

# SOUTHEASTERN LOCAL BOARD OF EDUCATION

## Minutes of Regular Meeting

**May 15, 2012**

The Southeastern Local Board of Education met in regular session on May 15, 2012 at 6:00 pm in the Board Conference Room.

**Members Present:**

Frances Edwards  
Kim Owens  
Luke Russell  
Tammy Stoops

David Shea, Superintendent  
Brad McKee, Treasurer

**Members Absent:**

Tony Entler

**Visitors Present:**

Jamison Truebenbach  
Visha Ritter  
Jon Mercer  
Melissa Hunter  
Jack Dalie  
Ginger McKinney  
PJ Bertemes

**Approval of Minutes**

Luke Russell moved and Tammy Stoops seconded that the minutes of the April 17, 2012 Regular Meeting be approved.

Ayes: Russell, Stoops, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

**Superintendent's Report**

**Approved Substitute Certificated Staff**

Kim Owens moved and Tammy Stoops seconded that the Board of Education approve the following substitute certificated staff for the 2011-2012 School Year:

Delorit, Megan – 7-12 Math  
McGinnis, Jenna – PK-3  
Threats, Jessica – General Education

Ayes: Owens, Stoops, Russell, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

**Approved Leave of Absence Without Pay**

Luke Russell moved and Tammy Stoops seconded that the Board of Education approve a leave of absence without pay for Andrea Harbage from April 19, 2012 through the remainder of the 2011-2012 School Year.

Ayes: Russell, Stoops, Owens, Edwards  
Nays: None  
Abstain: None

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Motion Carried: 4-0-0

### **Issued Administrative Contract – Interim HS Principal**

Kim Owens moved and Luke Russell seconded that the Board of Education issue a contract for the remainder of the 2011-2012 school year to Susan Backus.

Ayes: Owens, Russell, Stoops, Edwards

Nays: None

Abstain: None

Motion Carried: 4-0-0

### **Accepted Resignations – Administrative and Certificated Staff**

Kim Owens moved and Tammy Stoops seconded that the Board of Education accept the following resignations:

Susan Cline – HS Principal – effective June 30, 2012 for retirement reasons

Kathy McGrath – FCCLA Teacher – effective June 29, 2012 for retirement reasons

Ayes: Owens, Stoops, Russell, Edwards

Nays: None

Abstain: None

Motion Carried: 4-0-0

### **Approved 2011-2012 Volunteers**

Tammy Stoops moved and Luke Russell seconded that the Board of Education approve the following as a volunteer for the specified areas. As a volunteer this person has read, understands and agrees to comply with the terms and conditions set forth on the Volunteer Release Form #4120.09 F1.

Donna Hall – Field Trips (pending fingerprint results)

Ashley Barnes – Field Trips (pending fingerprint results)

Shelly Dodds – Field Trips (pending fingerprint results)

Jan Heskett – Field Trips

Michael Highmiller – Field Trips

Vickie Judy – Field Trips

David Miller – Field Trips

Amanda Preston – Field Trips

Alicia Roark – Field Trips

Laura Rutschilling – Field Trips

Kevin Spears – Field Trips

Kayla Spriggs – Field Trips

Trecia Waring – Field Trips

Ayes: Stoops, Russell, Owens, Edwards

Nays: None

Abstain: None

Motion Carried: 4-0-0

### **Issued Supplemental Contracts for Extended Time – Certificated Staff**

Kim Owens moved and Tammy Stoops seconded that the Board of Education issue the following supplemental contract for the 2012-2013 school year for extended time in accordance with scale adopted by the Board of Education as presented:

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NAME	POSITION	# OF EXTENDED SERVICE DAYS	RATE
Darrick Riggs	Vo-Ag	10 days	Per diem rate
Rick Woods	Guidance Counselor	14 days	Per diem rate
Valerie DiLillo	Guidance Counselor	14 days	Per diem rate
David Morrow	Industrial Arts	4 days	Per diem rate
PJ Bertemes	HS Librarian	7 days	Per diem rate

Ayes: Owens, Stoops, Russell, Edwards  
 Nays: None  
 Abstain: None

Motion Carried: 4-0-0

### Issued Contracts for Extended Days - Classified Staff

Kim Owens moved and Luke Russell seconded that the Board of Education issue contracts for extended days for the 2012-2013 school year to the following classified staff:

NAME	POSITION	RATE
Susan Ruby	Library Aide	5 days ext. time at hrly. rate

Ayes: Owens, Russell, Stoops, Edwards  
 Nays: None  
 Abstain: None

Motion Carried: 4-0-0

### Approved Additional Hours

Tammy Stoops moved and Luke Russell seconded that the Board of Education approve up to 25 additional hours for Linda Cheney as Jr. & High School Guidance Secretary and Elementary School Secretary completing EMIS data for year end submission on an "as needed basis" approved by the EMIS Coordinator or Superintendent.

