

February 8, 2012

The Board of Education met in regular session on February 8, 2012 at 7:00 p.m. in the Circleville District Office, 388 Clark Drive, Circleville, Ohio. President Chris Williams called the meeting to order.

On roll call, the following members were present: Dan Bradhurst, Amy DeLong, Tony Reeser, Todd Stevens and Chris Williams.

In his Legislative Liaison report, Tony Reeser reporting H.R. 116 (Bullying Policy) passed. Mr. Reeser also reported on progress on H.B. 191 (School Calendar Changes) and H.B. 136 (Vouchers).

Student Board members Lauren Fox reported the following student activities:

- NHS – Fixing up Ted Lewis Park for third 9 weeks project;
- Key Club – Blood drive coming up; Basketball concessions have been going well;
- Mock Trial – Going to regionals, 3 out of 4 trials were won on Friday. One tem is moving on;
- In The Know – Has a competition today;
- AFS – An exchange student weekend event is coming up at the YMCA in the near future;
- Student Council – Waiting for the iFlutz results to come in;
- Spanish Club – No official meetings yet; plan to start when more people are recruited.

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board entered into Executives Session at 7:08 p.m. for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or officials, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official licensee, or regulated individual requests a public hearing.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

The board returned from executive session at 7:36 p.m.

On a motion by Mrs. Williams, seconded by Mr. Bradhurst, the board approved the minutes of the January 10, 2012 organizational and regular board meetings.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board approved the following personnel items:

A. Employment: (For the 2011-2012 school year pending certification and clearance from BCI Report)

Certified:
Amy Groff

Home Instruction Tutor

Nicole LaRocca

Home Instruction Tutor
Retroactive: 1/30/2012

Extra Curricular/Supplemental Positions:

Baseball

Luke McConnell

EMS 8th Grade Coach
(Step 3)

Kevin Keaton

EMS Assistant Coach
(Supplemental Position)

Kurt Young

EMS 7th Grade Coach
(Step 0)

Jeremy Strawser

EMS Volunteer Assistant Coach

Track

Jerry Post

EMS Girls Head Coach
(Step 2)

Kelley Sabine

EMS Assistant Coach
(Step 5)

Nic Hamman

EMS Volunteer Assistant Coach

Nathan Cotton

CHS Assistant Coach
(Supplemental Position)

Ryan VanArsdalen

Milestone and Extra Mile Tutor
(\$25.16 per hour)

B. Correction:

Softball

Cindy Moats

CHS Assistant Coach
(Supplemental Position)

C. Employment: (For the 2012-2013 school year pending certification a clearance from BCI Report)

**Supplemental Position:
District Athletic Director**

Dave Truex

\$30,000.00

D. Resignation:

Matt Thornsley

Effective 2/8/2012 at 11:59 p.m.
on all contracts

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Stevens, seconded by Mr. Reeser, the board approved the following requests for unpaid leave:

Gwen Minor February 21, 2012

Wayne Linthicum February 2, 2012 (1/2 day)

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Bradhurst, seconded by Mrs. Williams, the board approved the following resolution:

**APPROVED BID PACKAGE FOR EARLY SITE WORK AND
AUTHORIZING SOLICITATION OF BIDS FOR THE WORK**

WHEREAS, the Board of Education of the Circleville City School District (the "Board") is designing and constructing three new school buildings for elementary, middle, and high school classroom facilities through the Ohio School Facilities Commission's Classroom Facilities Assistance Program, based upon a master facilities plan prepared by the Ohio School Facilities Commission ("OSFC") and accepted by the Board, which may also include certain improvements that are not part of the co-funded OSFC project (all of which is referred to as the "Project"); and

WHEREAS, SHP Leading Design, the Board's Architect for the Project, prepared the design drawings and specifications for the early site work required for the Project, and Lend Lease, the Construction Manager for the Project, reviewed the drawings and documents prepared by the Architect and provided comments on the documents for conformity with the design phase submission requirements for the Project that apply to this work; and

