

**CRESTVIEW LOCAL BOARD OF EDUCATION**

**January 11, 2017**

The Organizational Meeting of Crestview Local Board of Education will be held on Wednesday evening, January 11, 2017 at 7:00 p.m. in the Performing Arts Center.

**A. CALL TO ORDER**

**B. ROLL CALL** Miller McGoogan Tucker Weikart Bennett

**C. ELECTION OF OFFICERS FOR 2017**

**1. PRESIDENT**

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**2. VICE PRESIDENT**

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**D. COMMITTEE APPOINTMENTS**

Buildings and Grounds: \_\_\_\_\_, \_\_\_\_\_

Athletic Council: \_\_\_\_\_, \_\_\_\_\_

Personnel: \_\_\_\_\_, \_\_\_\_\_

Policy: \_\_\_\_\_, \_\_\_\_\_

Finance/Audit: \_\_\_\_\_, \_\_\_\_\_

Communications: \_\_\_\_\_, \_\_\_\_\_

Superintendent’s Advisory Committee: \_\_\_\_\_, \_\_\_\_\_

Insurance Committee: \_\_\_\_\_, \_\_\_\_\_

**E. DESIGNATE THE OFFICIAL NEWSPAPER**

1. Moved by \_\_\_\_\_, second by \_\_\_\_\_ to designate the \_\_\_\_\_ as the board’s official newspaper.

Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**F. LEGAL SERVICES**

- 1. Recommend: A resolution that the Board employ the firm of Smith, Peters & Kalail Co., LPA as legal counsel and hereby authorize the Superintendent, Treasurer and Board President to engage the services of said firm on an as needed basis.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**G. SERVICE FUND**

- 1. Moved by \_\_\_\_\_, second by \_\_\_\_\_ to establish the Board of Education Service Fund in the amount of \$5,000.00. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**H. SET REGULAR MEETING DATE AND TIME**

- 1. Moved by \_\_\_\_\_, second by \_\_\_\_\_ to set the date and time of the regular board meeting each month for the \_\_\_\_\_ at \_\_\_\_\_ o'clock PM.

Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**I. ACQUISITION OF SURPLUS PROPERTY AND FEDERAL PROGRAMS**

- 1. Recommend: Designate the Superintendent and/or his designee to be in charge of acquisition of surplus property and to be responsible for all Federal program applications and reports.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**J. EMPLOYMENT OF PERSONNEL**

- 1. Recommend: Authorize the Superintendent to employ personnel as needed in emergency situations.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**K. PURCHASING AGENT**

- 1. Recommend: Authorize the Superintendent to act as purchasing agent for the Board of Education within annual appropriations and to make necessary purchases in cases of emergencies.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**L. PERSONAL SERVICE CONTRACTS**

- 1. Recommend: Authorize the Superintendent and Athletic Director to approve personal service contracts for athletic events.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**M. TRAVEL OF EMPLOYEES**

1. Recommend: Authorize the Superintendent to approve travel of employees to conduct official school business and/or attend authorized professional meetings.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**N. STUDENT ACHIEVEMENT LIAISON**

1. Recommend: To appoint \_\_\_\_\_ to serve as OSBA Student Achievement Liaison for 2017.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**O. LEGISLATIVE LIAISON**

1. Recommend: To appoint \_\_\_\_\_ to serve as OSBA Legislative Liaison for 2017.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

**P. ADJOURNMENT**

Moved by \_\_\_\_\_, second by \_\_\_\_\_ to adjourn. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

# **CRESTVIEW LOCAL BOARD OF EDUCATION**

**JANUARY 11, 2017**

The regular meeting of Crestview Local Board of Education will be held on Wednesday evening, January 11, 2017, immediately following the organizational meeting in the Performing Arts Center.

## **AGENDA**

Visitors ----- We are glad for your presence.

