

BOARD OF EDUCATION MEETING – NOVEMBER 12, 2014

The Board of Education met in regular session on November 12, 2014 in the Circleville City Schools Alumni Room, 388 Clark Drive, Circleville, Ohio at 7:00 p.m. President Chris Williams called the meeting to order and led the group in the Pledge of Allegiance.

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

There was open discussion with Mayor Don McIlroy regarding Everts Middle School.

Mr. Reeser gave his legislative update.

Mr. McMahon presented his report to the board.

Student board members Jon Snow and Kaylee Dunning gave their report on student activities at the high school.

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

- a. Financial Reports –October, 2014
- b. Warrants –October, 2014
- c. Requisitions over \$5,000:
 - Tri-Star Transportation - \$9,720.00 – transportation for special needs student
 - Detillion Fence Co., Inc. - \$6,223.00 – fencing for fieldhouse and heating and cooling units
 - Quest Systems - \$25,600.00 – paging/bell schedule (paid by Auxiliary Grant)
- d. Purchase Orders After the Fact:
 - Briar Patch Ranch for Kids - \$3,083.34 – education for special needs student
 - Mid-State League - \$2,000.00 – tournament games profit
 - Berger Health Systems - \$2,708.00 – physical therapy services for special needs students
 - Patti Webb - \$99.90 – reimbursement for 2 motivators for special needs students
 - Earhart Petroleum, Inc. - \$75.00 – tank maintenance shop rental
 - Circleville City Schools - \$650.00 – tailgate for Champions Complex donors
 - MicroSystems - \$3,501.00 – technical services (paid by Auxiliary Grant)
- e. Donations:
 - From James Lemaster to the CHS Principal Fund in the amount of \$200.00 for the varsity jacket award;
 - From Licking Valley to CHS band in the amount of \$152.57 from the 50/50 raffle;
 - From Academic Booster Club cookie dough fundraiser to the CES Principal's Fund in the amount of \$10,000.00;

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From Dan and Cheryl Campbell to CES Principal's Fund in the amount of \$10.00;

From Kristi and Ron Neff to CES Principal's Fund in the amount of \$15.00;

From Mary Lundberg to CES Principal's Fund in the amount of \$25.00;

- f. Revised budget for CHS Class of 2016
- Revised budget for EMS Cheetahs
- Revised budget for Tiger Claw Café

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

On a motion by Mrs. Williams, seconded by Mrs. Rothe, the board approved the minutes from the October 8, 2014 regular meeting.

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

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

a. Retirement:

Paul Brisker

Social Studies Teacher
Circleville High School
Effective: May 31, 2015

Donna Hirsch

Title 1 Teacher
Circleville Elementary School
Effective: May 31, 2015

Shirley Cain

Social Studies Teacher
Everts Middle School
Effective: May 31, 2015

Barbara Tootle

Third Grade Teacher
Circleville Elementary School
Effective: May 31, 2015

Thomas Strawser

Guidance Counselor
Circleville High School
Effective: May 31, 2015

b. Resignation

Elise McGinnis

Educational Aide
Effective: November 30, 2014

c. Employment for the 2014-2015 school year:

Thelma Cox

Substitute Aide

Bethany Bolin

Educational Aide
Circleville Elementary School
Rate: \$13.49 (8 hours per day)
Effective: November 13, 2014

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Megan Carver	Tutor New Hope Christian School Rate: \$28.00 per hour Retroactive: September 22, 2014 (Paid through Auxiliary Grant)
Tara Reed	Tutor New Hope Christian School Rate: \$28.00 per hour Retroactive: September 22, 2014 (Paid through Auxiliary Grant)
Elise McGinnis	Teacher Circleville Elementary School Step: 0 Level: BA Effective: December 1, 2014
Shelly Daniel	Substitute Bus Driver
Libby Kopec	Extra Mile Tutor Retroactive: October 3, 2014
Michelle Schechter	Permanent Substitute Teacher Circleville Elementary School Rate: \$100.00 per day Effective: November 13, 2014
Teresa Patterson	Social Studies Grade4/5 Teacher-Based Team Leader
Evan Debo	Instructional Aide Circleville Elementary School Rate: \$13.49 Effective: December 1, 2014
David Albert	Long-term Substitute Teacher Retroactive: October 20, 2014
Extra-Curricular: Destination Imagination	
Angela DeGarmo	Volunteer
Hillary Herbert	Volunteer
Tina Hayes	Volunteer
Catherine Cameron	Volunteer
Hillary Kline	Volunteer
Lisa Jenkins	Volunteer
Jessica Fox	Volunteer
Lynda McLaughlin	Volunteer

