

RECORD OF PROCEEDINGS

Minutes of

St. Marys City School District

Meeting

Held

January 13, 2009

7:30 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, Rees McKee, Craig Gottschalk, Aaron Braun and Lisa Tobin. Also present were Bob Valentine, Kent Schlegel, Sandy Dove, Kraig Noble, Anthony Torsell, Kumar Sivagnanam, Bill Kellermeyer, Angie Weaver, Janie Southard, Mike Makley, Ken Neff, Lisa Elson, Sue Sherman, Doretta Nale, 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.

ADMINISTRATION OF OATH OF OFFICE TO MR. BRAUN, MR. WILEY AND MRS. TOBIN BY MR. SOMMER

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 faithfully and impartially discharge your duties as members of the Board of Education of the St. Marys City School District, Auglaize County, Ohio, to the best of your ability and in accordance with the laws now in effect and hereinafter enacted during your continuance in said office and until your successor is elected and qualified?

Aaron Braun

Ralph Wiley

Lisa Tobin

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

NOMINATION AND ELECTION OF BOARD PRESIDENT

Craig Gottschalk nominated Rees McKee to serve as President of the Board.
Ralph Wiley nominated Craig Gottschalk to serve as President of the Board.
There were no other nominations from the floor.

ROLL CALL VOTE:	Mr. Gottschalk	<u>Rees McKee</u>
BOARD PRESEIDENT	Mrs. Tobin	<u>Rees McKee</u>
	Mr. McKee	<u>Rees McKee</u>
	Mr. Braun	<u>Rees McKee</u>
	Mr. Wiley	<u>Craig Gottschalk</u>

Mr. Rees McKee was elected to serve as the Board of Education President for 2010.

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NOMINATION AND ELECTION OF BOARD VICE-PRESIDENT

Aaron Braun nominated Craig Gottschalk to serve as Vice-President of the Board.

Ralph Wiley nominated Lisa Tobin to serve as Vice-President of the Board.

There were no other nominations from the floor.

ROLL CALL VOTE:	Mr. Wiley	<u>Lisa Tobin</u>
BOARD VICE-PRESIDENT	Mr. Braun	<u>Craig Gottschalk</u>
	Mr. McKee	<u>Craig Gottschalk</u>
	Mrs. Tobin	<u>Lisa Tobin</u>
	Mr. Gottschalk	<u>Craig Gottschalk</u>

Mr. Craig Gottschalk was elected to serve as the Board of Education Vice-President for 2010.

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?

Rees McKee, President

Craig Gottschalk, Vice-President

ESTABLISHMENT OF REGULAR BOARD MEETING DATES – On a motion by Tobin, seconded by Wiley, the 2ND 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 10 - Regular	August 11- Regular
March 10 - Regular	September 8 - Regular
April 14(6:00 p.m. Personnel/Work Session in the Memorial High School Library)	October 13 - Regular
April 21 - Regular	November 10 - Regular
May 12 - Regular	December 8 - Regular
June 9 - Regular	January 12, 2010- Organizational/Regular
July 14- Regular	

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

1-10

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

- Authorization for the Treasurer to request advances from the county auditor when funds are available and payable to the district.
- Authorization for the Treasurer to invest interim funds in accordance with state law.
- Authorization for the Treasurer to pay bills within appropriations.
- Authorization permitting the Treasurer access to the district's safety deposit box.

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

2-10

DISTRICT COMMITTEES – On a motion by Wiley, seconded by Tobin, the Board committee appointments and representatives were approved for 2010.

2010 Committees

Personnel

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

Buildings and Grounds

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

Policy, Programs, and Planning

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

2010 Board Representatives

Tri-Star

Mr. McKee

Transportation

Mr. Braun, Mr. Kuffner

Finance and Audit

Mr. Gottschalk, Mr. Braun, Mrs. Riepenhoff, Mr. Sommer

Athletic

Mrs. Tobin, Mr. Gottschalk

Technology

Mrs. Tobin, Mr. Braun, Mr. Kuffner

Community Advisory Council

Mr. Wiley, Mrs. Riepenhoff

OSBA/Student Achievement

Mr. Braun

St. Marys City Council

Mr. Braun

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. Braun

Alumni Foundation

Mr. Gottschalk, Mr. McKee

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

3-10

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COMPENSATION OF BOARD MEMBERS – On a motion by Wiley, seconded by Gottschalk, 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: Wiley, yes; Gottschalk, yes; Braun, yes; McKee, yes; Tobin, yes

4-10

REGULAR SESSION

APPROVE MINUTES OF THE DECEMBER 9, 2009 REGULAR MEETING, AND DECEMBER 16, 2009 SPECIAL MEETING, THE INVESTMENT REPORTS, THE STUDENT ACTIVITY REPORT, THE FINANCIAL REPORTS AND THE BILLS PAID. – On a motion by Gottschalk, seconded by Tobin, the above listed items were approved.

