

## **Record of Proceedings Minutes of Regular Meeting**

**Board of Education  
Regular Meeting**

**Monday  
August 10, 2015**

The Field Local School District Board of Education held its Regular Meeting on Monday, August 10, 2015 in the Field High School Cafeteria, 2900 State Route 43, Mogadore, OH 44260 at 7:00 P.M.

- **Pledge of Allegiance**
- **Silent Meditation**
- **Roll Call**

Steve Calcei-Yes, Jennifer Pohlod-Yes, Randy Porter-Yes, Larry Stewart-Yes, Laura May-Yes

Member Calcei moved, seconded by Member Stewart that the Field Local Board of Education approve the minutes from the June 8, 2015 regular meeting and the June 30, 2015 special meeting. **15-0054**

*Roll Call: Calcei-Yes, Stewart-Yes, Pohlod-Yes, Porter-Yes, May-Yes.*

*President declared the motion carried*

Member Pohlod moved, seconded by Member Porter that the Field Local Board of Education adopt the following agenda for the August 10, 2015 regular meeting. **15-0055**

*Roll Call: Pohlod-Yes, Porter-Yes, Calcei-Yes, Stewart-Yes, May-Yes.*

*President declared the motion carried*

**Superintendent's Report**– Mr. Heflinger reported on spending the day at the Budget Analysis Discussion seminar sponsored by BASA, OASBO and OSBA. From the money standpoint, Mr. Carpenter and I are going to take a look at what the TPP reimbursement means that will be reflected in the next Five Year Forecast. Currently, there is a cut in the second year of the biennium for TPP. However, the Legislature indicated that they are working on a solution that would be acceptable to the Governor to bring some of that money back for the second year. Also, there are numerous policy changes with a highlight on testing. From a positive standpoint, the testing will be changed in a positive way and A.I.R. will now be the vendor for all four subjects of testing. Report card grades will now be pushed back beyond the 2016-17 school year in order to settle into the new testing system. / On a personal note, Mr. Heflinger was accepted into the BASA Leadership program for the 2015-16 school year being one of thirty chosen out of a pool of 80+ applicants.



**Legislative Liaison Report** Mr. Stewart commented on thanking Mr. Heflinger for the budget update followed by a more detailed discussion on the TPP phase out.

- **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 Porter moved, seconded by Member Calcei that the Field Local Board of Education approve the consent agenda as presented. **15-0056**

*Roll Call: Porter-Yes, Calcei-Yes, Pohlod-Yes, Stewart-Yes, May-Yes.*

*President declared the motion carried*

Mr. Heflinger thanked Nicole Josey for three years of service as the Brimfield Principal and wished her much success. Mr. Heflinger also acknowledged Barbara Werstler who has agreed to come in as the interim Brimfield Principal for this year. Barbara Werstler has an incredible amount of experience coming from Twinsburg and we are excited to have her. / Staffing should be completed by the end of this week. / Board President May clarified various Board Policy revisions. / Mrs. Pohlod requested that the official name of the district be reflected in all official contracts.

### **CONSENT AGENDA**

#### **Superintendent Items**

- **Employment** – The Superintendent recommends that the Field Local Board of Education employ/approve the following:



1. Courtney Mruk, Certified Teacher (Suffield Elementary) effective August 24, 2015. Rate of pay per FLTA Negotiated Agreement (**Exhibit S-1**).
2. Raben Lee, Classified Substitute Worker for the 2015-2016 school year.
3. Lindsay Prochaska, Classified Substitute Worker for the 2015-2016 school year.
4. Merri Shyne, Para Professional at High School, 5.5 hours beginning with the 2015-2016 school year. Rate of pay per OAPSE Negotiated Agreement.
5. Andrea Fedorovich, Asst. Custodian at Middle School, 5.5 hours effective July 20, 2015. Rate of pay per OAPSE Negotiated Agreement.
6. Certified Substitute Teachers for the 2015-2016 school year (**Exhibit S-2**).
7. Brett Koch, Certified Teacher (High School) effective August 24, 2015. Rate of pay per FLTA Negotiated Agreement (Exhibit S-1).
8. Barbara Werstler, Interim Principal (Brimfield Elementary) effective August 11, 2015 (Exhibit S-1). One year contract (2015-2016).
9. Jason Hamric, District ESL tutor effective August 26, 2015. Rate of pay per FLTA negotiated agreement. Hours will not exceed 21 per week.

• **Supplemental Contracts - The Superintendent recommends that the Field Local Board of Education employ the following Exhibit (S-2a)**

1. Krystal Flory, Middle School Cheerleading Advisor (50%).
2. Brandon Morris, Middle School Asst. Football Coach

*\*\*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 position has accepted. The position has 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.\*\**

3. Laureen Grund, Middle School Cheerleading Advisor (50%).
4. Matthew McLouth, Varsity Asst. Football Coach

• **Resignations – The Superintendent recommends that the Field Local Board of Education accept the resignation(s) of the following:**

1. Nicole Josey, Principal-Brimfield Elementary, effective July 31, 2015.
2. Jessica Farley, Teacher-Middle School, effective at the end of the 2014-15 school year.
3. Therese Kippes, Cafeteria Worker-Suffield Elementary, effective August 9, 2015.
4. Sean Daugherty, Teacher-Suffield Elementary, effective at the end of the 2014-2015 school year.

