

**LICKING HEIGHTS LOCAL BOARD OF EDUCATION MEETING
REGULAR MEETING**

Tuesday, 7:00 pm

February 21, 2017

The Licking Heights Board of Education met in Regular Session for the purpose of conducting official school business on February 21, 2017 at 7:01 p.m. at Licking Heights High School, 4000 Mink St, Pataskala with Mr. Richard Wand, President, presiding.

The President asked the Treasurer to call the roll. Those members present were: Mr. Brian Bagley, Mr. Paul Johnson, Mrs. Nicole Roth, Mrs. Tracy Russ, and Mr. Richard Wand. Student Representatives Present: None

Reading of the Notice of the Meeting

This is a public meeting of the Board of Education for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

Resolution #02-17-035. ADOPTION OF AGENDA

Mrs. Roth moved and Mr. Johnson seconded that the Board of Education adopts the agenda.

AYES: Roth, Johnson, Bagley, Russ, Wand

President declared motion carried.

Presentations:

- A. Bond Issue Financial Projections – Mr. David Varda, Interim Treasurer
Mr. Todd Griffith, Assistant Treasurer
Dr. Philip Wagner, Superintendent
- B. Athletic Update – Mrs. Rita Pendexter, High School Assistant Athletic Director
Mr. Brent Ferne, Middle School Assistant Athletic Director
Dr. William Sternberg, Assistant Superintendent
- C. Drug Free Club – Mr. Tyler Hennen, High School Dean of Students

Discussions:

- A. Board Committees
- 1. Buildings & Grounds Nicole Roth and Brian Bagley Meeting Dates
February 16, 2017
- 2. Communications &
Community Outreach Brian Bagley and Paul Johnson February 21, 2017
- 3. Curriculum Nicole Roth and Tracy Russ January 9, 2017
- 4. Finance Richard Wand and Tracy Russ January 26, 2017
- 5. Policy Nicole Roth and Paul Johnson January 9, 2017

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6. Technology Richard Wand and Brian Bagley November 10, 2016

Resolution #02-17-036. CONSENT AGENDA

Mrs. Russ moved and Mrs. Roth seconded that the Board of Education approve the consent agenda – Item A through L. Action by the Board of Education in “Adoption of the Consent Agenda” means that all items listed under the Consent Agenda are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the consent agenda and voted upon separately. Employments, where applicable, are contingent upon: 1. Verification of education and experience, 2. Proof of proper certification, 3. Clean results from a criminal records check, and 4. All employment is subject to a properly executed contract.

A. Approve the following Personnel Actions:

1. Resignation(s)

- a. Pam Sharrock, Custodian Liaison, South Elementary, Custodian, effective February 10, 2017.

Comment: Pam will be continuing in her position as custodian at South Elementary.

- b. Coleen Ouellette, Science Academic Chair 9-12 High School, effective February 13, 2017.

Comment: Coleen completed .60 of the position and Christine Gottermeyer will complete the remaining .40 of the year in this position while Coleen is on leave.

- c. Wenda Morris, Secretary II, Central, effective March 31, 2017 for retirement purposes.

2. Unpaid Leave of Absence(s):

- a. Cathleen Satterwhite, ELA Teacher, High School, unpaid leave of absence for the 2017/2018 school year.
- b. Coleen Ouellette, Teacher, High School, unpaid leave of absence from May 15 through May 30, 2017.
- c. April Massie, Teacher, West Elementary, unpaid leave of absence from April 27 through May 12, 2017.
- d. Brittany Brill, Teacher, West Elementary, unpaid leave of absence from April 18 through May 30, 2017.

3. Employment, Classified, 2016/2017

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- a. Kimberly Bratz, Secretary II, South Elementary, 209 Days Prorated to 98 days/currently on a continuing contract/8 hours/(step 6) salary of \$16.76/hr. (Category H) effective January 16, 2017 (Replacing Sally Rudduck).
- b. Lakescha Marbury, Bus Driver, Transportation, 189 Days Prorated to 79 days/1 year contract/4 hours/(step 0) salary of \$15.36/hr. (Category A) effective January 30, 2017 (Replacing Harold Denson).
- c. Carey O’Neill, West Elementary, Custodial Liaison, effective February 6, 2017 with an additional .50 cents per hour (Replacing Pam Sharrock).
- d. Teresa Morrison, Server Helper, Food Service, West, 189 Days Prorated to 65 days/1 year contract/4 hours/(step 0) salary of \$11.39/hr. (Category C) effective February 20, 2017 (Replacing Barb Tuller).

4. Employment, Student Helpers 2016/2017

- a. Jordann Milliser, Technology, C-TEC, at \$12.70 per hour, not to exceed 20 hours per week, effective February 6, 2017 through May 26, 2017.

Comment: Jordann is a student worker from C-TEC. This is a continuation of our partnership with their intern program.

