

# BOARD OF EDUCATION REGULAR MEETING

## September 13, 2017

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The Board of Education met in regular session on September 13, 2017 in the Circleville City Schools Alumni Room, 388 Clark Drive, Circleville, Ohio at 7:00 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, Tony Reeser, and Patty Rothe.

During public participation, this year's foreign exchange students, joined by their host families were introduced by Janice Pfile of AFS.

In addition, Tom Davis from the Pickaway County Parks District spoke about the need to place a parks levy on the ballot and requested the board consider endorsing the levy.

Mr. Reeser gave his legislative report

Student Representatives, Emily Dengler and Andrew Hedges presented information on the current activities at CHS. Topics included; Club Future enrollment, Homecoming and Pumpkin Show preparations, Athletics, Band and Academic events.

Superintendent, Jonathan Davis, presented his report to the board

The Treasurer's report was presented by Kristen Rhoads including the August 2017 warrants and financial reports.

On a motion by Mrs. Rothe, seconded by Mr. Bradhurst, the minutes from the August 9, 2017 regular Board meeting were approved, as presented and the June 28, 2017 minutes as corrected.

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

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

### **2017-2018 School Year**

#### **Reassignment:**

Evan Debo

Communications Director  
Salary: \$33,947  
From - 184 days at 8 hours/day  
To - 200 days at 6 hours/day  
Retroactive to August 7, 2017

Afterschool Program Manager  
\$23.07 per hour  
Retroactive to August 7, 2017

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### Resignations:

- Sonsearay Grady  
CMS Lead Teacher  
Effective for the 17-18 school year  
Unified Arts
- Cory Sullivan  
CHS Instructional Aide  
Effective - September 24, 2017

### Change in Pay Scale:

- Katie Thanasack  
From MA to MA+25
- Andrea Hoskins  
From MA to MA+25
- Randy Brown  
From BA to BA150
- Lindsey Sullivan  
From BA150 to MA
- Megan Lennex  
From MA to MA+25
- Sheila Dean  
From MA to MA+25
- Elise McGinnis  
From BA150 to MA
- Danielle Mogan  
From BA150 to MA
- Erin Horstman  
From MA to MA+25
- Sara Foster  
From MA to MA+25

### 21st CCLC Afterschool Programs:

- Cory Sullivan  
Afterschool Programs Site Coordinator  
\$20.60 per hour/ 8 hours per day/155 days  
Effective September 25, 2017-May 24, 2018
- Andrea Utts  
Tutor & Aide
- Catherine Steinhauser  
Tutor

### Mentors for Resident Educators Program:

- Rachel Perini  
\$662.50
- Carol Sheets  
\$662.50
- Rachelle Zuniga  
\$662.50
- Millard Good  
\$1,325.00 (2)
- Matthew Fosnaugh  
\$662.50
- Cathy Kint  
\$662.50
- Trent Roberts  
\$662.50

### Volunteers:

- Patricia Evans  
CES
- Suzanne Fosnaugh  
CES

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### Salary Adjustments:

#### **Bus Drivers:**

- Rebecca Bensonhaver                      \$21.49 hourly  
   5.5 hours per day
  
- Vera Carle    \$21.58 hourly  
   7.75 hours per day
  
- Frances Curry                                      \$18.23 hourly  
   5.5 hours per day
  
- Darlene Dalton                                      \$16.68 hourly  
   5.25 hours per day
  
- Wendy Gamelli                                      \$21.58 hourly  
   7.5 hours per day
  
- Renee King    \$18.97 hourly  
   5.5 hours per day
  
- Caitlyn Kirk    \$17.34 hourly  
   5.5 hours per day
  
- Shawana Mitchell                                      \$22.30 hourly  
   8 hours per day
  
- Michelle Ramey                                      \$24.02 hourly  
   8 hours per day
  
- Melissa Ricketts                                      \$19.96 hourly  
   5 hours per day
  
- Christopher Thomas                                      \$16.68 hourly  
   5.5 hours per day
  
- Melissa Wamsley                                      \$16.83 hourly  
   5.5 hours per day
  
