

# RECORD OF PROCEEDINGS

Minutes of

St. Marys City School District

Meeting

Held

January 14, 2009

7:00 P.M.

## ORGANIZATIONAL BUSINESS

The St. Marys City Board of Education met for an organizational session at the City of St. Marys Council Chambers with the regular session immediately following. Board Members present included Ralph Wiley, Eric Langsdon, Rees McKee, Craig Gottschalk, and Lisa Tobin. Also present were Amy Rush, Bill Kellermeyer, Angie Weaver, Janie Southard, Mike Makley, Dave Lewis, Ken Neff, Lisa Elson, Sue Sherman, Joe Blin, Dan Grothouse, Kurt Kuffner, Bill Steinbrunner, Mary Riepenhoff and Tom Sommer. The Board of Education meeting was videotaped by Connie Schroer of Angle View Images.

The meeting was called to order by Ralph Wiley, Board President Pro Tem, who then led the audience with the Pledge of Allegiance.

**ROLL CALL** – Mr. Wiley, present; Mr. Langsdon, present; Mr. McKee, present; Mrs. Tobin, present; Mr. Gottschalk, present;

**NOMINATION AND ELECTION OF BOARD PRESIDENT** – Eric Langsdon nominated Ralph Wiley to serve as President of the Board. There were no other nominations from the floor.

<b>ROLL CALL VOTE:</b>	Mr. Gottschalk	<u>Ralph Wiley</u>
<b>BOARD PRESEIDENT</b>	Mrs. Tobin	<u>Ralph Wiley</u>
	Mr. McKee	<u>Ralph Wiley</u>
	Mr. Langsdon	<u>Ralph Wiley</u>
	Mr. Wiley	<u>Ralph Wiley</u>

Mr. Ralph Wiley was elected to serve as the Board of Education President for 2009.

**NOMINATION AND ELECTION OF BOARD VICE-PRESIDENT** – Ralph Wiley nominated Eric Langsdon to serve as Vice-President of the Board. There were no other nominations from the floor.

<b>ROLL CALL VOTE:</b>	Mr. Wiley	<u>Eric Langsdon</u>
<b>BOARD VICE-PRESIDENT</b>	Mr. Langsdon	<u>Eric Langsdon</u>
	Mr. McKee	<u>Eric Langsdon</u>
	Mrs. Tobin	<u>Eric Langsdon</u>
	Mr. Gottschalk	<u>Eric Langsdon</u>

Mr. Eric Langsdon was elected to serve as the Board of Education Vice-President for 2009.

## **ADMINISTRATION OF THE OATH OF OFFICE**

Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio; and that you will perform faithfully the duties of President / Vice-President of the Board of Education of the St. Marys City School District?

\_\_\_\_\_  
Ralph Wiley, President

\_\_\_\_\_  
Eric Langsdon, Vice-President

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**ESTABLISHMENT OF REGULAR BOARD MEETING DATES** – On a motion by Gottschalk, seconded by Tobin, the 2<sup>ND</sup> Wednesday of each month at 7:30 PM, unless indicated, was established as the date and time for the regular Board of Education meetings. The dates are as follows:

February 11 - Regular	August 12- Regular
March 11 - Regular	September 9 - Regular
April 8 (6:00 p.m. Personnel/Work Session in the Memorial High School Library)	October 14 - Regular
April 15 - Regular	November 11 - Regular
May 13 - Regular	December 9 - Regular
June 10 - Regular	January 13, 2010- Organizational/Regular
July 8 - Regular	

VOTE: Gottschalk, yes; Tobin, yes; McKee, yes; Langsdon, yes; Wiley, yes.

1-09

**STANDING AUTHORIZATIONS** – On a motion by Langsdon, seconded by Gottschalk, and in order to promote the efficient operation of the schools, the following standing authorizations were approved:

- A. Authorization for the Treasurer to request advances from the county auditor when funds are available and payable to the district.
- B. Authorization for the Treasurer to invest interim funds in accordance with state law.
- C. Authorization for the Treasurer to pay bills within appropriations.
- D. Authorization permitting the Treasurer access to the district's safety deposit box.
- E. Authorization for the Treasurer and Board Members to attend professional meetings.
- F. Authorization for the Treasurer and Board President, together, to borrow money, if needed.
- G. Authorization for the Treasurer to make monthly modifications within the appropriations as necessary.
- H. Authorization for the Superintendent and/or his designee to apply for state and federal grants.
- I. Authorization for the Superintendent to temporarily employ personnel and/or accept resignations as needed for emergency situations with such employments/resignations to be presented for approval at the next regular Board of Education meeting.
- J. Authorization for the Superintendent and/or his designated representative to serve as purchasing agent for the district.
- K. Authorization for the Superintendent to attend professional meetings as he deems necessary for the educational welfare of the district.
- L. Authorization for the Superintendent to retain legal counsel as necessary for matters pertaining to the management of the schools.
- M. Authorization for the Treasurer to obtain \$20,000 performance bonds for the Superintendent, Business Manager, and Board Members, and a \$50,000 performance bond for the Treasurer.

