
Board Briefs

Norwayne Local School District
Board of Education

Regular Meeting

Held at 4:30 PM Norwayne Elementary Conference Room February 13, 2017

The February 2017 Regular Meeting of the Norwayne Board of Education was held on Monday, February 13, 2017 at Norwayne Elementary School. Having due notice the following board members were present: Mary Allen, Earl Rupp, Kurt Steiner, and Winston Wyckoff III. Jon Widmer arrived at 6:10 PM.

Prior to the meeting, the public was invited to provide input on the school calendar for the 2017-18 school year.

The Meeting was called to order by President Kurt Steiner.

Following executive session the board met in Mrs. Deiotte's fifth grade classroom for a demonstration on virtual simulations using I-phones or Smart phones. The virtual simulations are being used in Science and History classes.

Mr Zimmerly, Mr. Leatherman, and Mr. Sette gave their Principal Reports. Interim reports will go home in the next two weeks, parent teacher conferences will be on February 16. Winter Athletic teams are competing or will soon compete in post-season tournaments.

TREASURER'S BUSINESS – Sandy Hadsell

A. Approve the minutes of the January 9, 2017 Regular and Organizational Board Meeting.

B. Approve the January 31, 2017, Bank Reconciliation and Financial Reports:

Receipts: \$ 1,195,764.59 Expenses: \$ 1,145,734.33

C. Accept the following donations:

\$ 890.00	Creston Moose Lodge	NHS Wrestling
\$ 1,000.00	Creston Community Service Club	NHS Baseball
\$ 1,000.00	Norwayne Athletic Boosters	NHS Soccer Scoreboard
\$ 400.00	Norwayne Athletic Boosters	Norwayne Ski Club
\$ 256.25	Norwayne Athletic Boosters	NHS Boys Track
\$ 50.00	Trina Sheppard	Norwayne Ski Club
\$ 50.00	Jim Glessner	Norwayne Ski Club
\$ 20.00	Earl & Pat Rupp	Washington D.C. Trip
\$ 100.00	Anonymous Donation	NHS Prom
\$ 800.00	Creston Community Service Club	NHS Girls Soccer

PRESIDENT'S BUSINESS – Committee Goals - Kurt Steiner

NORWAYNE LOCAL SCHOOL DISTRICT

Board President Kurt Steiner
Board Vice President Jon Widmer

Committee(s) and Chairperson(s) for 2017

Chairperson(s) Appointed by the President or Designated by Board Policy/Law

Buildings & Grounds Committee	Earl Rupp
Communications/Continuous Improvement Planning Committee	Mary Allen
Audit/Finance/Technology Committee	Jon Widmer
Policy Committee	Kurt Steiner
Transportation/Safety Committee	Winnie Wyckoff
District OSHA Liaison	Terry Valentine
Fixed Assets Manager	Sandy Hadsell
County Legislative Liaison Committee	Mary Allen
Student Achievement Liaison (OSBA)	Mary Allen
WCSCC Board Representative (3 yr. Term)	Kurt Steiner

It is suggested Board Members interested in attending the County Legislative Liaison Committee Meetings may do so on a rotating basis.



NORWAYNE LOCAL SCHOOLS
COMMITTEE GOALS

BUILDINGS & GROUNDS COMMITTEE – EARL RUPP

1. The Buildings & Grounds Committee, in conjunction with the Coordinator of Special Services and the Superintendent, will review building and facility needs to meet county and state mandates.
2. The committee will recommend emergency repair needs which supersede ongoing, planned projects.
3. The committee will give priority to projects that benefit the most students/people for the longest period of time.
4. Work projects (primarily safety needs) will be accomplished by available permanent improvement monies with approval granted by the Board.

COMMUNICATIONS/CONTINUOUS IMPROVEMENT PLANNING COMMITTEE –
MARY ALLEN

1. Provide pertinent information and recognition of accomplishments via newsletters, newspapers and letters of commendation, etc. to the area/community.
2. Annually review and update the CIP (Continuous Improvement Plan) for the district which serves as an on-going guide to the improvement of student achievement at each building/grade level.
3. Committee meetings are open to the public and provide an opportunity for public input on topics related to operation of the schools.
4. Keep open lines of communication with the Educational Service Center, Wayne County Schools Career Center, colleges with post-secondary option programs, and the general public.

AUDIT/FINANCE/TECHNOLOGY COMMITTEE – JON WIDMER

1. Monitor the financial needs of the district including its technology plan and other budgetary needs.
2. Monitor and review student activity budgets and guidelines – recommend financial policy updates as needed.
3. Review overall financial status of the district as needed (effects of reappraisal and state funding over the next five years.)
4. Review and monitor financial status of state grant funding for technology – SchoolNet Plus, technology equity funding, and local business partnerships.
5. Review and monitor the auditing procedures – recommend audit procedures as needed.

