

BOARD OF EDUCATION REGULAR MEETING

October 12, 2016

The Board of Education met in regular session on October 12, 2016 in the Circleville City Schools Alumni Room, 388 Clark Drive, Circleville, Ohio at 7:00 p.m. President Todd Stevens called the meeting to order and led the Pledge of Allegiance.

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

Senior Student Representative, Stanley Huang gave the student activity reports.

Superintendent Jon Davis presented his State of the District report.

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

Financial Reports - September, 2016 (Board Attachment)

Warrants - September, 2016 (Board Attachment)

Requisitions Over \$5,000.00:

- MICRO SYSTEMS - \$8,125.00 - Core Technical Services/New Hope (October, November, December)
- STEP BY STEP ACADEMY - \$12,900.00 - Educational Services (October 2016 - December 2016)
- PICCA - \$12,000.00 - Transportation for special needs students

Purchase Orders After the Fact:

- MICRO SYSTEMS - \$8,125.00 - Core Technical Services/New Hope (July, August, September)
- OHIO SCHOOLS COUNCIL - \$1,477.08 - Vendor and Payroll Audit Systems
- MICRO SYSTEMS - \$47.88 - Office supplies
- OTIS ELEVATOR COMPANY - \$9,605.00 - Repair of CHS elevator (insurance claim)
- CUMMINGS BRIDGEWAY - \$3,435.15 - Replace control board on generator at CES
- JUNIOR LIBRARY GUILD - \$2,855.40 - Book subscription renewal
- NETWORK SERVICES - \$255.74 - Custodial supplies
- SUNBELT RENTALS - \$768.24 - Lights for football field
- PICKAWAY ESC - \$534.72 - Summer speech services
- ANDRE WOESTE - \$14.00 - Mileage
- BRIAN OR GARILYN SPONSELLER - \$105.00 - color guard uniform alterations

Donations:

- Village Chapel UMC - 20 book bags with supplies \$400.00
- Nicholas Drive Church of God - 40 Pairs of earbuds, clothing and shoes \$500.00
- Kim Cottle - assorted school supplies \$25.00
- Alumni Association - Mock Trial Donation \$365.00
- Anonymous - spiral notebooks \$10.00
- Anonymous - used boys clothing \$20.00

BOARD OF EDUCATION REGULAR MEETING

October 12, 2016

- State Farm Insurance, Kip Nungester - Key Club, Haunted Hallways and Generosity Feeds \$250.00

Approve Student Activity Budgets and Philosophies for 2016-2017 school year:

- S.O.S. at CHS (revised budget only)
- Class of 2017 (revised budget only)
- Class of 2019 (budget and philosophy)
- Class of 2020 (budget and philosophy)

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

On a motion from Mrs. Rothe, seconded by Mr. Bradhurst, the board approved the minutes from the September 10, 2016 regular meeting as presented.

Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - abstain; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion from Mr. Bradhurst, seconded by Mrs. Rothe, the board approved the following personnel items:

Employment for the 2016-2017 school year:

- Dick Walters Sub Custodian
Effective September 19, 2016
- Michele Walters Extra Mile Tutor
- Gerhard Maroscher Sub Instructional Aide
Effective October 7, 2016
- Shannon Williams Sub Custodian
- Lorraine Rhymer Sub Instructional Aide

Athletics:

- Bill Search CES Volunteer Boys Basketball
- Chris Thornsley CES Volunteer Boys Basketball
- Katelyn Kalinoski CES Volunteer Girls Basketball
- Mike Humphries CES Volunteer Girls Basketball
- Nick Perini CES Volunteer Girls Basketball
- Beth Mason CHS Volunteer Bowling Coach
- Angela Hixon CHS Volunteer Bowling Coach
- David Polly CHS Assistant Wrestling Coach
Step: 1
- Alaine Viau CMS 7th Grade Head Coach Girls Basketball
Step:0
- Nic Hamman CMS 8th Grade Head Coach Girls Basketball
Step: 5
- Tyler Cassidy Weight Room/Open Gym
- Steve Kalinoski Weight Room/Open Gym

BOARD OF EDUCATION REGULAR MEETING

October 12, 2016

Corrections:

- Sheena Justice - Instructional aide start date 10/3/2016 (correction from hired date, September 15, 2016)

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

On a motion from Mrs. Rothe, seconded by Mrs. DeLong, the board approved the unpaid leave request for Andrea Hoskins from March 22 - 24, 2017.

