

Northwest Local Board of Education
Regular Meeting 6:00 p.m. June 9, 2015
Northwest High School Media Center

131-15 ROLL CALL

Present: Carver; Crabtree; Orlett; Taylor
Absent: McCall

Presentation: Jeff Borton - TMI

132-15 RESOLUTION TO APPROVE MINUTES

The Board hereby approves the minutes of Regular Meeting on May 12, 2015 and Special Meeting on May 18, 2015.

Motion: Taylor
Second: Orlett
Roll Call: **Carver**-yes; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

133-15 REPORTS

- A. Treasurer: May Financial Report
- B. Superintendent:
 - 1. Greenlawn has started on the football field sod project.
 - 2. Bids for asphalt are due by noon on June 9.
 - 3. Roofing project at middle school.
 - 4. The district is planning to purchase two 78 passenger buses in July.
 - 5. The Board will enter into contract mediation with both the Northwest Local Education Association (certified) and OAPSE (classified) staff.
 - 6. Band boosters and boys' basketball will split concessions for the season.
 - 7. A line item will be created for the band for replacement of instruments: \$10,000 per year for the next four years.
 - 8. Transportation Update
- C. Board Committees:
Athletic Committee met on Wednesday, June 3 with Spring sports coaches.
- D. Board Members: No report
- E. Legislative Liaison: No report

The Board hereby approves the reports for this meeting.

Motion: Carver
Second: Taylor
Roll Call: Carver-yes; **Crabtree**-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

Visitors: None

134-15 RESOLUTION TO ACCEPT NOTIFICATION OF RETIREMENT OF CERTIFIED PERSONNEL

The Board hereby accepts the retirement notice for William Boyer, NHS teacher, effective the end of the 2014-2015 school year. Furthermore the Board wishes to express its appreciation to Mr. Boyer for his years of service to Northwest Local School District. In addition, the Board wishes him health and happiness in his retirement.

Motion: Orlett
Second: Taylor
Roll Call: Carver-yes; Crabtree-yes; **Orlett**-yes; Taylor-yes

The President declared the motion carried.

135-15 RESOLUTION TO ACCEPT NOTIFICATION OF RETIREMENT OF CERTIFIED PERSONNEL

The Board hereby accepts the retirement notice for Rebecca Weaver, NHS teacher, effective the end of the 2014-2015 school year. Furthermore the Board wishes to express its appreciation to Ms. Weaver for her years of service to Northwest Local School District. In addition, the Board wishes her health and happiness in her retirement.

Motion: Orlett
Second: Carver
Roll Call: Carver-yes; Crabtree-yes; Orlett-yes; **Taylor**-yes

The President declared the motion carried.

136-15 RESOLUTION TO ADOPT ADMINISTRATIVE SALARY INDEX FOR 2015-2016

The Board hereby adopts the following administrative salary index for administrative personnel for 2015-2016 as per recommendation of Superintendent Jenkins. See attached salary index. **Salary index is based on the 2014-2015 index as the 2015-2016 index has not yet been adopted.**

Motion: Carver
Second: Taylor
Roll Call: **Carver**-yes; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

137-15 RESOLUTION TO ADOPT ADMINISTRATIVE SALARY SCHEDULE AND SET SALARIES FOR ADMINISTRATIVE PERSONNEL FOR 2015-2016

The Board hereby sets salaries for the following administrative personnel for 2014-2016 as per recommendation of Superintendent Jenkins:

| <u>NAME</u> | <u>POSITION</u> | <u>SALARY*</u> | <u>CONTRACT</u> |
|--------------------|-----------------------------|----------------|-----------------|
| Anthony T. Jenkins | Superintendent | \$90,883.49 | 243-Days |
| Julie Smith | Treasurer | \$65,000.00 | 243-Days |
| Scott Martin | NES Principal | \$82,195.98 | 243-Days |
| Rick Scarberry | NHS Principal | \$85,537.28 | 243-Days |
| Jason Burton | NHS Assistant Principal | \$70,835.56 | 223-Days |
| Greg Tipton | NMS Principal | \$82,195.98 | 243-Days |
| Michael Armstrong | NES Assistant Principal | \$70,835.56 | 223-Days |
| Terri Freeman | Special Programs/Curriculum | \$82,195.98 | 243-Days |
| Robert Hodge | Head Mechanic/Trans. Coord. | \$50,119.50 | 260-Days |
| Sharon Conley | Exec. Asst/Trans. Coord. | \$50,119.50 | 260-Days |
| Jeannine Shelpman | EMIS Coordinator | \$13,838.88 | 45-Days |

All 12 month salaries to be paid on a July – June schedule.

