

RECORD OF PROCEEDINGS

Minutes of

St. Marys City School District

Meeting

Held

July 13, 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 JUNE 8, 2011 REGULAR MEETING, THE JUNE 24, 2011 SPECIAL MEETING, THE STUDENT ACTIVITY REPORT, THE INVESTMENT REPORTS, THE FINANCIAL REPORTS AND BILLS PAID. – On a motion by McKee, seconded by Tobin, the above listed items were approved.

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

113-11

PUBLIC PARTICIPATION – None.

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

Resignation – Certified

Mark Hollars	Social Studies, High School
Tracy Hollars	Science, Middle School
Joe Bline	Athletic Director

Resignations – Supplemental

David Ring	Co-Assistant Boys Soccer
Dave Voisard	Head Freshman Football

Appointments – Certified

Nick Yahl	Social Studies Teacher, High School
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Appointments – Hourly

Michelle Voress	Paraprofessional	Jamie Vogel	Paraprofessional
Julie Perry	Paraprofessional	Danielle Younker	Paraprofessional
Connie Magee	DIBELS Aide	Amy Jessen	DIBELS Aide

Appointments – Supplemental

Tom Knous III	Assistant Varsity Football
Nick Yahl	Assistant Varsity Football
Dave Voisard	Assistant Varsity Football
Kathy Sites	Head Middle School Cross Country
Kimberli Rompilla	Junior Varsity Volleyball
Monica VanderHorst	8 th Grade Volleyball
Julie Hollman	Co-Head Cheerleading and Co-Assistant Cheerleading

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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:

Steven Yahl	Head Freshman Football
David Ring	Head Boys Soccer
Steve Brown	Assistant Boys Soccer
Jeff James	Assistant Girls Soccer
Melissa Vermillion	7 th Grade Volleyball
Meggan Yahl	Co-Head Cheerleading and Co-Assistant Cheerleading

Extended Days

Chris Chivington	5 days extended service
Michelle Langmeyer	5 days extended service
Karen Lehmkuhl	5 days extended service
Jack McBride	22 days extended service
Linda Hoying	3 days extended service
Bill Cheslock	10 days extended service
Deb Hinckley	10 days extended service
Dan Cook	5 days extended service
Rebecca Moore	5 days extended service
Barb Soddors	2 days extended service
Heidi Lisi	8 days extended service

Total of 80 extended days per reduction plan of April 2011. (This does not include Tri Star days which are not part of reduction plan. These will be recommended on August agenda)

Volunteers

Dave Brewer	Football	Dave Wright	Football
Matt Wibbeler	Golf		
Brice Breneman	Girls Tennis	Bill Dustman	Girls Tennis
Jim Larkin	Girls Tennis	Mark Dominik	Girls Tennis
Maggie Hegemier	Volleyball		

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

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AMENDED CONTRACT – On a motion by Wiley, seconded by McKee, the Board approved amending the administrative contract of Doretta Nale from 209 days to 215 days effective August 1, 2011 through July 31, 2013.

VOTE: Wiley, yes; McKee, yes; Braun, yes; Gottschalk, yes; Tobin, yes 115-11

FUND TRANSFER – On a motion by Braun, seconded by Tobin, the Board approved the following transfer:

General Fund \$2,606.17 To: GED Fund (501-9754)
(This represents a transfer to eliminate a deficit balance at June 30, 2011)

VOTE: Braun, yes; Tobin, yes; Gottschalk, yes; Wiley, yes; McKee, yes 116-11

HIGH SCHOOL PETTY CASH/CHANGE FUND – On a motion by Wiley, seconded by Tobin, and upon the request of the high school staff, the Board approved the elimination of the \$100 petty cash fund and increasing the current \$50 change fund to \$100.

VOTE: Wiley, yes; Tobin, yes; Gottschalk, yes; Braun, yes; McKee, yes 117-11

NOACSC CONTRACT FOR SERVICE – On a motion by McKee, seconded by Wiley, the Board approved approving a contract for computer services with Northwest Ohio Computer Services Cooperative (NOACSC) for fiscal year 2012. This is a continuation of an existing contract.

