

# BOARD BRIEFS

## Norwayne Local School District Board of Education Regular Meeting

Held at 4:00 PM

Norwayne High School Library

March 25, 2019

The March 2019 Regular Meeting of the Norwayne Board of Education was held on Monday, March 25, 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.

The Board moved into executive session at 4:01 PM for the appointment, compensation, employment, discipline, or evaluation of personnel.

Following executive session the board met in open session at 4:30 PM and approved the following:

Mr. Love and Mr. Kerns gave a presentation about their trip to visit the U.S. Marine Corps training facility in Parris Island, SC. It was an opportunity for Educators to become acquainted with the Marine Corps facilities and programs to provide career and educational tracks to students following high school graduation.

### Monthly Principal's Reports to the Board & Public:

Mr. Dreher, Mr. Leatherman, and Mr. Zimmerly gave monthly Principal Reports.

#### IV. RECOMMENDATION TO ADOPT NORWAYNE BOARD OF EDUCATION MARCH 25, 2019, 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.

The Board adopted the March 25, 2019 agenda as modified.

#### V. TREASURER'S BUSINESS – Sandy Hadsell

The board approved the Treasurer's Business:

- A. Approve the minutes of the February 25, 2019 Regular Meeting.
- B. Approve the February 28, 2019, Bank Reconciliation and Financial Reports:

Receipts: \$ 1,806,588.92

Expenses: \$ 1,251,858.13

- C. Accept the following donations:

Moose Breakfast	\$507	HS Boys Soccer
Moose Breakfast	\$621	HS Softball
Moose Breakfast	\$315	HS Cheerleaders
Barry Romich	\$200	HS Boys Soccer
Barry Romich	\$200	HS Softball
Barry Romich	\$300	HS Cheerleaders
Ladies of The Moose 1224	\$250	Moose Scholarship
Sam Patterson	\$590	HS Girls Basketball
Tyler Hanzie	\$260	HS Girls Basketball
Terry & Karen O'Hare	\$500	Turf Project

Sally Boyes-Hyslop	\$100	ES Writing Project Awards
Jon & Mary Widmer	\$60	HS Drama
Creston Senior Citizens	\$20	HS Drama
Norwayne Youth Football	\$500	HS Football Headset Upgrade
Daso Custom Cabinetry	\$1000	HS Football Headset Upgrade
Murray Funeral Home	\$25	NHS Student Council
Barry Romich Foundation	\$50,000	Turf Project
Barry Romich	\$200	MS Washington DC Trip

D. Approve payment to Game Workers:

Girls Basketball Division II Sectional		
Brian West	Site Manager	\$100
Jim Glessner	Ticket Taker	\$20
Beth Lea	Facility Manager	\$50

Winter Boys Basketball Season		
Scott Coy	Time Keeper	\$180
Adam Indorf	Scoreboard	\$160

Boys Division III Sectional		
Jim Glessner	Ticket Taker	\$20
Scott Coy	Time Keeper	\$20
Adam Indorf	Scoreboard	\$20
Mary Besancon	Official Scorebook	\$20
Beth Lea	Facility Manager	\$50
Brian West	Site Manager	\$100

Girls Division IV Districts		
Andy Froelich	Tournament Manager	\$ 648.16
Jim Glessner	Ticket Taker	\$ 80
Beth Lea	Facility Manager	\$ 210
Adam Indorf	Scoreboard	\$ 150
Scott Coy	Time Keeper	\$ 150
Fran Smolko	Pass Gate	\$ 105
Tim Heckler	Custodian	\$ 90
Kathy Kent	Custodian	\$ 30

E. Approve the Fiscal Shared Services Agreement with Liberty Preparatory School for Fiscal Year 2020.

F. Approve the renewal of membership in the HPS Buyer's Consortium for FY20 at a cost of \$1,681.86.

G. Approve the 2020 OSBA Group Rating Quote from Comp Management, projected cost \$22,629 with an \$835 administration fee.

H. Approve the February 28, 2019 Interest Payment Transfer of \$583.52 from the Athletic Facility Improvement Fund (300-935A) to the General Fund (001), and the March 26, 2019 Return of Advance of \$50,000 from the Athletic Facility Improvement Fund (300-935A) to the General Fund (001). Principal Balance is \$193,000.

