

# SOUTHEASTERN LOCAL BOARD OF EDUCATION

## Minutes of Regular Meeting

**July 17, 2012**

The Southeastern Local Board of Education met in regular session on July 17, 2012 at 6:00 pm in the Board Conference Room.

**Members Present:**

|                 |                            |
|-----------------|----------------------------|
| Tony Entler     | David Shea, Superintendent |
| Frances Edwards | Brad McKee, Treasurer      |
| Kim Owens       |                            |
| Luke Russell    |                            |
| Tammy Stoops    |                            |

**Visitors Present:**

Karen Mossing  
Leonard Kadel  
Janine Miller  
Thomas Rutschilling  
Jay Mitchell  
Jason Ennis  
Brad Greene  
Angela Greene  
Amanda Cassell

**Approval of Minutes**

Frances Edwards moved and Kim Owens seconded that the minutes of the June 19, 2012 Regular Meeting be approved.

Ayes: Edwards, Owens, Russell, Stoops, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

**Old Business**

Discussion of STEM meeting.

**Superintendent's Report**

**2012-2013 Authorizations**

Frances Edwards moved and Tammy Stoops seconded that the Board of Education approve the following 2012-2013 authorizations:

Establish Service Fund for 2012-2013 –establish a service fund of \$9,000 to be set aside as an account within the General Fund and be incorporated into the appropriations of the school district for the fiscal year 2012-2013.

Waive Reading of Minutes –waive the reading of all Board Minutes during 2012-2013, with the understanding that such minutes will be distributed to the members prior to the date of each meeting.

Standing Authorizations – standing authorizations for fiscal year 2012-2013.

1. Treasurer - requests for tax advances from the Auditor
2. Treasurer - investing of interim funds
3. Treasurer - to borrow necessary monies to meet current operating expenses if need arises
4. Treasurer - to pay all bills, provided that funds are available and to report monthly to the Board of Education those bills that were paid

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- 5. Treasurer- authorized to modify appropriations if necessary, reporting any changes to the Board at the next regular meeting
- 6. Treasurer - authorized to make 2012-2013 inter-fund advances if necessary, reporting any advance to the Board at the next regular meeting
- 7. Treasurer - appointed coordinator of the Student Activity (200) accounts and Athletic Funds (300) accounts budgets
- 8. Superintendent - approve or disapprove of applications for professional meeting leave for staff that conform to established Board Policy and that are within the amount appropriated for such activities
- 9. Superintendent - be authorized to employ such temporary personnel as is needed for emergency situations and present to the Board for approval at the next Board meeting
- 10. Treasurer and Superintendent - be authorized to act as agents for the Board in making application for and management of federal and state grant.
- 11. Petty Cash Funds - to establish a petty cash fund in the amount of \$125.00 with a maximum of \$125.00 for any single expenditure for the 2012-2013 school year. The Treasurer will be the designated district custodian of this account.
- 12. Clark County School Treasurers serve as audit committee.

Ayes: Edwards, Stoops, Russell, Owens, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

**Issued Limited Contracts – Certificated Staff**

Kim Owens moved and Frances Edwards seconded that the Board of Education employ the following under a limited teacher’s contract beginning with 2012-2013 school year in accordance with scale adopted by the Board of Education. Contract would become null and void in the event that the school district does not receive a favorable BCI or FBI evaluation and/or proper licenser from the Ohio Department of Education.

ONE-YEAR CONTRACT TO EXPIRE AT END OF 2012-2013

|   |          |        |
|---|----------|--------|
| Colleen Kline – Family & Consumer Science | Class II | Step 0 |
| Karen Mossing - Library Media             | Class II | Step 0 |

Note: Class II/Step 0 is pending receipt of transcripts, certificates, STRS statements and remainder of required paperwork.

Ayes: Owens, Edwards, Russell, Stoops, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

**Issued Contracts for Extended Days - Classified Staff**

Tammy Stoops moved and Luke Russell seconded that the Board of Education issue contracts for extended days for the 2012-2013 school year to the following classified staff:

| NAME               | POSITION       | RATE                             |
|--------------------|----------------|----------------------------------|
| Druscilla Hamilton | Food Inventory | 18 hours ext. time at hrly. rate |

Ayes: Stoops, Russell, Owens, Edwards, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

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**Approved Additional Hours**

Tammy Stoops moved and Kim Owens seconded that the Board of Education approve extra time for cooks to attend training on new meal patterns and set up for start of school.