• **Resignations/Transfers - The Superintendent recommends that the Field Local Board of Education approve the transfer(s) of the following:**



1. Ron Schrock will resign from 5.5 hour Custodian position at Middle School to transfer to 8 hour afternoon Custodian at Middle School effective July 6, 2015.
2. Karen Hartung will resign from 4.5 hour Cafeteria Worker position at Brimfield Elementary to transfer to 7 hour Cafeteria Manager at Brimfield Elementary effective August 26, 2015.

- **Leave of Absence** – The Superintendent recommends that the Field Local Board of Education approve the following medical leave of absence for:

Beth Sharp, Paraprofessional-High School beginning with the 2015-2016 until further notice.

- **Operations/Vendor Contracts** – The Superintendent recommends that the Field Local Board of Education enter into vendor contract(s) with the following:

1. Portage Therapy Services, Occupational Therapy Services for a total of 30 hours per week for the 2015-2016 school year. PTS will be providing occupational therapy for special education students (**Exhibit S-3**).
2. Education Alternatives, to provide transportation and day treatment services for a special education student to attend for the 2015-2016 school year (**Exhibit S-4**).
3. Children's Hospital Medical Center of Akron, to provide certain professional services to the school for medical needs of students (**Exhibit S-5**).

- **Resolution** – The Superintendent recommends that the Field Local Board of Education adopt the following resolution to not provide Career-Technical Education in grades 7 and 8 for the 2015-2016 school year:

WHEREAS Ohio Revised Code Section 3313.90(A) requires each city, local and exempted village school district to provide for students in grades seven through twelve career-technical education by means of establishing and maintaining a program, by being a member of a joint vocational school district (JVSD), or by contracting with a JVSD or another school district; and

WHEREAS division (B) of Section 3313.90 provides that a board of education may adopt a resolution not to provide career-technical education to students enrolled in grades 7 and 8 and will receive a waiver from the Ohio Department of Education so long as said resolution is filed by September 30 of that particular school year;

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED that, while the Field Board of Education recognizes the important of providing adequate training for students to enter their selected occupations, the Board hereby



adopts this resolution notifying the Ohio Department of Education of its intent not to offer career-technical education for students enrolled in grades 7 and 8 during the 2015-2016 school year; and

BE IT FURTHER RESOLVED that the Field Board of Education respectfully requests that the Ohio Department of Education issue the waiver required by Ohio Revised Code Section 3313.90(B) and

BE IT FURTHER RESOLVED that the Treasurer/CFO is hereby directed to certify and submit a copy of this resolution to the Ohio Department of Education at the earliest opportunity so as to ensure its receipt by the Department on a date which is no event later than the 30<sup>th</sup> day of September, 2015.

This resolution was duly adopted during a public meeting of the Field Board of Education held on August 10, 2015. It witness thereof, the parties hereby set their hands.

  
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President of the Board of Education

  
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Treasurer of the Board of Education

- **Student Accident Insurance** – The Superintendent recommends that the Field Local Board of Education approve the Student Accident Insurance Program from Guardian Life Insurance as an option for Field students in grades K-12 during the 2015-2016 school year (Exhibit S-6)
- **District Policy/By Laws** - The Superintendent recommends that the Field Local Board of Education conduct the final reading and adopt the following Policies:

\* *policy number* – indicates change to language from originals presented June 30, 2015.

**Chapter I      Board of Education**

- 1.00    Mission Statement
- 1.01    Educational Philosophy, Goals and Objectives [MANDATORY]
- \*1.02    *School District and Board of Education Legal Status*
- \*1.03    *Formulation, Amendment, Dissemination and Update of Policies*
- \*1.04    *Membership and Election of Board of Education*
- 1.05    Major Function of Board of Education
- 1.06    Authority and Functions of Board Members
- 1.07    Board Member Conflict of Interest
- 1.08    Compensation of Board Members
- 1.09    Officers of the Board of Education
- \*1.10    *Appointment of the Treasurer*
- 1.11    Job Description – Treasurer
- \*1.12    *Evaluation of Treasurer*



- \*1.13 *Incapacity of Treasurer [MANDATORY]*
- \*1.14 *Committees*
- \*1.15 *Board of Education Meetings [MANDATORY]*
- \*1.16 *Public Participation at Board Meetings*
- 1.17 *School Board Conferences, Conventions and Workshops*
- \*1.18 *Board – Staff Communications*
- 1.19 *Work Stoppages*