VOTE: Langsdon, yes; Gottschalk, yes; Wiley, yes; McKee, yes; Tobin, yes.

2-09

**DISTRICT COMMITTEES** – On a motion by Tobin, seconded by McKee, the Board committee appointments were approved for 2009.

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## 2009 Committees

### Personnel

Mr. Wiley, Mr. McKee, Mrs. Riepenhoff, Mr. Kuffner, Mr. Steinbrunner, Mr. Sommer

### Finance and Audit

Mr. Gottschalk, Mr. Langsdon, Mrs. Riepenhoff, Mr. Sommer

### Buildings and Grounds

Mr. McKee, Mrs. Tobin, Mr. Kuffner, Mrs. Riepenhoff

### Policy, Programs, and Planning

Mr. Gottschalk, Mrs. Tobin, Mr. Steinbrunner, Mrs. Riepenhoff, Mr. Sommer

## 2009 Board Representatives

### Tri-Star

Mr. McKee

### Transportation

Mr. Langsdon, Mr. Kuffner

### Athletic

Mr. Langsdon, Mr. Gottschalk

### Technology

Mrs. Tobin, Mr. Wiley, Mr. Kuffner

### Community Advisory Council

Mr. Wiley, Mrs. Riepenhoff

### OSBA/Student Achievement

Mr. Langsdon

### St. Marys City Council

Mr. Langsdon

### OSBA (Legislative)

Mr. Gottschalk

### Tax Incentive Review Council

Mr. McKee

### District Wellness Committee

Mrs. Tobin

### OSFC Project Team

Mr. McKee, Mr. Wiley

### Citizens for St. Marys City Schools

Mrs. Tobin, Mr. Langsdon

### Alumni Foundation

Mr. Gottschalk, Mr. McKee

VOTE: Tobin, yes; McKee, yes; Gottschalk, yes; Langsdon, yes; Wiley, yes. 3-09

**COMPENSATION OF BOARD MEMBERS** – On a motion by Gottschalk, seconded by McKee, the salary of board members was continued at the present rate, per O.R.C. 3313.12. Board member compensation is currently set at \$80 per meeting, to a maximum of 18 meetings per year.

VOTE: Gottschalk, yes; McKee, yes; Wiley, yes; Tobin, yes; Langsdon, yes 4-09

## REGULAR SESSION

**APPROVE MINUTES OF THE DECEMBER 17, 2008 REGULAR MEETING, THE INVESTMENT, STUDENT ACTIVITY AND FINANCIAL REPORTS, AND BILLS PAID.** – On a motion by Tobin, seconded by Langsdon, the above listed items were approved.

VOTE: Tobin, yes; Langsdon, yes; Wiley, yes; McKee, yes; Gottschalk, yes. 5-08

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

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Appointments - Certified

Theresa Cherepanov	Substitute Teacher
Barbara Mabry	Substitute Teacher
Bridget Lauth	Substitute Teacher
Sara Homan	Substitute Teacher

Appointment – Classified

Mindy Thiebeau	Part-time Clerical Aide, eff. 1/20/09 (90-day Probationary Period)
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Appointments - Supplemental

Jim Hollman	Varsity Assistant Track
Jack McBride	Junior High Assistant Track
Elizabeth Lampert	Junior High Assistant Track

Appointments - 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:

Rob Cisco	Varsity Assistant Track
Erica Aller	Varsity Assistant Track

Volunteer

Anthony Craft	Football
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VOTE: Gottschalk, yes; McKee, yes; Tobin, yes; Langsdon, yes; Wiley, yes.

6-09

**OSBA MEMBERSHIP AND LEGAL ASSISTANCE FUND** – On a motion by Langsdon, seconded by Tobin, the Board renewed the district's annual memberships in the Ohio School Board Association and the OSBA Legal Assistance Fund for 2009.

VOTE: Langsdon, yes; Tobin, yes; Gottschalk, yes; McKee, yes; Wiley, yes.