Ayes: Stoops, Owens, Edwards, Russell, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

**Adopted Resolution – Supplementals**

Frances Edwards moved and Luke Russell seconded that the Board of Education adopt the following resolution pursuant to O.R.C. 3313.53:

WHEREAS, the following supplemental positions are vacant for the 2012-2013 school year:

Varsity Boys Basketball .17

WHEREAS, none of the present certificated and/or qualified staff members employed so desire these positions: and

WHEREAS, no certificated person not employed by the district has responded to advertisement of said positions: therefore

BE IT RESOLVED, that the following are awarded supplemental contracts for the supplemental positions listed for the duration of their OHSAA sport season pending completion and receipt of clear background checks:

|                         |     |                |
|-------------------------|-----|----------------|
| Varsity Boys Basketball | .17 | Bradley Greene |
|-------------------------|-----|----------------|

Ayes: Edwards, Russell, Owens, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

**Approved Volunteers**

Frances Edwards moved and Tony Entler seconded that the Board of Education approve the following as a volunteer for the specified areas. As a volunteer this person has read, understands and agrees to comply with the terms and conditions set forth on the Volunteer Release Form #4120.09 F1. Pending receipt of clear background checks.

Tyler Banion – Cross Country

Darron Routzahn – Football

Robert Chadeayne - Football

Ayes: Edwards, Entler, Owens, Russell, Stoops

Nays: None

Abstain: None

Motion Carried: 5-0-0

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**Approved Liability and Key/Fob Request in Accordance with Board Guideline #7741**

Kim Owens moved and Tammy Stoops seconded that the Board of Education approve the following:

Whereas, in accordance with Board Guideline 7741, the Board approves the following individual/s for the stated activity, and;

Now therefore be it resolved that the approved individuals shall be issued school district liability and keys if necessary for specific dates of the planned activity.

| <u>Name</u>      | <u>Purpose</u>          | <u>Specific Dates</u> |
|------------------|-------------------------|-----------------------|
| Brad Greene      | Varsity Boys Basketball | 8/1/12-7/31/13        |
| Vince Banion     | Varsity Golf            | 8/1/12-7/31/13        |
| Ed Hennigan      | Jr. High Football       | 7/30/12-10/31/12      |
| Aaron Baldauff   | Varsity Boys Soccer     | 8/1/12-7/31/13        |
| Darron Routzahn  | Football                | 7/30/12-11/15/12      |
| Pat Toscani      | Football                | 7/30/12-11/15/12      |
| Tim Connor       | Football                | 7/30/12-11/15/12      |
| Brian Cooper     | Football                | 7/30/12-11/15/12      |
| Robert Chadeayne | Football                | 7/30/12-10/31/12      |

Ayes: Owens, Stoops, Russell, Edwards, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

**Approved Overnight Trips**

Tony Entler moved and Tammy Stoops seconded that the Board of Education approve the following:

Whereas, in compliance with Board of Education Policy 2340C overnight school district sponsored field trips must be recommended and gain approval by the Board of Education prior to the event, to provide protection to the student, staff, and school district, and;

Whereas, staff has been notified of the importance, significance, and necessity for prior Board approval, and;

Now Therefore Be It Resolved, that the Board of Education approve the following future overnight field trip;

Volleyball Scrimmage & Team Building –  
Ft. Loramie State Park, St. Mary’s High School – August 16-17, 2012

Ayes: Entler, Stoops, Owens, Russell, Edwards  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

**Approved School Sponsored Clubs**

Kim Owens moved and Tammy Stoops seconded that the Board of Education approve the following school sponsored club for the 2012-2013 School Year:

Jr. High Soccer

Ayes: Owens, Stoops, Russell, Edwards, Entler

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Nays: None  
Abstain: None

Motion Carried: 5-0-0

### Approved 2012-2013 Lunchroom Prices

Frances Edwards moved and Luke Russell seconded that the Board of Education approve the following 2012-2013 lunchroom prices:

MV - \$2.65  
HS - \$2.90  
Milk - \$.60

Ayes: Edwards, Russell, Owens, Stoops, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

### Approved Body Mass Screening Affidavit

Frances Edwards moved and Kim Owens seconded that the Board of Education approve the Body Mass Screening Program Affidavit as presented.

