
Board Briefs

Norwayne Local School District
Board of Education
Regular Meeting

Held at 6:00 PM Norwayne High School Library December 18, 2017

The December 2017 Regular Meeting of the Norwayne Board of Education was held on Monday, December 18, 2017 at Norwayne High School. Having due notice the following board members were present: Mary Allen, Earl Rupp, Kurt Steiner, Jon Widmer and Winston Wyckoff III.

Reno Contipelli from the Ohio School Boards Association, Brian Hilson, Terry O'Hare and numerous guests of Earl Rupp and Winston Wyckoff III were also in attendance.

The meeting was called to order by President Kurt Steiner.

Following Executive Session, Mr. Earl Rupp was presented with a plaque by Reno Contipelli from the Ohio School Boards Association honoring him for 25 years of service as a board member in the Norwayne Local School District.

Mrs. O'Hare presented Winnie Wyckoff with a plaque honoring him for 26 years of service as a board member in the Norwayne Local School District as he concludes his final board meeting. Many expressed their thanks for his service to the district. His leadership is appreciated and will be missed.

A reception with cake, cherry pie, and Christmas cookies followed the presentations.

Vince Sette, Doug Zimmerly and Karen O'Hare shared principal reports from each building.

Brian Hilson presented information to the board and asked permission from the board for the baseball team to plan an overnight spring trip to Great Wolf Lodge in Sandusky in conjunction with double header games that are scheduled for March 17. Rooms and meals will be paid in part by the baseball fundraisers and part by the athletes themselves. Several chaperones will be lined up to stay as well.

V. TREASURER'S BUSINESS – Sandy Hadsell

- A. Approve the minutes of the November 20, 2017 Regular Board Meeting.
- B. Approve the November 30, 2017 Bank Reconciliation and Financial Reports:

Receipts: \$ 930,465.80 Expenses: \$1,738,934.32

- C. Accept the following donations:

Norwayne Music Supporters	\$ 60	HS Digital Design Class
Creston Community Service Club	\$ 400	HS Volleyball
Creston Community Service Club	\$ 500	HS Cheerleaders
Norwayne Music Supporters	\$ 449.82	HS Color Guard Warmups

Creston Moose	\$ 872	HS Band Breakfast
Romich Foundation	\$ 200	HS Band
Tim & Jonell Ramsier	\$ 250	HS Boys Basketball
Sams Butcher Block	\$ 200	HS Boys Basketball
Hess Trucking	\$ 400	HS Boys Basketball

- D. Approve the Shared Services agreement with Liberty Preparatory School to provide services of Assistant to the Treasurer effective January 1 thru June 30, 2017.
- E. Approve payment-in-lieu-of transportation for William Mullet for 1 student.

VI. PRESIDENT’S BUSINESS – Kurt Steiner

- A. Announcements/Correspondence/Introductions/Recognition
 - 1. Best Wishes to Winston Wyckoff, III. He is retiring after 26 years of dedicated service as a member of the Norwayne Local School Board.
 - 2. Congratulations to the Fall Athletes who received recognition at the recent Fall Sports Banquet.
 - 3. Good Luck to all our Winter athletes as they start their seasons.

VII. BOARD COMMITTEE REPORTS/RECOMMENDATIONS

- A. Buildings & Grounds Committee – Chairperson, Earl Rupp
 - 1. Maintenance and repair projects are continually under review and recommendations (except for emergency repair situations) will be brought to the Board after bids and price quotes are received.
 - 3. Permanent Improvement (P.I.) items for the Board’s approval:
 - Approve Payment of \$1,002.15 to AC Split Bolt to install a power booster transformer for the LP Gas Tank Project to be paid from Permanent Improvement Funds.
- B. Communications & Continuous Improvement Plan Committee (CIP) – Chairperson, Mary Allen
 - 1. Schools will be closed for the Christmas & New Year’s Holiday break which runs from Thursday, December 21 through Tuesday, January 2. School reconvenes on Wednesday, January 3.
 - 2. The first semester of the 2017-18 School Year ends on Friday, January 12. Schools will be closed on Monday, January 15, in observance of Dr. Martin Luther King, Jr. Day.
- C. Transportation & Safety Committee – Chairperson, Winston Wyckoff, III
 - 1. The goal of the Norwayne School District is to provide each child with a full day of school instruction and related activity for each day of the

adopted school calendar. This goal is based on the assumption that weather and road conditions are not hazardous.

Under conditions of hazardous weather or roads, school may be cancelled or delayed for the day. Wooster radio, WQKT 104.5 FM and WKVX 960 AM, will broadcast school delay or closing information by 6:00 a.m. Cancellations will also be reported to WQMX 94.9 FM, WONE 97.3 FM, WNCO 101.3 FM, WAKR 1590 AM and Cleveland TV stations, Channels 3, 5, 8 and 19. If conditions indicate that a delay will permit school to open (fog, ice, etc) bus runs may be delayed for one or two hours. If conditions do not improve during the delay, schools may be dismissed for the day. Please stay tuned to the radio.

D. Policy Committee – Chairperson, Kurt Steiner

(Copies of all policy proposals are available for public review and/or input per Board Policy BFC.)

