

Record of Proceedings Minutes of Regular Meeting

**Board of Education
Regular Meeting**

**Monday
January 14, 2013**

The Field Local School District Board of Education held its Regular Meeting on Monday, January 14, 2013 in the Field High School Cafeteria, 2900 State Route 43, Mogadore, OH 44260 at 7:00 P.M.

- **Pledge of Allegiance**
- **Silent Meditation**

Donna Karg-Yes, Laura May-Yes, Larry Stewart-ABS, Terry Kettering-Yes, Allyson Westover-Yes

- **Special Recognition**
- **Student Achievement Report** Field Board of Education Members
- **FACA Report-** Mr. Kettering updated on FACA's mobile unit classrooms and their seventh grade implementation
- **Legislative Liaison Report-** Mr. Stewart noted that the Ohio Department of Education will be finalizing its policy on "Constraint and Exclusion"
- **Student Representative Report**
- **Maplewood Career Center Report**
- **Board Concerns-** Member May wants the board to work on improving communications
- **Recognition of visitors –**

Public participation is encouraged during this portion of the Field Local business meeting. If you have questions, suggestions, or concerns, your first contact should be with the teacher or principal at the school building level. If you are not satisfied with the response you may contact the superintendent. By following this procedure, you will generally receive a prompt, informed response.

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing citizens to present helpful suggestions for the school district. Public participation at board meetings is governed by the following guidelines:

Public comment is permitted during the recognition of visitors portion of the meeting and will not exceed thirty minutes total. Attendees must register their intention to participate in the public portion of the meeting upon their arrival at the meeting.

Speakers must be recognized by the presiding officer and preface their comments by stating their name, address, and group affiliation, if appropriate. Each speaker is limited to three minutes and may not speak twice on the same subject until all have spoken. Persons desiring more time should follow the procedure of the board to be placed on the regular agenda. All statements shall be directed to the presiding officer; no person may address or question Board members individually.

(R.C.3313.20 By-laws 0169.1 Public Participation at Board Meetings. Adopted February, 2001)

Member Westover moved, seconded by Member May that the Field Local Board of Education adopt the following agenda for the January 14, 2013 regular meeting. Which includes adding to the reason for executive session "the consideration of the discipline of a public employee" **13-0018**
Roll Call: Stewart-Yes, Karg-Yes, May-Yes, Westover-Yes, Kettering-Yes.
President declared the motion carried

Consent Agenda

A. Board Business

1. It is recommended that the Field Local Board of Education approve the minutes of the special meeting on December 3, 2012 and the regular meeting on December 10, 2012.

B. Employment

1. Hiring

- a. The Superintendent recommends that the Field Local Board of Education approve the following supplemental contracts for the 2012-2013 school year. Rate of Pay per FLTA Negotiated Agreement. (Exhibit S-1)

Sean Daugherty	Junior Varsity Baseball Coach
Adrienne DiNapoli	Middle School Assistant Track Coach
Clark Bookman	Middle School Assistant Track Coach
Jonathan Lynch	Varsity Assistant Baseball Co-Coach (50%)

- b. The Superintendent recommends that the Field Local Board of Education employ Donna Noble as a certified substitute teacher for the 2012-2013 school year.
- c. The Superintendent recommends that the Field Local Board of Education employ David Zarin as a classified substitute worker for the 2012-2013 school year.

2. Resignations

- a. The Superintendent recommends that the Field Local Board of Education accept the resignation of Jo-Anna Freiman, EMIS Secretary, Brimfield Elementary, due to retirement, effective February 28, 2013.
- b. The Superintendent recommends that the Field Local Board of Education accept the resignation of Nicholas Steiner, Middle School Custodian, 260 days, 5.5 hours per day, effective January 6, 2013.

C. Donations

1. A donation of school supply items to the students of Field Local Schools by the Portage County Administration employees.