- Elwin Mills    \$16.50 hourly  
   5 hours per day
  
- Valerie West    \$16.50 hourly  
   5.25 hours per day

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### Cooks:

- Patricia Brooks \$12.87 hourly  
4 hours per day
- Brenna Clifton \$15.47 hourly  
4 hours per day
- Cheryl Davis \$16.30 hourly  
7.5 hours per day
- Debbie DeLong \$17.58 hourly  
6 hours per day
- Christine Devore \$17.58 hourly  
7.5 hours per day
- April Ferguson \$12.87 hourly  
4 hours per day
- Brenda Gans \$17.35 hourly  
5 hours per day
- Kelly Goode \$19.23 hourly  
7.5 hours per day
- Mary Hay \$12.87 hourly  
4 hours per day
- Angela Hixon \$13.94 hourly  
4 hours per day
- Crystal Hoop \$16.38 hourly  
5 hours per day
- Rhonda Marshall \$17.51 hourly  
6.25 hours per day
- Dianna Owens \$13.53 hourly  
4 hours per day
- Deanna Rausch \$17.47 hourly  
7 hours per day

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- Lisa Russell \$12.87 hourly  
4 hours per day
- Kimberley Sowers \$17.31 hourly  
5.5 hours per day
- Julie Walker \$16.92 hourly  
6.25 hours per day
- Diana Wright \$13.66 hourly  
6.25 hours per day

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

On a motion by Mr. Bradhurst, seconded by Mr. Reeser, the Board approved the request for unpaid leave for Ashley Boldoser, Nurse's Aide at New Hope, for the following dates 8/25/2017 and 8/30/2017 to 11/28/2017.

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

On a motion by Mr. Reeser, seconded by Mrs. Rothe, the Board approved the following resolution:

WHEREAS, as a result of the result of the merger between the South Central Ohio Computer Association and META Solutions (also known a "META" or Metropolitan Educational Technology Association," hereafter "META"), the Board of Education became a member of META;

WHEREAS, the Constitution of META requires that any decision to withdraw from META must be made by duly adopted resolution of the Board of Education;

WHEREAS, the Board of Education wishes to withdraw from META.

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Circleville City School District hereby withdraws from META, effective at the end of the current fiscal year.

BE IT FURTHER RESOLVED that the Superintendent and Treasurer are authorized and directed to take all steps necessary to effectuate such withdrawal, including providing written notice of the Resolution and the Board's intent to withdraw from META to the META Board of Directors on or before October 1, 2017.

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

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On a motion by Mr. Bradhurst, seconded by Mrs. Rothe, the Board approved the contract with MSA Sport for the purpose of assessing the stadium track and bleachers to determine the scope of future repair or replacement as presented.



a division of MSA Architects

7 August 2017

Mr. Jonathan Davis  
Superintendent  
Circleville City Schools  
388 Clark Drive  
Circleville, OH 43113

**Re: Purchase Order – Circleville City Schools – Stadium Track and Bleacher Assessment**

Dear Jonathan:

Thank you for the opportunity to offer a Purchase Order proposal to assess your Stadium Track and Bleachers to determine the scope of future repair or replacement. This proposal addresses the scope of work for Assessment, Scope Identification and estimates.

### **Project Understanding**

MSA Architects (and MSA Sport, our division which will be responsible for this project) understands that Circleville City Schools wishes to assess the following:

- Existing Track surface and substrate through core analysis
- Existing home side bleachers structure to determine need to repair or replace

Upon completion of the assessment, MSA Sport will advise on the required scope for track and bleacher repair and/or replacement, press box replacement, and help determine any scope changes due to building code or ADA requirements.

