

Record of Proceedings Minutes of Regular Meeting

**Board of Education
Regular Meeting**

**Monday
November 21, 2016**

The Field Local School District Board of Education held its Regular Meeting on Monday, November 21, 2016 in the Field High School Library, 2900 State Route 43, Mogadore, OH 44260 at 7:00 P.M.

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

Steve Calcei-Yes, Laura May-Yes, Linda Paulus-Absent, Larry Stewart-Yes, Randy Porter-Yes
Student Representative-Rebecca Stayer-Yes

Member Calcei moved, seconded by Member Stewart that the Field Local Board of Education approve the minutes from the October 10, 2016 regular meeting. **16-0068**
Roll Call: Calcei-Yes, Stewart-Yes, May-Yes, Paulus-Absent, Porter-Yes.
President declared the motion carried

Member May moved, seconded by Member Calcei that the Field Local Board of Education adopt the following agenda for the November 21, 2016 regular meeting. **16-0069**
Roll Call: May-Yes, Calcei-Yes, Stewart-Yes, Paulus-Absent, Porter-Yes.
President declared the motion carried

Student Representative Report – National Honor Society is planning the senior induction. Junior applications have been sent. /Fellowship of Christian Athletes is now having meeting on Sunday nights. /Teen Institute has a tutoring program in full swing. They also sponsored Red Ribbon Week last month./Quiz Bowl has begun weekly practices and has monthly matches with other teams in the league./Field High School Band has a Christmas concert on December 18th at 2:00./Concert Choir sang the National Anthem at the Cleveland Monsters game on November 17th. They will be singing at the Brimfield Christmas Tree Lighting on November 27th, performing at Quail Hollow on December 8th, at Suffield Town Hall on December 11th, they also have a concert at Neomed on December 14th and will have a concert with the Brass Band of the Western Reserve on December 17th. /Both High School Choir and Concert Choir will have a concert with the high school band on December 18th.

Superintendent's Report - Mr. Heflinger stated that in regards to the levies, the district was certainly disappointed with the results, particularly with the parking lot for 1 mill. To have the amount that it was to have the margin that it did was disappointing. There was a large voter turnout this election. Mr. Carpenter and I will be recommending as we said during the campaign that we would be back on the May 2nd 2017 ballot. We will be bringing the first resolution forward in December and the second resolution forward in January in order to meet the filing deadline.

Also, last week at Capital Conference, a group of Superintendents including myself and Board members attended a rally at the State Capital to get out three messages to the State Legislatures. Message one was graduation points and tests as designed will have a negative student impact throughout the State. It puts a much larger percentage of students not on track at this moment to graduate. I believe that message was heard and they will be actively looking and making changes. Point two, Federal law change has allowed the State of Ohio to reduce the number of tests. Ohio feels that the testing is important and wants to keep the current testing in place. Message three, was beyond our formal lobbying groups, there should be practitioners at the table in order to have some real discussion and to head off some of the unintended consequences that have a tendency to happen. If nothing else, I feel the message was heard.

- **Legislative Liaison Report**
- **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 Board Policy | Chapter 1 - Board of Education | Policy 1.16 | Adopted August 10, 2015)

Member May moved, seconded by Member Stewart that the Field Local Board of Education approve the consent agenda as presented. **16-0070**

Roll Call: May-Yes, Stewart-Yes, Calcei-Yes, Paulus-Absent, Porter-Yes.

President declared the motion carried

CONSENT AGENDA

Board Item

- **The Field Local Board of Education recommends the appointment of Donna Karg to serve as the board representative to Maplewood Career Center for her second consecutive, three (3) year term effective January 1, 2017 and ending December 31, 2019. Refer to ORC 3311.19(B) for term limits and restrictions.**

Superintendent Items

- **Employment – The Superintendent recommends that the Field Local Board of Education employ the following pending proper paperwork.**

FLTA Employment

1. After School Intervention Instructors-maximum of up to 5 hours at \$25.00 per hour:

Brittany Campbell
Ashley Mauger
Susan Vitko

Danielle Donaldson
Connie Tenney

Emily Dreger
Miranda Titko

2. Krystal Flory, Home Instructor for the 2016-2017 school year.

3. Teacher/Administrator Access Trainers-Sungard Software at \$25.00 per hour:

Barbara Hawley
Staci Lowden

Alicia Antol

Lisa Goodwill

Non-Certified Employment

Myrlena Burton, Gate Worker for the 2016-2017 school year.