Ayes: Stoops, Russell, Owens, Edwards  
 Nays: None  
 Abstain: None

Motion Carried: 4-0-0

### Issued Supplemental Contracts - Certificated Staff

Luke Russell moved and Kim Owens seconded that the Board of Education issue supplemental contracts for the following extracurricular activities for the 2012-2013 school year during the OHSAA seasons where appropriate, in accordance with the pay scale adopted by the Board of Education, where applicable, pending completion of a Sports-Related First Aid Training Course as required by AM. H.B. 251 and State Board of Education Rule 3301-27-01 as presented:"

Head Varsity Football	0.17	Greg Bonifay
Head Jr. High Football	0.09	Brian Call
Head Varsity Volleyball	0.11	Kathy Mercer
Asst. Varsity Volleyball	0.08	Holly McCombs
Golf	0.07	Vince Banion
High School Cheerleader	0.07	Ashley Slone
Band Director	0.05	Dennis Giotta

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Pep Band Director	0.03	Dennis Giotta
Marching Band Director	0.17	Dennis Giotta
Asst. Band Director	0.12	Kelly Gootee
Choir Director	0.05	Kelly Gootee
Drama	0.06	Laura Madden
Quick Recall	0.05	Jeff Miller
National Honor Society	0.02	Jon Mercer
Site Manager - Varsity Football	0.015	David Morrow
Site Manager - Varsity Basketball	0.015	David Morrow
Site Manager - Varsity Girls Basketball	0.015	Amber Price
Site Manager - Varsity Volleyball	0.015	Amber Price
Site Manager - Jr. High Football	0.010	David Morrow
Site Manager - Jr. High Boys Basketball	0.010	Tom Mescher
Site Manager - Jr. High Girls Basketball	0.010	Tom Mescher
Site Manager - Jr. High Track	0.010	David Morrow
Power of Pen	0.03	Wendy DeLong

Ayes: Russell, Owens, Stoops, Edwards

Nays: None

Abstain: None

Motion Carried: 4-0-0

### Adopted Resolution – Supplementals

Kim Owens moved and Luke Russell seconded that the Board of Education adopt the following resolution pursuant to O.R.C. 3313.53:

WHEREAS, the following supplemental positions are vacant for the 2012-2013 school year:

- Asst Varsity Football
- Asst. Reserve Football
- Asst. Jr. High Football
- Head Varsity Boys Soccer
- Head Varsity Girls Soccer
- Head Varsity Girls Basketball
- Reserve Girls Basketball
- 8th grade Volleyball
- Site Manager - Varsity Track
- Site Manager - Jr. High Volleyball

WHEREAS, none of the present certificated and/or qualified staff members employed so desire these positions: and

WHEREAS, no certificated person not employed by the district has responded to advertisement of said positions: therefore

BE IT RESOLVED, that the following are awarded supplemental contracts for the supplemental positions listed for the duration of their OHSAA sport season:

Asst Varsity Football	0.12	Tim Connor
Asst. Reserve Football	0.09	Brian Cooper
Asst. Jr. High Football	0.07	Ed Hennigan
Head Varsity Boys Soccer	0.11	Aaron Bauldaff
Head Varsity Girls Soccer	0.11	Sam Stucky

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Head Varsity Girls Basketball	0.17	Jim Lightle
Reserve Girls Basketball	0.12	Alison Rice
8th grade Volleyball	0.06	Jennifer Harrell
Site Manager - Varsity Track	0.015	Annie Toops
Site Manager - Jr. High Volleyball	0.010	Susan Ruby

Ayes: Owens, Russell, Stoops, Edwards

Nays: None

Abstain: None

Motion Carried: 4-0-0

### Approved Summer Camp

Luke Russell moved and Kim Owens seconded that the Board of Education approve the following resolution:

Whereas, Athletic Director Tim Bell desires to operate a Summer Camp for athletes participating in programs authorized by the Board of Education, and in conjunction with rules and regulations of the Ohio High School Athletic Association, and;

Whereas, Camp Proposal Guidelines have been reviewed and amended by the Superintendent and Treasurer, and;

Now, Therefore Be It Resolved, that Tim Bell is authorized to operate a school district sponsored Summer Athletic Camp.