VOTE: McKee, yes; Wiley, yes; Braun, yes; Tobin, yes; Gottschalk, yes 118-11

SCHOOL MESSENGER AGREEMENT – On a motion by Tobin, seconded by Braun, the Board approved an agreement with SchoolMessenger for the online communications application SchoolMessenger CommSuite. The annual rate for this service is \$3,784.

VOTE: Tobin, yes; Braun, yes; Wiley, yes; McKee, yes; Gottschalk, yes 119-11

CONSENT RESOLUTION – On a motion by Wiley, seconded by McKee, the Board approved an amendment to the District's Code Section 125 plan to be in compliance with IRS Notice 2011-5.

WHEREAS, the employer previously adopted a Code Section 125 plan, referred to as the Cafeteria Plan (the "Plan");

WHEREAS, effective January 1, 2011, over the counter drugs cannot be reimbursed under an FSA or HRA without a prescription, and IRS Notice 2011-5 (the "Notice") modified the rules governing substantiation of over-the-counter drugs and medicines by a health FSA or HRA debit card for electronic claims processed on or after January 16, 2011; and

NOW, THEREFORE BE IT RESOLVED that the Board of Education has hereby reviewed the attached Summary of Material Modifications and does hereby approve the adoption of the Extended Election Period as set forth therein;

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BE IT FURTHER RESOLVED that the officers of the Employer are authorized and directed to take any and all actions as may be necessary to effectuate this Resolution.

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

120-11

STUDENT FEES – On a motion by McKee, seconded by Tobin, the Board approved amended Intermediate fees as well as Primary, High School and Middle School fees as presented.

Primary School	Kindergarten = \$40	1 ST Grade = \$55	2 ND Grade = \$72
Intermediate School	3 RD Grade = \$37	4 TH Grade = \$46	5 TH Grade = \$51

Sixth Grade

Homework Organizers	2.80
Science Fee	2.00
Technology	15.00
Language Arts	9.80
Mathematics	<u>9.80</u>
BASIC Total	39.40

Additional Fees

Art	7.00
Family & Consumer Science	7.00

Seventh Grade

Homework Organizers	2.80
Science Fee	2.00
Technology	15.00
Novels	11.05
Vocabulary Workbook	<u>9.75</u>
BASIC Total	40.60

Additional Fees

Art	7.00
Family & Consumer Science	7.00
Industrial Tech	12.00

Eighth Grade

Homework Organizers	2.80
Science Fee	2.00
Technology	15.00
Vocabulary Workbook	9.75
Novels	8.15
Social Studies	<u>7.00</u>
BASIC Total	44.70

Additional Fees

Art	7.00
Industrial Tech	12.00
French	14.00
Spanish	11.00

Memorial High School

Assembly	\$ 0.50		
Processing	\$ 3.00	Career Passport	\$ 5.00
Student Handbook	\$ 5.00	Technology Fee	\$15.00
Healthy Lifestyle I 1	\$10.00	Healthy Lifestyle I 2	\$ 5.00
Life Transitions I 1	\$ 5.00	Life Transitions I 2	\$15.00
Parent & Child Development	\$10.50	Ind. Living	\$15.00
Culinary Arts & Nutrition	\$20.00	Internat'l Culinary Art	\$25.00
Food Fitness & Preventing Dis	\$10.00	General Art	\$20.00
Drawing I & II & III	\$30.00	Honors Art	\$25.00