7-09

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**MODULAR LEASE AGREEMENT** – On a motion by McKee, seconded by Langsdon, the Board approved lease agreements for modular units as follows:

## **APPROVING LEASE AGREEMENTS FOR MODULAR UNITS REQUIRED FOR THE OSFC BUILDING PROJECT**

WHEREAS, Gilbane, the Construction Manager for the project, solicited proposals for leasing modular units required to provide additional classroom space to accommodate students during construction and to provide job office and meeting space at the construction site and recommends approval of the following ten (10) lease agreements with Williams Scotsman, which have been reviewed and approved by the District's legal counsel, each of which includes delivery and teardown costs in addition to the stated monthly rental rate:

1. Contract No. 567310 (24 months at \$778.00/month) – Gilbane's Office
2. Contract No. 567371 (24 months at \$300.00/month) – Conference Trailer
3. Contract No. 567333 (6 months at \$1,287.00/month) – Elementary School Modular
4. Contract No. 567361 (6 months at \$1,287.00/month) – Elementary School Modular
5. Contract No. 567363 (9 months at \$1,044.00/month) – Elementary School Modular
6. Contract No. 567356 (9 months at \$692.00/month) – East Elementary School
7. Contract No. 567341 (18 months at \$692.00/month) – West Elementary School
8. Contract No. 567366 (18 months at \$1,027.00/month) – East Elementary School
9. Contract No. 567344 (18 months at \$1,027.00/month) – East Elementary School
10. Contract No. 567351 (18 months at \$692.00/month) – East Elementary School

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

1. The lease agreements listed above are approved.
2. The Treasurer is authorized to sign the leases and to issue a purchase order and encumber funds for each lease, including the costs to deliver, install, teardown, and remove the units, and the Business Manager is authorized as the District's purchasing agent to sign the purchase orders.

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

8-09

**FY'09 PERMANENT APPROPRIATIONS** – On a motion by Gottschalk, seconded by Tobin, the Board approved the district's permanent appropriations resolution for 2009, see pages 55 and 56.

Total General Fund = \$20,488,777.00

Total All Funds = \$30,085,276.86

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

9-09

**AWARD BIDS** – On a motion by Gottschalk, seconded by McKee, the Board awarded bids for East, West and Dennings renovation projects and accepted alternates for East, West and Dennings as presented.

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## AWARDING CONTRACTS FOR ALTERATIONS TO EAST AND WEST ELEMENTARY SCHOOLS AND THE DENNINGS VOCATIONAL BUILDING

WHEREAS, bids were received on December 17, 2008, for the building trades packages for alterations to the East and West Elementary Schools and to the Dennings Vocational Building; and

WHEREAS, the Construction Manager, together with the Architect, reviewed the apparent low bids submitted, evaluated each of the bids for responsiveness to the specifications, evaluated each bidder for its ability to perform the work specified, and met with the individual bidders to review the scope of work specified for their respective bid packages; and

WHEREAS, the Construction Manager, in consultation with the Architect, prepared letters of recommendation dated December 24, 2008, copies of which are attached to this Resolution, with respect to each of the following bid packages identifying the bidder recommended to have submitted the lowest responsible bid for each bid package for the work:

CONTRACT	CONTRACTOR	BASE BID	ALTERNATES	TOTAL
Abatement	Ohio Technical Services, Inc.	\$ 52,637.00	None	\$ 52,637.00
Casework	Stonecreek Interior Systems, LLC	\$ 432,200.00	East 1 \$ 6,700 West 1 \$ 13,900	\$ 452,800.00
Electric	Buschur Electric, Inc.	\$ 1,144,000.00	East 1 \$ 1,750 West 1 \$ 2,750	\$ 1,148,500.00
Fire Protection	Vulcan Fire Protection	\$ 252,850.00	None	\$ 252,850.00
General Trades	Humble Construction Company, Inc.	\$ 2,394,000.00	East 1 \$ 21,500 East 2 \$ 59,000 East 3 \$ 12,800 East 4 \$ 12,000 East 5 \$ 3,200 West 1 \$ 30,200 West 2 \$ 3,300 West 3 \$ 2,050 West 5 \$ 10,300 Den 1 \$ 900	\$ 2,549,250.00
HVAC	Slagle Mechanical Contractors, Inc.	\$ 1,268,000.00	East 1 \$ 3,400 West 1 \$ 4,900	\$ 1,276,300.00
Plumbing	Ohio Plumbing and Electrical Inc.	\$ 200,000.00	East 1 \$ 12,900 West 1 \$ 3,300 Den 1 \$ 4,600	\$ 220,800.00

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

1. The contract for each of the bid packages listed above is awarded to the bidder identified in the total contract amount stated, including the alternates listed, as the lowest responsible bidder for the specified work, based upon the information provided to the Board for its review, including the Construction Manager's letter of recommendation for award, prepared in consultation with the Architect. Each contract awarded by the Board is subject to the approval of the Ohio School Facilities Commission.

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2. The Superintendent, Treasurer, and Board President are authorized to execute a contract and any required related documentation with each of these bidders in the amount stated in the letter of recommendation for the alterations to the East and West Elementary Schools and the Dennings Vocational Building.