5. Employment, Supplementals, 2016/2017

Name	Position	School	Level	Exp.	Salary
Kyle Caldwell	HS – Baseball – Freshmen	High	3	3	\$1728
Jessica Robertson	Head Softball	High	1	1	\$2738
Jamie Hunt	MS – Softball – 8 th Grade	Central	3	3	\$1728
Christine Gottermeyer	Science Acad. Chair 9-12 (.40)	High	3	0	\$644.40

Comment: Christine Gottermeyer is replacing Coleen Ouellette for the remainder of the year.

6. Athletic Volunteers, 2016/2017

Name	Position	School
Justin Beard	Baseball	High
Tim O’Cain	Indoor Track (Club)	High
Shawn Walker	Indoor Track (Club)	High
Damen O’Cain	Indoor Track (Club)	High
Alyson Wand	Indoor Track (Club)	High

- 7. Approve Ben Elting for Home Instruction Tutor, for the 2016/2017 school year at 5 hours per week at a rate of \$25.00 per hour plus mileage at prevailing IRS rate.

- B. Approve the following teachers at a rate of \$24.00 per hour up to .5 hours per day to assist with bus duty.

Steve Lesmes – Central Middle School
Cheryl Harger – North Elementary

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- C. Approve the contract with ARDOR Health Solutions not to exceed \$75.00, effective August 1, 2016 through July 31, 2018 for speech pathologist services as provided in the back up materials.
- D. Approve the contract with Haugland Learning Center at a cost of \$7,000.00 per month for the remainder of the 2016/2017 school year, as provided in the back up materials.
- E. Approve the contract with Upper Arlington Speech Therapy Services at a cost of \$70.00 per hour from February 7, 2017 – May 31, 2017, as provided in the back up materials.

Comment: Replacing a speech therapist who is moving out of state.

- F. Approve the following employees to attend CPI recertification training through ODE on January 28, 2017.

CPI Instructors, to receive their daily per diem rate:

Mitch Tom

Melissa Breeze

- G. Approve the following teachers for OGT Preparation Sessions at \$25.00 per hour not to exceed 10 hours:

Janet Betz

Chelsey Shidaker

Kimberly Wheeler

Lauren Katzman

James Dodderer

- H. Approve the following students impractical to transport for the 2016/2017 school year, as provided in the back up materials.

Aidan R.

Grade 6

Harvest Preparatory School

Isabel R.

Grade 3

Harvest Preparatory School

- I. Approve the following staff members for LPDC:

Kathy Hubbard

\$400.00

Comment: Kathy is an addition to the LPDC team due to the number of staff licenses that need to be processed. This amount is prorated from the annual stipend.

- J. Approve the following update to the job description, as provided in the back up materials.

Administrative Assistant to the Superintendent

Comment: This job description has been updated to reflect the current job responsibilities.

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- K. Approve the updated lease agreement between Licking Heights and Xenos Christian Fellowship Church to use South Elementary as provided in the back up materials.
- L. Approve the February certified substitute list for Licking Heights for the 2016/2017 school year, as provided in the back up materials.

AYES: Russ, Roth, Bagley, Johnson, Wand

President declared motion carried.

Resolution #02-17-037. ACTION AGENDA

Mrs. Russ moved and Mr. Johnson seconded that the Board of Education approves:

- a. Minutes of the January 10, 2017 Special Meeting
- b. Minutes of the January 17, 2017 Regular Meeting
- c. Minutes of the January 23, 2017 Special Meeting

AYES: Russ, Johnson, Bagley, Roth, Wand

President declared motion carried.

Resolution #02-17-038. FINANCIAL REPORTS

Mrs. Russ moved and Mr. Wand seconded that the Board of Education approves the Treasurer's December 2016 and January 2017 Financial Reports, as provided in the back up materials.

AYES: Russ, Wand, Bagley, Johnson, Roth

President declared motion carried.

Resolution #02-17-039. RESOLUTION

Mr. Bagley moved and Mr. Johnson seconded that the Board of Education approves the following resolution:

**AUTHORIZING POLITICAL SUBDIVISION TO
PARTICIPATE IN THE STATE OF OHIO COOPERATIVE
PURCHASING PROGRAM**

WHEREAS, Ohio's Cooperative Purchasing Act. (AM. Sub. H.B. No. 100), as signed into law on December 4, 1985; and

WHEREAS, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for counties, townships, municipal corporations, regional transit authorities, regional airport authorities or port authorities and school districts, conservancy districts,

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township park districts and park districts and other authorities, to participate in contracts distributed by the state of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials; now therefore,

BE IT ORDAINED BY THE LICKING HEIGHTS LOCAL SCHOOL DISTRICT (LHLSD)

Section 1. That Philip Wagner, Superintendent and Todd Griffith Assistant Treasurer (LHLSD Agents) hereby requests authority in the name of the Licking Heights Local School District to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

Section 2. That the LHLSD Agents are hereby authorized to agree in the name of the Licking Heights Local School District to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of Licking Heights Local School District participation in the contract. Further, that the LHLSD Agents do hereby agree to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-members of the Coop for the purpose of avoiding the requirements established by ORC 125.04.