**Chapter II Administrative Organization / Personnel**

- \*2.00 *Appointment of the Superintendent [MANDATORY]*
- 2.01 *Job Description – Superintendent*
- \*2.02 *Evaluation of the Superintendent*
- \*2.03 *Incapacity of the Superintendent*
- \*2.04 *Employment of Administrators*
- 2.05 *Evaluation of Administrators [MANDATORY]*
- \*2.06 *Administrative Staff Reduction in Force*
- ~~\*\*2.07 *Administrative Vacations*~~ **DELETE POLICY**

**Chapter III General Personnel**

- 3.00 *Equal Employment Opportunity [MANDATORY]*
- 3.01 *Verification of Employment Eligibility*
- \*3.02 *Criminal Records Check*
- \*3.03 *Physical Examination and Tuberculin Screening*
- \*3.04 *Family and Medical Leave Act [MANDATORY]*
- \*3.05 *Staff Conduct*
- 3.06 *Staff Participation in Political Activities and Levy Campaigns*
- 3.07 *Professional Staff Development [MANDATORY]*
- 3.08 *Democratic / Ethical Principles [MANDATORY]*
- \*3.09 *Alcohol and Drug-Free Schools [MANDATORY]*
- \*3.10 *Alcohol and Drug Abuse Testing [MANDATORY]*
- 3.11 *Report of New Hires*
- \*3.12 *Staff Gifts*
- \*3.13 *Staff Computer, E-Mail, Network, and Internet Use*
- 3.14 *Assault Leave*
- \*3.15 *Employee Medical Information*

**Treasurer Items**

- **Fiscal – The Treasurer recommends that the Field Local Board of Education approve the following:**

1. Financial and investment reports for the period ending June 30, 2015.
2. Petty cash accounts for the 2015-2016 school year as follows:

Treasurer's Office	\$100.00
Bus Garage	\$100.00
Suffield Elementary	\$100.00
Brimfield Elementary	\$100.00



Athletic Change Fund	\$2,000.00
Field High School	\$100.00
Field Middle School	\$100.00
Cafeteria Start-Up	\$469.00

3. Return of fiscal year 2015 advances:

<u>Amount</u>		<u>Fund</u>		<u>Fund</u>
\$6,371.43	from	009 9001 Uniform Supplies	to	001 (General Fund)
\$11,892.46	from	009 9002 Uniform Supplies	to	001 (General Fund)
\$5,186.89	from	009 9004 Uniform Supplies	to	001 (General Fund)
\$1,000.00	from	019 9125 HPAC Comm. Ser.	to	001 (General Fund)
\$ 928.73	from	200 9225 National Hnr Soc.	to	001 (General Fund)
\$ 379.24	from	200 9313 Yearbook	to	001 (General Fund)
\$102,678.28	from	516 9015 Title VI-B	to	001 (General Fund)
\$1,175.00	from	551 9015 Title III LEP	to	001 (General Fund)
\$64,850.89	from	572 9015 Title I	to	001 (General Fund)
\$7,682.27	from	590 9015 Title II-A	to	001 (General Fund)

**Informational Items**

- The following degree changes will be effective with the 2015-2016 school year:

Suzanne Burkett	B+15 to	B+30
Edward Conroy	M+15 to	M+30

- Certified transfers* for the 2015-2016 school year:

<u>Teacher</u>	<u>From</u>	<u>To</u>
Sean Daugherty	FACA	Suffield-4 <sup>th</sup> Math
Jessica Farley	FACA	Middle School-7 <sup>th</sup> Language Arts
Diana Horning	FACA	Suffield-5 <sup>th</sup> Social St/Science
Chris Lemmo	FACA	Brimfield-4 <sup>th</sup> Reading
Rebecca Metz	5 <sup>th</sup> Gr.-SF	4 <sup>th</sup> Gr.-SF

- Classified transfers* for the 2015-2016 school year (due to RIF/bumping):

Betsy Dalziel	FACA	Brimfield-EMIS Secretary
Jodi Sollers	Brimfield	Suffield-Sub/Call Secretary



Beth Sharp  
Michelle Noble

FACA  
Suffield

High School-Paraprofessional  
Bus Garage-Bus Aide

- Correction to hiring of Blair Stockley as OGT Instructor for 2014-2015 school year. Maximum of 15 hours does not apply to this contract.
- Rescind the supplemental contract for 3rd grade Summer OAA Intervention/Test Administration for Gretchen Brobeck and reissue rate of pay at \$25.00 per hour.
- Rescind the supplemental contract for SIOP Training (learning to work with ESL students) for Jason Hamric and reissue rate of pay at \$25.00 per hour.

There being no further business to come before the Field Local Board of Education Member Pohlod moved, seconded by Member Stewart to adjourn the August 10, 2015 regular meeting.

15-0057

*Roll Call: Pohlod-Yes, Stewart-Yes, Calcei-Yes, Porter-Yes, May-Yes.*

*President declared the motion carried*

The meeting was adjourned at 7:21 P.M.

  
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Laura May, President

  
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Attest: Todd Carpenter, Treasurer