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

5-10

FACILITIES PRESENTATION – Ryan Walters, with Gilbane Building Company was present and gave a brief update on the building project. Mr. Wolters was happy to report that all is going well.

PUBLIC PARTICIPATION

Bob Valentine inquired of the Board concerning committees and whether or not they meet on a regular basis and whether or not public notice is provide for such meeting. This will be researched.

Kumar Sivagnanam read a letter he had written to the Editor of the local paper with respect to technology. He inquired as to why certain items, including the Board packet and financial information is not posted on-line.

On a motion by Gottchalk, seconded by McKee, these issues were referred to the Technology committee for further review.

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

6-10

Kraig Noble read a letter he had written to the Superintendent and Board of Education voicing his support for athletic facilities at the new High School location.

Anthony Torsell voiced his opposition to moving the athletic facilities to the new High School location. He supports keeping it where it is currently located, as well as keeping and utilizing the old High School for offices and storage.

Sandy Dove voiced her opposition to items number VII and VIII (District Storage/Maintenance Building and the Practice/Locker Room Facility) on the Board agenda.

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

Appointments - Certified

Danielle Leiter	Substitute Teacher
Amanda Sampson	Substitute Teacher, eff. 1/11/10
Matthew Riesen	Substitute Teacher

Appointments – Hourly

Amanda Sampson	Home Instruction Tutor, eff. 1/11/10
Amanda Sampson	After School Tutor, eff. 1/11/10

Appointment – Classified

Melissa Heath	Paraprofessional – regular contract (completed 90-day probationary period)
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Appointment – Volunteer

Mike Lhamon	Freshman Boys Basketball
Peg Lowry	Van Driver

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

7-10

CHAMBER OF COMMERCE MEMBERSHIP – On a motion by Wiley, seconded by Tobin, the Board renewed the Chamber of Commerce annual membership for \$345.00.

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

8-10

DISTRICT STORAGE/MAINTENANCE BUILDING – On a motion by Wiley, seconded by Gottschalk. The Board authorized the business manager to secure plans and prepare the necessary bid specifications for a district storage/maintenance building to be located at the new high school and middle school site.

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

9-10

PRACTICE/LOCKER ROOM FACILITY – On a motion by Wiley, seconded by Tobin, the Board authorized the business manager to secure plans and prepare the necessary bid specifications for a practice/locker room facility to be located at the new high school and middle school site.

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

10-10

TRUST FUND AGREEMENT – On a motion by Gottschalk, seconded by Braun, the Board approved the trust fund agreement with St. Marys Community Foundation to establish a trust fund known as the Mobile Learning Education Organization.

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

11-10

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BUILDING TOURS – On a motion by Gottschalk, seconded by Tobin, the Board set Friday, February 5, 2010, as the Board of Education tour date of East, West, Dennings and new 6-12 buildings at 7:30 a.m.

VOTE: Gottschalk, yes; Tobin, yes; McKee, yes; Braun, yes; Wiley, yes 12-10

2010 SERVICE AGREEMENT – On a motion by Gottschalk, seconded by Wiley, the Board approved the 2010 service agreement between Auglaize County Office of Homeland Security and Emergency Management (EMA) and St. Marys City Schools.

VOTE: Gottschalk, yes; Wiley, yes; Braun, yes; McKee, yes; Tobin, yes 13-10

DONATION – On a motion by Gottschalk, seconded by Wiley, the Board accepted the donation of office supplies from Hunter Printing.

VOTE: Gottschalk, yes; Wiley, yes; Tobin, yes; Braun, yes; McKee, yes 14-10

CALENDAR – On a motion by Tobin, seconded by Gottschalk, the Board approved the calendar for 2010-2011 school year.

ST. MARYS CITY SCHOOLS CALENDAR FOR 2010-2011 SCHOOL YEAR			
Grading Periods –Special Days	NINE WEEKS		Days Present
<u>1st GRADING PERIOD - SEPT. 8 - NOV. 5</u>			43
Sept.	3 Fri.	Meetings for teachers new to system	
Sept.	6 Mon.	Labor Day - No School	
Sept.	7 Tues.	General Teachers Meeting	
Sept.	8 Wed.	First day of school	
<u>2nd GRADING PERIOD - NOV. 8 - JAN. 21</u>			44
Nov.	12 Fri.	Grade Card Distribution (K-12)	
Nov.	25 - 26 Th./Fri	Thanksgiving Vacation - No School	
Dec.	22 - 31 Wed./Fri.	Christmas Vacation - No School	
Jan.	3 Mon.	Return from Christmas Vacation	
Jan.	17 Mon.	Martin Luther King Day – No School	
Jan.	21 Fri.	First Semester Ends	
<u>3rd GRADING PERIOD - JAN. 24 - MAR. 25</u>			44
Jan.	24 Mon.	Second Semester Starts	
Jan.	28 Fri.	Grade Card Distribution (K-12)	
Feb.	21 Mon.	Presidents Day Weekend - No School	
<u>4th GRADING PERIOD - MARCH 28 - JUNE 7</u>			49
Apr.	1 Fri.	Grade Card Distribution (K-12)	
Apr.	22-25 Fri – Mon.	Spring Break – No School	
Apr.	26 Tues.	Return from Spring Break	
May	31 Mon.	Memorial Day	

