

# BOARD OF EDUCATION REGULAR MEETING

## December 7, 2016

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The Board of Education met in regular session on December 7, 2016 in the Circleville City Schools Alumni Room, 388 Clark Drive, Circleville, Ohio at 6:00 p.m. President Todd Stevens called the meeting to order and led the Pledge of Allegiance.

On roll call, the following members were present: Todd Stevens, Dan Bradhurst, Amy DeLong, Tony Reeser, and Patty Rothe.

Mr. Reeser gave his legislative report.

Student Representatives were not in attendance and therefore did not present the student activities report.

Superintendent, Jonathan Davis, presented his report to the board.

Treasurer, Kristen Rhoads, presented her report to the board including the November 2016 warrants and financial reports.

On a motion by Mrs. DeLong, seconded by Mr. Bradhurst, the board approved the following fiscal items:

### **Requisitions Over \$5,000**

- TRI-STAR TRANSPORTATION- Transportation for a student with special needs to Haugland \$10,000.00
- MYERS EQUIPMENT CORPORATION - \$ 89,086.00 - Purchase 78 passenger handicapped accessible bus
- GORDON FOOD SERVICES - Additional funds food for FY17 - \$52,000.00
- OHIO SCHOOL BOARD ASSOCIATION - Dues - \$6,707.00

### **Purchase Orders After the Fact:**

- RON'S GLASS - repair of CHS hallway window - \$85.00
- CROWNE EXCELLENCE - Pizza and fudge fundraiser CHS choir - \$6,406.10
- TRI-STAR TRANSPORTATION - Transportation for August and September -\$5,340.00
- BUCKEYE PROPANE - Heating for Champions Complex - \$1,693.48
- GREAT AMERICAN OPPORTUNITIES - Middle School Band fundraiser - \$1,763.00
- OHIO FCCLA - Competition fees - \$130.00
- YANKEE CANDLE - Junior Class fundraiser - \$2,772.00
- TAYLOR PUBLISHING COMPANY - CHS Yearbook - \$5,901.00

### **Donations:**

- Gary J. Dean - CHS Club Future - Sponsor memberships- \$100
- Raymond James Financial Services, Dave & Ian Webb - CHS Club Future - Sponsor Memberships - \$260
- Richard Gerhardt - CHS Club Future - Sponsor membership - \$52
- Circleville First Baptist Church - CHS Club Future - Sponsor memberships - \$104
- Patty & Michael Rothe - CHS Club Future - Sponsor Memberships - \$208
- Trace Hacquard - CMS School Store - \$80
- James D Lemaster - CHS Principals fund -\$200

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### Student Activity Budget and Philosophy for 2016-2017 School Year:

- Student Council (budget revision only) Class of 2018 (revised budget and philosophy)

### Establish Funds:

- CHS Class of 2019 - Fund Code: 200-9190
- Chs Class of 2020 - Fund Code: 200-9200

Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

The Middle School Administrators and staff presented. Principal, Kevin Fox spoke about the overall climate of the building and shared recent and upcoming activities. Assistant Principal, Chad Michael shared information about programs offered at the middle school. Staff members Brooke Paxton and Terry Lambert spoke about the success of the writing project with Dr. Dianne McCune and the Discipline intervention program, respectively.

On a motion from Mr. Stevens, seconded by Mrs. Rothe, the board approved the minutes from the November 2, 2016, special meeting and the November 9, 2016 regular meeting as presented.

Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion from Mrs. Rothe, seconded by Mr. Bradhurst , the board approved the following personnel items:

### Employment for the 2016-2017 school year:

- Debbie Hill - Substitute Bus Driver

### Athletics:

- |                        |   |
|------------------------|---|
| • Dave Truex           | Softball CHS Head Coach<br>Step 15+         |
| • Millard (Bubba) Good | Softball CHS JV Head Coach<br>Step 15+      |
| • Jada Truex           | Softball CHS Volunteer                      |
| • Trace Hacquard       | Softball CHS Volunteer                      |
| • Bobby Lombardo       | Baseball CHS Head Coach<br>Step 7           |
| • Travis Gray          | Baseball CHS Assistant<br>Step 6            |
| • Brian Bigam          | Baseball CHS JV Head Coach<br>Step 8        |
| • Todd Rhymer          | Baseball CHS Volunteer                      |
| • Joe Lombardo         | Baseball CMS 8th Grade Head Coach<br>Step 8 |
| • Joe Stitt            | Baseball CMS 7th Grade Head Coach           |

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- Jason Wells  
Step 1  
Track CHS Boys Head Coach
- Brian Lennex  
Step 11  
Track CHS Girls Head Coach
- Dick Walters  
Step 4  
Track CHS Assistant
- Maggie Hacquard  
Step 15+  
Track CHS Volunteer
- Bill Search  
Track CMS Girls Head Coach
- Nic Hamman  
Step 8  
Track CMS Boys Head Coach
- Susan Search  
Step 6  
Track CMS Volunteer
- Crystal Thornsley  
Basketball CES Girls Volunteer

### **Volunteers:**

#### **Destination Imagination**

- Jackie Rose

### **Retirement:**

- Mary Anne Edsall  
Teacher  
Circleville High School  
Effective: end of 2016-2017 school year

### **Corrections:**

It is recommended the board approve the change for Laura Justice (aide at CES) from 35 days requested from the sick bank to 33 day days request unpaid leave (November 2 to December 21, 2016).

Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion from Mrs. DeLong, seconded by Mrs. Rothe, the board approved the following requests for sick bank days.

- Brad Reeves - 14 days (additional)
- Sara Hammond - 8 days (additional)

Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion from Mrs. Rothe, seconded by Mr. Stevens, the board approved the unpaid leave request for Carol Sheets (Preschool Teacher CES) of Friday January 27 and Monday, January 30, 2017.

Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

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On a motion by Mr. Stevens, seconded by Mrs. DeLong, the board approved the appointment of President Pro Tem, Tony Reeser.

Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mr. Stevens, seconded by Mr. Bradhurst, the board approved January 9, 2017 at 6:00pm as the time and date of the Budget, Organizational, and Regular meetings for the board.

Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Todd Stevens, seconded by Mrs. DeLong, the approved the following NEOLA policies: 9700, 8330, 7540, 6605, 5830, 4420, 3420, 2460, 1619, 1530, 0160, and 0100.

Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mrs. Rothe, seconded Mr. Reeser the board approved an overnight wrestling trip to Brooke WV, on January 27, 2016, to participate in a wrestling tournament.

Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mr. Reeser, seconded by Mrs. Rothe the board rescinded the approval to purchase a bus from Edwin H. Davis & Son, Inc. approved at the November 9, 2016 board meeting.

Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mr. Bradhurst, seconded by Mr. Reeser the board approved the purchase of a 78 passenger , handicapped accessible, bus (per the META (MEC) bid process), from Myers Equipment corporation at the a cost of \$89,086.

Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mr. Reeser, seconded by Mrs. Rothe, the board approved the following service agreement for the middle school elevator with Otis Elevator Company at the cost of \$70.00 per month.

**EQUIPMENT LOCATION:**

Circleville Middle School  
360 Clark Dr.  
Circleville, OH 43113

**POPOSAL NUMBER: AEV963**

**FROM:**

Otis Elevator Company  
5 North Shafer  
Athens, OH 45701

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Margaret Hoven  
Phone: (614) 777-6500  
Fax: (614) 777-6519

### **EQUIPMENT DESCRIPTION:**

Type Of Units: HYDRAULIC  
Manufacturer: THYSSEN  
Customer Designation: MS 1  
Machine Number: F53836

### **LUBRICATE AND SURVEY SERVICE**

We propose to furnish Lubricate and Survey Service on the equipment ("Units") described above. We will provide an annual survey of equipment condition and regular lubrication by a qualified examiner. Lubricate and Survey Service is not a preventive maintenance program.

Under this Contract, we will maintain the Units on the following terms and conditions:

### **COVERAGE**

#### **SURVEY**

We will conduct an annual survey of the Units and provide a written report of their condition.

#### **REGULAR VISITS**

We will use trained personnel directly employed and supervised by us to visit the Units at the frequency selected below (Quarterly)

The visits will consist of lubrication of the following parts when conditions warrant:

- Machine bearings, gears, pumps, pump motors, operating valves, valve motors, and leveling valves.
- Selectors, governors, governor sheaves, governor tension frame sheave assemblies, and compensating sheave assemblies.
- Door operators, car door hangers, hoistway door hangers, and interlocks.
- Safeties, car and counterweight guide rails, and car and counterweight guide shoes including rollers and gibs.

#### **EXCLUSIONS**

Lubrication of parts that are not listed above is specifically excluded. This Contract does not cover adjustment, cleaning, repairs or emergency callback service. If any of these services are later requested by you, you agree to pay extra at our regular billing rates.

#### **NORMAL HOURS**

All visits will be performed during the regular working hours of our regular working days for the examiners who perform the service. If overtime services are later requested by you, you agree to pay extra at our regular billing rates.

#### **24-HOUR DISPATCHING**

We will, at your request, provide you with access to e\*Service via Otis.com and our OTISLINE 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on e\*Service or thru a n OTISLINE customer service representative, who will, at your request, dispatch an examiner to perform emergency minor adjustment call back service.

#### **CUSTOMER REPRESENTATIVE**

An Otis representative will be available to discuss with you your elevator needs in the areas of modernization, traffic handling ability, recommendations and requirements of code authorities, and proper use and care of the Units.

#### **REPORTS- e\*SERVICE**

We will use the OMMS program to plan and record completion of maintenance procedures. We will, at your request, provide you access to e\*Service via Otis.com. You will be able to access repair, completed maintenance procedure and service call history for the Unit(s). You will be responsible for obtaining Internet access to use e\*Service.

#### **SAFETY AND ENVIRONMENT**

##### **SAFETY TESTS- HYDRAULIC ELEVATORS**

We will conduct an annual no load test and annual pressure relief valve test.

##### **FIREFIGHTERS' SERVICE TEST**

If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat detectors.

If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes.