POLICY COMMITTEE – KURT STEINER

1. As a result of OSBA quarterly updates, an updated Board Policy Manual is in place.
2. Identify policies that need to be developed and/or updated. Submit recommended policies through the Board review/approval process.
3. Identify policy needs and updates as a result of state and federal law and submit appropriate recommendations to the Board.
4. Identify, develop and/or update policies and regulations deemed necessary by the Board in the areas of personnel, students, instruction and school-community relations and recommend through the Board approval process.

TRANSPORTATION/SAFETY COMMITTEE – WINSTON WYCKOFF, III

1. Review the transportation needs and modify procedures as needed to provide for the safety of the students.
2. Review transportation arrangements and accommodations for the needs of the preschool to grade 12 programs and recommend updates for Board approval.
3. Review the status of the current bus fleet in relation to State of Ohio minimum standards and recommend replacement needs.

4. Monitor bus maintenance and service, monitor bus discipline reports, review OSHA regulations for employee protection, and recommend action to maintain compliance with state and federal guidelines.
5. Monitor transportation expenses on a monthly/annual basis.

DISTRICT OSHA LIAISON – TERRY VALENTINE

1. Report to the Superintendent and Board of Education all current safety and health information regarding the district's health and safety program.
2. Meet periodically (at least twice a year) to review safety and health needs and recommend compliance updates, policy decisions, etc.
3. Consider suggestions and recommendations from district employees and inform employees of final actions of these suggestions.
4. Review the annual safety inspection report of all buildings and grounds with the Safety Coordinator and the Buildings & Grounds Chairperson.
5. Conduct annual safety reviews with district staff and monitor implementation of a Wellness Policy & Program.

FIXED ASSETS MANAGER – SANDY HADSELL

LEGISLATIVE LIAISON COMMITTEE – MARY ALLEN

STUDENT ACHIEVEMENT LIAISON (OSBA) - MARY ALLEN

WAYNE COUNTY SCHOOLS CAREER CENTER BOARD REPRESENTATIVE – KURT STEINER

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.
2. Permanent Improvement (P.I.) items for the Board's approval: Please refer to listing from the Building & Grounds Coordinator.

A. Communications & Continuous Improvement Plan Committee (CIP) – Chairperson, Mary Allen

1. Schools will be closed February 17 for Conference Comp Day and February 20 for Presidents' Day. The third quarter of the 2016-17 school year ends on Friday, March 17.
2. NMS/NHS Scholastic Book Fair – Feb 13 – 16
3. Parent/Teacher Conferences – all buildings February 16 5 – 8 p.m.
3. Fifth grade students will attend Concert at McGaw Chapel on Feb 23

4. Solo & Ensemble Festival @ Dalton Feb 25
5. County Festival of Choirs @ Smithville Feb 27
6. Free Computer Classes offered in March/April at the Norwayne High School Community Computer Lab.

C. Transportation & Safety Committee – Chairperson, Winston Wyckoff, III

1. Two new buses arrived and are running great! Amerigas fuels them three times a week. Two more buses are expected in March. The new buses hold 78 passengers. They are the largest we have received to date. The Transportation coordinator is working on updating routes to even out the miles driven between the various routes.
2. Building inspections were completed Feb 13th and a list is being compiled of spring/summer projects and repairs.
3. Safety Committee meeting will be held sometime in March/April.
4. Under conditions of hazardous weather or roads, school may be cancelled 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.)

Approve and Adopt Policies on third reading/review:

AC Nondiscrimination
 ACA/ACAA Nondiscrimination on the Basis of Sex/Sexual Harassment
 ACA-R/ACAA-R Nondiscrimination on the Basis of Sex/Sexual Harassment
 Grievance Procedures
 IIBH-R District Websites
 JEC School Admission
 JECAA Admission of Homeless Students
 JFCF Hazing and Bullying (Harassment, Intimidation and Dating Violence)
 JFCF-R Hazing and Bullying (Harassment, Intimidation and Dating Violence)
 JFG Interrogations and Searches
 JFG-R Interrogations and Searches
 JHCB Immunizations

Policies on first reading/review:

AA School District Legal Status
 EBCD Emergency Closings
 EFG Student Wellness Program
 IGD Cocurricular and Extracurricular Activities
 IGDI Interscholastic Athletics

- IKF Graduation Requirements
- IL Testing Programs
- JED Student Absences and Excuses
- JEDA Truancy
- JFC Student Conduct
- JGD Student Suspension
- JGE Student Expulsion
- KGB Public Conduct on District Property