- **Tournament Employment – The Superintendent recommends that the Field Local Board of Education approve/employ the following personnel as Home Site Sectional/District Tournament workers for girls soccer effective October 17, 2016.**

Name	Position	Payment
Michael Geraghty	Site Manager	\$75.00
Brenda Richmond	Secretary	\$75.00
Merri Shyne	Ticket Seller	\$25.00
Debbie Yeich	Ticket Taker	\$25.00

Clint Parsons	Clock Operator	\$20.00
Sarah Allison	Announcer	\$20.00
Sarah Simon	Trainer	\$60.00

Classified Substitute Employment

1. Megan Ballis, Classified Substitute Worker for the 2016-2017 school year.
2. Laura Welfley, Classified Substitute Worker for the 2016-2017 school year.
3. Natalie Mercer, Classified Substitute Worker for the 2016-2017 school year.
4. Lydia Kolb, Classified Substitute Worker for the 2016-2017 school year.
5. Olivia Goodyear, Classified Substitute Worker for the 2016-2017 school year.
6. Kathryn Stiner, Classified Substitute Worker for the 2016-2017 school year

- **Supplemental Contract(s) - The Superintendent recommends that the Field Local Board of Education employ the following beginning with the 2016-2017 school year (Exhibit S-1).**

Supplemental – athletic

1. Levi Miller, Winter Fitness Advisor.

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.

Supplemental – academic

2. Michael Smith, Fall & Spring Set Director.

Supplemental – athletic

3. Hannah Cassetty, Middle School Cheerleading Advisor.
4. Levi Lowden, Freshman Boys Basketball Coach.
5. Timothy Fox Jr., Middle School Wrestling Coach.
6. David Wise, Girls Junior Varsity Basketball Coach.
7. Joshua Nettleton, Girls Freshman Basketball Coach.
8. Morgan Peachey, 7th Grade Girls Basketball Coach.
9. Paige Peachey, 8th Grade Girls Basketball Coach.
10. Brittney Korkan, Varsity Head Cheerleading Coach (50%).
11. James Garland, 7th Grade Boys Basketball Coach.

- **Contract Hours** – The Superintendent recommends that the Field Local Board of Education approve additional contract hours for the following effective October 3, 2016.

		<u>Present Hours</u>	<u>Increased Hours</u>
Jodi Sollers	Sub/Call Secretary	4.0	5.5

- **Resignation(s) / Transfer(s)** - The Superintendent recommends that the Field Local Board approve the transfer(s) of the following:

1. Richard Noga, Bus Driver, will transfer from Bus #12 to Bus #7 effective November 14, 2016.
2. Brandice Hambright, Bus Driver, will transfer from Bus #37 to Bus #12 effective November 21, 2016.

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

1. Brenda Ward, High School Teacher, effective July 1, 2017 due to retirement.
2. Rebecca Basar, Bus Driver, effective November 11, 2016.
3. Kristal Malloy, Part Time Math Teacher, High School effective November 4, 2016.
4. Lane Knore, Head Varsity Football Coach effective November 11, 2016.
5. Brenda Ward, Head Varsity Volleyball Coach effective November 11, 2016.
6. Carlene Lundgren, Boys Tennis Coach effective November 11, 2016.

- **Payment/Fiscal Item** – The Superintendent recommends that the Field Local Board of Education approve payment for the following:

Payment in lieu of transportation to the parents whose children attend Parochial Schools for the 2016-2017 school year (**Exhibit S-2**).

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

Education Alternatives, to provide for a student monitor for a special education student to attend for the 2016-2017 school year (**Exhibit S-3**).

- **Non-Renewals** – The Superintendent recommends that the Field Local Board of Education approve the non-renewal of the following coaching contract expiring in 2017.

Philip Green, Head Varsity Boys Soccer Coach.

