

# RECORD OF PROCEEDINGS

Minutes of

St. Marys City School District

Meeting

Held

December 14, 2011

7:30 P.M.

The St. Marys City Board of Education met in regular session in the auditorium at the St. Marys Memorial High School with the following Board Members present: Craig Gottschalk, Lisa Tobin, Rees McKee, Aaron Braun and Ralph Wiley. The Board of Education meeting was videotaped by Allen West of Digital Velocity Media.

The meeting was called to order by Craig Gottschalk, Board President, who then led the audience with the Pledge of Allegiance.

**APPROVE MINUTES OF THE NOVEMBER 9, 2011 REGULAR MEETING, THE STUDENT ACTIVITY REPORT, THE INVESTMENT REPORTS, THE FINANCIAL REPORTS AND BILLS PAID.** – On a motion by McKee, seconded by Braun, the above listed items were approved.

VOTE: McKee, yes; Braun, yes; Gottschalk, yes; Tobin, yes; Wiley, yes

192-11

**SPOTLIGHT** – David Lewis, Memorial High School Principal, introduced high school students Sarah Wilker and Anthony Tenney, who talked about WBL Sportsmanship and its benefits.

**ITEMS RELATED TO PERSONNEL** – On a motion by Wiley, seconded by Braun, the following items related to personnel were approved.

Retirement - Classified

Russell Bowsher

Custodian (29 years) – Effective December 31, 2011

Appointments – Certified

Terrance Roddy

Substitute Teacher

Appointment – Classified

Kathy Bruggeman

Custodian/Floater, 3 ½ hours per day regular contract

Dixie Russell

Custodian/Floater, 3 ½ hours per day regular contract

Dan Garrison

Bus Aide, regular contract

Holly Now

Substitute Cook

Kelly Kaiser

Part-Time Custodian, eff. 12/19/11

(90 day probationary period)

Appointment - Supplemental (noncertificated)

WHEREAS, the St. Marys City School District Board of Education offered the following position to the employees of this district who have certificates of the type described in Section 3319.22 of the Ohio Revised Code and no such employee qualified to fill the position applied for and accepted the position when it was posted; and

WHEREAS, the position was advertised by public posting to any individual with a certificate who was qualified to fill it and who was not employed by the Board and no such person applied for and accepted the position when it was posted:

BE IT RESOLVED, that the Board of Education continues the employment of the following personnel as coaches or advisors of the following pupil activity programs under Section 3313.53 of the Revised Code:

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Sonya Jaros Middle School Play Assistant Director  
Wesley Sweigart Co-7<sup>th</sup> Grade Wrestling  
Tim Hisey Co-7<sup>th</sup> Grade Wrestling

Volunteer  
Amy Wenning Van Driver

Five-Year Medical Leave of Absence - Be it resolved by the St. Marys Board of Education that it grant the request of Mark Stoker to be placed on a leave of absence in accordance with the determination made by the School Employees Retirement System – January 1, 2012 to December 31, 2016.

VOTE: Wiley, yes; Braun, yes; McKee, yes; Tobin, yes; Gottschalk, yes 193-11

**AUDIOLOGY SERVICES** – On a motion by Tobin, seconded by Braun, the Board approved a contract for audiology services with the Montgomery County ESC.

VOTE: Tobin, yes; Braun, yes; Gottschalk, yes; Wiley, yes; McKee, yes 194-11

**DONATIONS** – On a motion by Wiley, seconded by McKee, the Board accepted equipment donations valued at @ \$24,000, from Midmark Corporation for the Med Prep program at the Dennings Building

VOTE: Wiley, yes; McKee, yes; Braun, yes; Gottschalk, yes; Tobin, yes 195-11

**OSBA MEMBERSHIP** – On a motion by Tobin, seconded by Braun, the Board renewed its membership with the Ohio School Boards Association.

VOTE: Tobin, yes; Braun, yes; Wiley, yes; McKee, yes; Gottschalk, yes 196-11

**OSBA LEGAL ASSISTANCE FUND** – On a motion by Tobin, seconded by McKee, the Board renewed its membership with the Ohio School Boards Association for 2012:

Whereas the St. Marys Board of Education wishes to support the efforts of other boards of education to obtain favorable judicial decisions; and

Whereas the Ohio School Boards Association Legal Assistance Fund has been established for this purpose;

Therefore, the Board hereby resolves to participate in the OSBA LAF for calendar year 2012 and authorizes the Treasurer to pay to the LAF \$250.

VOTE: Tobin, yes; McKee, yes; Gottschalk, yes; Braun, yes; Wiley, yes 197-11

**OVERNIGHT TRIP** – On a motion by McKee, seconded by Wiley, the Board approved the 8<sup>TH</sup> grade trip to Washington, DC, departing Monday, October 29, 2012 and returning Saturday, November 3, 2012.