Section 3. That the LHLSD Agents are hereby authorized to agree in the name of the Licking Heights Local School District to directly pay the vendor, under each such state contract in which it participates for items it receives pursuant to the contract, and the LHLSD Agents does hereby agree to directly pay the vendor.

AYES: Bagley, Johnson, Roth, Russ, Wand

President declared motion carried.

Resolution #02-17-040. DONATIONS

Mr. Bagley moved and Mrs. Roth seconded that the Board of Education approves the following donations:

1. LHYSL donated \$375.00 for the High School Wrestling Invitational.

AYES: Bagley, Roth, Johnson, Russ, Wand

President declared motion carried.

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Resolution #02-17-041. STUDENT ACTIVITIES

Mrs. Roth moved and Mr. Johnson seconded that the Board of Education approves Licking Heights High School to collaborate with the Southwest Licking Schools and the City of Pataskala to implement a drug free club of voluntary student participation.

AYES: Roth, Johnson, Bagley, Russ, Wand

President declared motion carried.

Resolution #02-17-042. LEASE AGREEMENT

Mrs. Roth moved and Mr. Wand seconded that the Board of Education approves the lease agreement for 18 multifunction copiers, 236 classroom printers, service and support from Gordon Flesch Company, Inc. at an annual cost of \$69,206.04.

Company Name	Quoted Cost Per Month	Net Cost Per Month
Blue Technologies	\$5,043.37	\$5,743.37-\$6,043.37
ComDoc	\$5,745.31	\$6,045.31-\$6,245.31
Gordon Flesch	\$5,767.17	\$5,767.17
Konica Minolta	\$7,189.64	\$7,489.64-\$7,689.64
Modern Office Methods	\$10,567.00	N/A
Ohio Business Systems	\$4,314.00	N/A

Comment: The above table represents the six companies that responded to the Request for Proposals. The Net Cost per Month represents a range in costs to account for staff time involvement, reporting equipment issues and/or additional work required to maintain the printing program of the district. The latter two companies were disqualified as they did not meet project specifications.

AYES: Roth, Wand, Bagley, Johnson, Russ

President declared motion carried.

Resolution #02-17-043. DISTRICT BYLAWS

Mrs. Roth moved and Mr. Johnson seconded that the Board of Education approves the first reading of the revised District bylaws, as provided in the back up materials.

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- 0100 – Definitions
- 0110 – Identification and accompanying subsets
- 0120 – Powers and Ethics and accompanying subsets
- 0130 – Functions and accompanying subsets
- 0140 – Membership and accompanying subsets
- 0150 – Organization and accompanying subsets
- 0160 – Meetings and accompanying subsets
- 0170 – Duties and accompanying subsets

AYES: Roth, Johnson, Bagley, Russ, Wand

President declared motion carried.

Superintendent Comments:

- A. Junior Achievement Update
- B. Calendar Updates 2017/2018 & 2018/2019
- C. Special Board Work Session Date?

Resolution #02-17-044. EXECUTIVE SESSION

Mr. Bagley moved and Mrs. Roth seconded that the Board of Education enters into Executive Session at 8:55 p.m. for the purpose of:

- Consideration of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or official
- Investigation of charges or complaints against a public employee, official, licensee, or student unless such employee, official, licensee or student requests a public meeting; except that consideration of the discipline of a Board member for conduct related to the performance of his/her duties or his/her removal from office shall not be held in executive session
- Consideration of the purchase of property for public purposes, or sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest
- Discussion, with the Board's legal counsel, of disputes involving the Board that are the subject of pending or imminent court action
- Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment
- Matters required to be kept confidential by federal law or rules or State statutes
- Specialized details of security arrangements and emergency response protocols where disclosure might reveal information that could jeopardize the District's security
- Consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations

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with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:

- 1.the information is directly related to a request for economic development assistance that is to be provided or administered under one of the statutes referenced in R.C. 121.22(G)(8)(1), or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project, and
- 2.an unanimous quorum of the Board or its subcommittee determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project

Comment: No Board of Education vote is expected after the Executive Session.

The Board of Education returned from Executive Session at 9:23 p.m.

AYES: Bagley, Roth, Johnson, Russ, Wand

President declared motion carried.

Resolution #02-17-045. ADJOURNMENT

Mrs. Roth moved and Mr. Bagley seconded that the Board of Education meeting is hereby adjourned.
Time: 9:23 p.m.

AYES: Roth, Bagley, Johnson, Russ, Wand

President declared motion carried.

PRESIDENT

TREASURER