*** Salaries based on the 2014-2015 schedule as the 2015-2016 schedule has not yet been adopted.**

Motion: Orlett
Second: Taylor
Roll Call: Carver-yes; **Crabtree**-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

138-15 RESOLUTION TO SET SALARIES FOR NON-UNION PERSONNEL

The Board hereby sets salaries for the following non-union personnel for the 2015-16 school year upon recommendation of Superintendent Jenkins:

| <u>NAME</u> | <u>POSITION</u> | <u>HR/LENGTH/RATE*</u> | <u>SALARY*</u> |
|----------------|----------------------------|------------------------|----------------|
| Tammy Burchett | Accts. Payable/Payroll | 8 hrs/260 days/\$19.48 | \$40,518.40 |
| Debra Spriggs | Adm. Sec/Accts. Receivable | 8 hrs/260 days/\$19.48 | \$40,518.40 |

All 12 month salaries to be paid on a July – June schedule.

***Rates and salaries based on 2014-2015 as the 2015-2016 rates and salaries have not yet been adopted.**

Motion: Carver
Second: Orlett
Roll Call: Carver-yes; Crabtree-yes; **Orlett**-yes; Taylor-yes

The President declared the motion carried.

139-15 RESOLUTION TO APPROVE THE EXPENDITURE OF PROFESSIONAL DEVELOPMENT FUNDS FOR GRADE LEVEL AND DEPARTMENT CHAIRS FOR THE 2014-2015 SCHOOL YEAR

The Board hereby approves the following personnel for the expenditure of Professional Development Funds for Grade Level and Department Chairs for the 2014-2015 school year as per recommendation of Superintendent Jenkins:

Susan Howard -- NES Teacher

Motion: Taylor

Second: Carver

Roll Call: Carver-yes; Crabtree-yes; Orlett-yes; **Taylor-yes**

The President declared the motion carried.

140-15 RESOLUTION TO APPROVE LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE (LPDC) MEMBERS FOR THE 2014-2015 SCHOOL YEAR

The Board hereby approves the following LPDC members for the 2014-2105 school year as per recommendation of Superintendent Jenkins:

Sabrina Amburgey

David Jenkins

Scott Martin

Greg Tipton

Patty Trissler

Motion: Carver

Second: Taylor

Roll Call: **Carver-yes**; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

141-15 RESOLUTION TO APPROVE LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE (LPDC) MEMBERS FOR THE 2015-2016 SCHOOL YEAR

The Board hereby approves the following LPDC members for the 2015-2016 school year as per recommendation of Superintendent Jenkins:

Sabrina Amburgey
David Jenkins
Scott Martin
Greg Tipton
Patty Trissler

Motion: Carver
Second: Taylor
Roll Call: Carver-yes; **Crabtree**-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

142-15 RESOLUTION TO EMPLOY CLASSIFIED SUBSTITUTE PERSONNEL

The Board hereby employs the following classified substitute personnel per recommendation of Superintendent Jenkins:

| <u>NAME</u> | <u>ADDRESS</u> | <u>TELEPHONE</u> |
|-----------------|------------------------------|------------------|
| Scottie Shipley | 53 Johnson Street, Otway, OH | 740-372-2947 |

Motion: Taylor
Second: Carver
Roll Call: Carver-yes; Crabtree-yes; **Orlett**-yes; Taylor-yes

The President declared the motion carried.

143-15 RESOLUTION TO EMPLOY CLASSIFIED PERSONNEL FOR THE 2015-2016 SCHOOL YEAR

The Board hereby employs the following classified personnel for the 2015-2016 school year as per recommendation of Superintendent Jenkins:

| <u>NAME</u> | <u>POSITION</u> | <u>EFFECTIVE</u> | <u>EXP</u> | <u>CONTRACT</u> |
|-------------------|-------------------|------------------|------------|-----------------|
| Shelly Montgomery | Bus Driver (5-hr) | 2015-2016 SY | Step 0 | 1 -Year |

Motion: Carver
Second: Taylor
Roll Call: Carver-yes; Crabtree-yes; Orlett-yes; **Taylor**-yes

The President declared the motion carried.

