

# SOUTHEASTERN LOCAL BOARD OF EDUCATION

## Minutes of Regular Meeting

**November 20, 2018**

The Southeastern Local Board of Education met in regular session on November 20, 2018 at 4:00 pm in the Board Conference Room.

**Members Present:**

Hans Eriksen                      David Shea, Superintendent  
Shawn Jackson                 Ben Kitchen, Treasurer  
Kim Owens  
Greg Flax  
Tony Entler

**Visitors Present:**

Michael Cornell  
Victoria Cornell

**Superintendent Discussion Items**

First Read - Board Policies

CONFLICT OF INTEREST	1130
COLLEGE CREDIT PLUS PROGRAM	2271
DISTRICT-SPONSORED CLUBS AND ACTIVITIES	2430
INDEPENDENT EDUCATIONAL EVALUATIONS	2460.03
GIFTED EDUCATION AND IDENTIFICATION	2464
CONFLICT OF INTEREST	3113
STANDARDS-BASED SCHOOL COUNSELOR EVALUATION	3223
CONFLICT OF INTEREST	4113
CRIMINAL HISTORY RECORD CHECK	4121
DRUG AND ALCOHOL TESTING OF CDL LICENSE HOLDERS AND OTHER EMPLOYEES WHO PERFORM SAFETY SENSITIVE FUNCTIONS	4162
ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS	5111
HOMELESS STUDENTS	5111.01
CHILDREN AND YOUTH IN FOSTER CARE	5111.03
ENTRANCE REQUIREMENTS	5112
ATTENDANCE	5200
RELEASED TIME FOR RELIGIOUS INSTRUCTION	5223
IMMUNIZATION	5320
PROCUREMENT AND USE OF ASTHMA INHALERS IN EMERGENCY SITUATIONS	5330.03
GRADUATION REQUIREMENTS	5460
GRANT FUNDS	6110
INTERNAL CONTROLS	6111
CASH MANAGEMENT OF GRANTS	6112
COST PRINCIPALS – SPENDING FEDERAL FUNDS	6114
TIME AND EFFORT REPORTING	6116
PROCUREMENT – FEDERAL GRANTS/FUNDS	6325
USE OF CREDIT CARDS	6423
TRAVEL PAYMENT & REIMBURSEMENT	6550
DISPOSITION OF REAL PROPERTY/PERSONAL PROPERTY	7300
DISPOSITION OF SURPLUS PROPERTY	7310
PROPERTY INVENTORY	7450
LENDING OF BOARD-OWNED EQUIPMENT	7530

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STAFF USE OF PERSONAL COMMUNICATION DEVICES	7530.02
ACCESS TO DISTRICT TECHNOLOGY RESOURCES AND/OR INFORMATION RESOURCES FROM PERSONAL COMMUNICATION DEVICES	7542
UTILIZATION OF THE DISTRICT'S WEBSITE AND REMOTE ACCESS TO THE DISTRICT'S NETWORK	7543
SCHOOL SAFETY	8400
FOOD SERVICES	8500
BUS DRIVER CERTIFICATION	8600.04
BUSINESS ADVISORY COUNCIL	9141
EQUIVALENT EDUCATION OUTSIDE THE SCHOOLS (HOME SCHOOLING)	9270

Bids for Front Window Restructure at Miami View Cafeteria

Proposal from Levin Porter – Facilities Assessment

### Approval of Minutes

Kim Owens moved and Shawn Jackson seconded that the minutes of the October 16, 2018 Regular meeting be approved.

Ayes: Owens, Jackson, Eriksen, Flax, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### Old Business

Mrs. Owens update - OSBA Capital Conference

Mrs. Jackson – moving Board meetings across the district

### Superintendent's Report

#### Approved Substitute Certificated Staff

Shawn Jackson moved and Hans Eriksen seconded that the Board of Education approve the following substitute certificated staff for the 2018-2019 School Year pending approval of all the appropriate paperwork and Clark County ESC Board:

Bowen, Jacklyn

Miller, Cynthia

Ayes: Jackson, Eriksen, Flax, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

#### Approved Volunteers

Kim Owens moved and Hans Eriksen 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

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with the terms and conditions set forth on the Volunteer Release Form #4120.09 F1. Pending receipt of clear background checks.

