

# SOUTHEASTERN LOCAL BOARD OF EDUCATION

## Minutes of Regular Meeting

**July 21, 2015**

Retire re-hire hearing 5:30 pm

The Southeastern Local Board of Education met in regular session on July 21, 2015 at 6:00 pm in the Board Conference Room.

**Members Present:**

Shawn Jackson  
Kim Owens  
Tammy Stoops  
Tony Entler  
Luke Russell

David Shea, Superintendent  
Brad McKee, Treasurer

**Visitors Present:**

Melissa Hunter  
Tim Bell

**Superintendent Discussion Items**

Board Policies – First Reading

2413	CAREER ADVISING
5114	NONIMMIGRANT STUDENTS AND FOREIGN-EXCHANGE STUDENTS
5340	STUDENT ACCIDENTS
5350	STUDENT SUICIDE
6108	AUTHORIZATION TO MAKE ELECTRONIC FUND TRANSFERS
8390	ANIMALS ON DISTRICT PROPERTY
8400	SCHOOL SAFETY

**Approval of Minutes**

Shawn Jackson moved and Kim Owens seconded that the minutes of the June 16, 2015 Regular Meeting be approved.

Ayes: Jackson, Owens, Russell, Stoops, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

**Old Business**

Plaque for Yamada  
Things to conserve money.

**Superintendent's Report**

# SOUTHEASTERN LOCAL BOARD OF EDUCATION

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### 2015-2016 Authorizations

Tony Entler moved and Kim Owens seconded that the Board of Education approve the following 2015-2016 authorizations:

Establish Service Fund for 2015-2016 –establish a service fund of \$9,000 to be set aside as an account within the General Fund and be incorporated into the appropriations of the school district for the fiscal year 2015-2016.

Waive Reading of Minutes –waive the reading of all Board Minutes during 2015-2016, with the understanding that such minutes will be distributed to the members prior to the date of each meeting.

Standing Authorizations – standing authorizations for fiscal year 2015-2016.

1. Treasurer - requests for tax advances from the Auditor
2. Treasurer - investing of interim funds
3. Treasurer - to borrow necessary monies to meet current operating expenses if need arises
4. Treasurer - to pay all bills, provided that funds are available and to report monthly to the Board of Education those bills that were paid
5. Treasurer- authorized to modify appropriations if necessary, reporting any changes to the Board at the next regular meeting
6. Treasurer - authorized to make 2015-2016 inter-fund advances if necessary, reporting any advance to the Board at the next regular meeting
7. Treasurer - appointed coordinator of the Student Activity (200) accounts and Athletic Funds (300) accounts budgets
8. Superintendent - approve or disapprove of applications for professional meeting leave for staff that conform to established Board Policy and that are within the amount appropriated for such activities
9. Superintendent - be authorized to employ such temporary personnel as is needed for emergency situations and present to the Board for approval at the next Board meeting
10. Treasurer and Superintendent - be authorized to act as agents for the Board in making application for and management of federal and state grant.
11. Petty Cash Funds - to establish a petty cash fund in the amount of \$125.00 with a maximum of \$125.00 for any single expenditure for the 2015-2016 school year. The Treasurer will be the designated district custodian of this account.
12. Clark County School Treasurers serve as audit committee.

Ayes: Entler, Owens, Jackson, Russell, Stoops

Nays: None

Abstain: None

Motion Carried: 5-0-0

### Accepted Resignation – Classified Staff

Tammy Stoops moved and Luke Russell seconded that the Board of Education accept the resignation of Kari Kitchen effective the end of the 2014-2015 school year.

Ayes: Stoops, Russell, Jackson, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

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### Approved Substitute Certificated Staff

Kim Owens moved and Shawn Jackson seconded that the Board of Education approve the following substitute certificated staff for the 2015-2016 School Year pending approval of all the appropriate paperwork and Clark County ESC Board:

Faber, James	Moore, Kwaunisha
Bush, Robert	Amicon, Donald
Burchett, Marilyn	Rambo, Lillian
Jones, Todd	Klontz, Stephen
Ridenour, Barbara	Richmond, Richard
Smith, Bethanie	Burton, Rebekah
Wilson, Lisabeth	Stucky, Samuel
Sykes, Linda	Skimmerhorn, Sheila

Ayes: Owens, Jackson, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### Approved Substitute Classified Staff