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

1. The 2017 Budget Hearing was held on February 6, 2017, at the Wayne County Auditor’s office.

F. Superintendent’s Report – Karen O’Hare

1. February 1st enrollment by building:

Elementary School	621	(+ 95 Preschoolers)
Middle School	315	
High School	397	
Career Center	<u>74</u>	
Total	1,407	

2. Other Reports, Information or Items of Business:

- a. Curriculum Updates
- b. Calendar Proposals for 2017-18 ~ Adopt Calendar B
- c. Kindergarten Registration - March 13
- d. Preschool Registration – applications are in the process of being updated
- e. 1 Year contract signed with Marty’s Studio for school pictures.

3. February/March Activities:

Feb 10, 13 & 14: Valentine Parties at NES
 February 26: NES Daddy-Daughter Dance
 March 3 – 5: NHS Drama Performance – *Do You Wanna Dance?*
 Picture Days: NMS: March 2; NES: March 6; Preschool March 7
 March 6: Concert – Grade 7
 March 7: Concert – Grade 6
 March 9: Concert – Grade 8
 March 10: D C Dinner
 March 13: NHS Band & Choir Concert
 March 17: End Third Grading Period

G. Other Board Matters

1. WCCSC Board Representative’s (Kurt Steiner) report on the Career Center Board events and/or meeting(s). The meeting on February 15, 2017 will feature Norwayne students. Mrs. O’Hare will be there to present.
2. Tri-County Legislative Liaison Meeting(s) – April 3, 7:00 pm at the ESC

Mr. Widmer entered the meeting at 6:10 PM.

SUPERINTENDENT'S AGENDA – NEW BUSINESS – Superintendent Karen O'Hare

A. Personnel Items
February 13, 2017

Professional Staff

Brittany Taylor – Approve maternity leave request 6 weeks starting approximately April 26.
Stacey Geitgey – Approve for after School Intervention Tutor
Megan Leone – Approve for after School Intervention Tutor
Amy Shepherd – Approve for after School Intervention Tutor

Support Staff

Carol King, Bus Driver - Accept resignation for retirement effective the end of the 2016-17 school year.

Substitute List:

Jerrold Vanderwyst – approve for substitute bus driver position

Supplemental Staff

Megan Raber – Assistant Director, Spring Musical
Andrea Gerber – Music Director for Spring Musical

Track

Jim Glessner – Boys Head Coach
Bri Indorf – Girls Assistant Coach
Scott Studer – Boys Assistant Coach
Beth Lea – Volunteer
Mark Stanley – Middle School Girls Track
Scott Norman – Middle School Boys Track
Jason Gallion – Middle School Track Assistant

Indoor Track Volunteer Coaches

Jim Glessner
Bri Indorf
Beth Lea
Scott Studer

Recommendation from Mr. Zimmerly:
Indoor Track Volunteer Coach - Terry O'Hare

Baseball

Brian Hilson – Co Assistant Coach
Colin Filak – Co Assistant Coach (pending the completion of his pupil activity permit and background check)
*Will split a contract
Blake Bellman – Co Assistant Coach
Dallas Lycans – Co Assistant Coach
*Will split a contract

Tennis

Michael Sweigert – Head Coach

Softball

Bob Young – Head Coach

Mike Gill - varsity assistant

Sarah Berger - JV coach (pending the completion of her pupil activity permit and background check)

Stipends

Brittany Tosatto – Choreographer for Spring Musical

Andrea Gerber – Piano player for Spring Musical

- B. Approve 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>
Whitney Imhoff	NWEA MAP Workshop	1/19/17	\$200
Denise Grimes	NWEA MAP Workshop	1/19/17	\$200
Amy Shepherd	NWEA MAP Workshop	1/19/17	\$200
Leanne Ratica	OMEA Conference	2/2 – 2/3	\$135
Eric Ratica	OMEA Conference	2/2 – 2/3	\$135

- C. Accept Reports from last month’s conferences – please refer to attachment.
- D. Approve high school, middle school, and elementary school class fees for the 2017-18 school year.
- E. Approve high school, middle school, and elementary lunchroom prices for the 2017-18 school year with a .10 increase in Type A Lunch Prices.
- F. Approve membership in the Ohio High School Athletic Association for the 2017-18 school year.
- G. Approve the Mid-Year Promotion Policy.

ADJOURNMENT

The next meeting of the Norwayne Local Board of Education is scheduled for Monday evening, March 27, 2017, Executive Session 4:00 p.m.; Business Meeting, 4:30 p.m., at Norwayne High School.

With no further action being taken, the meeting adjourned at 6:18 PM.