Field trips, class parties and other areas as needed:

Jennifer Leibold-Brown  
Amanda Inman  
Hannah Pendleton  
Adam Shaw

Athletic:

Christina Mendoza – Jr. High Club Wrestling Coach

Ayes: Owens, Eriksen, Jackson, Flax, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Issued Supplemental Contracts - Certificated Staff**

Tony Entler moved and Greg Flax seconded that the Board of Education issue supplemental contracts for the following extracurricular activities for the 2018-2019 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:"

Rate as per negotiated agreement:

Flex/Dual Credit Administrator	.03	Nick Banion
Technology (Website/Social Media)	.10	Vince Banion

Ayes: Entler, Flax, Eriksen, Owens

Nays: None

Abstain: Jackson

Motion Carried: 4-0-1

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

Hans Eriksen moved and Greg Flax 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>
JR Kaverman	Basketball	11/21/18-3/1/19
Mindi Wilson	Youth Basketball	11/21/18-3/1/19
Marc Mosier	Youth Basketball	11/21/18-3/1/19
Andrew Earles	Youth Basketball	11/21/18-3/1/19

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Nicole Bonifay	Youth Basketball	11/21/18-3/1/19
Wendell Kellough	Youth Basketball	11/21/18-3/1/19
Mark Davis	Youth Basketball	11/21/18-3/1/19

Ayes: Eriksen, Flax, Jackson, Owens, Entler  
 Nays: None  
 Abstain: None

Motion Carried: 5-0-0

**Approved Unpaid Leave – Certificated Staff**

Kim Owens moved and Shawn Jackson seconded that the Board of Education approve unpaid leave for Nicole Delk for November 26, 2018-December 21, 2018.

Ayes: Owens, Jackson, Flax, Eriksen, Entler  
 Nays: None  
 Abstain: None

Motion Carried: 5-0-0

**Approved Board Policies**

Shawn Jackson moved and Tony Entler seconded that the Board of Education approve the following Board Policies as first read October 16, 2018:

PARTICIPATION OF COMMUNITY/STEM SCHOOL STUDENTS IN EXTRA-CURRICULAR ACTIVITIES	2430.02
INTERSCHOLASTIC ATHLETICS	2431
RECORDING OF DISTRICT MEETINGS INVOLVING STUDENTS AND/OR PARENTS	2461
STUDENT ASSESSMENT AND ACADEMC INTERVENTION SERVICES	2623
EMPLOYMENT OF PERSONNEL FOR CO-CURRICULAR/EXTRA-CURRICULAR ACTIVITIES	3120.08
ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS	5111
ATTENDANCE	5200
REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS	5610
POSTIVE BEHAVIOR INTERVENTION AND SUPPORTS AND LIMITED USE OF RESTRAINT AND SECLUSION	5630.01
AMENITIES FOR PARTICIPANTS AT MEETINGS AND/OR OTHER OCCASIONS	6233
PURCHASES	6320
USE OF CREDIT CARDS	6423
PROCUREMENT-FEDERAL GRANTS/FUNDS	6325
RECOGNITION	6680
FAIR LABOR STANDARDS ACT (FLSA)	6700
SCHOOL CALENDAR	8210
PUBLIC RECORDS	8310
PERSONNEL FILES	8320
STUDENT RECORDS	8330

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AUTOMATED EXTERNAL DEFIBRILLATORS (AED)	8452
FOOD SERVICES	8500
WELLNESS	8510
EQUIVALENT EDUCATION OUTSIDE THE SCHOOLS & PARTICIPATION IN EXTRA-CURRICULAR FOR STUDENTS NOT ENROLLED IN THE DISTRICT	9270

Ayes: Jackson, Entler, Flax, Eriksen, Owens

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Increased Substitute Teacher Pay**

Kim Owens moved and Shawn Jackson seconded that the Board of Education approve the increase of substitute teacher pay from \$85 per day to \$90 per day. An assignment of 15 days or more with lesson plans and grading or an assignment up to 25 days or more without lesson plans and grading \$110 per day if a general education degree, or \$120 per day if a certificated teacher in area of instruction.