- **Contract Revision** – The Superintendent recommends that the Field Local Board of Education approve the revision of the hourly rate for the two year contract for Top Echelon (Physical \Therapy) services originally approved April 13, 2015 (Exhibit S-4).
- **District Policy/ByLaws** – The Superintendent recommends that the Field Local Board of Education suspend the two (2) readings policy for the following Revisions and Sections VI, VII, VIII, and IX in order to complete the new board policy manual.
- **District Policy/ByLaws** – The Superintendent recommends that the Field Local Board of Education adopt the following policy revisions.

Chapter III General Personnel

- 3.05 Staff Conduct *(Adopted: Aug 10, 2015) | (Revised Nov. 21, 2016)*
- 3.09 Alcohol and Drug-Free Schools *(Adopted: Aug 10, 2015) | (Revised Nov. 21, 2016)*
- 3.10 Alcohol and Drug Abuse Testing *(Adopted: Aug. 10, 2015) | (Revised Nov. 21, 2016)*

Chapter V Classified Personnel

- 5.03 Support Staff Hours and Overtime (Non-Union) *(Adopted: Sept 14, 2015) |(Revised Nov. 21, 2016)*

Chapter VI Pupil Personnel

- 6.15 Graduation / Diploma Requirements / Diploma Deferral
(Adopted: Sept 14, 2015) | (Revised Nov. 21, 2016)

- **District Policy/ByLaws** – The Superintendent recommends that the Field Local Board of Education adopt the following policies to complete new policy manual.

Chapter VI Pupil Personnel

- 6.00 Compulsory School Attendance
- *6.01 Academic Acceleration, Early Entrance to Kindergarten, and Early High School Graduation
- 6.02 Initial Admission of Students
- 6.03 Students Transferring From State-Approved, Nonpublic Schools
- *6.04 Intra-District Open Enrollment
- *6.05 Inter-District Open Enrollment
- *6.06 Enrollment of Resident and Nonresident, Homeless, and Foreign Exchange Students
- 6.07 Married and Pregnant Students **[MANDATORY]**
- 6.08 Student Absences and Excuses **[MANDATORY]**
- *6.09 Habitual and Chronic Truancy Intervention Strategies **[MANDATORY]**
- 6.10 Student Attendance Accounting / Missing Children
- 6.11 Student Dismissal Precautions and Tardiness
- 6.12 Withdrawal from School
- 6.13 *(ADOPTED: September 14, 2015) Grading Systems [MANDATORY]*
- 6.14 *(ADOPTED: September 14, 2015) Class Rank, Valedictorian, Graduation Honors Guidelines*
- *6.16 Student Records **[MANDATORY]**
- 6.17 Student Accident Insurance

- *6.18 *Student Discipline* **[MANDATORY]**
- 6.19 *Code of Student Conduct* **[MANDATORY]**
- 6.20 *Student Conduct (ZERO Tolerance)* **[MANDATORY]**
- 6.21 *Drug and Alcohol Abuse (Drug-Free Schools) and Anabolic Steroids* **[MANDATORY]**
- 6.22 *Counterfeit or Look-Alike Drugs* **[MANDATORY]**
- 6.23 *Hazing* **[MANDATORY]**
- *6.24 *Student Dress Code*
- 6.25 *Anti-Gang Policy*
- 6.26 *Dangerous Weapons in the Schools, Bomb Threats and Violent Conduct*
- 6.27 *Student Fees and Fines*
- 6.28 *Interrogations and Searches* **[MANDATORY]**
- *6.29 *Student Health and Safety* **[MANDATORY]**
- 6.30 *Immunization* **[MANDATORY]**
- 6.31 *Student Health Services and First Aid*
- 6.32 *School Bus Emergency and Evacuation Procedures* **[MANDATORY]**
- 6.33 *Use of Tobacco* **[MANDATORY]**
- 6.34 *Administering Medications to Students* **[MANDATORY]**
- *6.35 *Asthma Medication and Epinephrine Auto Injectors*
- 6.36 *Emergency Medical Authorization*
- 6.37 *Suspected Child Abuse or Neglect* **[MANDATORY]**
- 6.38 *Fire and Tornado Warning Drills* **[MANDATORY]**
- *6.39 *Community Use of School Facilities*
- *6.40 *Student Fund Raising*
- 6.41 *Transportation* **[MANDATORY]**
- 6.42 *Student Conduct on School Buses*
- *6.43 *Prohibition from Extra-Curricular Activities* **[MANDATORY]**
- 6.44 *Corporal Punishment* **[MANDATORY]**
- 6.45 *Transportation of Students in Board Owned Vehicles*
- 6.46 *Restraint and Seclusion | Positive Behavior Intervention and Supports (PBIS)* **[MANDATORY]**
- *6.47 *School and Non-School Sponsored Expression*
- 6.48 *Student E-Mail, Internet and Computer Use*
- 6.49 *Students with Food Allergies* **[MANDATORY]**
- 6.50 *Diabetes Care*
- 6.51 *C.P.R. and A.E.D. Training*