Ayes: Edwards, Owens, Russell, Stoops, Entler  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

### Approved Disposal of Items

Tony Entler moved and Luke Russell seconded to approve the following:

Whereas, the school district is in possession of the following items outdated and/or non-working, and;

| Name                    | Author                   | Edition       | ISBN #        | Copyright     | # of books |
|-------------------------|--------------------------|---------------|---------------|---------------|------------|
| Grammar and Composition | Houghton Mifflin English | Second Course | 0-395-38548-2 | 1986,<br>1984 | 18         |
| English                 | Houghton Mifflin English | -----         | 0-395-50266-7 | 1990          | 35         |

Whereas, it is the Board of Education's desire to dispose of these items, and;

Now Therefore Be It Resolved, that the Superintendent and Treasurer be authorized to donate or discard items as determined by the Superintendent and Treasurer, and;

Now Therefore Be It Further Resolved that any funds received from a potential sale is returned to the school district.

Ayes: Entler, Russell, Edwards, Owens, Stoops  
Nays: None  
Abstain: None

Motion Carried: 5-0-0

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### **Treasurer's Report**

#### **Approved Financial Reports**

Tammy Stoops moved and Frances Edwards seconded that the Board of Education approve the financial report and payment of bills as presented.

Ayes: Stoops, Edwards, Owens, Russell, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

#### **Approved Activity Budgets**

Kim Owens moved and Frances Edwards seconded that the Board of Education approve the 2012-13 Activity Budgets as presented.

Ayes: Owens, Edwards, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

#### **Return Advance – Lunchroom Fund**

Frances Edwards moved and Luke Russell seconded that the Board of Education approve the return advance from general fund to the following fund:

|           |              |
|-----------|--------------|
| Lunchroom | \$180,262.67 |
|-----------|--------------|

Ayes: Edwards, Russell, Owens, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

#### **Accepted 5<sup>th</sup> Quarter Grant**

Kim Owens moved and Frances Edwards seconded that the Board of Education accept the 5<sup>th</sup> Quarter Grant of up to \$4,000 for Agriculture 5<sup>th</sup> Quarter to assist in paying for extra extended days for Darrick Riggs.

Ayes: Owens, Edwards, Russell, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

#### **Approved Agreement with MVECA**

Tony Entler moved and Kim Owens seconded that the Board of Education approve the Member Agreement for Computer Services – FY13 for the time period of July 1, 2012 through June 30, 2013 with Miami Valley Educational Computer Association Regional Council of Governments (MVECA). Total cost: \$18,702.20.

Ayes: Entler, Owens, Russell, Stoops, Edwards

Nays: None

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Abstain: None

Motion Carried: 5-0-0

### **Approved Fiduciary Liability**

Frances Edwards moved and Luke Russell seconded that the Board of Education approve the Fiduciary Liability insurance for 2012-2013 at a cost of \$2,306.00 through Arthur J. Gallagher Risk Management Services, Inc.

Under ERISA, fiduciaries can be held personally liable for losses to a benefit plan incurred as a result of alleged errors, omissions, or breach of their fiduciary duties. Protection from Chubb is available for a wide range of public, private, and not-for-profit organizations.

Ayes: Edwards, Russell, Owens, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

### **Executive Session**

At 7:10 pm, Frances Edwards moved and Tammy Stoops seconded that the Board of Education move to executive session for the consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, official, or student and discussion with the Board's legal counsel, of disputes involving the Board that are the subject of pending or imminent court action.

Ayes: Edwards, Stoops, Owens, Russell, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

Returned to regular session at 8:29 pm.

### **Adjournment**

At 8:30 pm Frances Edwards moved and Luke Russell seconded that the Board of Education meeting be adjourned.

Ayes: Edwards, Russell, Owens, Stoops, Entler

Nays: None

Abstain: None

Motion Carried: 5-0-0

CORRECT



ATTEST

