

CIRCLEVILLE CITY SCHOOLS REGULAR BOARD MEETING January 15, 2014

The Board of Education met in regular session on January 15, 2014 in the Circleville City Schools Alumni Room, 388 Clark Drive, Circleville, Ohio immediately following the organizational meeting. President Chris Williams called the meeting to order.

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

There was no public participation.

Legislative Liaison Tony Reeser gave his monthly report.

Student board members Jonathan Snow and Samantha Stevens gave a report of activities at the high school.

Superintendent Kirk McMahon gave his report to the board.

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

- a. Financial Report –December, 2013
- b. Warrants – December, 2013
- c. Donations:
 - From Circleville Presbyterian Church to the Nicholas Principal's Fund in the amount of \$86.65 money remaining from previous school supplies purchased by the church;
 - From Circleville Presbyterian Church to the Court Street Intermediate Principal's Fund in the amount of \$86.65 money remaining from previous school supplies purchased by the church;
 - From Circleville Presbyterian Church to the Atwater Elementary Principal's Fund in the amount of \$86.65 money remaining from previous school supplies purchased by the church;
 - From Circleville City Schools Foundation to CHS Art Club in the amount of \$53.70 from card sales.
- d. Requisitions over \$5,000:
 - School Pride - \$14,168.00
 - WS Electronics South, Inc. - \$10,000.00
- e. Purchase Orders After the Fact:
 - Pickaway County Sheriff's Department - \$192.00
- f. Establishment of fund 004-9014 Capital and Maintenance Fund

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

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On a motion by Mrs. Williams, seconded by Mr. Stevens, the board approved the minutes of the December 11, 2013 regular board meeting and December 20, 2013 special board meeting.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – abstain 12/20/13; Mrs. Rothe – abstain; Mr. Stevens – yes

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

A. Retirement:

Sue Patterson	Special Needs Teacher Circleville High School Effective: May 31, 2014
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Lori Cooperrider	Teacher Court Street Intermediate Effective: March 1, 2014
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B. Employment: (For the 2013-2014 school year pending certification and clearance from BCI Report)

Classified:

Tom Davis	Substitute Custodian Retroactive: 12/20/2013
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Extra Curricular/Supplemental Positions:

Destination Imagination Advisors:

Tina Hayes
Andrea Ward-Burrows

C. Jennifer Bryant – new hourly rate \$19.50 retroactive to January 1, 2014.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

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

Beth Adkins – January 30 – 31, 2014;
Jill Evans – January 15-17, 2014;
Teresa Patterson – March 25 (1/2 day) – 28, 2014;
Terri Knul – February 21, February 27 and February 28, 2014.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

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

CIRCLEVILLE CITY SCHOOL DISTRICT BOARD OF EDUCATION RESOLUTION AND ORDER OF SUSPENSION OF MILTON “BO” CRABTREE

WHEREAS, the Superintendent scheduled a meeting with Mr. Milton “Bo” Crabtree on December 19, 2013 where he should challenge the possible suspension without pay or to otherwise explain his behavior;

WHEREAS, the Superintendent having met with Mr. Crabtree to give him an opportunity to challenge the reasons for his suspension without pay or to otherwise explain his behavior, the Superintendent has recommended that Mr. Crabtree be suspended without pay from employment for insubordination, on basis of the charges set forth in the Superintendent's letter dated December 19, 2013;

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

Mr. Milton "Bo" Crabtree is suspended three days without pay, on January 7, 2014 through January 9, 2014 for insubordination, on the basis of the charges set forth in Superintendent Kirk McMahon's letter to him dated December 19, 2013 which is attached hereto and is incorporated herein as though rewritten, specifically, for being late from work without notice or permission on December 17, 2013.

BE IT FURTHER RESOLVED that the Treasurer, on behalf of the Board of Education, shall file a copy of this Resolution and Order of Suspension, with attachment, with the Circleville Civil Service Commission and serve a copy by certified mail, return receipt requested, on Milton "Bo" Crabtree, as soon as possible.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

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

AUTHORIZING THE SOLICITATION OF BIDS FOR THE ATHLETICS PACKAGE

WHEREAS, the SHP Leading Design Architects (the "Architect") is preparing construction documents for the Athletics Package project which includes but is not limited to the construction of new athletic fields, tennis courts, concession stand, ticket booth, and restroom facility (the "Project"), and such construction documents will include an estimated construction cost for the work of not more than \$1.1 million; and

WHEREAS, the Architect has informed the Board that the Project is ready to solicit bids with the first notice being placed in the local newspaper as soon as it is ready and bids to be received and opened no sooner than two weeks after the publication date of the first legal notice; and

WHEREAS, the Board wishes to authorize the Architect, working with the Superintendent and Treasurer, to proceed with the placement of the required advertisement to solicit bids for the Project;

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

1. The Board authorizes the Superintendent and Treasurer or their designee, working with the Architect and legal counsel, to complete and approve the bid package and construction documents having an estimated construction cost for the work of not more than \$1.1 million.