Chapter VII Instructional Program

- 7.00 *Equal Educational Opportunity* **[MANDATORY]**
- 7.01 *Curriculum and Instruction* **[MANDATORY]**
- 7.02 *Curriculum Guide and Courses of Study* **[MANDATORY]**
- 7.03 *Summer School Program*
- 7.04 *Promotion, Placement and Retention* **[MANDATORY]**
- 7.05 *Remediation / Intervention Program for Reading Skills* **[MANDATORY]**
- 7.06 *Diagnostic Assessments* **[MANDATORY]**
- 7.07 *Special Accommodations for Student Assessments* **[MANDATORY]**
- 7.08 *Achievement Testing Policies* **[MANDATORY]**
- 7.09 *Career-Technical Education Program*
- 7.10 *Homebound Instruction Program*
- *7.11 *Home Education and Home Instruction*

- 7.12 Special Education Program
- *7.13 *Gifted Education Program*
- *7.14 *Teaching about Religion*
- 7.15 Academic Prevention / Intervention Services **[MANDATORY]**
- *7.16 *Extracurricular Activities* **[MANDATORY]**
- *7.17 *Extracurricular Activities Academic Policy* **[MANDATORY]**
- 7.18 Interscholastic Athletics
- 7.19 Student Organizations
- 7.20 Field Trips
- 7.21 Facilities **[MANDATORY]**
- 7.22 Selection of Textbooks, Electronic Textbooks, and Supplementary Materials **[MANDATORY]**
- 7.23 Selection of Resource Materials and Equipment Other than Textbooks **[MANDATORY]**
- 7.24 Selection of Library Media Materials **[MANDATORY]**
- 7.25 Homework
- 7.26 College Credit Plus Program **[MANDATORY]**
- 7.27 Guidance Program
- 7.28 Screenings, Surveys, Physical Examinations, and Instructional Materials
- 7.29 *(ADOPTED: October 19, 2015) Parent Participation in Title 1 Programs (re-numbered)*
- 7.30 Credit Flexibility **[MANDATORY]**
- 7.31 High School Physical Education Requirement Waiver
- 7.32 Advanced Standing Program
- 7.33 *(ADOPTED: October 19, 2015) Career Advising (re-numbered)*

Chapter VIII Fiscal Management

- 8.09 Credit Card Policy
- 8.10 *(ADOPTED: March 14, 2016) Disposal of School Owned Property*
- 8.11 Uniform Federal Grant Guidance
- 8.12 Time and Effort Reporting
- 8.13 Procurement with Federal Grants/Funds

Chapter IX Miscellaneous

- 9.00 Community Relations Program **[MANDATORY]**
- 9.01 Parental Involvement in Education **[MANDATORY]**
- 9.02 School Visitors **[MANDATORY]**
- *9.03 *Relations with Affiliated School Organizations*
- *9.04 *Gifts, Grants and Donations*
- 9.05 Emergency Closings
- 9.06 Personal Information Systems **[MANDATORY]**
- *9.07 *Public Records*
- *9.08 *Title IX Grievance Procedure Employee and Student* **[MANDATORY]**
- 9.09 Harassment and Violence
- *9.10 *Student Complaints of Sexual Harassment* **[MANDATORY]**
- *9.11 *Employee Complaints of Sexual Harassment* **[MANDATORY]**
- *9.12 *Racial / Ethnic / National Origin Harassment and Discrimination Policy Covering Employees*
- *9.13 *Racial / Ethnic / National Origin Harassment and Discrimination Policy Covering Students*
- *9.14 *Smoke Free Schools* **[MANDATORY]**
- 9.15 Food Sale Standards and Services **[MANDATORY]**
- *9.16 *Copyright Law*