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Painting I & II	\$30.00	Ceramics I & II	\$25.00
Artistic Crafts	\$30.00	Art Design Techniques	\$30.00
Home Imp & Repair	\$10.00	Manufacturing Tech	\$ 8.00
Metal Tech	\$10.00	Drafting	\$ 5.00
Architectural Drafting	\$ 5.00	Woods I, & II	\$15.00
Woods III	\$20.00		
Ag, Food & Nat'l Resources	\$30.00	Animal Science & Tech	\$30.00
Plant & Horticultural Science	\$30.00	Bus Mg for Ag & Env	\$30.00
Historical Geology	\$ 5.00	Physical Geology	\$ 5.00
Ecology: Global Awareness	\$10.00	Ecology: Natural Systems	\$10.00
Cell Biology & Genetics	\$15.00	Biology	\$15.00
Bio: Evolution & Diversity	\$15.00		
Life Science	\$ 5.00	Chemistry	\$18.00
Honors Chemistry	\$22.00	Physiology	\$20.00
Physics	\$22.00	Honors Physical Science	\$10.00
Physical Science	\$10.00	Health	\$ 0.00
Advanced P.E. / P.E. II	\$6.00		
Geometry & Honors Geometry	\$ 5.00	Accounting I	\$40.00
Accounting II	\$50.00	Computer Literacy I - III	\$19.00
Computer Literacy IV	\$ 7.00	Digital Photo/Photoshop	\$12.00
General Business	\$ 5.00	Personal Money Mgmt	\$ 5.00
Digital Design & Pub	\$ 5.00	Entrepreneursip	\$ 5.00
Music Theory	\$15.00		
Mixed Choir	\$ 5.00	Concert Choir	\$ 5.00
Syphonic Choir	\$ 5.00	Honors English I	\$ 7.00
English II	\$17.00	Honors English II	\$17.00
Honors CP English III	\$ 9.00	Honors CP English IV	\$13.00
CP English III	\$ 6.00	CP English IV	\$15.00
Career Tech English III & IV	\$10.00	Literature / Holocaust	\$22.00
Mystery & Horror	\$15.00	Nonfiction: Life Stories	\$19.00
Science Fiction	\$10.00	Honors Dev of the Novel	\$15.00
Honors Am & World Theater	\$ 4.00	LS English	\$10.00
Drama II	\$ 5.00	French I	\$14.00
French II	\$14.00	French IV	\$10.00
Spanish I	\$11.00	Spanish II	\$11.00
Spanish III	\$ 0.00	Spanish IV	\$ 2.50
Honors Latin	\$ 7.00	Honors Latin II	\$ 7.00
US & World History I	\$10.00	Honors US & World Hist	\$10.00
Jr. Welding	\$60.00	Sr. Welding	\$60.00
Jr. Prep Med	\$75.00	Sr. Prep Med	\$30.00
Jr. Machine trades	\$55.00	Sr. Machine Trades	\$55.00
Jr. Industrial Electrical	\$50.00	Sr. Industrial Electrical	\$50.00

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

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ELECTRONIC STUDENT HANDBOOK – On a motion by Tobin, seconded by Braun, the Board approved a paperless elementary handbook and its changes for 2011-2012. Parents of Primary and Intermediate Schools will sign a notice that the handbook is available at school’s website.

VOTE: Tobin, yes; Braun, yes; Wiley, yes; McKee, yes; Gottschalk, yes 122-11

MIDDLE SCHOOL HANDBOOK – On a motion by Braun, seconded by McKee, the Board approved the St. Marys Middle School student handbook as presented.

VOTE: Braun, yes; McKee, yes; Gottschalk, yes; Tobin, yes; Wiley, yes 123-11

AUGLAIZE ESC INTERDISTRICT CONTRACT – On a motion by Wiley, seconded by Braun, the Board approved an Inter-district contract with the Auglaize County ESC for 2011-2012, as presented.

VOTE: Wiley, yes; Braun, yes; McKee, yes; Tobin, abstain; Gottschalk, yes 124-11

GRADUATION – On a motion by McKee, seconded by Tobin, the Board approved Lindsay Bond for graduation. She has completed all testing and academic requirements.

VOTE: McKee, yes; Tobin, yes; Gottschalk, yes; Braun, yes; Wiley, yes 125-11

TRI STAR CONTRACT – On a motion by Wiley, seconded by Braun, the Board approved a five-year Tri Star Career Compact agreement as presented.

VOTE: Wiley, yes; Braun, yes; McKee, yes; Tobin, yes; Gottschalk, yes 126-11

TRI STAR PURCHASE – On a motion by Tobin, seconded by Braun, the Board approved the purchase of a scan tool for automotives. The item has been approved by the Auto Advisory Group and will replace the scan tool. Funds for the purchase will come from the Reserve Capital Fund.

VOTE: Tobin, yes; Braun, yes; Gottschalk, yes; McKee, yes; Wiley, yes 127-11

CAFETERIA PROFIT/LOSS STATEMENT – On a motion by McKee, seconded by Wiley, the Board approved the 2010-2011 Cafeteria Profit/Loss Statement showing a year-end balance of \$388,620.33.