Member Westover moved, seconded by Member Karg that the Field Local Board of Education approve the consent agenda as presented. **13-0019**
Roll Call: Westover-Yes, Karg-Yes, Stewart-Yes, May-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member May that the Field Local Board of Education approve the following supplemental contracts for the 2012-2013 school year. Rate of Pay per FLTA Negotiated Agreement (Exhibit S-1) **13-0020**
Roll Call: Westover-Yes, May-Yes Karg-No, Stewart-No, Kettering-Yes.
President declared the motion carried

Matt Furino	Winter Fitness
Tyler Boyle	Spring Fitness

Member Westover moved, seconded by Member May that the Field Local Board of Education approve the following **13-0021**
Roll Call: Westover-Yes, May-Yes Karg-Yes, Stewart-No, Kettering-Yes.
President declared the motion carried

The positions below have been posted and offered to those employees of the district who have a certificate of a type described in Section 3319.22 of the Ohio Revised Code and no such employee qualified to fill the positions have accepted. The positions have been advertised as available to any individual with such a certificate who is qualified to fill the position and is not employed by the board, and no such person has applied for and accepted the position.

Carlene Lundgren Varsity Boys Head Tennis Coach

Informational Items

1. The corrected retirement date for Mary Allen is July 1, 2012.
2. Ronald Schrock has been recalled as Assistant Custodian, 260 day/5.5 hours per day, effective January 10, 2013. Contract reissued to reflect the pay freeze that occurred while he was on the RIF list. Rate of pay per negotiated agreement.
3. Cynthia Cook has transferred from Secretary at Suffield Elementary to Secretary at Brimfield Elementary, same salary and same step, effective March 1, 2013.

Treasurer's Update

Treasurer's Agenda

Member Karg moved, seconded by Member May that the Field Local Board of Education approve the financial and investment reports for the period ending November 30, 2012. **13-0022**
Roll Call: Karg-Yes, May-Yes, Stewart-Yes, Westover-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member Karg that the Field Local Board of Education approve a Resolution of Necessity for combination "Operating and Permanent Improvement" levy. The general operating portion as determined by the Board to be 5 mills and the Permanent Improvement portion to be 1.5 mills. (Exhibit T-1) **13-0023**
Roll Call: Westover-Yes, Karg-Yes, May-Yes, Stewart-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member May that the Field Local Board of Education approve a Resolution of Necessity for general "operating levy" 5 mills. (Exhibit T-2) **13-0024**
Roll Call: Westover-Yes, May-Yes, Karg-Yes, Stewart-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member May that the Field Local Board of Education approve the Purpose and Goals statement for the 2012-2013 school year as presented in Exhibit T-3. **13-0025**
Roll Call: Westover-Yes, May-Yes, Karg-Yes, Stewart-Yes, Kettering-Yes.
President declared the motion carried

Member Stewart moved, seconded by Member Karg that the Field Local Board of Education approve the Alternative Tax Budget for the period Fiscal Year 2014 and the first six months of FY2015. **13-0026**
Roll Call: Stewart-Yes, Karg-Yes, May-Yes, Westover-Yes, Kettering-Yes.
President declared the motion carried

Superintendent's Update

Local Superintendent's Agenda

Member Karg moved, seconded by Member Westover that the Field Local Board of Education approve a leave of absence for Amanda Williams, effective approximately March 11, 2013 through approximately April 22, 2013. She will be using sick leave, which will run concurrent with FMLA, to cover her absence. Upon the expiration of accumulated sick leave days, the absence will be unpaid. **13-0027**
Roll Call: Karg-Yes, Westover-Yes, Stewart-Yes, May-Yes, Kettering-Yes.
President declared the motion carried

Member May moved, seconded by Member Westover that the Field Local Board of Education approve a medical leave of absence for Keith Robinson, 5th grade teacher, Suffield Elementary effective January 7, 2013. Upon the expiration of all accumulated sick leave, the absence will be unpaid. Return to be determined by doctor's medical release. **13-0028**
Roll Call: May-Yes, Westover-Yes, Stewart-Yes, Karg-Yes, Kettering-Yes.
President declared the motion carried

