

WARREN LOCAL SCHOOL DISTRICT

Organizational and Regular Board Meeting

January 14, 2019

CHAIN OF COMMAND

If you have concerns, problems, or ways to improve our schools, please contact the person in charge of that respective area.

<u>CONCERN</u>	<u>CONTACT</u>	<u>PHONE</u>
TEACHER	Teacher	School
BUILDING	Principal	
Warren High School	Ryan Lemley	678-2393/989-0340
Warren High School	Jeremy Grimm	678-2393/989-0340
Warren Middle School	Brent Taylor	678-2395
Warren Middle School	Shane Freshour	678-2395
Little Hocking Elementary	Robin Carter	989-2000
Warren Elementary	Joseph Oliverio	445-5300
HIGH SCHOOL ATHLETICS	Steven Harold	678-2393/989-0340
ASSISTANT ATHLETICS		678-2393/989-0340
ASSISTANT ATHLETICS/JUNIOR HIGH	Rod Padgitt	678-2395
TRANSPORTATION	Driver/Transportation Supervisor	678-2368
CAFETERIA	Head Cook/Food Service Supervisor	678-2366
CLEANING/CUSTODIAL	Head Cust./Prin./Maintenance Supervisor	678-2366

Unresolved Concerns or Problems that have been addressed through the proper channels, contact Kyle Newton, Superintendent, at 678-2366. Our website can be accessed via www.warrenlocal.org.

BOARD OF EDUCATION 2019 COMMITTEES

District Operations

Evaluation of Superintendent

Finance & Evaluation of Treasurer

Policy

Learning, Instruction, & Assessment

The Warren Local Board of Education conducts meetings in an effort to comply with Parliamentary Procedure. Robert's Rules of Order are its governance. As a result, it is important to remember the Communication section of the agenda is the appropriate time for audience members to speak. If a situation arises that you, the audience, need to ask a question, the president may elect to call on you at a convenient time.

In an effort to assist in recording the minutes, all audience members, when addressing the Board of Education, are asked to identify themselves by giving their name and subject matter.

**WARREN LOCAL BOARD OF EDUCATION
ORGANIZATIONAL AND REGULAR MEETING
January 14, 2019**

I. CALL TO ORDER AND ROLL CALL

The Warren Local Board of Education will meet for the purpose of an Organizational and Regular Meeting on January 14, 2019, at 6:00 p.m. at the Administration Office, 220 Sweetapple Road, Vincent, OH, with the following members answering Roll Call:

_____ **Allen** _____ **Brackenridge** _____ **Crum** _____ **Proctor** _____ **West**

II. PLEDGE OF ALLEGIANCE

III. INVOCATION

IV. *PUBLIC PARTICIPATION

V. ORGANIZATIONAL ITEMS:

A. NOMINATIONS FOR THE OFFICE OF BOARD PRESIDENT

_____ nominated _____ for the Office of Board President.

_____ nominated _____ for the Office of Board President.

Close Nominations

1. Motion by _____ Second by _____

To move that the nominations for the Office of Board President be closed.

_____ **Allen** _____ **Brackenridge** _____ **Crum** _____ **Proctor** _____ **West**

*Vote on Nominations of Board President: **(If more than one person is nominated, Roll Call will be by nominee name.)***

Vote on _____ (or) _____ for the Office of Board President.

_____ **Allen** _____ **Brackenridge** _____ **Crum** _____ **Proctor** _____ **West**

_____ was elected President of the Board for 2019.

B. NOMINATIONS FOR THE OFFICE OF BOARD VICE PRESIDENT

_____ nominated _____ for the Office of Board Vice President.

_____ nominated _____ for the Office of Board Vice President.

Close Nominations

2. Motion by _____ Second by _____

To move that the nominations for the Office of Board Vice President be closed.

Allen Brackenridge Crum Proctor West

*Vote on Nominations of Board Vice President: **(If more than one person is nominated, Roll Call will be by nominee name.)***

Vote on _____ (or) _____ for the Office of Board Vice President.

Allen Brackenridge Crum Proctor West

_____ was elected Vice President of the Board for 2019.

C. OATH OF OFFICE – PRESIDENT AND VICE PRESIDENT

The Oath of Office to be administered to the President and Vice President of the Board by the Treasurer, Melcie Wells.

_____ assumed the Chair of President of the Board of Education and the meeting continues.

D. APPROVE TREASURER’S BOND

3. Motion by _____ Second by _____

To approve the Treasurer’s Faithful Performance Bond in the amount of \$20,000 (prior year was \$20,000) with Ohio Casualty Insurance Company and to instruct the Treasurer to file a copy with the President of the Board of Education and the Washington and Athens County Auditors. (RC 3313.25)

Allen Brackenridge Crum Proctor West

E. SET REGULAR MEETING DATE AND TIME

4. Motion by _____ Second by _____

To set the Regular Meetings of the Warren Local Board of Education for 2019 on the _____ of each month at _____ p.m. at the Administration Office, Vincent, Ohio, unless it is a Federal holiday or non-teacher holiday. In this case, the meeting will be held on the _____ following the regular scheduled meeting.