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

On a motion by Mrs. DeLong, seconded by Mr. Reeser, the board approved to enter into the following contract with Wolfe Construction Company, for snow removal services as presented. Contract to be in effect beginning October 2016- April 2017.

QUOTE FOR SNOW REMOVAL OCTOBER 2016-APRIL 2017

Purpose

The purpose of this quote is for WOLFE CONSTRUCTION COMPANY to provide snow removal for the Circleville City School District.

The buildings are as follows: High
School
Elementary School
Middle School

Scope of Work

In the event of a measurable snowfall, (1" inch or more) WOLFE CONSTRUCTION COMPANY would provide snow removal to the above locations. Due to different start times at the buildings the snow would need to be removed at various times.

Therefore, the High School bus lot would need to have the snow removed by 5:30 a.m. The remainder of the locations would need to be cleaned no later than 7:00a.m. In the event that the District closes due to the weather, the lots would still need to be cleaned off no later than 9:00a.m.

In the event of a significant snowfall (1 inch or more) during school hours, parking lots would need to be cleaned as soon as possible, the Director of Operations or the designee, will contact the company for these snow removals.

In the event of freezing rain and/or ice, the Director of Operations will notify the company to spread either an ice melt or grit on the driveways and parking lots.

Cost to District

Snow Removal Costs

Per Hour & Per Truck \$48.00 per hour each truck; \$75.00 per hour heavy equipment.

Ice Melt or Grit Costs

\$8.50/bag salt per bag & plus truck or \$155.00/ton bulk salt per ton plus truck.

Insurance Coverage

In order to be considered for the Snow Removal Bid, the Company must provide a certificate of insurance listing the company for damages and liability with this quote, the Circleville City School District must be added to the policy as a secondary policyholder.

(Note: All materials are based on a typical supply and demand basis; W.C. may use various trucks, equipment and ice melting materials per availability & price subject to vary accordingly.)

BOARD OF EDUCATION REGULAR MEETING

October 12, 2016

Service Agreement

Wolfe Construction will require a 120-day prior written cancellation for services.

Billing for Services

The company must invoice monthly for services provided. Within each invoice the following items must be included: ..

- Date of removal
- Start Time for each removal
- Finish Time for each removal
- Number of Trucks Used for each removal
- Amount of Ice Melt or Grit for each removal

Company Contacts

At the time of acceptance of the quote the company must provide a list of names and telephone numbers to the Director of Operations.

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

On a motion by Mrs. Rothe, seconded by Mr. Bradhurst, the board approved to enter into an agreement between Circleville City Schools and Ohio University to place students pursuing a degree in the field of education with off-campus field-based experiences related to teaching in schools.

Clinical Experiences Agreement

Ohio University's Patton College of Education and **Circleville City Schools** For the 2016-2017 school year, Circleville City Schools Ohio and Ohio University's Patton College of

Education, Athens, Ohio mutually agree to:

I. Activities, Services, and Compensation

Descriptions of Clinical Experience requirements are distributed to the schools and Mentor Teachers when arrangements for placements are made. Included in these descriptions are expectations for Ohio University Candidates and the Mentor Teachers. The current Ohio Ethics Commission ruling necessitates that Ohio University will compensate the school district. The school district will then compensate individual teachers. Only in the event where compensation or a stipend is not offered, a fee waiver option will be chosen to go directly to the school district. Ohio University and the Clinical Experience Candidates will provide the Circleville City Schools with a current BCI/FBI report.

II. Roles and Responsibilities

The Patton College Candidates in the Circleville City Schools are expected to conform to the rules and policies of the school district and to approach their work in a responsible manner, i.e. regular attendance, professional ethical behavior, etc. School district teachers who work with Ohio University Candidates become teacher educators, responsible for guiding and directing the growth of the pre-service teachers in cooperation with The Patton College.

III. Provisions for Solving Problems and the Coordination of Ongoing Activities

If problems arise, the following Patton College office should be consulted:

The Patton College of Education's Office of Clinical Experiences 740.593.0676

This agreement dated ----- -will remain effective until notification of intent to change or terminate or the fulfillment of the Clinical Experience assignment.

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

BOARD OF EDUCATION REGULAR MEETING

October 12, 2016

On a motion by Mr. Stevens, seconded by Mrs. DeLong, the board approved to enter into an agreement between Circleville City Schools and Logan Elm School District for the shared transportation cost of students to attend a Field Trip on October 4, 2016.