VOTE: McKee, yes; Wiley, yes; Gottschalk, yes; Tobin, yes; Braun, yes 198-11

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**TENNIS COURT PROJECT** – On a motion by McKee, seconded by Tobin, the following resolution was approved:

## AWARDING CONTRACT FOR THE NEW TENNIS COMPLEX AT MEMORIAL HIGH SCHOOL

WHEREAS, eight (8) bids were received on November 20, 2011, for the new tennis complex at the Memorial High School site, and the apparent low bid was submitted by Saintignon Excavating Company of Celina, Inc. in the base bid amount of \$286,625.00; and

WHEREAS, the Board's Architect, MSA Sport, reviewed the apparent low bid submitted, review the specifications with the apparent low bidder, determined that the apparent low bidder had included all of the specified work in its bid and was qualified to perform the work, and recommends awarding the contract to Saintignon Excavating Company of Celina, Inc., as the lowest responsible bidder, in the total amount of \$322,684.00, which includes Alternate #1 for additional court and equipment in the amount of \$36,059, all of which is below the published estimated cost for the base bid work; and

WHEREAS, the Business Manager, based upon the recommendation of the Architect, recommends that the contract for the new tennis complex be awarded to Saintignon Excavating Company of Celina, Inc. in the total amount of \$322,684.00, as the lowest responsible bidder for the specified work, with the contingency that the contract award will not be final until there is a decision from the Zoning Board of Appeals, which is scheduled to meet on January 4, 2012, approving the project;

NOW THEREFORE BE IT RESOLVED by the Board of Education of the St. Marys City School District as follows:

1. The contract for the new tennis complex at the Memorial High School site is awarded to Saintignon Excavating of Celina, Inc., as the lowest responsible bidder for the specified work, in the total amount of \$322,684.00, including Alternate #1 for additional court and equipment, based upon the information provided to the Board for its review. This award is contingent upon approval for the tennis complex project being received from the Zoning Board of Appeals, which is scheduled to meet on January 4, 2012. No property right will be created in the contract awarded until the contract has been signed by both the Board and the Contractor and all supporting documentation has been provided as required by the Contract Documents.
2. The Superintendent, Treasurer, and Board President are authorized to execute a contract and any required related documentation with this contractor in the amount stated above for the specified work after approval for the project is received from the Zoning Board of Appeals.

VOTE: McKee, yes; Tobin, yes; Wiley, yes; Braun, yes; Gottschalk, yes

199-11

**POLICY CHANGES** – On a motion by Tobin, seconded by Braun, the Board approved Board Policy changes as recommended by NEOLA.

VOTE: Tobin, yes; Braun, yes; Gottschalk, yes; McKee, yes; Wiley, yes

200-11

# RECORD OF PROCEEDINGS

Minutes of St. Marys City School District Meeting

Held December 14, 2011 7:30 P.M.

**2012 ORGANIZATIONAL MEETING** – On a motion by Wiley, seconded by Tobin, the Board scheduled the 2012 Organizational Meeting for Wednesday, January 11, 2012, at 7:30 PM in the Memorial/Middle School Auditorium.

VOTE: Wiley, yes; Tobin, yes; McKee, yes; Gottschalk, yes; Braun, yes 201-11

**PRESIDENT PRO TEM** – On a motion by McKee, seconded by Wiley, Lisa Tobin was nominated as President Pro Tem for the 2012 Organizational Meeting on Wednesday, January 11, 2012.

VOTE: McKee, yes; Wiley, yes; Gottschalk, yes; Braun, yes; Tobin, abstain 202-11

**SPECIAL MEETING** – On a motion by Braun, seconded by Tobin, the Board set Monday, January 23, 2012, at 7:30 AM as the date and time to conduct the annual Board of Education tour of facilities. The tour will begin at the District Service Center.

VOTE: Braun, yes; Tobin, yes; Gottschalk, yes; McKee, yes; Wiley, yes 203-11

**SPECIAL EDUCATION MODEL POLICIES** – On a motion by McKee, seconded by Tobin, the Board approved prior notice revision to the Special Education Model Policies and Procedures, adopted on October 14, 2009.

VOTE: McKee, yes; Tobin, yes; Wiley, yes; Braun, yes; Gottschalk, yes 204-11

## **INFORMATION AND DISCUSSION**

Reports were presented to the Board by the following individuals: Jerry Skiver, Superintendent; Kurt Kuffner, Business Manager, Doretta Nale, Director of Special Education; Doug Spencer, Athletic Director, Dan Grothouse, Director of Transportation and the Building Principals – Dave Lewis, Mary Miller, Lisa Elson and Sue Sherman.

**ADJOURNMENT** - At 7:57 PM, on a motion by Braun, seconded by McKee, there being no further business, the meeting was adjourned.

VOTE: Braun, yes; McKee, yes; Gottschalk, yes; Wiley, yes; Tobin, yes 205-11

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Treasurer

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President