Tammy Stoops moved and Tony Entler seconded that the Board of Education approve the following as substitutes for classified staff for the 2015-2016 School Year, pending completion and receipt of clear background checks:

Cline, Heather – Cafeteria, aide, custodian  
Deal, Melissa – Bus aide, custodian, cafeteria, bus driver  
Ferguson, Beth - Aide  
Herzog, Crystal - Aide  
Holfinger, Roger – Custodian, cafeteria  
Huff, Jodi – Bus driver, bus aide  
Judy, Vickie – Aide, bus aide, cafeteria, custodian  
Manning, Amy – Cafeteria, aide, custodian  
Mattern, Janice – Aide, bus aide, custodian, cafeteria  
Miller, Roberta – Bus aide  
Sulfridge, Michele – Bus aide, cafeteria, custodian, bus driver  
Wertz, Donna – Bus aide, custodian  
Wertz, Mark - Custodian  
Whittaker, Theresa – Aide, custodian, bus aide

Ayes: Stoops, Entler, Jackson, Russell, Owens

Nays: None

Abstain: None

Motion Carried: 5-0-0

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**Minutes of Regular Meeting**

**July 21, 2015**

**Issued Contract – Bus Driver Trainer**

Shawn Jackson moved and Tammy Stoops seconded that the Board of Education issue a contract to Nicole Ankeney for the 2015-2016 school year to train new bus drivers at \$22.00 per hour.

Ayes: Jackson, Stoops, Russell, Owens, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

**Issued Limited Contracts – Certificated Staff**

Tammy Stoops moved and Kim Owens seconded that the Board of Education employ the following under a limited teacher’s contract beginning with 2015-2016 school year in accordance with scale adopted by the Board of Education. Contract would become null and void in the event that the school district does not receive a favorable BCI or FBI evaluation and/or proper licenser from the Ohio Department of Education.

ONE-YEAR CONTRACT TO EXPIRE AT END OF 2015-2016

William (Ed) Hennigan                                  Class II                                  Step 0

Note: Class II/Step 0 is pending receipt of transcripts, certificates, STRS statements and remainder of required paperwork.

Ayes: Stoops, Owens, Russell, Jackson, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

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

Tammy Stoops moved and Kim Owens seconded that the Board of Education issue the following supplemental contract for the 2015-2016 school year for extended time in accordance with scale adopted by the Board of Education as presented:

NAME	POSITION	# OF EXTENDED SERVICE DAYS	RATE
Bryn Dean	HS Librarian	7 days	Per diem rate

Ayes: Stoops, Owens, Jackson, Russell, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

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### Approved Summer Tutors

Shawn Jackson moved and Tammy Stoops that the Board of Education approve the following summer intervention tutors:

Sue Black	Nicole Delk	Sarah Herier
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Ayes: Jackson, Russell, Owens, Entler

Nays: None

Abstain: Stoops

Motion Carried: 4-0-1

### Approved Memorandum of Understanding – SELEA

Kim Owens moved and Luke Russell seconded that the Board of Education approve the memorandum of understanding with the SELEA as presented adding the following supplementals:

Girls Asst Varsity Basketball	.05	\$1,719
Boys Asst Varsity Baseball	.05	\$1,719
Asst Varsity Baseball	.04	\$1,375
Asst. Varsity Softball	.04	\$1,375
Asst. Varsity Volleyball	.04	\$1,375
Asst. Varsity Track	.04	\$1,375

Ayes: Owens, Russell, Stoops, Jackson, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### Issued Supplemental Contracts - Certificated Staff

Tammy Stoops moved and Tony Entler seconded that the Board of Education issue supplemental contracts for the following extracurricular activities for the 2015-2016 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:"

Asst Varsity Football	.12	Chris Kitchen
Reserve Football	.10	Craig Isaac
Asst. Reserve Football	.045	Ed Hennigen
Varsity Baseball	.11	Craig Isaac
Head Varsity Boys Track	.11	Jeff Miller
Head Varsity Girls Track	.11	Dave Morrow
Jr. High Cheerleader	.03	Sarah Herier

Ayes: Entler, Russell, Owens

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Nays: None

Abstain: Stoops, Jackson

Motion Carried: 3-0-2

### **Adopt Resolution – Supplementals**

Tony Entler 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 2015-2016 school year:

Asst. Reserve Football	.045
Asst. Jr. High Football	.07
Girls Softball	.11
Jr. High Cheerleader	.03
Asst. Band Director	.12

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 pending completion and receipt of clear background checks:

Asst. Reserve Football	.045	Darron Routzahn
Asst. Jr. High Football	.035	Mike South
Asst. Jr. High Football	.035	Austin Henry
Girls Softball	.11	Randy Delaney
Jr. High Cheerleader	.03	Luke Cassell
Asst. Band Director	.12	Ryan Garner

Ayes: Entler, Russell, Stoops, Jackson, Owens

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Volunteers**

Shawn Jackson 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. Pending receipt of clear background checks.

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Jessica Waddle – Volleyball (no fingerprints on file as of 7/15/15)

Ayes: Jackson, Russell, Stoops, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

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

Kim Owens 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>
Jessica Waddle	Volleyball	8/1/2015-10/31/2015
Joe Bair	Youth Basketball	8/1/2015-3/30/2016

Ayes: Owens, Stoops, Jackson, Russell, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved 2015-2016 Lunchroom Prices**

Kim Owens moved and Shawn Jackson seconded that the Board of Education approve the following 2015-2016 lunchroom prices:

MV (K-6) -	\$2.65	Milk -	\$.60
Jr. H (7-8) -	\$2.65	Breakfast	\$1.50
HS (9-12) -	\$2.90		

Ayes: Owens, Jackson, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Free & Reduced Lunch Program for the 2015-2016 School Year**

Tony Entler moved and Kim Owens seconded that the Board of Education adopt the free and reduced lunch policy for the 2015-2016 school year.

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Ayes: Entler, Owens, Jackson, Russell, Stoops

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Accepted Donation for Band Trailer**

Kim Owens moved and Shawn Jackson seconded that the Board of Education accept the donation from Southeastern Music Boosters of a band trailer.

Ayes: Owens, Jackson, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Accepted Donation – Wrestling**

Tony Entler moved and Tammy Stoops seconded that the Board of Education accept the donation of \$6,000.00 from the Southeastern Youth Wrestling Club toward the purchase of a new wrestling mat.

Ayes: Entler, Stoops, Russell, Jackson, Owens

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Executive Session – To discuss personnel matters.**

At 6:45 pm Shawn Jackson moved and Kim Owens seconded that the Board of Education move to executive session to discuss personnel matters.

Ayes: Jackson, Owens, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

Returned to regular session at 7:10 pm.

### **Approved Administrator Salary Increase**

Kim Owens moved and Luke Russell seconded that the Board of Education approve a 3% salary increase for PJ Bertemes and Tim Bell for the 2015-2016 and 2016-2017 school years.

Ayes: Owens, Russell, Stoops, Jackson, Entler

Nays: None

Abstain: None



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Motion Carried: 5-0-0

### **Treasurer's Report**

#### **Approved Financial Reports**

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

Ayes: Stoops, Russell, Jackson, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Returned Advance**

Kim Owens moved and Shawn Jackson seconded that the Board of Education approve the return advance from general fund to the following fund:

Lunchroom	\$272,453.64
Principal's Fund	\$ 6,578.68
IDEA	\$ 19.06

Ayes: Owens, Jackson, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Accepted 5<sup>th</sup> Quarter Grant**

Tony Entler moved and Tammy Stoops seconded that the Board of Education accept the 5<sup>th</sup> Quarter Grant of up to \$6,000 for Agriculture 5<sup>th</sup> Quarter to assist in paying for extra extended days for Darrick Riggs.

Ayes: Entler, Stoops, Russell, Jackson, Owens

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Permanent Improvement Expenditures Revisions**

Kim Owens moved and Luke Russell seconded that the Board of Education approve the following changes for permanent improvement expenditures approved at the June 16, 2015 BOE meeting:

ITSavvy – additional \$853.05 for chromebook carts

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Ayes: Owens, Russell, Stoops, Jackson, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Textbook Cost Revision**

Shawn Jackson moved and Luke Russell seconded that the Board of Education approve the cost of shipping for the following:

Goodheart-Wilcox Publisher – Using Google Apps Textbooks – increase of \$31.35

Ayes: Jackson, Russell, Stoops, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Agreement with Greenon Local Schools for Special Education and Psychologist Services**

Tony Entler moved and Luke Russell seconded that the Board of Education approve the agreement between the Board of Education of the Greenon Local School District, Clark County, Ohio (“Greenon”) and the Board of Education of the Southeastern Local School District, Clark County, Ohio (“Southeastern”) to confirm their understandings and agreement with respect to the sharing of services of Special Education Director and Psychologist for the 2015-16 school year, such sharing of services being intended to reduce each party’s operational costs.