WHEREAS, all of the comments have been reviewed and resolved with respect to the drawings and documents, the Construction Manager has assembled a bid package for the early site work, and the Board wishes to approve the bid package and authorize the solicitation of bids for the work, subject to approval of the OSFC;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Circleville City School District as follows:

1. The bid package for the early site work specified for the Project is approved by the Board, subject to approval by the Commission.
2. The Treasurer, working with the Construction Manager, is authorized to prepare and place the required advertisements to solicit bids for the early site work, with the first advertisement anticipated to be placed on or around February 10, 2012, and bids to be opened on or around March 1, 2012, unless the date is changed by the Superintendent, as the Board's authorized representative, or by addendum or operation of law.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the Board approved the following agreements:

MEMORANDUM OF AGREEMENT
CERTIFIED

The Circleville City School District Board of Education (the "Board") and the Circleville Education Association (the "CEA") hereby agree to a severance incentive plan, subject to the terms set forth below:

1. The Severance Incentive Plan (the "Plan") is available to full-time bargaining unit members who have taught in the District for at least ten (10) years as of June 30, 2011. It is a one-time benefit. The Plan is not available to rehired retirees.

2. Eligible employees electing to participate in the Plan must hand-deliver to the District's Treasurer a signed and dated Notice of Election form (see attached).

3. The window period within which eligible employee may elect to participate in the plan is from February 8, 2012 to March 8, 2012. The Board may determine to extend the window period and/or cancel the Plan if an insufficient number of eligible employees elect to participate in the Plan.

4. The benefit shall be \$25,000 paid out in lump sum, less necessary withholdings. The payments shall commence by June 30, 2012. Eligible employees who participate in the Plan will submit a written resignation from all contracts with the Board, effective by the end of the 2011-2012 school year.

5. Participation in the Plan is completely voluntary and will have no effect on any severance pay the participant may be entitled to pursuant to Article VII (J).

**SEVERANCE INCENTIVE AGREEMENT
CLASSIFIED**

This Agreement is entered into by and between the Circleville City School District Board of Education (the "Board") and _____ (the "Employee") on the dates set forth below.

WHEREAS, the Employee has an employment contract with the Board in a nonteaching capacity;

WHEREAS, the Employee is a full-time employee who has been employed by the Board for at least ten (10) years;

WHEREAS, the Board has offered the Employee the option to voluntarily participate in a severance incentive plan;

WHEREAS, the Employee desires to participate in the severance incentive plan;

NOW THEREFORE, the parties mutually agree for good consideration shown, to the following:

1. The Employee shall resign from all contracts he/she has with the Board effective by June 30, 2012.

2. The Board shall pay the employee a severance incentive of the lesser of \$20,000 or the Employee's earned salary during the 2011-2012 school year. This severance incentive shall be paid out in lump sum, less necessary withholdings. The payments shall commence by June 30, 2012.

3. The Employee acknowledges and agrees that his/her participation in this Severance Incentive Agreement is completely voluntary and that neither the Board nor any of its agents or administrators has forced, encouraged, or required the Employee to participate in the Plan.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mr. Stevens, the board approved the following resolution:

SELECTING PROFESSIONAL SERVICE INDUSTRIES, INC. TO PROVIDE GEOTECHNICAL AND CONSTRUCTION MATERIALS TESTING & INSPECTION SERVICES AND AUTHORIZING SUPERINTENDENT TO ENTER INTO AN AGREEMENT FOR SERVICES

WHEREAS, the Circleville City School District Board of Education (the “Board”) is undertaking a district-wide capital improvements program through the Ohio School Facilities Commission’s Classroom Facilities Assistance Program and will proceed with design and construction of three new school buildings and related site work, as well as other improvements funded solely by the Board (all of which is referred to as the "Project"); and

WHEREAS, the services of a firm to provide construction materials testing and inspection services are required for the Project, and on behalf of the Board and in conformance with the qualification-based selection process applicable to school districts for professional design services, proposals were solicited from firms qualified to provide the required services for the Project; and

WHEREAS, following review of the proposals received by the Construction Manager, Professional Service Industries, Inc. was determined most qualified to provide the required services; and

