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## BOARD BRIEFS

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Norwayne Local School District  
Board of Education  
Organizational and Regular Meeting

Held at 4:00 PM                      Norwayne High School Library                      January 14, 2019

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The January 2019 Organizational and Regular Meeting of the Norwayne Board of Education was held on Monday, January 14, 2019 at Norwayne High School. Having due notice the following board members were present: Mary Allen, Ross Cochrell, Earl Rupp, Kurt Steiner, and Jon Widmer.

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I.            Call to Order – President ProTem Earl Rupp called the meeting to order.

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PUBLIC RECORDS HEARING

There were no public records presented for disposal.

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IV.        BUDGET HEARING

Sandy Hadsell, Treasurer Presented the 2019 tax budget and answered questions. It was noted that the Permanent Improvement Levy will expire at the end of 2020. We have the opportunity to renew during the November 2019 election.

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V.        ELECTION OF OFFICERS

A.        Office of President

Jon Widmer was voted in and declared President.

B.        Office of Vice-President

Ross Cochrell was voted in and declared Vice-President

Mr. Hadsell administered the oaths of office to Jon Widmer and Ross Cochrell.

Mr. Widmer assumed the chair from Mr. Rupp

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VII.     SETTING OF MEETING DATES FOR 2019 – AS PRESCRIBED BY LAW

The Regular Board of Education Meetings will be held in the Norwayne High School Library on the following dates:

\*Monday, February 25, 2019 – 4:00 Executive Session, 4:30 Business Meeting  
*\*(the February Board meeting will be held at the Elementary School)*

Monday, March 25, 2019 – 4:00 Executive Session, 4:30 Business Meeting

Monday, April 22, 2019 – 4:00 Executive Session, 4:30 Business Meeting

Monday, May 20, 2019 – 4:00 Executive Session, 4:30 Business Meeting

Monday, June 24, 2019 – 7:00 Executive Session, 7:30 Business Meeting

Monday, July 22, 2019 – 4:00 Executive Session, 4:30 Business Meeting

Monday, August 26, 2019 – 5:30 Reception/New Staff, 6:30 Executive Session  
7:00 Business Meeting

Monday, September 23, 2019 – 4:00 Executive Session, 4:30 Business Meeting

Monday, October 28, 2019 – 4:00 Executive Session, 4:30 Business Meeting

Monday, November 25, 2019 – 4:00 Executive Session, 4:30 Business Meeting

Monday, December 16, 2019 – 4:00 Executive Session, 4:30 Business Meeting

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#### VIII. BLANKET RESOLUTIONS

The Board approved the following items in Section VIII:

The Treasurer recommends the adoption of the following resolutions for the expeditious transaction of the business of the Norwayne Board of Education for calendar year 2019:

- Section 1*      Approval for the Treasurer to seek advance of tax monies.
- Section 2*      Approval for the Treasurer to invest monies when available at the best interest rate.
- Section 3*      Approval for the Treasurer to advertise for routine bids as required by law.
- Section 4*      Approval for the Treasurer to allocate monthly interest for the Permanent Improvement Fund, LFI Fund, Food Service Fund and Classroom Facilities Maintenance Fund based upon month-end cash balances. The remaining interest will go in the general fund.
- Section 5*      Approval for the Treasurer to pay bills within appropriations approved by the Board and to pay salaries, fixed charges and metered services.
- Section 6*      Approval for the Treasurer to transfer and advance monies among the accounts of any fund and between accounts of differing funds as authorized by law.
- Section 7*      Approval for the Treasurer to serve as the Public Records Officer and attend public records training as a designee on behalf of the Board of Education members.

The Board Approved the following items in Section VIII:

The Superintendent recommends the adoption of the following resolutions for the expeditious transaction of the business of the Norwayne Board of Education for calendar year 2019:

- Section 1* Approval for the Superintendent of Schools to serve as purchasing agent.
- Section 2* Approval for the law firms Squire, Patton, Boggs LLP and Peters Kalail & Markakis Co., L.P.A. to provide legal counsel as needed.
- Section 3* Approval for the Superintendent of Schools to apply and participate in any federal or state project or program and to make application for such funds as are available from state, federal and other sources.
- Section 4* Approval for the Superintendent to employ staff in accordance with Board approved salary schedules on a temporary basis pending the next Board meeting.
- Section 5* Approval for the Superintendent to enter into agreements to implement student placements in accordance with federal and state statutes and their requirements for Student Individual Education Plans.