Policies to be adopted:

DECAAdministration of Federal Grant Funds
DNSchool Properties Disposal
DIFiscal Accounting and Reporting
DJFPurchasing Procedures
DJF-RPurchasing Procedures

Policies on their first reading/review:

ACA/ACAA Nondiscrimination on the Basis of Sex/Secual Harassment
ACA-R/ACAA-R Nondiscrimination on the Basis of Sex/Sexual Harassment
Grievance Procedures
ACA-E/ACAA-E Sexual Harassment Complaint Form
BDDJBroadcasting and Taping of Board Meetings (Also KBCD)
IGBBPrograms for Students who are Gifted
IGBIEnglish as a Second Language (Limited English Proficiency)
IKFGraduation Requirements
JEFBReleased Time for Religious Instruction
JEDATruancy

E. Audit/Finance/Technology Committee – Chairperson, Jon Widmer

1. The 2018 Budget Hearing is scheduled for _____, at the Wayne County Auditor’s Office.
2. The new District Web Page went live on November 27. Staff will be updating their individual areas in the near future.

F. Superintendent’s Report – Karen O’Hare

1. December 1st enrollment by building:

Elementary School	645 (+ 87 Preschoolers)
Middle School	318
High School	412
Career Center	<u>61</u>

Total: 1,436

2. Other Reports, Information or Items of Business:
 - a. Curriculum Updates
 - b. Calendar Proposals for 2018-19

 3. Upcoming Events:
 - December 18 – NHS Band & Choir Concert 7pm
 - December 19 – NHS Talent Show after school
 - December 19 – Christmas Party for PS and Kg AM
 - December 20 – Christmas Parties for Kg PM thru Gr 5
 - January 12 – End of First Semester
 - January 15 – Martin Luther King Jr Day – no school
 - January 24 – Two hour delay
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VIII. SUPERINTENDENT’S AGENDA – NEW BUSINESS – Superintendent Karen O’Hare

A. Personnel Items - December 18, 2017

Professional Staff

Kristen Quallich – request for 12 week maternity leave of absence beginning on or around March 17.

Exempt Staff

Reassign Jennifer Wood to Assistant to Treasurer only.

Support Staff

Samantha Graves – approve addition to substitute list in the Lunchroom and Custodial positions

Madhavi Talluri – approve addition to substitute list in the Lunchroom, Teacher Aide, Library Aide and Clerical positions

Rebecca Gill – approve addition to substitute list in the Lunchroom, Teacher Aide, Library Aide and Clerical positions.

Supplemental Staff

Cassandra Zumack – 7th Grade Power of the Pen

Megan Raber – Assistant Musical Director in lieu of Drama Advisor

Andrea Gerber – Vocal Music Director for Spring Musical

Stipends for Spring Musical:

Brittany Tosatto – Choreographer - \$650

Andrea Gerber – Pianist - \$700

Bethany Lehman – Creative Artist - \$250

Volunteer Boys Basketball Coach: Terry West

Volunteer Indoor Track Coach:

Trevahn Beery
Jim Glessner
Bri Indorf
Beth Lea
Scott Studer

- B. Professional and/or support staff professional leave requests (according to Board Policy GCBD):

<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Reg. Fee</u>
Tera Stump	ACT Conference	1/23&24	\$135
Adam Indorf	OHSFCA Clinic	2/8 & 9	\$75
Janice Wiles	Guided Math Workshop	2/7/18	\$249

- C. Reports from last month's conferences – none.
- D. Board's approval of payment to the Ohio School Boards Association for 2018 Annual Membership, Electronic OSBA Briefcase, Electronic School Management News and the Legal Assistance Fund. Total Cost: \$4,025
- E. Board's approval of Norwayne Middle School's 8th Grade class trip to Gettysburg and Washington, D.C. The trip is planned for May 23 – 26, 2018. Keith Kerns and Elaine Hess, Co-Trip Coordinators and Principal Kevin Leatherman are seeking Board approval of this out-of-state trip as per Board Policy IICA-R.
- F. Board's approval for the Baseball Team's overnight trip to Great Wolf Lodge in Sandusky on March 17.
- G. Approve Terry O'Hare as a volunteer indoor track coach as recommended by Doug Zimmerly.

XI. January, 2018, Meeting(s) of the Board:

1. Organizational Meeting – Treasurer polls the Board members to determine the date, time and place. The meeting must be held between January 1 and January 15.

The Meeting will be held Monday, January 8, 2018, at 6:00 pm

2. Board Committees and Committee Goals for 2018 will be updated in February.
3. Recommended meeting dates and times for February and March:

February meeting at Norwayne Elementary School
March through December meetings at Norwayne High School

Times: 6:00 pm, unless changed during Organizational Meeting

4. Selection of the President Pro-Tem for the Organizational Meeting:
Mr. Earl Rupp
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XII. ADJOURNMENT

The January Organizational and Regular Meeting of the Norwayne Local Board of Education is scheduled to meet in the Norwayne High School Library on Monday evening January 8, 2017; 6:00 p.m. Orgainzational Meeting including the Budget Hearing and Public Records Hearing. 6:30 p.m. Regular Meeting.

With no further business the meeting adjourned at 7:52 PM.