Allen Brackenridge Crum Proctor West

F. SERVICE FUND

5. Motion by _____ Second by _____

To establish a Service Fund for the Warren Local Board of Education of \$8,000 for the year 2019.

Allen Brackenridge Crum Proctor West

G. STANDING AUTHORIZATIONS

6. Motion by _____ Second by _____

To approve the following standing authorizations for 2019:

- a. Advance on tax settlement by the Treasurer.
- b. Investment of inactive funds by the Treasurer.
- c. Pay all bills, provided that funds are available, and to report monthly to the Board of Education those bills that are paid by the Treasurer.
- d. Superintendent to employ, by letter of intent, certified and non-certified employees subject to Board approval at the next regular or special meeting.
- e. Superintendent authorized to approve professional meetings.
- f. Superintendent authorized to approve professional development.
- g. Superintendent authorized to approve volunteers.
- h. Authorize the Administration Office staff to purchase consumable items such as certificates, plaques, flowers (or donation, as requested, in lieu of flowers), etc. These expenditures for board related matters are to be made from the Board Service Fund; Central Office expenditures from the Superintendent’s and Treasurer’s Supply Accounts.
- i. Appoint the Superintendent as the Purchasing Agent from the January 2019 Warren Local Organizational meeting to the January 2020 Warren Local Organizational Meeting.
- j. Authorize the Superintendent and the Treasurer to utilize the services of Scott Scriven LLP, Bricker & Eckler Law Firm, and other law firms as deemed appropriate to serve the district.
- k. Approve classified employees above their contracted salary to perform other approved work assignments, as needed, at the employee’s current pay rate.
- l. Approve faculty members to attend meetings, classroom coverage, class overload, Remediation/Testing, Summer School Teachers, and Instructional and Homebound Tutoring as per the Master Agreement between the Warren Local Education Association and the Warren Local Board of Education.

- m. Approve faculty members to host college education students, to be a cooperating teacher for field experience students and professional internships and to be site coordinators for field experience. Teacher compensation is calculated based on the actual amount received from the University less any expenses to the district for required benefit.
- n. Approve all OHSAA (Ohio High School Athletic Association) required overnight trips for athletic events that are scheduled for consecutive days by the OHSAA. This includes, but not limited to, conference, district, regional, and state competitions.
- o. Approve all co-curricular and extra-curricular overnight and out of state field trips.

Allen Brackenridge Crum Proctor West

H. APPOINTMENTS

7. Motion by _____ Second by _____

To approve the following for 2019:

- a. Appoint _____ as the Legislative Liaison Board Member for Ohio School Boards Association from the Warren Local School District.
- b. Appoint _____ and _____ as the Hall of Honor Committee representatives, (2) Board Members.
- c. Appoint _____ and _____ as the Building Project Leadership Committee representatives, (2) Board Members.

Allen Brackenridge Crum Proctor West

I. COMMITTEES

8. Motion by _____ Second by _____

To establish 2019 Committees as follows (in accordance with Board Policy BCE):

District Operations _____ Chairperson

 _____ Alternate

Evaluation of Superintendent _____ Chairperson

 _____ Alternate

Finance & Evaluation of Treasurer _____ Chairperson

Alternate

Policy _____ Chairperson

Alternate

Learning, Instruction & Assessment _____ Chairperson

Alternate

Allen **Brackenridge** **Crum** **Proctor** **West**

VI. TREASURER'S REPORT

A. TREASURER'S BUSINESS

9. Motion by _____ Second by _____

The Treasurer recommends approving the following:

- a. Minutes of the December 6, 2018, Special Meeting, and the December 17, 2018, Regular Meeting.
- b. Payment of bills for December 2018 as presented in the amount of \$2,412,863.16
- c. Financial Reports for December 2018 as presented: Investment Balances and Rate of Return, Financial Report by Fund/SCC, Revenue Account Summary, All Checks dated between December 1 and December 31, 2018, and Appropriation Account Summary.
- d. Investment Record in the amount of \$800.08. This was deposited in the Permanent Improvement Fund as Investment Earnings during the month of December 2018.
- e. Payment of an invoice in accordance with ORC 5705.41 (d) A, Then and Now Invoice, from Mahone Tire Service, Inc. for \$5,209.72 dated December 19, 2018, for tires.
- f. Payment of an invoice in accordance with ORC 5705.41 (d) A, Then and Now Invoice, from Jostens for \$5,100.48 dated November 20, 2018, for HS yearbooks.
- g. Payment of an invoice in accordance with ORC 5705.41 (d) A, Then and Now Invoice, from Southeastern Electric for \$8,530 dated November 30, 2018, for repair of the MS unit.