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IX. MAINTENANCE OF SERVICE FUND

The Board established a service fund for 2019 in the amount of \$5,000 to be used to pay the expenses that members of the Board of Education actually incurred in the performance of their duties or the duties of their official representatives.

NORWAYNE LOCAL BOARD OF EDUCATION MEETING

REGULAR MEETING AGENDA  
Monday, January 14, 2019

Business Meeting

Norwayne High School

Monthly Principal's Reports to the Board & Public:

Mr. Sette, Mr. Leatherman, and Mr. Zimmerly gave monthly Principal Reports. This is the end of the first semester and grade cards go out next week.

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II. MEMBERSHIP/RECOGNITION

A. January 2019 - School Board Recognition Month

Board Members were presented with Certificates of Appreciation

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V. TREASURER'S BUSINESS – Sandy Hadsell

The Board approved the Treasurer's Business:

- A. The Board of Education of the Norwayne Local School District met on January 14, 2019, commencing at 3:45 pm at Norwayne High School, 350 South Main St, Creston, OH, with the following members present:

Mary Allen	Ross Cochrell	Earl Rupp
Kurt Steiner	Jon Widmer	

- B. Approve the minutes of the December 18, 2018 Regular Board Meeting.
- C. Approve the December 31, 2018, Bank Reconciliation and Financial Reports:

Receipts: \$ 931,228.50                      Expenses: \$ 1,303,627.37

- D. Accept the following donations:

Dave & Mary Martin	Tree	NES Nature Club
Karen Wood	\$100	NHS Drama Department
Karen Wood	\$100	NHS Band

- E. Approve the December 31, 2018 Transfer Payment of \$586.00 Interest from the Athletic Facilities Fund (300-935A) to the General Fund (001). Principal Balance \$293,000.

- F. Approve the 2019 Alternative Tax Budget for Submission to the Wayne County Auditor. We are saddened by the loss of County Treasurer Dawn Zerrer. Our thoughts and prayers go out to her family and those she worked with. The Norwayne Community appreciates the dedication and support she showed toward our district.

Tax Budget hearings have been postponed and will be rescheduled at a later date.

- G. Approve the Workers Compensation Rates for 2019 at .3213 per \$100 Salary. (3% Reduction).
- H. Approve the Agreement with Kimble Recycling and Disposal for Trash Removal services effective March 1, 2019 through February 29, 2021 at an initial cost of \$773.50 per month. A savings of approximately \$4,800 per year.
- I. Approve the Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the county auditor.

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VI. PRESIDENT'S BUSINESS

- A. Announcements/Correspondence/Introductions/Recognition

1. January is School Board Appreciation Month

2. Congratulations to Abbie Arnold, winner of the NMS Spelling Bee. She will compete on 1/29/19 at Wooster High School.
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VII. BOARD COMMITTEE REPORTS/RECOMMENDATIONS

The Board approved and adopted the items in Section VII.

- A. Committees for 2019 (Policy BCE and BCF) – Please refer to attachment

- B. Appointment of Committee Chairpersons – The following appointments:

Earl Rupp \_\_\_\_\_ Building & Grounds (Earl Rupp)

Mary Allen \_\_\_\_\_ Communications (Mary Allen)

Ross Cochrell \_\_\_\_\_ Transportation/Safety (Ross Cochrell)

Kurt Steiner \_\_\_\_\_ Policy (Kurt Steiner)

Jon Widmer \_\_\_\_\_ Audit/Finance/Technology (Jon Widmer)

- C. Buildings & Grounds Committee – Chairperson Earl Rupp

1. Building & Grounds Committee building tours are scheduled for February to tour the Norwayne Middle/High School and the Elementary School.

- D. Communications & Continuous Improvement Plan Committee (CIP) – Chairperson Mary Allen

1. Next CIP meeting date to be determined.
2. Drama rehearsals are underway for the Spring Production of *The BoyFriend*. Performances scheduled for March 1 – 3.
3. Schools will be closed on Monday, January 21, in observance of Dr. Martin Luther King, Jr. Day. A 2-Hour Delay is scheduled for Wednesday, January 23.
4. Scholastic Book Fair is scheduled for Feb. 11-14 in the Middle School lobby for NHS/NMS students. Family Night is Thursday evening 5-7:30 pm during Parent/Teacher Conferences.