VOTE: McKee, yes; Wiley, yes; Braun, yes; Tobin, yes; Gottschalk, yes 128-11

STUDENT ACTIVITY BUDGETS – On a motion by Tobin, seconded by Braun, the Board approved the student activity purpose statements and budgets for 2011-2012. (In lieu of copies, these are available for viewing in the treasurer’s office.)

VOTE: Tobin, yes; Braun, yes; Gottschalk, yes; McKee, yes; Wiley, yes 129-11

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TWO HOUR DELAY DAYS – On a motion by McKee, seconded by Wiley, the Board approved the following dates for two hour delays to be used for professional development: September 14, November 9, and December 14, 2011, and January 11, March 7, April 11 and May 9, 2012.

VOTE: McKee, yes; Wiley, yes; Braun, yes; Tobin, yes; Gottschalk, yes 130-11

WAIVER DAYS – On a motion by Braun, seconded by Tobin, the Board approved approving two waiver days to be used for professional development, as allowed by the Ohio Department of Education. If approved by the Ohio Department of Education, one day will be held Monday, October 10, 2011 and the second Friday, February 17, 2012.

VOTE: Braun, yes; Tobin, yes; Gottschalk, yes; Wiley, yes; McKee, yes 131-11

AMENDMENT TO APRIL REDUCTION PLAN – On a motion by Wiley, seconded by Braun, the Board amended the approved April reduction plan as follows:

REMOVE from reduction list to maintain teams: Freshman Volleyball, Freshman Baseball and Middle School Softball; ADD National Honor Society and MTV to reduction list for a difference of \$3,167.00 additional salary for these changes.

VOTE: Wiley, yes; Braun, yes; Tobin, yes; Gottschalk, yes ; McKee, yes 132-11

BUILDINGS AND GROUNDS COMMITTEE RECOMMENDATION – On a motion by Tobin, seconded by Braun, the Board accepted a recommendation from Buildings and Grounds Committee to reject the bid to outsource custodial and cleaning services during 2nd and 3rd shifts and to direct the Business Manager and Buildings and Maintenance Supervisor to realign and restructure the Buildings and Grounds Department for future cost saving measures.

REJECTING PROPOSALS RECEIVED FOR CLEANING AND CUSTODIAL SERVICES

WHEREAS, proposals were received on June 30, 2011, to provide second and third shift cleaning and custodial services in the District's facilities, and seven vendors submitted bids to provide the specified services; and

WHEREAS, the Board has determined not to proceed with the outsourcing of the cleaning and custodial services at this time and wishes to reject the proposals received;

NOW THEREFORE BE IT RESOLVED by the Board of Education of the St. Marys City School District that the proposals received to provide cleaning and custodial services for the second and third shifts in all of the District's facilities are rejected, and the Business Manager is directed to return the proposal guaranties submitted to each vendor;

AND BE IT FURTHER RESOLVED, that upon recommendation of the district's Buildings and Grounds Committee, the Board does direct the Business Manager and the Buildings and Grounds Supervisor to work on re-aligning/restructuring the district's Buildings and Grounds Department.

VOTE: Tobin, yes; Braun, yes; McKee, yes; Wiley, yes; Gottschalk, yes 133-11

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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 Grothause, Director of Transportation, Dan Grothause, Director of Transportation and the Building Principals – Dave Lewis, Ken Neff, Lisa Elson and Sue Sherman.

EXECUTIVE SESSION – At 7:57 PM, on a motion Tobin, seconded by McKee, the Board entered into executive session in accordance with Ohio Revised Code Section 121.22(g)(1) to consider the employment of a public employee.

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

134-11

RETURN TO REGULAR SESSION – At 8:10 PM, Board President Craig Gottschalk declared the meeting to be back in regular session. There were several people remaining in the auditorium.

The Board then instructed Treasurer, Tom Sommer and Business Manager, Kurt Kuffner, to work with the Auglaize County ESC to post an opening for an Interim Superintendent position.

ADJOURNMENT - At 8:13 PM, on a motion by Wiley, seconded by Braun, there being no further business, the meeting was adjourned.

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

135-11

Treasurer

President