**SHARED SERVICES AGREEMENT
BETWEEN
CIRCLEVILLE CITY SCHOOL DISTRICT BOARD OF EDUCATION
AND
LOGAN ELM LOCAL SCHOOL DISTRICT BOARD OF EDUCATION**

Preamble

1. This Agreement is made between the Circleville City School District Board of Education ("Circleville") and the Logan Elm Local School District Board of Education ("Logan Elm") (together, "Parties") for transportation services for the Parties' students attending _____ in Columbus, Ohio ("Field Trip"). The purpose of this Agreement is to establish the obligations of the parties arising from this Agreement. Nothing in this Agreement is to be construed to permit abridgment of the rights of either entity to function independently of the other.

2. In consideration of the mutual covenants contained herein, the Parties agree as follows:

Term

3. This Agreement shall be effective from ____ a.m. on October 4, 2016 until ____ p.m. on October 4, 2016.

Scope of Services

4. The Parties are entering into this Agreement to share transportation costs for those students attending the Field Trip on October 4, 2016. Circleville will utilize one of its school buses, driven by one of its bus drivers, to transport to and from the Field Trip those students enrolled in Logan Elm and attending the Field Trip. Circleville will pick-up the Logan Elm students at _____ a.m. on October 4, 2016 at _____ (designated location) and transport the students to the Field Trip. Circleville will drop off those students enrolled in Logan Elm and attending the Field Trip at _____ (designated location) at ____ p.m. on October 4, 2016.

Costs

5. In exchange for Circleville providing the transportation services, Logan Elm will pay approximately fifty-percent (50%) of the total transportation costs. The Parties agree that the total estimated cost for the Field Trip is _____ dollars (\$_____).

6. Logan Elm agrees to pay Circleville for its portion of the transportation services provided pursuant to this Agreement within thirty (30) days of the date of the Field Trip.

Insurance

7. Circleville represents and warrants that it has independently contacted its liability carrier and verified that the students being transported under this Agreement shall be covered by its policy of insurance.

8. Logan Elm represents and warrants that it has independently contacted its liability carrier and verified that the students being transported under this Agreement shall be covered by its policy of insurance.

Miscellaneous

9. Modifications: Any alteration or modification of the terms or conditions of this Agreement must be agreed to in writing and signed by the Parties.

10. Severability: If any section, subsection, sentence, clause, phrase, or portion of this Agreement shall for any reason be held invalid, unenforceable, or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

11. Entire Agreement: This Agreement shall constitute the entire Agreement of the Parties and shall supersede all prior negotiations and representations, whether written or oral.

12. Non-Discrimination: The Parties agree to abide by all applicable federal and state laws prohibiting discrimination in employment and operation on the basis of race, color, religion, sex, age, disability, military status, national origin, or ancestry.

13. Forum: The laws of Ohio apply to this Agreement and venue for any action hereunder shall be and remain in the courts of Pickaway County, Ohio, its appellate district, and the Supreme Court of Ohio.

BOARD OF EDUCATION REGULAR MEETING

October 12, 2016

All notices referenced in this Agreement shall be sent to the Parties through the United States postal service at the following respective addresses:

Jonathan Davis
Superintendent
Circleville City School District
388 Clark Drive
Circleville, Ohio 43113

Tim Williams
Superintendent
Logan Elm Local School District
9579 Tarlton Road
Circleville, Ohio 43113

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

On a motion by Mrs. Rothe, seconded by Mr. Bradhurst, the board approved the eighth grade student trip to Washington D.C. on May 22-24, 2017. Chaperones will be Kevin Fox, Samantha Corbett, Mary Hampp, Trace Hacquard, Andy Schmitz, Karen Borland, and alternates Nathan Elswick, and Susan Search.

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

On a motion from Mr. Reeser, seconded by Mrs. DeLong, the board approved the Job Description for Building Coordinator as presented, effective August 15, 2016.

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

On a motion from Mrs. Rothe, seconded by Mrs. DeLong, the board approved the Standardized Mileage schedule, for employees traveling outside the district for the purpose of conducting school business, as presented.

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

On a motion by Mr. Stevens, seconded by Mr. Bradhurst, the board approved the following NEOLA Policies:

1130, 3113, 4113, 6110, 6111, 6112, 6114, 6116, 6325, 6550, 7300, 7310, 7450, 8500, 2460.03, 4162, 5112, 5200, 5223, 5320, 9270 as presented.