- 9.17 Blood borne Pathogens **[MANDATORY]**
- 9.18 School Ceremonies and Observances / Patriotic Exercises **[MANDATORY]**
- 9.19 Section 504 / Title VI Grievance Procedure **[MANDATORY]**
- 9.20 Report of Serious Violations
- 9.21 Loss of Driving Privileges for Absence Without Legitimate Excuse
- 9.22 HIV / AIDS – Staff and Students
- 9.23 Records Retention and Disposal Schedule
- 9.24 School Volunteers
- 9.25 Emergency Management Plan (School Safety Plan)
- *9.26 *Prohibition and Reporting of Sexual Abuse* **[MANDATORY]**
- 9.27 School Wellness Policy
- 9.28 Harassment, Intimidation, and Bullying
- 9.29 No Idling Policy **[MANDATORY]**
- 9.30 Health and Safety in School Buildings **[MANDATORY]**
- *9.31 *Application of Pesticides* **[MANDATORY]**
- *9.32 ***Electronic Communication and Social Media***
- 9.33 Control of Bed Bugs
- 9.34 Use of Unmanned Aerial Vehicles (Drones)
- 9.35 Eligibility for Free or Reduced Price Meals or Free Milk
- 9.36 Child Find **[MANDATORY]**

- **District Policy/ByLaws – The Superintendent recommends the following resolution:**

RESOLVED, that the bylaws and policies printed and codified in the comprehensive document entitled “Field Local Board of Education Policy Manual“ *[Pepple & Waggoner]* are hereby adopted and that all NEOLA bylaws and policies heretofore adopted by the Field Local Board of Education are hereby rescinded, further be it

RESOLVED, that in the event any policy, part of a policy, or section of the bylaws is judged to be inconsistent with law, inoperative by a court or competent jurisdictions, or is invalidated by a policy or contract duly adopted by this Board of Education; the remaining bylaws, policies, and parts of policies shall remain in full effect.

Take notice that the foregoing resolution was adopted by the Field Local Board of Education at a public meeting held on November 21, 2016.

Treasurer Items

- **Fiscal – The Treasurer recommends that the Field Local Board of Education approve the following:**
 1. Financial reports for the period ending September 30, 2016.
 2. **State and Federal Grant Programs – Participation in the following State and Federal Grant Programs for FY17 along with FY16 carryovers and to create the necessary revenue and expenditure accounts:**

<u>Fund</u>	<u>SPCC</u>	<u>FY2017</u> <u>Allocation</u>	<u>FY2016 Carryover</u> <u>Allocation</u>
451	9017 OneNet	\$ 9,000.00	\$ 0.00
516	9017 Title VI-B	\$428,992.10	\$ 47.00
551	9017 LEP	\$ 10,314.68	\$ 4,648.83
551	9917 Immigrant	\$ 0	\$ 3,774.39
572	9017 Title I	\$307,810.26	\$50,171.78
587	9017 PreSchool Bene.	\$ 15,445.61	\$ 0
590	9017 Title II-A TQu	\$ 56,839.46	\$13,864.27

- Donations – The Treasurer recommends that the Field Local Board of Education accept the following donation(s):

1. Applebee's of Brimfield through the Dine To Donate Program-\$92.30 to Brimfield Elementary.
2. J.M. Smucker Company, 35 laptops to Middle School.
3. Field High School PTA, \$1092.32 to the senior class of 2017.

Informational Items

Correction to August 8, 2016 Board of Education Meeting, Exhibit S-2

Thomas Barnes Rate of pay: \$3,075.00

There being no further business to come before the Field Local Board of Education
Member Calcei moved, seconded by Member Stewart to adjourn the November 21, 2016
regular meeting.

16-0071

Roll Call: Calcei-Yes, Stewart-Yes, May-Yes, Paulus-Absent, Porter-Yes.

President declared the motion carried

The meeting was adjourned at 7:16 P.M.



Randy Porter, President



Attest: Todd Carpenter, Treasurer