144-15 RESOLUTION TO ACCEPT BID PLACEMENTS FOR CLASSIFIED PERSONNEL FOR 2015-2016

The Board hereby accepts the bid placements of the following classified personnel for the 2015-2016 school year as per recommendation of Superintendent Jenkins:

| <u>NAME</u> | <u>POSITION</u> | <u>EFFECTIVE</u> |
|--------------------|-----------------|-----------------------|
| Rebecca Sutherland | NMS Cook | 2015-2016 School Year |
| Otisa Scott-Horn | NHS Cook | 2015-2016 School Year |

Motion: Orlett
Second: Taylor
Roll Call: **Carver**-yes; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

145-15 RESOLUTION TO DESIGNATE BUILDING GRIEVANCE OFFICERS FOR THE 2015-16 SCHOOL YEAR

The Board hereby designates the following positions as grievance officers for Title IX compliance for the 2015-16 school year, as per recommendation of Superintendent Jenkins:

| | |
|------------------------|----------------|
| NES Building Principal | Scott Martin |
| NMS Building Principal | Greg Tipton |
| NHS Building Principal | Rick Scarberry |

Motion: Carver
Second: Taylor
Roll Call: Carver-yes; **Crabtree**-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

146-15 RESOLUTION TO ADOPT STUDENT FEES FOR 2015-16

Whereas, there are instructional areas that require student fees for supplemental consumable materials and services; be it resolved the Board establish the following fee schedule for 2015-16 as per recommendation of Superintendent Jenkins:

NHS

| | |
|---------------------------------------|---------------------------------|
| Intro to Art and Independent Art | \$10/student |
| Drawing, Painting 3-D, Video/Photo | \$15/student |
| Band Uniform Dry Cleaning | \$20/student |
| Independent Study | \$10/student & cost of material |
| Biology I | \$5/student |
| Biology II | \$10/student |
| Science Lab | \$10/student |
| Industrial Arts | \$15/student |
| Family & Consumer Science | \$5/student & cost of material |
| Personal Finance Workbook | \$10/student |

NES

| | |
|---------------------|--------------|
| Kindergarten Snacks | \$30/student |
| Pre-School Snacks | \$15/student |

Motion: Taylor
Second: Carver
Roll Call: Carver-yes; Crabtree-yes; **Orlett**-yes; Taylor-yes

The President declared the motion carried.

147-15 RESOLUTION TO APPROVE AND ADOPT STUDENT HANDBOOKS FOR THE 2015-2016 SCHOOL YEAR

The Board hereby approves and adopts student handbooks for the 2015-2016 school year as per recommendation of Superintendent Jenkins and Principals.

Motion: Orlett
Second: Taylor
Roll Call: Carver-yes; Crabtree-yes; Orlett-yes; **Taylor**-yes

The President declared the motion carried.

148-15 RESOLUTION TO APPROVE PURCHASE OF BUSES

The Board hereby approves Treasurer Smith to proceed with the purchase of buses for the Northwest Local School District for 2015-2016.

Motion: Carver
Second: Taylor
Roll Call: **Carver**-yes; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

149-15 RESOLUTION TO ENTER INTO 2015-2016 SERVICE CONTRACTS WITH SOUTH CENTRAL OHIO EDUCATIONAL SERVICE CENTER

The Board hereby enters into 2015-2016 service contracts with South Central Ohio Educational Service Center.

Whereas, the Northwest Local School District is required to provide instructional and related services to its students with handicaps pursuant to Ohio and federal law and administrative regulations. The Northwest Local School District, (Board) agrees to enter into agreement with the South Central Ohio Educational Service Center (ESC) for the ESC to provide the following services:

Hearing Impaired Programming
Low Incidence Programming
PreSchool Handicapped Programming
Speech Programming

This contract shall be one year beginning July 1, 2015. It shall be renewed annually on March 1 for the following school year, unless either and/or both parties provide written notice to discontinue this agreement by the aforementioned date.

Motion: Orlett
Second: Taylor
Roll Call: Carver-yes; **Crabtree**-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

150-15 RESOLUTION TO AUTHORIZE TREASURER TO USE SETBAL PROGRAM

The Board hereby authorizes Treasurer Smith to use the SetBal program as part of the fiscal year end procedure.

Motion: Taylor
Second: Carver
Roll Call: Carver-yes; Crabtree-yes; **Orlett**-yes; Taylor-yes

The President declared the motion carried.

151-15 RESOLUTION TO AUTHORIZE TREASURER TO CLOSE FISCAL YEAR

The Board hereby authorizes Treasurer Smith to close the fiscal year and make necessary appropriation modifications to compute the final amended certificate and final appropriations for FY 2015. The final figures will be reported in July of 2015.

Motion: Taylor
Second: Carver
Roll Call: Carver-yes; Crabtree-yes; Orlett-yes; **Taylor**-yes

The President declared the motion carried.