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June	5	Sun.	Combined Baccalaureate-Commencement	
June	7	Tues.	Last day for pupils	
June	8	Wed.	Teacher conferences, grading and reports. No School for pupils	
June	14	Tues.	Grade Cards Mailed (K-12) FOR PUPIL INSTRUCTION	180
Aug. 24 & May 28			Teachers present, No school for pupils	2
				182
Make-up days, if necessary, will be added on at the end of the school year.				

VOTE: Tobin, yes; Gottschalk, yes; McKee, yes; Braun, yes; Wiley, yes 15-10

LEAVE OF ABSENCE – On a motion by Wiley, seconded by Tobin, the Board approved a leave of absence for 2010-2011 school year for Mrs. Rhinehart.

VOTE: Wiley, yes; Tobin, yes; Braun, yes; McKee, yes; Gottschalk, yes 16-10

TECHNOLOGY BID PACKAGE – On a motion by Wiley, seconded by Tobin, the Board accepted the following technology bid package resolution. This package is for the entire district, 6-12, East, West and Dennings.

WHEREAS, bids were received on January 5, 2010, for four (4) technology packages specified for all of the District classroom facilities included in the CFAP project; 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, Beacon Technology submitted the apparent low bid for the sound systems, video, and clocks contract, and Beacon Technology withdrew its bid due to an unintentional omission of a substantial quantity of work from its bid amount; and

WHEREAS, the Construction Manager, together with the Architect, recommend that the Board accept the withdrawal by Beacon Technology of its bid for the technology sound systems, video, and clocks contract; and

WHEREAS, the bid submitted by SecurCom, Inc. for the security contract was substantially low, as defined in the Instructions to Bidders for the work, and the Construction Manager has forwarded a notice as required by the Instructions to Bidders to the company’s surety and surety agent; and

WHEREAS, the Construction Manager has forwarded the results of the bid process, the evaluations conducted, and the recommendations for award of contracts to the Commission staff for review and approval, as required by the Commission, and the Construction Manager is waiting for the Commission’s approval of the recommendations presented to the Board; and

WHEREAS, the Construction Manager, in consultation with the Architect, prepared letters of recommendation dated January 12, 2010, copies of which are attached to this Resolution, with respect to

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each of the following bid packages identifying the bidder recommended to have submitted the lowest responsible bid for the work:

CONTRACT	CONTRACTOR	BASE BID	ALTERNATES	TOTAL
10a Security	SecurCom, Inc.	\$ 299,400.00	None	\$ 299,400.00
10b Voice Communication	Logos Communication, Inc.	\$ 49,000.00	None	\$ 49,000.00
10c Sound Systems, Video & Clocks	Chapel-Romanoff	\$ 1,347,825.00	None	\$ 1,347,825.00
10d Data Equipment	Logos Communication, Inc.	\$ 524,000.00	None	\$ 524,000.00

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

1. The Board accepts the withdrawal by Beacon Technology of its bid for the sound systems, video, and clocks contract.
2. The contract for each of the bid packages listed above is awarded to the bidder identified in the total contract amount stated, 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 letters 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, and no property right will be created in the contract until the contract has been signed by both the Board and the Ohio School Facilities Commission and approved by the Commission.
3. 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 letters of recommendation for the technology specified for the District's classroom facilities included in the CFAP project, after the Commission's approval is received to proceed with the award of contracts based upon the recommendations of the Construction Manager and Architect.

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

17-10

FY'10 PERMANENT APPROPRIATIONS – On a motion by Gottschalk, seconded by Braun, the Board approved the district's permanent appropriations resolution for 2010, see pages 149 and 150.

Total General Fund = \$21,557,377.00

Total All Funds = \$32,077,979.03

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

18-10

POLICY UPDATES – On a motion by Wiley, seconded by Braun, the Board approved new, revised and replacement policies to current Board of Education policy.

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

19-10

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OSBA LEGAL ASSISTANCE FUND – On a motion by Gottschalk, seconded by Tobin, the Board approved the continued participation in the OSBA Legal Assistance Fund for 2010. The cost if \$250.

VOTE: Gottschalk, yes; Tobin, yes; McKee, yes, Braun, yes; Wiley , yes 20-10

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; Kyle Menchhofer, Technology Coordinator and the Building Principals – Mike Makley, Ken Neff, Lisa Elson and Sue Sherman.

ADJOURNMENT - At 9:17 PM, on a motion by Gottschalk, seconded by Wiley, there being no further business, the meeting was adjourned.

VOTE: Gottschalk, yes; Wiley, yes; Braun, yes; McKee, yes; Tobin, yes 21-10

Treasurer

President