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Susan Search
Andrea Downs
Michelle Fraley

Volunteer
Volunteer
Volunteer

Girls Basketball

Meredith McGinnis
Joshua Blakeman
Mike Humphries

Volunteer Elementary Coach
Volunteer Assistant Coach
Volunteer Elementary Coach

Wrestling

Jerry Wade

EMS Assistant Wrestling Coach

Step: 6

Brad Keaton

CHS Assistant Coach

Step: 3

Dustin Crawford

EMS Head Coach

Step: 0

Bill Rodgers

EMS Volunteer Assistant Coach

Boys Basketball

Tim Strawser
Ursula Stonerock-Baker

Volunteer Elementary Coach

Volunteer Elementary Coach

Cheerleading

Kelsey Blackman

EMS Coach

Step: 0

Indoor Track

Jason Wells
Paul Brisker
Brian Lennex
Chad Spradlin
Dick Walters
Dick Liston
Nathan Cotton

Volunteer Coach

Volunteer Coach

Volunteer Coach

Volunteer Coach

Volunteer Coach

Volunteer Coach

Volunteer Coach

Volunteers

Gary Owens
Jennifer Blackburn
Nathan Woodworth
Linda Geise
Carolyn Royster
Brandon Wright
Millard Good, Sr.
Christina Owens

d. Correction:

Tim Hoagland from Step 2 to Step 4 as Assistant Band Director

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. Reeser, the board approved the request by Rhonda Miner for 21 days from the sick leave bank.

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

On a motion by Mr. Stevens, seconded by Mrs. Rothe, the board approved the unpaid leave request submitted by Rhonda Miner for November 19, 2014 through December 19, 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 overnight conference requests:

Catherine Steinhauser – Everts FCCLA attendance at the Ohio FCCLA State Executive Council on December 9-12, 2014;

Butch Hughes - Inquiry-Based Education at Burr Oak State Park on November 12-13, 2014. (making presentation with student)

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 resolution:

BE IT RESOLVED by the Circleville City School District Board of Education that after the 2013-2014 school year

Bus #19, VIN #1HVBBAAN3VH490326,

Bus #20, VIN#1HVBBAAN5VH490327

Bus #25, VIN#1HVBBTVN5LH206830

shall not be used as a school bus as defined by R.C. 4511.01(F).

Thereafter, said vehicles shall be sold.

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

On a motion by Mr. Stevens seconded by Mrs. Rothe, the board approved the sale of the following buses:

19 Carpenter 1997 1HVBBAAN3VH490326
\$1600.00 to Edwin H. Davis & Sons

20 Carpenter 1997 1HVBBAAN5VH490327
\$1600.00 to Edwin H. Davis & Sons

25 Carpenter 1990 1HVBBTVN5LH206830
\$800.00 to Custom Maintenance (engine is blown)

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

On a motion by Mrs. DeLong, seconded by Mr. Stevens, the board approved the purchase of one (1) 81-passenger school bus from Edwin H. Davis & Son, Inc. at a cost of \$79,942.00 through the MEC bid process.

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 change order for the CES late site package submitted by KMC Paving, Inc. to construct the parking lot at Circleville Elementary School at a cost of \$113,017.80.

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

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On a motion by Mrs. DeLong, seconded by Mrs. Williams, the board approved the bid price of \$8,100.00 submitted by Lewis & Michael Movers for moving services required to move Circleville Middle School.