Member May moved, seconded by Member Stewart that the Field Local Board of Education **13-0029** employ Matthew Lynch as a Title 1 Mathematics Tutor, Field High School, 4 days per week, 5 hours per day, effective January 14, 2013, for the remainder of the 2012-2013 school year (94 days remaining in the 2012-2013 school year). Salary to be paid by Federal Grant money.
Roll Call: May-Yes, Stewart-Yes, Karg-Yes, Westover-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member May that the Field Local Board of **13-0030** Education employ Donna Noble as a Title 1 Language Arts Tutor, Field High School, 4 days per week, 5 hours per day, effective January 14, 2013, for the remainder of the 2012-2013 school year (94 days remaining in the 2012-2013 school year). Salary to be paid by Federal Grant money.
Roll Call: Westover-Yes, May-Yes, Stewart-Yes, Karg-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member Kettering that the Field Local Board of **13-0031** Education approve a (3) three year administrator contract effective August 1, 2013 for Catherine Belding, Assistant to the Treasurer, 260 days/8 hours per day. (Exhibit S-2)
Roll Call: Westover-Yes, Karg-Yes, May-Yes, Stewart-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member May that the Field Local Board of **13-0032** Education approve a (3) three year administrator contract effective August 1, 2013 for Susan Blake, Principal, Field Middle School, 220 days/8 hours per day. (Exhibit S-2)
Roll Call: Westover-Yes, May-Yes, Stewart-Yes, Karg-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member May that the Field Local Board of **13-0033** Education approve a (3) three year administrators contract effective August 1, 2013 for Megan Longfellow, Special Services Director, 215 days/8 hours per day. (Exhibit S-2)
Roll Call: Westover-Yes, May-Yes, Stewart-Yes, Karg-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member May that the Field Local Board of **13-0034** Education approve a (3) three year administrators contract effective August 1, 2013 for Craig Nettleton, Assistant Principal, Field Middle School, 205 days/8 hours per day. (Exhibit S-2)
Roll Call: Westover-Yes, May-Yes, Stewart-Yes, Karg-Yes, Kettering-Yes.
President declared the motion carried

Member Karg moved, seconded by Member May that the Field Local Board of Education **13-0035** enter into an agreement with Teletronics, Inc. for "Full spectrum" managed IT services. (Exhibit S-3)
Roll Call: Karg-Yes, May-Yes, Stewart-Yes, Westover-Yes, Kettering-Yes.
President declared the motion carried

Member Westover moved, seconded by Member Stewart that the Field Local Board of **13-0036** Education approve the calendar for the 2013-2014 school year as presented in Exhibit S-4.
Roll Call: Westover-Yes, Stewart-Yes, Karg-Yes, May-Yes, Kettering-Yes.
President declared the motion carried

Member May moved, seconded by Member Karg that the Field Local Board of Education approve the rent monies from Our Country Pre-school be placed into the general fund. **13-0037**
Roll Call: May-Yes, Karg-Yes, Stewart-Yes, Westover-Yes, Kettering-Yes.
President declared the motion carried

Member Kettering moved, seconded by Member May that the Field Local Board of Education enter into an agreement with the Brimfield Police Department to add a School Resource Officer. (The Brimfield and Suffield Trustees will contribute \$20,000 each and the Board of Education will contribute \$20,000.) **13-0038**
Roll Call: May-Yes, Karg-Yes, Stewart-Yes, Westover-Yes, Kettering-Yes.
President declared the motion carried

Member Karg moved, seconded by Member Westover that the Field Local Board of Education conduct the third reading and adopt the following bylaws and policies: **13-0039**
Roll Call: Karg-Yes, Westover-Yes, May-Yes, Stewart-Yes, Kettering-Yes.
President declared the motion carried

Policy updates: Revisions unless noted otherwise.

Bylaws

0161	Parliamentary Authority
0162	Quorum
0163	Presiding Officer
0164	Notice of Meetings
0165.1	Regular Meetings
0165.2	Special Meetings
0165.3	Recess
0166	Executive Session
0167	Voting
0167.1	Use of Electronic Mail
0167.2	Use of Personal Communication Devices (NEW)
0168	Minutes
0169.1	Public Participation at Board Meetings
0169.2	Open Meetings / Sunshine Law

Policies

1230	Responsibilities of the Superintendent
1230V1	Delete
1240	Evaluation of the Superintendent
1320	Duties of the Treasurer
1320V1	Delete
1330	Evaluation of the Treasurer
1411	Whistleblower Protection
1422	Nondiscrimination and Equal Employment Opportunity (NEW)
1530	Evaluation of Administrators
1540	Suspension of Administrative Contracts
2260	Nondiscrimination and Access to Equal Educational Opportunity