Ayes: Owens, Jackson, Flax, Eriksen, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Adopted Resolution – Multi-purpose Building**

Hans Eriksen moved and Shawn Jackson seconded that the Board of Education authorize the following resolution:

**WHEREAS**, on past resolution, the Southeastern Local School District Board of Education (“Board”) passed Resolution #32018-09 declaring its intent to proceed with the provisions of Ohio Revised Code Sections 153.65-.71 for the engagement of a design professional to professional to prepare master plan drafts and related documents for the possible construction of an athletic facility, to project the life expectancy of such construction, to project the operational and maintenance costs of such construction, to analyze and estimate all applicable project costs including soft costs, and to propose a master scheduling and phasing of possible construction (“Project”); and

**WHEREAS**, on March 20, 2018, the Board passed Resolution #32018-09 authorizing the Board to enter into contract with a qualified professional design firm, Levin Porter Associates, Inc., (hereinafter, called the “Architect”), under Sections 153.65 to 153.71 of the Ohio Revised Code, to prepare plans, specifications and estimates of cost, and such data as the Board deems necessary for the Project; and

**WHEREAS**, the Architect has completed scopes of work to facilitate the bidding and awarding of the construction of the Project, taking into consideration factors including, but not limited to, time of performance, cost, availability of labor and experience; and

**WHEREAS**, the Architect has prepared and submitted to the Board draft construction and bid package documents for the construction of the Project, consisting of drawings and specifications setting forth in detail the requirements for construction of the athletic facility, including an estimate of construction costs at one million nine hundred sixty-three thousand nine hundred twenty-two dollars (\$1,963,922), with additional estimated material costs of approximately \$0; and

**WHEREAS**, the Architect now seeks Board approval of the draft construction documents and bid package for the construction of the athletic facility as presented to the Board by the Architect and the Architect also

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seeks Board approval to commence the competitive bidding process for the construction of the athletic facility;

**NOW, THEREFORE, BE IT RESOLVED**, by the Southeastern Local School District Board of Education (“Board”), that after careful consideration and evaluation of the draft construction and bid package documents including cost estimate as prepared by the Architect and presented to it for approval, does hereby approve the construction and bid package documents including cost estimate of one million nine hundred sixty-three thousand nine hundred twenty-two dollars (\$1,963,922), with additional estimated material costs of approximately \$0, as presented by the Architect for the athletic facility construction;

**BE IT FURTHER RESOLVED**, that the Board, as authorized under Section 3313.46(A)(1) of the Ohio Revised Code, authorizes the Architect, upon finalization of such documents, to commence the competitive bidding process for the construction of the athletic facility in compliance with all applicable laws of the State of Ohio, and to use the cost estimates as set forth in this Resolution;

**BE IT FURTHER RESOLVED**, that the Board approves for publication a “Legal Notice Invitation to Bid” for the construction of the athletic facility and authorizes the Treasurer to publish said Legal Notice Invitation to Bid once each week for a period of at least two (2) consecutive weeks in a newspaper published in and of general circulation in the territory of the Southeastern Local School District with the last said Notice published at least five (5) days prior to the date specified for receiving bids in conformance with Sections 7.12 and 3313.46 of the Ohio Revised Code;

**BE IT FURTHER RESOLVED**, that the Board authorizes the Architect to coordinate the opening of bids for the construction of the athletic facility in compliance with Section 3313.46(A)(3) of the Ohio Revised Code, and immediately following the opening of all bids, the Architect is authorized to substantiate the bids for responsiveness, then conduct a responsibility investigation of the apparent low bidder for the construction, and any other bidder as appropriate, in conformance with the Instructions to Bidders and any bid evaluation process agreed to with the Board, and to prepare and submit to the Board a recommendation about the award or rejection of any bid or bids for the construction, in accordance with applicable law, with the Board retaining the right to reject any and all bids in accordance with applicable law.