Ayes: Entler, Russell, Jackson, Stoops, Owens

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Granted Authority**

Kim Owens moved and Shawn Jackson seconded that the Board of Education grant the treasurer authority to participate in the Ohio Treasurer of State Ohio Checkbook program.

Ayes: Owens, Jackson, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Mileage Reimbursements**

Shawn Jackson moved and Luke Russell seconded that the Board of Education approve the following mileage reimbursements of a maximum amount of \$250.00 for in-lieu-of transportation to private schools

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within 30 minutes of direct travel from Southeastern when all supporting documentation and attendance records are received by Southeastern:

To the parents of Jedidiah Miller  
To the parents of Jae Hyun Lee & Zhaotian Yun  
To the parents of Hayden, Winston, Jenna & Reed Hughes

Ayes: Jackson, Russell, Stoops, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Track Resurfacing Expenditure**

Luke Russell moved and Tammy Stoops seconded that the Board of Education approve the following expense for track resurfacing at Southeastern track:

Permanent Improvement Fund:	\$26,689.66
Athletic Fund:	<u>\$26,677.34</u>
Project Total	\$53,367.00

Ayes: Russell, Stoops, Jackson, Owens, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Contract Changes – Superintendent/MV Principal**

Shawn Jackson moved and Kim Owens seconded that the Board of Education approve the contract changes for David Shea, Superintendent/MV Principal as presented.

Ayes: Jackson, Owens, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Approved Permanent Improvement Expenditure**

Tammy Stoops moved and Shawn Jackson seconded that the Board of Education approve the following permanent improvement fund expenditures:

Tierney Bros – Smart Renewal software - \$1845.00  
Global - Microsoft office renewal - \$3147.30  
IT Savvy - 20 Dreamweaver license - \$2847.80  
7 South - Antivirus software - \$816.53  
Reliance – School Messenger - \$702.00

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SCW – Peerless Drop Plates - \$176.61  
SCW – Universal Projector Mount - \$253.11  
CIT – Universal Extension Post - \$105.00  
IT Savvy – NEC Projector - \$1241.55  
SCW – Speakers - \$149.88  
IT Savvy – 50’ VGA Cables - \$85.98  
Tierney Bros – Smartboard 680 - \$2970.00  
Jenks Electric - Electrician to install smartboards and equipment - \$5800.00  
Cason Roofing – EPDM Repairs at HS - \$7153.18

Ayes: Stoops, Jackson, Russell, Owens, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

### **Approved Title I Expenditures**

Tony Entler moved and Shawn Jackson seconded that the Board of Education approve the following Title I expenditures for FY16:

Tierney Bros – Electric Mounts for Smart - \$1398.00  
IT Savvy – Assess points - \$3288.00  
Tierney Bros – Smart 6065 - \$6598.00

Ayes: Entler, Jackson, Russell, Stoops, Owens  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

### **In Lieu of STRS Increase**

Shawn Jackson moved that the Board of Education approve to pay certificated staff in lieu of STRS increase an addition 1% for 2016 and another 1% increase additional for 2017.

Luke Russell moved to table the motion.

Shawn Jackson withdrew the motion until the next Board of Education meeting.

### **Treasurer Discussion Items**

### **Adjournment**

At 7:55 pm Shawn Jackson moved and Luke Russell seconded that the Board of Education meeting be adjourned.

Ayes: Jackson, Russell, Stoops, Owens, Entler  
Nays: None

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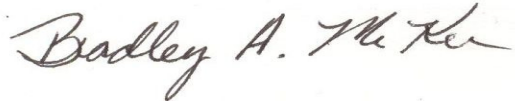
Abstain: None

Motion Carried: 5-0-0

CORRECT

A handwritten signature in cursive script, appearing to be "J. A. ...", written in black ink.

ATTEST

A handwritten signature in cursive script that reads "Bradley A. McKee", written in black ink.