2340	Field and Other District-Sponsored Trips
2623	Student Assessment and Academic Intervention Services
2623.02	Third Grade Reading Guarantee (NEW)
3120.06	Selecting Student Teachers / Administrative Interns
3122	Nondiscrimination and Equal Employment Opportunity
3131	Reduction in Staff
3142	Non-Renewal of a Teacher Contract
3211	Whistleblower Protection
4122	Nondiscrimination and Equal Employment Opportunity
4211	Whistleblower Protection
5112	Entrance Requirement
5136	Personal Communication Devices (REPLACEMENT)
5136V1	Delete
5136V2	Delete
5410	Promotion, Academic Acceleration, Placement, and Retention
5460	Graduation Requirements
5460.01	Diploma Deferral (NEW)
5517.01	Bullying and Other Forms of Aggressive Behavior
6107	Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures (NEW)
6460	Vendor Relations
7300	Disposition of Real Property/Personal Property
7530.02	Staff Use of Personal Communication Devices (NEW)
7540	Computer Technology and Networks
7540.03	Student Network and Internet Acceptable Use and Safety
7540.04	Staff Network and Internet Acceptable Use and Safety
7542	Access to District Technology Resources From Personal Communication Devices (REPLACEMENT)
8210	School Calendar
8315	Information Management (NEW)
8320.01	Personal Information Systems
8330	Student Records
8405	Environmental Health and Safety Issues (NEW)
8451	Pediculosis (Head Lice) (NEW)
8462	Student Abuse and Neglect
8800	Religious/Patriotic Ceremonies and Observances
8900	Anti-Fraud (NEW)

H.B. 487, part of the mid-biennium budget review(MBR), repealed requirement to obtain a “declaration of material assistance/non-assistance” (DMA) from new employees or from entities or person prior to doing business with or contracting for service. The repeal of this requirement is effective September 10, 2012. Deletion of Policy 8120 and elimination of the requirement in the hiring process are necessary initial steps in this regard. The policies listed below are affected by the deletion of this policy.

DELETE

8120	Declaration Regarding Material Assistance/Non-assistance to a Terrorist Organization (DMA)
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NEOLA is recommending a "sweep of Policy revision" due to the deletion of Policy 8120 and to save printing. NEOLA did not provide electronic versions for manual corrections at this time.

Revise

1220	Employment of the Superintendent
1310	Employment of the Treasurer
1520	Employment of Administrators
3120	Employment of Professional Staff
3120.04	Employment of Substitute Teachers
3120.05	Employment of Professional Staff Member in Summer School and Adult Education Programs
3120.07	Employment of Casual Resource Personnel
3120.08	Employment of Personnel of Co-Curricular/Extra-Curricular Activities
4120	Employment of Classified Staff
4120.04	Employment of Substitutes
4120.08	Employment of Personnel for Co-Curricular/Extra-Curricular Activities
6320	Purchases
6440	Cooperative Purchasing
6450	Local Purchasing

Board Agenda

Member Westover moved, seconded by Member Karg that the Field Local Board of Education adjourn to an executive session at 8:30 P.M. for the evaluation of the Superintendent and to consider the discipline of a public employee. **13-0040**

Roll Call: Westover-Yes, Karg-Yes, May-Yes, Stewart-Yes, Kettering-Yes.

President declared the motion carried

Member Westover moved, seconded by Member Karg that the Field Local Board of Education return to the January 14, 2013 regular meeting at 11:48 P.M. **13-0041**

Roll Call: Stewart-Yes, Karg-Yes, May-Yes, Westover-Yes, Kettering-Yes.

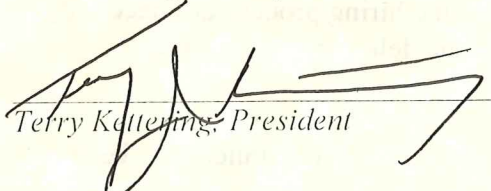
President declared the motion carried

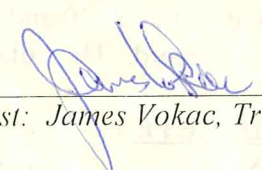
There being no further business to come before the Field Local Board of Education, Member Westover moved, seconded by Member Karg to adjourn the January 14, 2013 regular meeting. **13-0042**

Roll Call: Westover-Yes, Karg-Yes, Stewart-Yes, May-Yes, Kettering-Yes.

President declared the motion carried

The meeting was adjourned at 11:49 P.M.


Terry Kettering, President


Attest: James Vokac, Treasurer