After nominations have been made the Board President will ask for a motion and a second to close the nominations.
- Board President will call for a vote beginning with the first nomination. It takes three votes to elect the Vice President.
- If only one individual is nominated the Board President will declare the Vice President elected following the closing of nominations.
- The Board President shall preside over the meeting.

C. Oath of Office (Board President and Vice President)

I, _____, do solemnly swear that I will support the Constitution of the UNITED STATES and the Constitution of the STATE OF OHIO, and that I will faithfully and impartially discharge my duties as the PRESIDENT AND VICE PRESIDENT OF THE BOARD OF EDUCATION of the Preble Shawnee Local School District in Preble County, and the State of Ohio to the best of my ability and in accordance with the laws in effect and hereinafter to be enacted during my continuance in said office, and until my successor is elected and qualified.

1. Appointment of Committees

a. Approve the following appointments for the 2014 Standing Committees

The following appointments are for the 2014 calendar year:

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

2. Approval of Organizational Resolutions and Actions

a. 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.

b. Renewal of Legal Services

It is recommended that the Board designate the law firm of Bricker & Eckler, LLP as the Board's general legal counsel for 2014.

3. Adopting Treasurer's Standing Authorizations for the Calendar Year 2014

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 2014:

a. Establishing Service Fund for Board of Education Members

It is recommended that the Board establish a service fund beginning July 1, 2014, in the amount of \$7,500.00 for fiscal year 2015 pursuant to ORC 3315.15. The maximum contribution is \$20,000.

b. 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.

c. 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.

d. 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.

e. 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.

f. 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.

g. 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.

4. Adopting Superintendent's Standing Authorizations for Calendar Year 2014

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 2014:

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 2014 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.

Moved by _____, seconded by _____,

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis __.

REGULAR BOARD MEETING AGENDA ITEMS

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

I. Welcome to Visitors and Public Participation

II. Principal Building Reports

This concludes the end of visitor and public participation for this Board of Education meeting.

III. Report of Treasurer

A. Approval of Minutes

Approve the November 21, 2013 regular board meeting minutes.

B. Approval of Financial Report

It is recommended that the Board approve the monthly financial reports ending November 30, 2013 and December 31, 2013.

C. Approval of Montgomery County ESC Contract

It is recommended that the Board approve a contract with Montgomery County ESC for Assessment Services for fiscal year 2014 in the amount of \$4,625.03.

D.. Approval of Dates for Regular Board Meetings for the Calendar Year 2014

It is recommended that the Board approve the following dates for regular board meetings for the calendar year 2014. All meetings begin at 7:00 p.m. unless noted.

- January 9, 2014 – Organizational & Regular Monthly Meeting
- February 20, 2014 – Regular Monthly Meeting
- March 20, 2014 – Regular Monthly Meeting
- April 17, 2014 – Regular Monthly Meeting
- May 15, 2014 – Regular Monthly Meeting
- June 26, 2014 – Regular Monthly Meeting
- July 17, 2014 – Regular Monthly Meeting
- August 14, 2014 – Regular Monthly Meeting
- September 18, 2014 – Regular Monthly Meeting
- October 6, 2014 – Regular Monthly Meeting
- November 21, 2014 – Regular Monthly Meeting
- December 18, 2014 – Regular Monthly Meeting

E. Approval of Contract with Stephen A. Pope & Associates

It is recommended that the Board approve the contract for professional services for the Tennis Courts Project with Stephen A. Pope & Associates. Design and construction will cost \$12,000 and construction administration will not exceed \$3,000. (See Attached)

Moved by _____, seconded by _____,

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis ____.

IV. Informational Items from the Treasurer

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.

V. Report of Superintendent

1. Certified/License Employee

a. Contract Salary Amendment effective 2013-14 school year.