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 agrees to allow Mount Vernon Nazarene University to place in the Circleville City Schools, students pursuing a degree in the field of education. Such placement may be for observation, internship and student teaching. This agreement will be in effect for a period of one year beginning October 1, 2014 through September 30, 2015. Either party wishing to terminate this agreement must submit their intent to the other party 30 days prior to said termination.

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 agreement:

The City of Circleville Division of Police and the Circleville City School District have agreed to have a School Resource Officer for the 2014-2015 School Year. The agreement allows for an Officer of the Circleville Police to be assigned for 190 days as the primary officer for the school district. This officer reports to the school as the duty station for the day.

The City and the School District agree the compensation of \$36,000.00 Thirty Six Thousand Dollars will be paid to the City of Circleville Division Of Police for the services of the School Resource Officer. This will be billed in two installments of \$18,000 at the winter break and at the last day of the School Year.

Additional costs for services, (Overtime at the request of the School District) outside the agreement will be billed at the officer regular overtime rate. This will also be billed in two installments as part of the normal billing process. Overtime will be for events or in circumstance where the School requires the School Resource Officer to be present outside the basic agreement.

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

On a motion by Mrs. DeLong, seconded by Mrs. Rothe, the board approved the following contract:

This agreement made this 12th day of November, 2014 by and between the Circleville City School District hereinafter referred to as the “Board” and Jeff Snyder, private individual transporting handicapped student (s) in accordance with Ohio Department of Education Administrative Code 3301-51-10, hereinafter referred to as “Contractor”.

WITNESSETH AS FOLLOWS:

1. The Board agrees to contract the services of Jeff Snyder, private individual, in providing transportation services for the remuneration hereinafter set forth, and Jeff Snyder agrees to perform the

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services in consideration of said remuneration as hereinafter set forth.

2. The term of this contract shall be from the date of the contract to June 30, 2015. Either party may withdraw from said contract by providing to the other party written notice of the intent to withdraw. Said written notice must be served on the other party at least fourteen (14) days prior to the effective date of withdrawal.
 - A. Transportation services provided by the Contractor include the following:
 1. The delivery of Circleville City School students(s) from their home to their school(s), five (5) days per week in accordance with the required calendar week and bell schedule.
 2. The pickup of same student(s) at their school (s) in accordance with the required calendar and bell schedule, and deliver to their home, five (5) days per week in accordance with the required calendar week.
 3. Communicating extended absences to the Assistant Superintendent at 740-474-4340 and the Student Services Department at 740-477-6663..
 4. The contractor agrees to furnish a monthly statement of trips driven, including, indication of round trip mileage and student daily attendance by the last day of each month in order to authorize timely payment.
 5. The contractor will provide a vehicle and continue to maintain the condition of the vehicle used for transporting the student(s).
 6. Contractor agrees to follow all regulations of authorized school vehicles found in ORC 3301.83.19
 - B. The Board shall provide the following:
 1. Payment at the Circleville City Schools Board of Education mileage rate of \$.40 per mile (AM & PM delivery).
 2. Payment of a daily stipend of \$25 per student transported.
 3. Payment, not to exceed the above rates for the current year, shall be made in a monthly installment based upon the invoices submitted as per item A-4 above.
 4. This contract contains the complete understanding of the parties in regard to the subject matter contained herein and no additions or amendments may be made to the same unless reduced to writing and signed by parties hereto.

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5. This contract shall be binding upon the successors and assigns of the parties hereto. No assignment of the agreement shall be made in whole or in part by the contractor without the prior written consent of the Board.

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

On a motion by Mr. Reeser, seconded by Mr. Stevens, the board approved the payment to the following parents in lieu of transportation to New Hope Christian School at the minimum rate allowed:

Julie Baumgardner – 2 children

April Sadler – 2 children

Silvia Lucaschi-Decker – 1 child

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

On a motion by Mr. Stevens, seconded by Mrs. Rothe, the board approved the following policy:

Employer Shared Responsibility Policy

The information in this policy is merely a summary of the Employer's procedure with regard to the implementation of the Employer Shared Responsibility provisions of the Affordable Care Act.