Ayes: Russell, Owens, Stoops, Edwards

Nays: None

Abstain: None

Motion Carried: 4-0-0

### Approved Summer Use of Facilities

Tammy Stoops moved and Luke Russell seconded that the Board of Education approve the use of the High School and Miami View facilities with nominal fee for electricity during June and July for the following:

Volleyball	Boys Basketball	Girls Basketball
1. Open Gym	1. Open Gym	1. Open Gym
2. Summer League	2. Reserve Summer League	2. Varsity Summer League
3. One Day Tournaments	3. Camp	3. Res. Summer League
4. Camps	4. Scrimmages	4. One day tournaments
5. Scrimmages	5. Varsity Summer League	5. Scrimmages
		6. AAU practices
Football	Soccer	7. Camp
Pass scrimmage	Open field	
Mini-camp	Scrimmages	

Ayes: Stoops, Russell, Owens, Edwards

Nays: None

Abstain: None

Motion Carried: 4-0-0

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### Approved School Sponsored Clubs

Kim Owens moved and Tammy Stoops seconded that the Board of Education approve the following school sponsored clubs for the 2012-2013 School Year:

High School Wrestling  
Jr. High School Wrestling  
High School Bowling

Ayes: Owens, Stoops, Russell, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### Approved Liability and Key/Fob Request in Accordance with Board Guideline #7741

Luke Russell moved and Tammy Stoops seconded that the Board of Education approve the following:

Whereas, in accordance with Board Guideline 7741, the Board approves the following individual/s for the stated activity, and;

Now therefore be it resolved that the approved individuals shall be issued school district liability and keys if necessary for specific dates of the planned activity.

<u>Name</u>	<u>Purpose</u>	<u>Specific Dates</u>
Jay Mitchell	Wrestling Camp	6/15/2012-6/22/2012

Ayes: Russell, Stoops, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### Adopted Resolution

Tammy Stoops moved and Luke Russell seconded that the Board of Education authorize membership in the Ohio High School Athletic Association for the 2012-2013 school year. Schools eligible for membership are those that include one or more grades at the 7-12 level. It is agreed that these schools will conduct their athletic programs in accordance with the Constitution, Bylaws, Regulations, Interpretations, and decisions of the Ohio High School Athletic Association. This resolution shall remain in effect for the school year 2012-2013.

Ayes: Stoops, Russell, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### Approved Jr. & Sr. High School and Elementary Handbooks

Kim Owens moved and Luke Russell seconded that the Board of Education approve the Jr. & Sr. High School and Elementary Handbooks as presented.

Ayes: Owens, Russell, Stoops, Edwards  
Nays: None  
Abstain: None

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Motion Carried: 4-0-0

### **Approved Athletic Handbook**

Kim Owens moved and Tammy Stoops seconded that the Board of Education approve the Athletic Handbook as presented.

Ayes: Owens, Stoops, Russell, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved HS Summer Intervention/Computer Lab**

Luke Russell moved and Tammy Stoops seconded that the Board of Education approve the following resolution:

Whereas, there will be several high school students that fail the Ohio Graduation Test; and,

Whereas, the school district is obligated to provide an opportunity for students to attend a Summer Intervention Program and then retake the previous failed portion of the test; and

Whereas; the Board of Education shall offer a High School Intervention and Retesting Program not to exceed 45 hours in length; and

Whereas; staff members Darrick Riggs, Kathy Lowe, Betty Hoppes, Jamison Truebenbach and Rick Woods shall teach and provide the retesting program and paid at an hourly rate of \$18.00 not to exceed a combined total of 45 hours that shall be reported on daily time sheets, coordinated by the High School Guidance Counselor, and forwarded to the school Treasurer; and,

Whereas; students will be assessed \$20.00 for the entire session with the fee waived for students demonstrating a financial hardship; and,

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF EDUCATION APPROVE A SUMMER HIGH SCHOOL INTERVENTION PROGRAM.

Ayes: Russell, Stoops, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved MV Summer Intervention/Computer Lab**

Kim Owens moved and Luke Russell seconded that the Board of Education approve the following resolution:

Whereas, there will be several Miami View students that fail the Ohio Achievement Tests; and,

Whereas, the school district is obligated to provide an opportunity for students to attend a Summer Intervention Program; and

Whereas; the Board of Education shall offer a Elementary Intervention Program not to exceed 20 hours in length; and

Whereas; a staff member, Bonnie Lockwood shall teach the program and be paid at an hourly rate of \$18.00 not to exceed a total of 20 hours (on an "as needed basis") that shall be reported on daily time sheets, and forwarded to the school Treasurer; and,

Whereas; students will be assessed \$20.00 for the entire session with the fee waived for students demonstrating a financial hardship; and,

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NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF EDUCATION APPROVE A SUMMER ELEMENTARY INTERVENTION PROGRAM.