VI. PRESIDENT'S BUSINESS

A. Announcements/Correspondence/Introductions/Recognition

1. Congratulations to Mrs. Beth Smith and the Norwayne Players drama group for their excellent and entertaining production of *The Boy Friend*.
2. Congratulations to Alfredo Gray, Wrestling Coach and wrestlers Kaden Kidd Jarrison Moore and Austin Shepherd for advancing to State. Congratulations to Austin for placing 6<sup>th</sup> and Kaden for placing 7<sup>th</sup> overall.
3. Congratulations to the Norwayne Middle School art students and their teacher, Ms. Molly Pamer, who were recognized for outstanding works of art at the Wayne County Junior High Art Exhibit and Awards Ceremony on the evening of March 14<sup>th</sup>. Best of Show in 3 Dimensional was awarded to Mercedes Adkins.
4. Congratulations to the Winter Sport Athletes who were recognized at the Winter Sports Banquet on March 19<sup>th</sup>.

## VII. BOARD COMMITTEE REPORTS/RECOMMENDATIONS

The Board accepted the committee reports, approved, and adopted the items in Section VII.

### 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:
  - a. Approve the contract agreement with Trane Building Advantage to upgrade HVAC controls at High School / Middle School at a cost of \$53,155.
  - b. Approve the Year 1 Service Contract in the Amount of \$32,496 to be paid from the Building Maintenance Fund. Projected Energy Savings of \$49,500 per Year.

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

1. Kindergarten Registration – 19 new students were registered March 11; 60 Current Preschool students are moving up to Kg.
2. Preschool Registration Packets were available March 4. Specific questions on preschool enrollment should be directed to Elementary Principal Dave Dreher.
3. Open Enrollment application for 2019-20 are currently being accepted.
4. School will be closed April 15 - 19 for Spring Break.

### C. Transportation & Safety Committee – Chairperson, Ross Cochrell

1. Bus drivers will begin their mandatory second round of bus evacuation drills on April 11 & 12.
2. Safety Committee meeting scheduled for April 11<sup>th</sup> at 3:00 PM.
3. Annual Bus Inspections will be as follows:

February 5 – Buses 2, 4, 7, 12 & 15 were inspected and passed  
 March 14 – buses 10, 11, 14, 16 & 19 all passed except Bus 16  
 April 8 – Buses 1, 3, 6, 8 & 9 will be inspected  
 May 20 – Buses 5, 13, 17 & 18 will be inspected

D. 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:

BCC, Qualifications and Duties of the Treasurer  
 DECA, Administration of Federal Grant Funds  
 DH, Bonded Employees and Officers  
 JED, Student Absences and Excuses  
 JEE, Student Attendance Accounting (Missing and Absent Children)  
 JFCK, Use of Electronic Communications Equipment by Students  
 JGD, Student Suspension  
 JHG, Reporting Child Abuse and Mandatory Training  
 GBCB, Staff Conduct

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

1. The State AIR testing will begin March 25 at the High School, April 2 at the Elementary, and April 1 at the Middle School. Students will be tested in the following subjects:  
 Gr 3 – 8: Language Arts & Math  
 Gr 5 & 8: Science  
 High School: End of Course Exams

F. Superintendent’s Report – Karen O’Hare

1. March 1st enrollment by building:

Elementary School	628	(+ 83 Preschoolers)
Middle School	330	
High School	412	
Career Center	<u>42</u>	
Total	1,412	

2. Other Reports, Information or Items of Business:

- a. Curriculum Updates
- b. Upcoming Events:

March 28Kg Concert 7 pm  
 March 29Elementary Spring Fling  
 April 4Lions’ Club Student Recognition Dinner  
 April 7Moose Breakfast – Baseball  
 April 9Grade 3 Concert 7 pm  
 April 12NMS Talent Show  
 April 15-19 Spring Break  
 April 25 – May 9 Wayne County High School Art Exhibit at Wayne Center For the Arts  
 April 27 County Line Trail 5K, 10K and Rainbow Run