A. Identifying Full-Time Employees for Coverage

The Employer has elected to use the look-back method in determining which employees must be offered coverage under the Employer's group health plan for purposes of the employer-shared responsibility provisions.

1. Standard Measurement Period, Associated Stability Period and Associated Administrative Period for Ongoing Employees

The Employer has designated the following period as its standard measurement period: November 1 through October 31.

The Employer has designated the following period as its stability period: January 1, through December 31.

The Employer has designated the following period as its administrative period: November 1 through December 31.

2. Initial Measurement Period, Associated Stability Period and Associated Administrative Period for Newly Hired Variable Hour, Part-time and Seasonal Employees

The Employer has designated the following period as its initial measurement period for newly hired variable hour, part-time and seasonal employees: The 12 consecutive month period beginning on an

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employee's date of hire with the Employer and ending on and including the immediately preceding date in the immediately following year (for example, from December 15, 2015 to December 14, 2016).

The Employer has designated the following period as its stability period for newly hired variable hour, part-time and seasonal employees: The 12 consecutive month period beginning on the first day of the calendar month following the last day of the administrative period associated with the initial measurement period and ending on the last day of the 12th calendar month thereafter

The Employer has designated the following period as its administrative period for newly hired variable hour, part-time and seasonal employees: The period beginning immediately following the end of the associated initial measurement period and ending immediately before the associated stability period.

3. Treatment of Newly Hired Full-time Employees

A newly hired full-time employee will be offered coverage in the Employer's group health plan as of the first day of the month following the employees first contractual day.

4. Classification of Newly Hired Employees

The Employer will classify each newly hired employee as either full-time, part-time, variable hour or seasonal.

- An employee will be classified as a full-time employee if the newly hired employee is issued a contract and such employee is expected to work at least 25 hours per week for the Employer.
- An employee will be classified as a variable hour employee if the employee is required to maintain timesheets.
- An employee will be classified as a part-time employee if such employee's hours are non-variable and such employee is reasonably expected to work less than 25 hours per week.
- An employee will be classified as a seasonal employee if the employee is reasonably expected to work less than six months during a consecutive 12-month period.

5. Procedure for Rehired Employees

The Employer will verify upon the hiring of any employee whether such employee has previously worked for the Employer. The Employer will verify the information provided by the employee.

- If an employee is re-hired, the Employer will treat the employee as a new employee if such employee has more than a 26 week break in service with the Employer.

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- If the employee is rehired and does not have a 26 week break in service with the Employer, the employee will retain the status he/she had under the Employer's group health plan for the stability period that includes the rehire date.
 - If the employee was entitled to participate in the group health plan at time of his termination from employment and had elected to participate in the group health, he/she will be offered coverage under the Employer's group health plan as soon as administratively feasible upon re-employment with the Employer.
 - If the employee was entitled to participate in the group health plan at time of his termination from employment and had not elected to participate in the group health, he/she will not be offered coverage under the Employer's group health plan.

6. Procedure for Tracking Hours

The Employer has established a procedure for tracking and limiting the hours of service performed by individuals as follows:

- Hours of service will be looked at on a monthly basis by running a report through the state software program.
- Employees with supplemental contracts will be required to submit timesheets.

B. Affordability

The Employer has elected to use the Rate of Pay Safe Harbor to determine whether the lowest cost self-only coverage offered under the Employer's group health plan is affordable.

C. Minimum Value

The Employer has used the HHS minimum value calculator to determine whether the Plan provides minimum value (i.e. 60% of the total allowed cost of benefits).

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 voted to enter into executive session at 8:35 p.m. for the purpose of consideration of the purchase of property for public purposes, or sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest.

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

The board returned from executive session at 9:25 p.m.

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On a motion by Mrs. Williams, seconded by Mr. Stevens, the board voted to adjourn the meeting at 9:26 p.m.

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

President

ATTEST

Treasurer