WHEREAS, the Superintendent recommends that Professional Service Industries, Inc. is the firm best qualified to provide services for the Project;

NOW, THEREFORE, BE IT RESOLVED by the Circleville City School District Board of Education, based upon the Superintendent’s recommendation, as follows:

1. Professional Service Industries, Inc. is selected as the most qualified firm to provide construction materials testing and inspection services for the Project.
2. The Superintendent is authorized to sign an agreement, prepared by the Board’s legal counsel, with Professional Service Industries, Inc. on behalf of the Board in an amount not to exceed \$264,000.
3. The Treasurer is authorized to issue a purchase order(s) in the total amount of \$264,000 for the construction materials and testing services required for the Project.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board approved the following resolution:

APPROVING CRIMINAL BACKGROUND CHECK REQUIREMENT FOR THE CFAP PROJECT

WHEREAS, the Ohio School Facilities Commission provides standard construction contract documents for improvements constructed through the Classroom Facilities Assistance Program and permits boards of education to modify those documents, subject to review and approval by the Commission's legal counsel; and

WHEREAS, the Board has determined that it is in the best interest of the District to include criminal background checks of all workers on the construction site, and a special conditions document has been prepared by the Board's legal counsel and submitted to the Commission for review and approval including this requirement, together with other modifications to the standard documents, including the federal Davis-Bacon Act requirements applicable to improvements funded with proceeds from Qualified School Construction Bonds;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Circleville City School District that the Board approves the inclusion of a criminal background check requirement for all construction workers on the Project site and further approves the special conditions document prepared for the Project, subject to review and approval by the Commission's legal counsel and any modifications required as part of that review.
Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mr. Reeser, the board accepted the first semester Bullying Report.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. DeLong, seconded by Mr. Bradhurst, the board approved the following purchase orders after the fact:

Red Barn Silk Screen & Embroidery, Inc. - \$231.25 – Amy Groff

Red Barn Silk Screen & Embroidery, Inc. - \$325.00 – Amy Groff

Coca Cola Bottling Company - \$300.00 – Terry Conley

Pickaway County Commissioners - \$1,604.00 – Jerry Mogan

Interactive Education Service - \$1,008.00 – Nick Bush

WORKS International, Inc. - \$4,700.00 – Tom Patterson

Fairfield Academy - \$15,500.00 – Brad Changet

Hocking Valley Community Residential Center - \$9,000.00 – Brad Changet

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Stevens, seconded by Mrs. Williams, the board approved the Treasurer and the Treasurer's Office staff to attend the OASBO Annual Conference, in Columbus, Ohio on April 17-20, 2012.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Bradhurst, seconded by Mr. Stevens, the board approved Gellner Insurance to provide Builder Risk Insurance coverage for the construction of the new school facility, effective March 1, 2012.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Stevens, seconded by Mr. Reeser, the board approved Julian and Grube, Inc. to conduct the Agreed-Upon Procedures for the Medicaid School Program, as required by law. The AUP contract is for the periods October 1, 2009 through September 30, 2010 and October 1, 2010 through June 30, 2011, at a maximum of \$2,000.00 per period.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. DeLong, seconded by Mrs. Williams, the board approved the purchase of the BCI/FBI fingerprinting equipment from Biometric Information Management (BIM) in the amount of \$5,300.00.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mr. Stevens, the board approved the following fiscal items:

a. Financial Report – January, 2012

b. Warrants – January, 2012

c. Donations:

Larry and Pam Hamilton donated a trumpet valued at \$50.00 to be used in the music program

Circleville City Schools Foundation – awarded a mini-grant to Robert Wright – \$528.80 (018-9011)

Two (2) rolls of turf from The Motz Group to be used on the baseball field

Bo Dunlap - \$2,100.00 to Court Street Intermediate

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

Mrs. Rhoads made a financial presentation to the board along with a discussion of the Five Year forecast.

Mr. McMahon presented his report to the board.

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board voted to adjourn the meeting at 9:20 p.m.

Mrs. Williams - yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

President

ATTEST

Treasurer