

BOARD BRIEFS

Norwayne Local School District Board of Education

Organizational and Regular Meeting

Held at 6:00 PM

Norwayne High School Library

January 8, 2018

The 2018 Organizational Meeting and January 2018 Regular Meeting of the Norwayne Board of Education was held on Monday, January 8, 2018 at Norwayne High School. Having due notice the following board members were present: Mary Allen, Ross Cochrell, Earl Rupp, Kurt Steiner, and Jon Widmer. The board met in open session and approved the following:

- I. Mr. Sandy Hadsell, Treasurer administered the oath of office to newly elected board member Ross Cochrell and reelected board member Earl Rupp.
- II. The Meeting was called to order by President Protem Earl Rupp.
- III. The 2018 Public Records hearing was held. There were no public records presented for disposal.
- IV. The 2018 tax budget hearing was held. Mr. Hadsell distributed copies of the tax budget for board members to review. The tax budget will be submitted to the County Auditor prior to the January 20 deadline.

VI. ELECTION OF OFFICERS

The Board elected Jon Widmer as President for 2018 and Earl Rupp as Vice-President for 2018. Mr. Hadsell administered the oath of office to each officer.

Mr. Widmer assumed the chair from Mr. Rupp.

VII. SETTING OF MEETING DATES FOR 2018 – AS PRESCRIBED BY LAW

Establish the regular board meeting dates for 2018 as the following:

*Monday, February 26, 2018 – 5:45 Public Hearing on the 2018-19 school calendar, 6:00pm Executive Session, 6:30 Business Meeting

**(the February Board meeting is held at the Elementary School. All other meetings will be held in the Norwayne High School Library)*

Monday, March 26, 2018 – 6:00 Executive Session, 6:30 Business Meeting

Monday, April 23, 2018 – 7:00 Executive Session, 7:30 Business Meeting

Tuesday, May 29, 2018 – 7:00 Executive Session, 7:30 Business Meeting

Monday, June 25, 2018 – 7:00 Executive Session, 7:30 Business Meeting

Monday, July 23, 2018 – 7:00 Executive Session, 7:30 Business Meeting

Monday, August 27, 2018 – 5:30 Reception/New Staff,

6:30 Executive Session, 7:00 Business Meeting

Monday, September 24, 2018 – 6:00 Executive Session, 6:30 Business Meeting

Monday, October 22, 2018 – 6:00 Executive Session, 6:30 Business Meeting

Monday, November 26, 2018 – 6:00 Executive Session, 6:30 Business Meeting

Tuesday, December 18, 2018 – 6:00 Executive Session, 6:30 Business Meeting

VIII. BLANKET RESOLUTIONS

The Board Approved the following Blanket Resolutions

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 2018:

- 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 Superintendent recommends the adoption of the following resolutions for the expeditious transaction of the business of the Norwayne Board of Education for calendar year 2018:

- Section 1* Approval for the Superintendent of Schools to serve as purchasing agent.

- Section 2* Approval for the law firm Squire, Patton, Boggs LLP, 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.

IX. MAINTENANCE OF SERVICE FUND

Establish a service fund for 2018 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.

X. MEMBERSHIP/RECOGNITION

- A. Mrs. O'Hare presented board members with certificates of appreciation for 2018 Ohio School Board Recognition Month

NORWAYNE LOCAL BOARD OF EDUCATION MEETING

REGULAR MEETING AGENDA

Monday, January 8, 2018

6:30 pm – Business Meeting

Norwayne High School

I. PUBLIC INPUT ON AGENDA ITEMS - President Jon Widmer

The Norwayne Local Board of Education is pleased to officially welcome guests attending the meeting. Each guest is asked to identify him/herself to the Board by signing the meeting attendance sheet. Those who desire to address the Board under the 'Hearing of the Public' portion of the meeting agenda are asked to place an (X) beside their name. The Board wishes to thank you for attending the meeting and for your interest in our schools. Those who have indicated their desire to address the Board may do so under Item IX (Hearing of the Public). Per Board Policy BDDH.

Abbey Vantyne and members of the Norwayne FFA reported to the board that the annual benefit fundraiser was a huge success. Over 80 meals were served and more than \$28,000 was raised.

Monthly Principal's Reports to the Board & Public:

Mrs. O'Hare shared Principal reports with the board

Principal Dave Dreher, Norwayne Elementary School
Principal Kevin Leatherman, Norwayne Middle School
Principal Doug Zimmerly, Norwayne High School

II. ADDITIONS TO THE AGENDA - President Jon Widmer

III. RECOMMENDATION TO ADOPT NORWAYNE BOARD OF EDUCATION JANUARY 8, 2018, AGENDA

The format for board meeting agendas is a modified consent agenda whereby approval of motions will be presented at the end of each agenda section. Procedure does allow for any specific item to be voted on separately.

IV. TREASURER'S BUSINESS – Sandy Hadsell

A. The Board of Education of the Norwayne Local School District met on January 8, 2018, commencing at 6:00 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, 2017 Regular Board Meeting.