In accordance with Bylaw 0169.1C all persons wishing to participate in a public Board meeting shall register their intent with the Treasurer one-half (1/2) hour in advance of the meeting and include name and address of the participant, group affiliation if appropriate, and the topic to be addressed.

### **CALL TO ORDER**

Roll Call: Miller McGoogan Tucker Weikart Bennett

### **PUBLIC PARTICIPATION**

Rebel Pride Awards  
Forensic Writing Project- Miss Kotel, Mrs. Straub, and Mrs. Mercer  
Crestview Elementary School Building Improvement Presentation

### **STUDENT ACHIEVEMENT**

CHS Students of the Month – 9<sup>th</sup> grade - Stephanie Dickey, 10<sup>th</sup> grade - Joshua Simmons  
11<sup>th</sup> grade - Alissa Baer, 12<sup>th</sup> grade - Zachery Strohecker

### **CONSENT AGENDA:**

*You have before you a copy of the items considered for tonight's consent agenda, would any Board Member wish to remove any item to be considered separately?*

### **Treasurer's Requests:**

1. Approval of the minutes of the regular meeting held December 14, 2016.
2. Approval of a resolution authorizing the Treasurer to invest interim funds as they become available.
3. The Board approve the Appropriation modifications and revised certificate of estimated resources for FY17.
4. Approve the adoption of the Annual Tax Budget for the period of July, 2017 through June, 2018 as presented by the Treasurer.
5. Approval to designate the Superintendent and/or the Treasurer to attend public records training on behalf of the Board of Education.

**Superintendent's Requests:**

1. The Board grant approval to accept interdistrict open enrollment students from any school district in Ohio for the 2017-18 school year.
2. The Board adopt the 2017-18 school year calendar as presented.
3. The Board approve the stipend payment to the following certificated personnel for the 2016-17 school year as per salary schedule for the assignments designated; all required reports are on file:

Eric Bable – Cooperating Teacher Supervision of student teacher

4. The Board grant supplemental contract to the following certificated personnel for the 2016-2017 as per salary schedule for the assignment designated; all required reports are on file:

Doris Buzzard – School Detention Monitor

5. The Board approve the following as non-paid volunteers for the 2016-17 school year; all required reports are on file.

Samuel Seiple - CHS Volunteer Assistant Swim Coach

6. The Board grant pupil activity contract to the following nonteaching personnel for the 2016-17 school year as per salary schedule for the assignment designated pursuant to O.R.C. 3313.53; pending receipt of all required reports:

Gregory Eskra - CHS Girls Head Softball Coach

7. The Board grant pupil activity contract to the following nonteaching personnel for the 2017-18 school year as per salary schedule for the assignment designated pursuant to O.R.C. 3313.53; pending receipt of all required reports:

W. Timothy Malone - CHS Girls Head Soccer Coach

8. The Board approve the following non-teaching personnel be placed on the approved substitute list for the 2016-17 school year, substitute basis only, according to wage rate for the assignment designated; all required reports are on file.

**Custodian** - James Cope

9. The Board approve the following nonteaching personnel to be granted a one (1) year limited contract basis for the remainder of the 2016-17 school year effective January 17, 2017 according to the salary schedule as recommended by Matthew T. Manley, Superintendent; all required reports are on file:

Randall Erath – Three (3) hour Bus Driver-Office Route  
KeniJo Wood – Five (5) hour Bus Driver-Office Route

**END of CONSENT AGENDA**

Recommend: The Board approve the consent agenda as presented:

Moved by \_\_\_\_\_, second by \_\_\_\_\_ to approve consent agenda. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

## ***Treasurer's Requests/Recommendations not included in Consent Agenda:***

1. Approve financial reports and investments as prepared and presented.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

2. The Board authorize the Superintendent and Treasurer to advertise for the lawn care and maintenance service contract.

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

3. Recommend: The Board accept donations from:

- a. Salem Community Hospital Auxillary \$50.00 for CHS Drama Club

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

## ***Board Reports:***

1. Career Center Report Mr. Tucker
2. Student Achievement Liaison Report
3. Legislative Report
4. Student Board Member Report Dawson Bennett