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

10-09

**TEMPERATURE CONTROLS BID** – On a motion by Gottschalk, seconded by Langsdon, the Board approved a district-wide temperature controls bid package for total OSFC building project.

## **APPROVING DISTRICT-WIDE TEMPERATURE CONTROLS BID PACKAGE FOR THE OSFC BUILDING PROJECT**

WHEREAS, Fanning/Howey Associates, Inc., the Architect for the Board's building program, prepared design drawings in consultation with the Board's Commissioning Authority, for a district-wide temperature controls bid package, and Gilbane, the Construction Manager for the project, assembled a bid package for the work, which is presented to the Board for approval; and

WHEREAS, bids are currently being solicited for the building trades packages for the new St. Marys Memorial High School/St. Marys Middle School Project, and the Construction Manager recommends including the district-wide temperature controls bid package with this solicitation by addendum, so that bids will be received at the same time;

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

1. The district-wide temperature controls bid package is approved.
2. The Board authorizes the Treasurer to work with the Architect and Construction Manager to prepare the appropriate documents to include the district-wide temperature controls bid package by addendum with the current bid solicitation for the new St. Marys Memorial High School/St. Marys Middle School Project, including placing the information on the District's web site, with bids for the work to be received on January 28, 2009, unless the bid date is extended by future addendum or operation of law.

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

11-09

**BOARD WORK SESSION** – On a motion by Gottschalk, seconded by McKee, the Board set Monday, February 9, 2009 at 7:00 PM at the District Service Center, as the date and time to conduct a Board Work Session. The work session will be held to discuss the district facilities master plan and alternate bids received for 6-12 building.

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

12-09

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**TRI STAR ADVISORY REFERRAL** – On a motion by Tobin, seconded by Gottschalk, the Board approved two referral items from Tri Star Advisory Council - one for number of yearly meetings and one for entrance criteria starting with the 2010-2011 school year.

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

13-09

**RESOLUTION OF NECESSITY** – On a motion by Langsdon, seconded by McKee, the Board approved a Resolution of Necessity for the renewal of an emergency tax levy.

## **RESOLUTION OF NECESSITY FOR THE RENEWAL OF AN EMERGENCY TAX LEVY (R.C. Sections 5705.194 - 5705.197)**

WHEREAS, the School District currently has in existence an emergency tax levy to raise One Million Eight Hundred Thirty-Eight Thousand Eight Hundred Ninety-Eight Dollars (\$1,838,898) per year for a period of five (5) years approved by the voters of the School District on March 2, 2004, and first placed on the tax list and duplicate in 2004 for collection years in 2005, 2006, 2007, 2008, and final collection in 2009 (the "Existing Levy"); and

WHEREAS, the revenue which will be raised by all tax levies, which the School District is authorized to impose, when combined with state and federal revenues, will be insufficient to provide for the emergency requirements of the School District,

NOW THEREFORE, BE IT RESOLVED by the Board of Education of the St. Marys City School District, Auglaize County, Ohio, that:

Section 1. It is necessary to renew the entire Existing Levy, which is a tax in excess of the ten-mill limitation for the purpose of providing for the emergency requirements of the School District. The amount of money that it is necessary to raise for that purpose is One Million Eight Hundred Thirty-Eight Thousand Eight Hundred Ninety-Eight Dollars (\$1,838,898), for each calendar year that the millage is in effect. The Renewal Emergency Levy shall be in effect for five (5) years and shall include a levy upon the 2009 tax list, if approved by a majority of the electors voting thereon.

Section 2. The question of renewing the emergency tax levy shall be submitted to the electors of the School District at the election currently scheduled for May 5, 2009 (the "Election Date").

Section 3. A copy of this resolution shall be certified by the Treasurer to the Auglaize County Auditor, not later than February 13, 2009 (which date is not less than 80 days prior to the Election Date), with instructions to calculate and certify to the Board the annual levy, expressed in dollars and cents for each one hundred dollars of valuation, as well as in mills for each one dollar of valuation, throughout the life of the levy, which will be required to produce the amount set forth in this resolution.



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Section 4. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

14-09

**INFORMATION AND DISCUSSION** – Reports were presented to the Board by the following individuals: Mary Riepenhoff, Superintendent; Bill Steinbrunner, Director of Instruction, Kurt Kuffner, Business Manager, Doretta Nale, Director of Special Education, Dan Grothouse, Director of Transportation; Joe Bline, Athletic Director and the Building Principals – Mike Makley, Ken Neff, Lisa Elson and Sue Sherman.

**ADJOURNMENT** - At 8:00 PM, on a motion by Gottschalk, seconded by Tobin, there being no further business, the meeting was adjourned.

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

15-09

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Treasurer

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President