C. Approve the December 31, 2017, Bank Reconciliation and Financial Reports:

Receipts: \$830,957.95	Expenses: \$1,329,641.78
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D. Accept the following donations:

Chevrolet of Wooster	\$10,000	NHS Football
Stanley Yarnell	\$ 5,000	Yarnell Scholarship

E. Approve the Alternative Tax Budget for 2018. The budget hearing will be February 5, 2018 10:00 am at the County Auditor's Office.

F. Approve the Workers Compensation Rates for 2018 at .3323 per \$100 Salary.

V. PRESIDENT'S BUSINESS – Jon Widmer

A. Announcements/Correspondence/Introductions/Recognition

1. January is School Board Appreciation Month

2. Welcome to new board member Ross Cochrell

VI. BOARD COMMITTEE REPORTS/RECOMMENDATIONS

A. Committees for 2018 (Policy BCE and BCF)

B. Appointment of Committee Chairpersons – The following appointments:

Earl Rupp - Building & Grounds

Mary Allen - Communications

Ross Cochrell - Transportation/Safety

Kurt Steiner Policy

Jon Widmer Audit/Finance/Technology

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.
2. 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: Please refer to listing from the Building & Grounds Coordinator.

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 *Cinderella* Scheduled for March 2 – 4.
3. 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.
4. Scholastic Book Fair is scheduled for Feb. 12-15 in the Middle School lobby for NHS/NMS students. Family Night is Thursday evening 5-8 pm during Parent/Teacher Conferences.

E. Transportation & Safety Committee – Chairperson – Ross Cochrell

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:

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
BDDJ	Broadcasting and Taping of Board Meetings (Also KBCD)
IGBB	Programs for Students who are Gifted
IGBI	English as a Second Language (Limited English Proficiency)
IKF	Graduation Requirements
JEDA	Truancy
JEFB	Released Time for Religious Instruction

Policies on first reading/review:

GBK	No Tobacco Use on District Property by Staff Members
JFCG	Tobacco Use By Students
KGC	No Tobacco Use on District Property

G. Audit/Finance/Technology Committee – Jon Widmer

1. The 2018 Budget Hearing will be scheduled for date in February 5, 2018 at the Wayne County Auditor’s office.
2. 2017 Audit is finalized and available for review.

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

I. Superintendent’s Report – Karen O’Hare

1. January 1st enrollment by building:

Elementary School	645	(+ 88 Preschoolers)
Middle School	319	
High School	410	
Career Center	<u>61</u>	
Total	1,435	

2. Other Reports, Information or Items of Business:

- a. Curriculum Updates
- b. Calendar Proposals for 2018-19

3. Upcoming Activities:

- Jan. 12 End of 2nd 9 weeks/1st Semester
Jan. 15 Martin Luther King, Jr Day – No School

Jan. 17 LPDC Meeting
 Jan. 23 County High School One-Act Play Festival @ Dalton HS
 Jan. 24 Two-Hour Delay-Staff In-Service
 Jan. 30 Wayne County Spelling Bee – NMS students participating
 Feb. 4 High School Honors Band Concert
 Feb. 12-15NMS/NHS Scholastic Book Fair
 Feb. 15 Parent-Teacher Conferences – All Buildings 5-8 pm
 Feb. 16 Conference Comp Day – No School
 Feb. 19 Presidents’ Day – No School
 Feb. 22 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). Next Meeting will be January 10.
 - 2. Tri-County Legislative Liaison Meeting – March 5, 2018 at 7:00 PM at Tri-County ESC.

VII. SUPERINTENDENT’S AGENDA – NEW BUSINESS
 Superintendent Karen O’Hare

- A. Personnel Matters – January 8, 2018
 - Exempt Staff
 Approve Lori Weinman – Assistant to the Transportation Director
- 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>
Kristen Quallich	Games That Work	2/23/18	\$40
Eric Ratica	OMEA	2/8 & 9	\$145
Leanne Ratica	OMEA	2/8 & 9	\$145
- C. Reports from last month’s conferences – please refer to attachment.
- D. Approve the Ski Club trip to Kissing Bridge Ski Resort in New York on Feb. 3, 2018.
- E. Approve the Band/Choir/Adaptive Music Students trip to Cleveland on April 13 & 14, 2018.

VIII. HEARING OF THE PUBLIC

Those who have indicated a desire to address the Board under ‘Hearing of the Public’ are asked to do so when recognized by the President. Speakers shall properly identify themselves and adhere to a two-minute limit set by the Board. It is hereby noted that comments dealing with personnel are subject to professional standards of communicating concerns directly to the respective staff person and/or their supervisor through channels and board adopted policies and procedures (KL—Public Concerns and

Complaints). The Ohio Revised Code 121.22(G) allows for those concerns to be addressed in executive session unless the employee requests a public hearing.

XI. ADJOURNMENT

The next meeting of the Norwayne Local Board of Education is scheduled for Monday evening, February 26, 2018, Executive Session 6:00 p.m.; Business Meeting, 6:30 p.m., at Norwayne Elementary School.

With no further business, the meeting adjourned at 7:47 PM.