Ayes: Owens, Russell, Stoops, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved Out of State/Overnight Trip**

Tammy Stoops moved and Luke Russell seconded that the Board of Education approve the following out of state/overnight trips:

FFA Camp – Ohio FFA Camp Muskingum	June 22, 2012-June 25, 2012
	June 25, 2012-June 29, 2012
	July 5, 2012-July 9, 2012
	July 9, 2012-July 13, 2012

Ayes: Stoops, Russell, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved 2012-2013 School Calendar Revision**

Kim Owens moved and Tammy Stoops seconded that the Board of Education approve the revision to the 2012-2013 School Calendar with changing the “one-hour early dismissal” for the first Wednesday of each month to a “two-hour early dismissal” for the first Wednesday of each month.

Ayes: Owens, Stoops, Russell, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved 2012-2013 School Year Fees**

Tammy Stoops moved and Luke Russell seconded that the Board of Education approve the following projected school fees for the 2012-2013 school year:

#### Projected Student Fees 2012-2013 May 10, 2012

<b>BUSINESS EDUCATION</b>	
Computer Classes:	
Accounting	5.00
Adv. Computer Apps	5.00
Keyboard/Comp. Apps	5.00
Web Design	5.00
Yearbook	5.00
Computer App. Design	5.00
Consumer Economics	
OP Tech	5.00
<b>ENGLISH</b>	
English 10	9.00



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CP English 11	9.00
CP English 12	9.00
English 11 Survey	19.00
English 12 Survey	19.00
AP English	99.00
FINE ARTS	
Ceramics/3D (level two)	28.00
Drawing (level two)	27.00
Introduction to Art	22.00
Crafts (level one)	28.00
Graphic Design (level one)	20.00
Painting (level two)	27.00
Adv.3-DDsg/Cer II (level three)	28.00
Adv Two Dim Art (level three)	28.00
Ind. Study 2-D Art (1period)	27.00
Ind. Study 3-D Art (2 periods)	27.00
FOREIGN LANGUAGE	
Spanish I,II,III,IV	no fee
HEALTH & PHYS. ED.	
Health Co/Ed	PE 1.00
INDUSTRIAL TECHNOLOGY	
Arch. Drawing I & II	10.00*
Communication I & II	10.00*
Construction	5.00*
Intro. to Woodworking	5.00*
Woodworking Tech.	10.00*
Home Improvement & Repair	10.00*
Photography	10.00*
Intro to Eng. Design	10.00
Principles of Engineering	10.00
*Additional supplies may be needed	
MATH	
Geometry	0.00
Pre-Calculus Math	no fee
AP Calculus	103.00
SCIENCE	
CP Biology	0.00
Chemistry	20.00
CP Physical Science	5.00
Physics	0.00
Environmental Science	0.00
General Biology	0.00
Adv. CP Biology	0.00
Anatomy & Phys.	17.00
SOCIAL STUDIES	
American Govt.	10.00
Soc. Studies I	10.00
Soc. Studies II	10.00
Global Awareness	7.00

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AP US History	90.00
Sociology	0.00
World Geography	10.00

### VOCATIONAL [20.00 FFA dues]

Ag., Food & Natural Resources	35.00	(was Ag Science I)
Animal Science & Technology	35.00	(was Ag Science II)
Livestock Science	35.00	(was Ag Science III)
Animal, Nutrition, Health & Resources	35.00	(was Animal Science)
Business Mgmt for Ag & Env System	35.00	(was Ag Leadership & Business)
Natural Resources	35.00	(was Metal Fab & Welding)
Agronomic System	35.00	(was Crop Production/Nat Res)

### FAMILY/CONSUMER SCIENCES

Careers & Personal Development	3.00	(was Quest)
Sports Nutrition	10.00	
Foods & Nutrition	12.00	
Housing & Interior Design	2.00	
Clothing & Textiles	2.00	
Early Childhood Education	2.00	
Child Development	2.00	
Transitions	2.00	

### SPECIAL CLASSES

No fees	0.00
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### GENERAL FEES

Replacement Locks	5.00
Planner/General Supplies	14.00
Graduation Fee (seniors)	20.00
Parking Fee	2.00