Allen **Brackenridge** **Crum** **Proctor** **West**

VII. READING OF COMMUNICATIONS

- A. Legislative Liaison** – _____
- B. WCCC Report** – Debbie West
- C. Committee Reports** – District Operations
 - Finance
 - Policy
 - Learning, Instruction, & Assessment

VIII. SUPERINTENDENT’S REPORT

- a. School Board Recognition Month
- b. Bullying Report

A. SUPERINTENDENT’S BUSINESS

10. Motion by _____ Second by _____

The Administration recommends approving the following:

- a. 2019-2020 school calendar, as presented.
- b. Donation of an eight-inch electronic caliper valued at \$246.40 from Lynn Yost, Micro Machine Works, to the Warren High School manufacturing operations class.
- c. Memorandum of Understanding (MOU) with Marietta College for the hosting of student teachers, spring 2019 semester, as presented.

_____	_____	_____	_____	_____
Allen	Brackenridge	Crum	Proctor	West

IX. PERSONNEL

11. Motion by _____ Second by _____

a. Certified Personnel Recommendations

Employ (*pending successful verification of certification and experience, completion of criminal records checks, and other state and local requirements for the position*): **None at this time.**

b. Classified Personnel Recommendations

Resignation

Dye, David – Transportation supervisor, effective January 4, 2019.

Employ (*pending successful verification of certification and experience, completion of criminal records check, and other state and local requirements for the position*):

Bennett, Dennis - Interim transportation supervisor, placed on the administrative salary schedule, as needed, effective January 9, 2019.

Bennett, David – Bus driver, D-II Classification, limited one-year contract, effective January 9, 2019.

Miller, Michelle - Exempt substitute, \$12 per hour, as needed, effective date January 4, 2019.

Transfer

Sephus, Heather – From bus route #16, to route #35, effective December 21, 2018.

Long-Term Unpaid Leave of Absence

Myers, Misty – Bus driver, route #38, effective January 15, 2019, return date is undetermined at this time.

Classified Substitutes *(pending successful verification of certification and experience, completion of criminal records check, and other state and local requirements for the position): (effective the day after the current Board Meeting unless otherwise noted.)*

Davis, Christina	Klintworth, George	Nichols, Garren	Wells, Kyle
	Effective 12/6/18		
Williams, Raymond			
Effective 10/1/17			

c. Pupil Activity Recommendations

Employ *(pending upon number of participants, successful verification of certification and experience, completion of criminal records check, and other state and local requirements for the position):*

WHEREAS the Warren Local School District Board of Education has offered the following supplemental positions to licensed individuals employed in the school district; and no such employees qualified to fill the position(s) have accepted them; and

WHEREAS the Warren Local School District Board of Education has advertised the following supplemental positions as available to any licensed individual who is qualified to fill them, and who is not employed by the board, and no such person has applied for and accepted the position;

The Warren Local Board of Education directs the Treasurer to enter into a Pupil Activity Program Contract with the following non-licensed individuals for the term of one school year. Each contract will automatically terminate at the conclusion of the school year (applicable year noted below) without action. Each contract will be for an amount equal to the amount specified under Supplemental Contracts within the negotiated agreement with the Warren Local Education Association. Each applicant is required to maintain a valid Pupil Activity Program Permit as per Ohio Revised Code 3313.53.

Pupil Activity Recommendations for the 2018-2019 School Year

<u>Athletics</u>	<u>Bldg.</u>	<u>Name</u>	<u>Salary</u>
<u>Softball</u>			
Junior High	MS	Gates, Jill	per the negotiated agreement
Junior High	MS	Berry, Joshua*	per the negotiated agreement

*If a second team is needed.

Allen Brackenridge Crum Proctor West

X. RE-AFFIRM TIME AND PLACE OF NEXT MEETING:

- The next Special (Working) Meeting will be held February 7, 2019, at 5:30 p.m. at the Warren Middle School, Vincent, Ohio.
- The next Regular Meeting will be held on February ____, 2019, at ____ p.m. at the Administration Office, Vincent, Ohio.

XI. ADJOURNMENT

12. Motion by _____ Seconded by _____

To adjourn the meeting at _____ p.m.

Allen Brackenridge Crum Proctor West

File: KD and BDDH

PUBLIC PARTICIPATION AT BOARD MEETINGS

All meetings of the Board and Board-appointed committees are open to the public.

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.

Each person addressing the Board will give his name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of the majority of the Board, present and voting.

Agendas will be made available on-line or by request. The section on the agenda for public participation will be marked with an asterisk. Noted at the bottom of each agenda will be a short paragraph outlining the Board's policy on public participation at Board meetings.

[Adoption date: July 31, 1995]

[Re-adoption date: December 30, 2002]

[Re-adoption date: May 24, 2012]