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

On a motion by Mr. Reeser, seconded by Mr. Stevens, the board approved Master Service Agreement- Core Technical Services between New Hope Christian Academy and Microsystems as presented. (Total Cost \$32,500.00)

Master Service Agreement

Core Technical Services

This agreement for the provision of core technical services (“Agreement”) is entered into on July 1, 2016 by and between Micro Systems (the “Provider” or Micro Systems) and New Hope Christian Academy (NHCA) (collectively the “Parties” or the “Party”). Purpose and Background
Micro Systems is a locally owned business that provides information technology services to New Hope Christian Academy during the school year.

BOARD OF EDUCATION REGULAR MEETING

October 12, 2016

I. TERM OF AGREEMENT

- A. This Agreement shall be for a one year period beginning July 1, 2016 – June 30, 2017
- B. Termination or non-renewal of this Agreement must be made in writing 30 days prior to the termination or non-renewal date --- by either party.

II. PROVIDER'S GENERAL RIGHTS AND RESPONSIBILITIES

- A. Micro Systems shall provide NHCA those services included in Schedule I ("Core Technical Services") of this Agreement. Specifically to include but not limited to: maintaining the hardware and connections necessary to ensure internet and area network connectivity.
- B. This Agreement contemplates the incorporation or potential need for future execution of Micro Systems and NHCA of one or more written statements of work (SOW) or separate service agreement(s) when necessitated by and the nature of the requested service(s). Each SOW is hereby incorporated into this Agreement. If the SOW conflicts with the terms and conditions of this Agreement, the terms and conditions of the SOW shall control. However, no SOW shall replace, modify, or void any of the terms and conditions of Article I of this Agreement.
- C. Micro Systems will provide and implement software upgrades within a reasonable time following receipt.
- D. Micro Systems will provide technical support of high school chromebook computers as necessary to ensure student accessibility.
- E. Micro Systems will be the primary point of contact for all service problems regarding the infrastructure including hardware.
- F. Micro Systems will work with both NHCA and NHCA's current internet provider to ensure accessibility and continuity.
- G. Micro Systems will comply with any security standards necessary to meet state and federal auditing requirements.
- H. Micro Systems may enter into agreements with third-party vendors and service providers for the purpose of securing discounted pricing and other favorable contract terms for members.
- I. Micro Systems shall conform to the quality implementation standards, as defined by the Ohio Department of Education for all Core Technical Support Services.

III. NHCA'S GENERAL RIGHTS AND RESPONSIBILITIES

- A. NHCA shall undertake its obligations set forth in attached Schedule I
- B. NHCA agrees to be solely responsible to Micro Systems for all charges for all services provided. Primary source of payment will be through Circleville Auxiliary Funds managed by Circleville City School Superintendent.
- C. NHCA is solely responsible for unauthorized access to the Services or data.

IV. NHCA'S PAYMENTS

- A. NHCA will submit the requisite paperwork through Circleville Auxiliary Funds using the SF-200 form as required to allow for quarterly billing as required.
- B. NHCA agrees to pay for any installation costs not covered under the Legal Authorization of Auxiliary Services for Non-Public Services.

V. FAILURE TO APPROPRIATE OR PAY FUNDS

In the event that NHCA shall fail to appropriate sufficient funds or to pay any or all obligations, then NHCA agrees to be responsible for the contracted annual amount as agreed upon between NHCA and Micro Systems.

VI. WARRANTIES AND LIMITATIONS ON LIABILITY

- A. NHCA expressly agrees that the use of Micro System services under this agreement are at the NHCA's sole risk.
- B. NHCA assumes full responsibility for any and all access to, transmission and usage information accessed or sent by the faculty and staff through the services provided by Micro Systems. NHCA understands and agrees that Micro Systems shall have no responsibility for NHCA's or its' faculty and staff accessing or transmitting offensive or unlawful information, interference or unlawful access to others' information or networks, or other offensive or unlawful activity for which Micro System's Services may be used.

BOARD OF EDUCATION REGULAR MEETING

October 12, 2016

On a motion by Mr. Stevens, seconded by Mrs. Rothe the board decided to go into executive session at 7:36 p.m. for consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or official. The board returned from executive session at 7:47 p.m.

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

On a motion by Mr. Stevens, seconded by Mrs. DeLong, the board voted to adjourn the meeting at 7:48 p.m.

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

President

ATTEST

Treasurer