G. Other Board Matters

1. WCSCC Board Representative's (Kurt Steiner) report on the Career Center Board events and/or meeting(s).

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

The Board approved the items in Section VIII:

Regular Board Meeting  
Personnel Items  
March 25, 2019

Contract Renewals for 2019-20:

Administrative Contracts

Ann Gerber – Curriculum/Gifted Coordinator – Two Year  
Sandy Hadsell – Treasurer – Three Year

Coordinator Contracts

Terry Valentine – Transportation Coordinator – One Year  
Ryan Wile – Technology Coordinator – Three Year

Exempt Staff Contracts

Beth Poremba – School Psychologist – Two Year  
Matthew Smith – Technology Support – One Year  
Lori Weinman – Assistant to Transportation – One Year  
Jennifer Wood – Assistant to Treasurer – Two Year  
Approve 2% increase to the Base for Administrators, Coordinators, and Exempt Staff.

Non-Renewal of Tutor Contracts:

(Non-renewal due to federally or state funded positions; this action does not reflect job performance but is a matter of state law):

Elementary School: Kris Gerber, Lynn Hershberger, Karlee Wyckoff  
Middle School: Jill Buklad, Sheri Csapo, Josue Perez, Katie Kerns  
High School: Alfredo Gray

Professional Staff

R.I.F. (Reduction in Force) List:

Megan Raber

Support Staff

Substitute List

Jessica Fry – add as substitute for Clerical, Student Aide, Library, Lunchroom and Custodial Positions.

R.I.F. (Reduction in Force) List:

Aides: Kaitlyn Brant, Joe Chaffin, Sarah Coy, Randy Hoge, Misty Snow

Cafeteria: Julie Atanasov, Melody Beery, Mary Fetzer, JoEtta Sheppard, Mindy Watson, Carolyn Wilfong, Shawna Wood, Brittany Yoder

RIF a 1<sup>st</sup> Assistant Position at the high school  
RIF a 2<sup>nd</sup> Assistant Position at the elementary school

Supplemental:

Accept letter of resignation from Misty Snow as NHS Head Cheer Coach and NMS Assistant Cheer Coach effective the end of the 2018-19 school year.

Accept letter of resignation from Alex Williams as NMS Head Cheer Coach and NHS Assistant Cheer Coach effective the end of the 2018-19 school year.

Middle School:

Jason Gallion – Assistant Track Coach  
Doug Hanzie - 5/6 gr Girls BB Advisor

High School:

Joe Chaffin – Head Tennis Coach  
\*Catie Noyes – JV Softball Coach  
\*Zac Cherry – Volunteer Baseball Coach

\*pending proper certification and licensure\*

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>
Carol Miller	Paraprofessional Exam	3/11	\$75
Dana Dysinger	Paraprofessional Course & Exam	3/21	\$150
Misty Snow	Paraprofessional Course & Exam	3/21	\$150
Kirstin Lonsbury	Paraprofessional Course & Exam	3/26	\$150
Brenda Turner	Paraprofessional Course & Exam	3/26	\$150
Julie Atanasov	ServSafe Training	4/29 & 30	\$179
Iva Buckingham	ServSafe Training	4/29 & 30	\$179
Jolen Hildebrand	STRS Workshop	5/15	\$20
Katie Kerns	National Writing Workshop	7/8 – 19	\$300

C. Reports from last month’s conferences – please refer to attachment.

D. Approve Gr 6 Outdoor Education Trip September 4, 5 & 6, 2019

E. Board consideration/approval of high school, middle school, and elementary amended lunchroom prices for the 2019-20 school year.

F. Acknowledge receipt of the Winter 2019 Quarterly Report from the Tri-County ESC Business Advisory Council.

X. EXECUTIVE SESSION

The Board moved into executive session at 5:30 PM for the discussion of pending legal matters and matters required to be kept confidential.

The Board reconvened in open session at 6:10 PM. No further action took place.

XII. ADJOURNMENT

*The April Regular Meeting of the Norwayne Local Board of Education is scheduled to meet in the Norwayne High School Library on Monday April 22, 2019; 4:00 p.m. executive session, 4:30 p.m. business meeting.*

With no further business, the meeting adjourned at 6:11 PM.