152-15 RESOLUTION TO ADOPT NEW BOARD POLICIES

The Board hereby waives the 1st and 2nd readings and adopts the following new board policies:

1. 6108 – Authorization to make electronic fund transfers

Motion: Orlett
Second: Carver
Roll Call: **Carver**-yes; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

153-15 RESOLUTION TO EMPLOY SUPPLEMENTAL PERSONNEL

The Board hereby employs the following supplemental personnel as per recommendation of Superintendent Jenkins:

| <u>NAME</u> | <u>POSITION</u> | <u>EXPERIENCE</u> | <u>SY</u> |
|------------------|--------------------------|-------------------|-----------|
| Melissa Thompson | NHS Assistant Softball | 0 Years | 2014-15 |
| Katie Cunningham | NHS Assistant Volleyball | 1 Year | 2015-16 |
| Michelle Tackett | NHS Swim | 1 Year | 2015-16 |

Motion: Carver
Second: Taylor
Roll Call: Carver-yes; **Crabtree**-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

154-15 RESOLUTION TO APPROVE VOLUNTEER SUPPLEMENTAL PERSONNEL FOR THE 2015-2016 SCHOOL YEAR

The Board hereby approves the following volunteer supplemental personnel for the 2015-2016 school year as per recommendation of Superintendent Jenkins:

| <u>NAME</u> | <u>POSITION</u> |
|--------------|------------------|
| Dana Jenkins | NHS Girls Soccer |

Motion: Carver
Second: Taylor
Roll Call: Carver-yes; Crabtree-yes; **Orlett**-yes; Taylor-yes

The President declared the motion carried.

155-15 RESOLUTION TO APPROVE AND ADOPT SPRING SUPPLEMENTAL SCHEDULES I & II FOR 2015-2016 SCHOOL YEAR

The Board hereby approves and adopts the attached spring supplemental schedules I & II for the 2015-2016 school year as per recommendation of Superintendent Jenkins.

Motion: Orlett
Second: Taylor
Roll Call: Carver-yes; Crabtree-yes; Orlett-yes; **Taylor**-yes

The President declared the motion carried.

156-15 RESOLUTION TO ADOPT TEMPORARY APPROPRIATIONS AND SPENDING PLAN FOR JULY 2015 - JUNE 2016

Be it resolved that the Board of Education of the Northwest Local School District, Scioto County, Ohio, that to provide for the current expenses of said Board of Education, during the 12-month fiscal year ending June 30, 2016, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made, as follows in summary, with detailed report on file in the Treasurer's office. These appropriations considered temporary until the "Amended Certificate of Resources" received from County Auditor; at that time, unless amended, to become the permanent appropriations. Appropriations are set at the fund level.

| <u>Fund Name</u> | <u>Fund #</u> | <u>2016 Appropriations</u> |
|-------------------------------------|---------------|----------------------------|
| ***Governmental Fund Types*** | | |
| <u>General Fund</u> | | |
| General | 001 | \$17,265,584.00 |
| Total General Fund | | \$17,265,584.00 |
| | | |
| <u>Special Revenue Funds</u> | | |
| Public School Support | 018 | \$ 99,150.00 |
| Classroom Facilities Maint. | 034 | 157,100.00 |
| Termination Benefits | 035 | 55,000.00 |
| District Managed Activity | 300 | 137,000.00 |
| Public School Preschool | 439 | 118,791.99 |
| Data Communication Fund | 451 | 10,800.00 |
| IDEA-B | 516 | 339,438.90 |
| Title I | 572 | 743,677.98 |
| Improving Teacher Quality | 590 | 162,617.53 |
| Miscellaneous Fed Grant Fund | 599 | 25,674.00 |
| Total Special Revenue | | \$1,849,250.40 |
| Debt Service | 002 | \$286,000.00 |
| Total Debt Service | | \$286,000.00 |
| Capital Projects | 003 | |
| Permanent Improvements | | 11,000.00 |
| Total Capital Projects | | 11,000.00 |
| | | |
| ***Proprietary Fund Types*** | | |
| <u>Enterprise Funds</u> | | |
| Food Service | 006 | \$1,003,789.00 |
| Uniform School Supply | 009 | 9,100.00 |
| Total Food Service | | \$1,012,889.00 |

Fiduciary Fund Types

Agency Fund

| | | |
|--------------------------|-----|--------------------|
| Student Mng Activity | 200 | \$19,450.00 |
| Total Agency Fund | | \$19,450.00 |

Private Purpose Trust Fund

| | | |
|------------------------------------|-----|--------------------|
| Endowment | 008 | \$13,790.00 |
| Total Private Purpose Trust | | \$13,790.00 |

| | | |
|---------------------------------------|--|------------------------|
| Total Appropriations All Funds | | \$20,457,963.40 |
|---------------------------------------|--|------------------------|