If any applicable Code or governing authority mandates that such required tests be performed by a licensed elevator mechanic, Otis will provide such testing and service on an Open Order basis. You will be responsible for the costs associated with such testing and service

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### **SAFETY TRAINING**

We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

### **ENVIRONMENTAL PROTECTION**

Otis endeavors to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with all federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request.

You assume responsibility for removal of wastes, including but not limited to hydraulic oil, spoils, asbestos, etc., as it is not part of this Contract.

### **MAINLINE DISCONNECTS**

You agree to engage a qualified electrician to service at least once annually the elevator mainline disconnects located in the elevator equipment room.

© OTIS ELEVATOR COMPANY, 20 11 All Rights Reserved LINX Fom1 MNT-LS (04/01112) Proposal #: AEV963

Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mrs. Rothe, seconded by Mr. Bradhurst the board approved a change in compensation/benefits for Nathan Elswick per ORC 3319.10 due to serving more than 60 days as a long term substitute at Circleville Middle School. **Mr. Elswick will be compensated on BA, Step 0, and be afforded the same benefits as other certified staff during the 2016-2017 school year.**

Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mr. Stevens, seconded by Mrs. Rothe the board approved the future placement of insurance premium refunds into the General Fund.

Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mr. Stevens, seconded by Mr. Reeser the board approved a transportation contract with Tri-Star for the transportation of special needs students at a cost of \$15,340.00

### **CONTRACT TO PROVIDE TRANSPORTATION SERVICES TO PUPILS**

Circleville City Schools (hereinafter referred to as the "School District" or "Board") and Tristar Transportation Co. (hereinafter referred to as the "Company") hereby agree to the following terms and conditions:

1. In return for the consideration from the Board set forth in this Agreement, the

Company shall:

a. Provide transportation services to students designated by the School District b. Transport the students in safe vehicles that are regularly and properly

maintained in good working order. There shall be a working seat belt for each student riding in the vehicle and the driver shall require each student to wear his/her seat belt during transportation. In the event a student requires restraint in addition to or in lieu of a seat belt, the driver will require the student to wear such restraint during transportation.

c. Provide insured, qualified, and licensed drivers to operate the vehicles used to transport the school children. The drivers shall operate their vehicles in accordance with all applicable traffic laws. Individuals assigned by the Company shall have the necessary skill and interest in working with children. Drivers shall meet all requirements of the Ohio Department of Education as set forth under OAC 3301-83-06. These include Ohio and Federal background checks, lifetime driving abstracts, and annual T-8 physicals. The Board shall have the right to require that a driver be replaced when it is determined by the Board or its employees that such a change would be in the best interests of the pupil(s) being transported.

d. To the extent possible, assign the same driver to the same transportation route throughout the school year.

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e. Provide and maintain throughout the term of this Agreement general liability insurance, insuring the Company, the drivers and the School District Board of Education against all claims of liability in connection with the transportation of pupils pursuant to this contract.

f. Report immediately to Kyle Uhrig (740) 474-4340 ext. 48093 any accident involving pupils transported pursuant to this contract.

g. In consideration of the obligation undertaken by the Company in this Contract, the Board agrees to pay the Company Thirty-Six Dollars (\$36.00) per hour for the use of the Company's automobile and driver, or Fifty Dollars (\$50.00) for the use of the Company's wheelchair van and driver, regardless of the number of students in the vehicle at any one time. Time will be billed in one-quarter hour increments. Payment shall be made on a monthly basis after receipt of bi-weekly invoices from the company setting forth the transportation provided.

The term of this contract shall be from August 1, 2017 to July 31, 2017. Either party may terminate this Contract by providing written notice of intent to terminate to the other party thirty (30) days prior to termination. In the event it determines to terminate this Agreement, the Company will provide written notice to the Board by mailing the same to the following address:

Kyle Uhrig  
388 Clark Dr  
Circleville, OH  
43113

In the event it determines to terminate this agreement, the Board will provide written notice to the Company by mailing the same to the following address:

Tristar Transportation Co.  
P.O. Box 186  
Worthington, OH 43085

The Company shall have the right to refuse to transport any pupil if there is an immediate danger to any persons or property. The Company shall contact the School District immediately if such an occasion occurs.

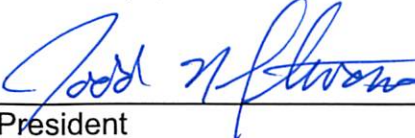
Mr. Stevens – yes; Mr. Bradhurst -yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mrs. DeLong, seconded by Mrs. Rothe the board approved the payment of annual dues to the Ohio School Board Association for the district effective January – December 2017 at a cost of \$6,707.00.

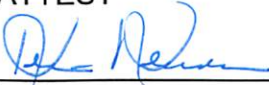
Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

On a motion by Mr. Stevens, seconded by Mrs. DeLong, the board voted to adjourn the meeting at 6:57 p.m.

Mr. Stevens – yes; Mr. Bradhurst - yes; Mrs. DeLong - yes; Mr. Reeser – yes; Mrs. Rothe – yes

  
\_\_\_\_\_  
President

ATTEST

  
\_\_\_\_\_  
Treasurer