It is recommended that the board approve the salary amendment for the following:

Name	Position	Salary
Katie Zdesar	Title I Reading Specialist Camden Primary	From Bachelor's Degree, salary step 3 to Bachelor's Degree, Salary Step 0

2. Classified Employeea. Employment

It is recommended that the board approve an employment contract for Anna Humeniuk as a Title one aide for 3.75 hours per day for two days per week effective January 6, 2014, for the remainder of the 2013-14 school year, contingent upon receipt of satisfactory BCI and FBI criminal record checks and a valid Ohio aide to student certificate/license.

b. Substitute Personnel Employment

It is recommended that the board employ the following personnel as substitute employees paid only when working contingent upon receipt of satisfactory BCI and FBI criminal record checks effective 2013-14 school year:

Cathy Hawkins - Aide to Student

3. Supplemental Contractsa. Employment

It is recommended that the Board approve one year supplemental contract employment for the following personnel effective 2013-14 school year contingent upon sufficient number of student participation, verification of experience and training, satisfactory criminal record checks, and completion of sports medicine clinic, concussion training and CPR training, if applicable.

Name	Position	Salary
Joe Leech	Varsity Baseball Coach	Salary: Step 0, Cat. 3
Atlanta Moore	7/8 Grade Track Coach	Salary: Step 5, Cat 6
Matt Hopkins	Site Manager/Ticket Taker	Salary: Miscellaneous Category
Brad Wright	Site Manager/Ticket Taker	Salary: Miscellaneous Category
Jacqueline Francis	Site Manager/Ticket Taker	Salary: Miscellaneous Category
Eric Kennel	FFA Volunteer	Non-Compensation

4. Professional Leave Request

It is recommended that the board approve professional leave request as presented:

Date	Name	Program/Place	Cost	Sub
12/12/13	Dianna Whitis	OASSA/OAESA Dublin	\$170.00	No
01/13/14	Kayla Schwieterman	Alternative Assessment Dayton	\$135.00	Yes
01/30/14	Nikell Davidson	Master Schedule Design Mason, OH	\$185.00	No
02/6-7/14	John Oliver Layla Everett	Ohio Music Education Columbus	\$1000.00	Yes

5. Request to Approve Student Over-Night Trip

It is recommended that the board approve the six grade student over-night trip to Camp Campbell Gard on May 7, 8,9, 2014.

6. Board Policy Adoption

It is recommended that the board adopt the following new/revised board policies:

Number	Policy	Name	New	Revised
1220	Administration	Employment of Superintendent		x
1310	Administration	Employment of Treasurer		x
1520	Administration	Employment of Administrators		x
1630.01	Administration	FMLA Leave	x	
1662	Administration	Anti-Harassment	x	
2271	Program	Post Secondary Enrollment Programs		x
2430	Program	District-Sponsored Clubs and Activities		x
2431	Program	Interscholastic Athletics		x
3120	Professional Staff	Employment of Professional Staff		x
3362	Professional Staff	Anti-Harassment		x
3430.01	Professional Staff	FMLA Leave		x
4430.01	Classified Staff	FMLA Leave		x
4362	Classified Staff	Anti-Harassment		x
5111	Students	Eligibility of Resident/Non-Resident Students		x
5310	Students	Health Services		x
5340	Students	Student Accidents		x
5513	Students	Care of School Property		x
5517	Students	Anti-Harassment		x
5517.01	Students	Bullying and Other Forms of Aggressive Behavior		x
5630.01	Students	Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion	x	
6440	Finances	Cooperative Purchasing		x
7300	Property	Disposition of Real Property/Personal Property		x
8390	Operations	Animals on District Property	x	
8405	Operations	Environmental Health and Safety Issues		x
8510	Operations	Wellness		x
9160	Relations	Public Attendance at School Events		x
9270	Relations	Equivalent Education Outside the Schools (Home Schooling)		x
9700	Relations	Relations with Special Interest Groups		x

7. Authorizing Participation in the Tips/Taps Purchasing Program

Moved by _____, seconded by _____,

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __. Mrs. Turpin __, Mr. Willis __.

IV. Informational Items from Superintendent

V. Business for the Board

- a. Old Business

- b. New Business
 First Reading of Board Policies

- c. Comments from Board Members

VI. Adjournment

At _____ p.m. it was moved by _____ and seconded by _____ that this January 9, 2014 board of education meeting adjourn.

Roll Call: Mr. Biggs __, Dr. Crumbaker __, Mrs. Strickland __, Mrs. Turpin __, Mr. Willis ____.