2. The Board authorizes the Superintendent and Treasurer, working with the Architect and legal counsel to prepare and place the required form of advertisement to solicit bids for the work, once the construction documents have been completed and approved by the Superintendent or his designee, with the first notice being placed in the local newspaper as soon as it is ready and bids to be received and opened no sooner than two weeks after the publication date of the first legal notice, unless the date is extended by the Superintendent, as the Board's designated representative, or by addendum or law.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board authorized the Treasurer to solicit bids/quotes for the interior finish package for the construction of the new field house.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mr. Stevens, the board approved the following naming rights contract verbiage as presented:

Inside and Outside Golf Practice Area shall be named Bruce and Sally Helwagen Family Golf Practice Area for the amount of \$15,000 (fifteen thousand dollars). All payments made pursuant to this Agreement, beginning with the first payment Donor makes to the Circleville City School Foundation (CCSF), shall be non-refundable. The payments shall be made payable to the CCSF. The payment schedule will be as follows: At least twenty percent (20%) of this amount is due at the time this Agreement is entered into. All future payments of \$20% shall be made to the CCSF on or before the anniversary date of this agreement for four (4) consecutive years until such time when there is no remaining balance.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

On a motion by Mr. Stevens, seconded by Mr. Reeser, the board approved American Fidelity Assurance Company to administer COBRA, Flexible Spending Plans and Section 125 Plans, effective January 1, 2014.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

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

**DECLARING URGENT NECESSITY FOR ASPHALT REPAIR WORK
AND WAIVING COMPETITIVE BIDDING FOR THE WORK**

WHEREAS, the Board of Education of the Circleville City School District (the "Board") is a participant in the Classroom Facilities Assistance Program of the Ohio School Facilities Commission ("OSFC") which includes the design and construction a new elementary school classroom facility (the "Project"); and

WHEREAS, poor soils have resulted in the need for repairs to the asphalt of the new elementary school parking lot; and

WHEREAS, the asphalt repair work must be completed as soon as possible in order for the Project to be completed based upon the current schedule and to avoid delays and related costs associated with completing the Project; and

WHEREAS, the Board wishes to authorize the Architect and Construction Manager to solicit proposals for the asphalt repair work or issue a bulletin detailing the asphalt repair work and solicit price quotes for such work, subject to approval of the OSFC, and the Superintendent, Treasurer, or their designee; and

WHEREAS, the Board believes that an urgent necessity exists related to the asphalt repair work and determines it is in the best interest of the District to waive competitive bidding, as permitted by Ohio Revised Code Section 3313.46, to have the necessary asphalt repair work, so that the work can be completed as expeditiously as possible and avoid delays and costs to the Project; the Board further wishes to authorize the Superintendent and Treasurer to take the necessary steps to implement this solution, including working with the Construction Manager and the OSFC to solicit and review proposals or price quotes, finalize the costs for the asphalt repair work, and having the contractor with the best proposal or price quote proceed with the asphalt repair work;

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

1. Based upon the authority granted in Ohio Revised Code Section 3313.46, the Board determines that an urgent necessity exists related to the asphalt repair work in the parking lot for the new elementary school building and waives competitive bidding for the asphalt repair work determined necessary, finding that it is in the best interest of the District to proceed with this work as quickly as possible in order to remediate the asphalt issues promptly so that the Project may be completed without delay and additional cost.
2. The Board authorizes the Architect and Construction Manager to solicit proposals for the asphalt repair work or issue a bulletin detailing the asphalt repair work and solicit price

quotes for such work, subject to approval of the OSFC, and the Superintendent, Treasurer, or their designee.

3. The Board authorizes the Superintendent and Treasurer or their designee to work with the Construction Manager and OSFC representatives to review the proposals or price quotes and finalize the costs for the asphalt repair work.

4. The Board further authorizes the Superintendent and Treasurer or their designee to sign an appropriate agreement for the asphalt repair work, for the amount determined appropriate and approved by OSFC.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board voted to adjourn the meeting at 8:05 p.m.

Mrs. Williams – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mrs. Rothe – yes; Mr. Stevens – yes

President

ATTEST

Treasurer