## ***Board Committee Reports:***

1. Buildings & Grounds
2. Athletic Council
3. Personnel
4. Finance Audit
5. Policy
6. Communications
7. Insurance

## ***Administrative Reports:***

1. Elementary School Mrs. Dangerfield
2. Middle School Mrs. Lemaster
3. High School Mrs. Dickson
4. Special Education Mr. Hill
5. Athletic Mr. Cusick/Mrs. Nappi
6. Lunchroom Miss Wilmes
7. Technology Mr. Miller
8. Transportation Mr. Burbick
9. Maintenance Mr. Radman

## ***Superintendent's Report:***

Mr. Manley

**Superintendent’s Requests/Recommendations not included in Consent Agenda:**

1. The Board adopt the following Board Policies/Bylaws which were presented for review at the December 14, 2016 board meeting:

<u>Policy/Bylaw Number</u>	<u>Description</u>	<u>New/Revised/Replacement</u>
0100	Definitions	Revised
0160	Use of Electronic Mail/Text Messages	Revised
1530	Evaluation of Principals and Other Administrators	Revised
1619	Group Health Plans	New
1619.01	Privacy Protections of Self-Funded Group Health Plans	Revised
1619.03	Patient Protection and Affordable Care Act	New
2460	Special Education	Revised
3223	Standards-Based School Counselor Evaluation	Revised
3419	Group Health Plans	Revised
3419.01	Privacy Protections of Self-Funded Group Health Plans	Revised
3419.03	Patient Protection and Affordable Care Act	New
4419	Group Health Plans	Revised
4419.01	Privacy Protections of Self-Funded Group Health Plans	Revised
4419.03	Patient Protection and Affordable Care Act	New
5330.02	Procurement and Use of Epinephrine Auto Injectors in Emergency Situations	Revised
5830	Student Fund-Raising	Revised
6605	Crowdfunding	New
6700	Fair Labor Standards Act (FLSA)	Revised
8330	Student Records	Revised
9700	Relations with Special Interest Groups	Revised

Moved by \_\_\_\_\_, second by \_\_\_\_\_. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_

**SUPERINTENDENT’S PROCLAMATION** ..... School Board Recognition Month

**WHEREAS**, it shall be the mission of the Crestview Local School District to provide all students with the best possible education; and

**WHEREAS**, the school board sets the direction for our community’s public schools by envisioning the community’s education future; and

**WHEREAS**, the school board sets policies and procedures to govern all aspects of school district operation; and

**WHEREAS**, the school board keeps attention focused on progress toward the school district’s goals and maintains a two-way communications loop with all segments of the community; and

**WHEREAS**, serving on a school board requires an unselfish devotion of time and service to carry on the mission and business of the school district; and

**WHEREAS**, the school board must respond on behalf of the community to the educational needs of students; and

**WHEREAS**, the school board voluntarily accepts the above-mentioned responsibilities;

***NOW, THEREFORE, BE IT RESOLVED*** that I, Matthew T. Manley, do hereby proclaim January 2017 as School Board Recognition Month in the Crestview Local School District. I encourage all citizens to publicly and privately thank the school board members in this community for their dedicated service to our children.

***ADJOURNMENT***

Moved by \_\_\_\_\_, second by \_\_\_\_\_ to adjourn. Vote yes: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Vote no: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. Absent: \_\_\_\_\_, \_\_\_\_\_. Motion carried \_\_\_\_\_. Failed \_\_\_\_\_.

***ANNOUNCEMENT***

Reaffirm that the next regular Crestview Local Board of Education will be held on Wednesday evening, February 8, 2017 at 7:00 p.m. in the Performing Arts Center.

A special meeting of the Crestview Local Board of Education will be held on Wednesday afternoon, January 18, 2017 at 4:00 p.m. in the High School conference room to interview school board applicants.