### 7<sup>th</sup> and 8<sup>th</sup> Grade Projected Student Fees 2012-2013

#### ENGLISH

7 <sup>th</sup> grade:	\$25.00
8 <sup>th</sup> grade:	\$27.00

#### FINE ARTS

#### HEALTH & PHYS. ED.

Health Co/Ed	PE 1.00
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MATH	0.00
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SCIENCE	\$3.25
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SOCIAL STUDIES	\$10.00
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GTT	\$ 4.00
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#### GENERAL FEES

Replacement Locks	5.00
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Planner/General Supplies	14.00
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### 2012-13 Miami View School Fees

Kindergarten	\$17.00
1 <sup>st</sup>	\$45.25
2 <sup>nd</sup>	\$58.50
3 <sup>rd</sup>	\$66.75
4 <sup>th</sup>	\$62.50

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5 <sup>th</sup>	\$75.25
6 <sup>th</sup>	\$74.25

Ayes: Stoops, Russell, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Treasurer's Report**

#### **Approved Financial Reports**

Kim Owens moved and Luke Russell seconded that the Board of Education approve the financial report and payment of bills as presented.

Ayes: Owens, Russell, Stoops, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

#### **Adopted Amended Appropriations**

Luke Russell moved and Tammy Stoops seconded that the Board of Education adopt amended appropriations as presented.

Ayes: Russell, Stoops, Owens, Edwards  
Nays: None  
Abstain: None  
Motion Carried: 4-0-0

#### **Approved Activity Budgets**

Kim Owens moved and Luke Russell seconded that the Board of Education approve the Activity Budgets as presented.

Ayes: Owens, Russell, Stoops, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

#### **Approved Five-Year Forecast**

Luke Russell moved and Tammy Stoops seconded that the Board of Education approve the five-year forecast as presented.

Ayes: Russell, Stoops, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

#### **Approved Family Medical Leave**

Kim Owens moved and Tammy Stoops seconded that the Board of Education approve Family Medical Leave (FMLA) for Ms. Diana Vest and Mrs. Laura Hennigan both starting on or around May 21, 2012 to

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the extent that provisions of the FMLA are covered by paid leave provisions of the negotiated agreement. The twelve (12) weeks of leave benefit coverage to which Ms. Diana Vest and Mrs. Laura Hennigan are entitled under the FMLA shall run concurrently with existing paid leave benefits.

Ayes: Owens, Stoops, Russell, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved 2011-2012 General Fund Expenditure**

Tammy Stoops moved and Luke Russell seconded that the Board of Education approve the following General Fund expenditure from the EPC Bid:

Cardinal Bus Sales – 2 buses @ \$76,711.00 each = \$153,422.00

Ayes: Stoops, Russell, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved 2011-2012 Permanent Improvement Expenditure**

Luke Russell moved and Kim Owens seconded that the Board of Education approve the following 2011-2012 permanent improvement fund expenditure:

David Williams & Associates – Replacement Big Foot Slide & Tube Slide Section - \$4,044.70

Ayes: Russell, Owens, Stoops, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved 2012-2013 Permanent Improvement Expenditure**

Kim Owens moved and Tammy Stoops seconded that the Board of Education approve the following 2012-2013 permanent improvement fund expenditure:

Paxton Communications Engineering Inc – Radio communication equipment - \$13,677.44  
C & N Contractors – Window Repair MV & HS = not to exceed \$24,980

Ayes: Owens, Stoops, Russell, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

### **Approved Title I Expenditure**

Tammy Stoops moved and Luke Russell seconded that the Board of Education approve the following Title I Expenditure:

B2B Computer Products LLC – Tablet Computers for Title I - \$21,903.25

Ayes: Stoops, Russell, Owens, Edwards

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Nays: None  
Abstain: None

Motion Carried: 4-0-0

**Executive Session – Discussion of employment of personnel and personnel matters.**

At 7:43 pm Kim Owens moved and Luke Russell seconded that the Board of Education move to executive session for discussion of employment of personnel and personnel matters.

Ayes: Owens, Russell, Stoops, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

Returned to regular session at 8:26 pm

**Adjournment**

At 8:27 pm Tammy Stoops moved and Luke Russell seconded that the Board of Education meeting be adjourned.

Ayes: Stoops, Russell, Owens, Edwards  
Nays: None  
Abstain: None

Motion Carried: 4-0-0

CORRECT

*Francis A. Edwards*

ATTEST

*Bradley A. Miller*