Ayes: Eriksen, Jackson, Flax, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Permanent Improvement Fund/General Fund Expenditures**

Kim Owens moved and Tony Entler seconded that the Board of Education approve the following permanent improvement fund/general fund expenditures:

IT Savvy – Wi-fi license	\$2,714.68
Security cameras & DVR for security recording	\$7,590.00

Ayes: Owens, Entler, Jackson, Flax, Eriksen

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Rescinded Motions**

Greg Flax moved and Shawn Jackson seconded that the Board of Education approve to rescind the following motions approved at the October 16, 2018 Board of Education Meeting:

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### *Approved Position Creation – Director of Safety and Security*

*Greg Flax moved and Hans Eriksen seconded that the Board of Education approve the creation of the position of Director of Safety and Security.*

*Ayes: Flax, Eriksen, Jackson, Owens, Entler*

*Nays: None*

*Abstain: None*

*Motion Carried: 5-0-0*

### *Issued Contract – Director of Safety and Security*

*Greg Flax moved and Kim Owens seconded that the Board of Education approve Greg Rice as Director of Safety and Security at \$20 per hour, not to exceed 20 hours per week for the remainder of the 2018-2019 school year.*

*Ayes: Flax, Owens, Eriksen, Jackson, Entler*

*Nays: None*

*Abstain: None*

*Motion Carried: 5-0-0*

Ayes: Flax, Jackson, Eriksen, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Treasurer's Report**

### **Approved Financial Reports**

Greg Flax moved and Shawn Jackson seconded that the Board of Education approve the financial report and payment of bills as presented.

Ayes: Flax, Jackson, Eriksen, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Adopted Amended Appropriations**

Kim Owens moved and Tony Entler seconded that the Board of Education adopt amended appropriations as presented.

Ayes: Owens, Entler, Jackson, Flax, Eriksen

Nays: None

Abstain: None

Motion Carried: 5-0-0

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### **Revised Motion from February 20, 2018**

*Approve Permanent Improvement and General Fund Expenditure – Recommended motion that the Board of Education approve the following permanent improvement and general fund expenditure. A portion of this expenditure will be reimbursed by the E-Rate program.*

*Cincinnati Bell – CAT 6A cabling & 48 port switches - \$186,004.55 (Southeastern portion)*

Kim Owens moved and Hans Eriksen seconded that the Board of Education approve payment to Cincinnati Bell for the total cost of \$261,880.12. The remaining \$75,875.57 will be reimbursed by Erate after payment is made.

Ayes: Owens, Eriksen, Jackson, Flax, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Bus Purchase**

Shawn Jackson moved and Hans Eriksen seconded that the Board of Education approve the purchase of a new school bus through Southwestern Ohio EPC or Cardinal Bus and Transportation for the total cost of \$84,800.

Ayes: Jackson, Eriksen, Flax, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Donations**

Shawn Jackson moved and Tony Entler seconded that the Board of Education approve the following donations for bowling shirts:

\$100 Shoemakers  
\$100 Chillicothe Street Pizza  
\$100 K and B Private Equity  
\$250 Gerick LLC

Ayes: Jackson, Entler, Flax, Eriksen, Owens

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Executive Session – Personnel Reasons**

At 5:28 pm Shawn Jackson moved and Greg Flax seconded that the Board of Education move to executive session to discuss personnel reasons.

Ayes: Jackson, Flax, Eriksen, Owens, Entler



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Nays: None  
Abstain: None

Motion Carried: 5-0-0

Returned to regular session at 5:43 pm.

### **Adjournment**

At 5:47 pm Greg Flax moved and Shawn Jackson seconded that the Board of Education meeting be adjourned.

Ayes: Flax, Jackson, Eriksen, Owens, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

CORRECT



ATTEST