- D. Transportation & Safety Committee – Chairperson Ross Cochrell

1. 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.

- F. Policy Committee – Chairperson Kurt Steiner  
*(Copies of all policy proposals are available for public review and/or input per Board Policy BFC.)*

Policies on second reading/adoption:

KBA, Public’s Right To Know

Policies on first reading/review:

DGA, Authorized Signatures (Use of Facsimile Signatures)

GBH, Staff-Student Relations (Also JM)

JHH, Notification of Sex Offenders

JM, Staff-Student Relations (Also GBH)

- G. Audit/Finance/Technology Committee Jon Widmer

1. The 2019 Budget Hearing – date to be determined.
2. 2018 Audit is finalized and available for review.

- H. Approve Mary Allen as Legislative Liaison and Student Achievement Liaison

- I. Superintendent’s Report – Karen O’Hare

1. January 1st enrollment by building:

Elementary School	626 (+ 80 Preschoolers)
Middle School	333
High School	411
Career Center	<u>44</u>
Total	1,414

2. Other Reports, Information or Items of Business:

- a. Curriculum Updates

3. Upcoming Activities:

Jan. 16 LPDC Meeting - Noon  
 Jan. 21 Martin Luther King, Jr Day – No School  
 Jan. 23 Two-Hour Delay-Staff In-Service  
 Jan. 26 Moose Breakfast - Band  
 Jan. 29 County High School One-Act Play Festival @ Dalton HS  
 Jan. 29 Wayne County Spelling Bee – NMS students participating  
 Feb. 10 Moose Breakfast – Boys Soccer  
 Honors Band Concert – 2:30 College of Wooster  
 Feb. 11-14 NMS/NHS Scholastic Book Fair  
 Feb. 14 Parent-Teacher Conferences – All Buildings 5-8 pm  
 Feb. 15 Conference Comp Day – No School  
 Feb. 18 Presidents’ Day – No School  
 Feb. 23 NMS Solo and Ensemble at Dalton Local  
 Feb. 24 Moose Breakfast – Cheerleaders  
 Feb. 27 – March 14 – Junior High Art Exhibit at the Wayne Center for the Arts  
 Feb. 28 Gr 5 Field Trip to McGaw Chapel – Symphony Concert

J. Other Board Matters

1. WCSCC Board Representative's (Kurt Steiner) report on the Career Center Board events and/or meeting(s).
2. Tri-County Legislative Liaison Meeting – date to be determined.

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

The Board approved the items in Section VIII:

- A. Regular Board Meeting  
Personnel Items  
January 14, 2019

Professional Staff

Approve the following staff to be hired as Tutors for after school program at the Elementary School:

Grade 3:  
Stacey Geitgey  
Brooke Hare  
Megan Leone  
Amy Shepherd

Gr 4:  
Brian Miller

Gr 5:  
Larry Besancon

Support Staff

Approve Catie Noyes as a substitute van driver

Supplemental Staff

Accept resignation of John Ruch as NMS Assistant Wrestling Coach

Approve Tyler Church as NMS Assistant Wrestling Coach pending proper certifications and licensure.

- 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>
Donna Eggleston	Science Standards	1/8	\$259
Amy Shepherd	Foundations 3	1/15	\$250
Kimberley Brenstuhl	OMEA Conference	1/31 and 2/1	\$165

- C. Accept Reports from last month's conferences – please refer to attachment.

- D. Accept amendment to the 8<sup>th</sup> Grade DC Trip – Class will travel to Philadelphia instead of Gettysburg.
  - E. Approve the Resolution for Music and Art in Our Schools Month for the month of March 2019.
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IX. HEARING OF THE PUBLIC

A. The Norwayne FFA Alumni Association would like to invite the public and all board members to attend the FFA Alumni Breakfast on January 26<sup>th</sup> from 8 AM to Noon at the Norwayne Community Center.

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XII. ADJOURNMENT

The next meeting of the Norwayne Board of Education is scheduled for Monday February 25, 2019 at the Norwayne Elementary School. 3:30 PM Public Calendar Hearing, 4:00 PM Executive Session, 4:30 PM Business Meeting.

With no further business, the meeting adjourned at 5:58 PM.