Motion: Orlett

Second: Taylor

Roll Call: **Carver**-yes; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

157-15 RESOLUTION TO AUTHORIZE TRANSFER OF FUNDS

The Board hereby authorizes the transfer of the following funds per recommendation of Treasurer Smith.

| <u>AMOUNT</u> | <u>FUND TRANSFERRED FROM</u> | <u>FUND TRANSFERRED TO</u> |
|---------------|------------------------------|----------------------------------|
| \$50,000.00 | 001 GENERAL FUND | 300 9100 HIGH SCHOOL SPORTS |
| \$12,000.00 | 001 GENERAL FUND | 300 9200 MIDDLE SCHOOL SPORTS |
| \$3,000.00 | 001 GENERAL FUND | 300 9134 BAND UNIFORM |
| \$25,000 | 001 GENERAL FUND | 001 9015 FURNITURE RESERVE |
| \$273,912.78 | 001 GENERAL FUND | 006 FOOD SERVICE |
| \$155,520.42 | 001 GENERAL FUND | 035 SEVERANCE |

Motion: Taylor
Second: Carver
Roll Call: Carver-yes; **Crabtree**-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

158-15 RESOLUTION TO RENEW LIABILITY INSURANCE AND PROPERTY/FLEET INSURANCE FOR 2015-16

The Board authorizes renewal of liability insurance and property/fleet insurance for the Board, employees, and volunteers for the 2015-16 school year through Trident, premium \$37,000 annually pending any additional fleet purchase. Policy is in force from July 1, 2015 – June 30, 2016, upon recommendation of Treasurer Smith.

Motion: Carver
Second Taylor
Roll Call: Carver-yes; Crabtree-yes; **Orlett**-yes; Taylor-yes

The President declared the motion carried.

159-15 RESOLUTION TO APPROVE REMOVAL OF INVENTORY ITEMS

The Board hereby approves for Treasurer Smith to remove the following inventory items from our records:

1. Dell Monitor, keyboard, and mouse – this was not tagged
2. Overhead – Serial #159983
3. Overhead – Serial #233005
4. Overhead – NLSD 001515 Barcode #33229030254425
5. IBM Thinkpad Laptop – NLSD #1894 Barcode #33229010106561
6. IBM Thinkpad Laptop – NLSD #1894 Barcode #33229010106579
7. Dell Computers (15)
8. IBM Computers (5)
9. Gateway Computers (10)
10. CRT Monitors (10)

Motion: Orlett
Second: Carver
Roll Call: Carver-yes; Crabtree-yes; Orlett-yes; **Taylor-yes**

The President declared the motion carried.

160-15 RESOLUTION TO ACCEPT RESIGNATION OF SUPPLEMENTAL PERSONNEL

The Board hereby accepts the resignation of the following supplemental personnel:

| <u>NAME</u> | <u>POSITION</u> | <u>EFFECTIVE</u> |
|---------------|-----------------|------------------|
| Emily Hopkins | NHS Swim Coach | Immediately |

Motion: Orlett
Second: Carver
Roll Call: **Carver-yes**; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

161-15 RESOLUTION TO APPROVE PAYMENT OF PURCHASE ORDER

The Board hereby approves payment of the following purchase order:

| <u>VENDOR</u> | <u>AMOUNT</u> |
|-----------------|---------------|
| Pauley Plumbing | \$3,940.00 |

Motion: Orlett

Second: Carver

Roll Call: Carver-yes; **Crabtree**-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

162-15 RESOLUTION TO ENTER EXECUTIVE SESSION

The Board hereby enters into executive session at 6:37 p.m. to discuss: 1) the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges against an employee or official, or regulated individual unless the employee, official, or regulated individual requests a public hearing; 2) disputes which are subject of pending or imminent court action in conference with an attorney.

Motion: Carver

Second: Orlett

Roll Call: Carver-yes; Crabtree-yes; **Orlett**-yes; Taylor-yes

The President declared the motion carried.

163-15 RESOLUTION TO RE-ENTER PUBLIC SESSION

The Board hereby re-enters public session at 6:41 p.m.

Motion: Orlett
Second: Carver
Roll Call: Carver-yes; Crabtree-yes; Orlett-yes; **Taylor-yes**

The President declared the motion carried.

164-15 RESOLUTION TO ADJOURN

The Board hereby adjourns at 6:41 p.m.

Motion: Carver
Second: Taylor
Roll Call: **Carver-yes**; Crabtree-yes; Orlett-yes; Taylor-yes

The President declared the motion carried.

The next Regular Board meeting will be held on July 14, 2015 at 6:00 p.m. in the Northwest High School Media Center.