### **Scope of Services**

MSA will develop an Exterior Facilities Master Plan and identify a "menu of projects" for improvements across the campus, as funding and timelines allow. The project will proceed in the following process:

#### **Phase One – Assessment**

##### **Home Bleacher Structure – by Schaefer, Inc**

- Review the home bleachers for an overall visual condition assessment (no testing, destructive or otherwise, is included)
- Prepare a written report stating findings of the condition of the bleachers and recommendations as to what components, if any, need to be further reviewed or repaired/replaced

#### **Track Surface and Substrate – by Kleingers & Associates, Civil Engineers**

- Kleingers will work with a geotechnical consultant to obtain pavement cores and analysis of the cores.
- The geotechnical consultant will peel back the existing synthetic running surface at six (6) locations and extract six (6) cores from the existing running track at locations determined by the client and design team.
- The geotechnical consultant shall provide a field log the thicknesses of the asphalt and aggregate base layers and photo documentation at each core location. Dynamic cone penetrometer testing will be performed in the upper 24 inches of sub-grade soil at each location and a soil sample will be obtained from each sub-grade location.
- Two (2) Atterberg Limits and two (2) grain size analysis then provide USCS soil classification will be performed on each sample.
- Core locations will be patched with cold-mix asphalt and a synthetic surfacing patch.
- A data report of the findings will be provided.

#### **Phase Two – Scope Determination and Documentation**

- Determine scope of bleacher repair or replacement including press box
- Determine scope of track surface and sub-surface repair or replacement
- Determine scope of any ancillary requirements due to code compliance (i.e. restroom facilities, ADA access)
- Prepare Scope Document Set
- Prepare Cost Estimate

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### Proposed Fees

We propose to complete this project on a **Fixed Fee** basis. MSA Architects can complete the work through completion for the fees outlined below. Any changes to the scope of work will be noted and you will be notified of anticipated fee adjustments prior to MSA Sport or our consultants proceeding with the work.

**MSA Sport (including Kleingers & Schaefer)                      Hourly Not to Exceed: \$14,250**

*NOTE: These fees do not include any engineering site surveys, topographic surveys, or utility surveys. Site Plans will be used from District-provided CADD base drawings or aerial images, and will be preliminary only. At such a time that any portions of the project move forward into construction and full design, the district shall acquire an updated topographic survey of the proposed site(s) for final engineering and technical design to be completed.*

### Reimbursable Expenses

Reimbursable expenses are not included in our hourly fees and will be billed at 1.15 times our cost. These include, but are not limited to: printing and reproductions; special materials and services; photography; mileage and travel expenses; telephone services; fax transmissions, delivery and postage services; and permits.

**Reimbursable Cap: \$1,000**

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

On a motion by Mr. Reeser, seconded by Mrs. Rothe, the Board approved the 2017 - 2018 College Credit Plus Agreement with Southern State Community College for CCP courses to be delivered at CHS with the SSCC Faculty assisted by CHS staff at \$83.00 per credit/per student as presented.



### College Credit Plus HS Site Course Offering Agreement Academic Year 2017-18

#### Contact Information

High School:	Circleville High School		
Address:	380 Clark Drive, Circleville, OH 43113	Fax#:	740.477.5571
Phone#:	740.474.4846	AC Year End Date:	May 24, 2018
AC Year Begin Date:	August 17, 2017		<a href="mailto:kara.schooley@evcsd.com">kara.schooley@evcsd.com</a>
HS Counselor/Contact:	Kara Schooley or Vicki Scott	Couns/Contact Email:	<a href="mailto:vicki.scott@evcsd.com">vicki.scott@evcsd.com</a>
HS Principal:	Chris Thornsley	Principal Email:	<a href="mailto:chris.thornsley@evcsd.com">chris.thornsley@evcsd.com</a>
SSCC Coordinators:	J.R. Roush or Amy McClellan	Emails:	<a href="mailto:jroush@sscc.edu">jroush@sscc.edu</a> or <a href="mailto:amcclellan@sscc.edu">amcclellan@sscc.edu</a>

*\*FALL Semester Course*

#### Course Information

SSCC Course Title:	First Year Chemistry I & Lab		
Course Number(s):	CHEM 1151 & 1161	Credit Hours:	4 + 1 = 5 total
Course Begin Date:	August 17, 2017	Course End Date:	December 9, 2017
Mid-Term Grades Due:	October 17, 2017	Final Grades Due:	December 12, 2017

#### Instruction Information

On-site Instructor:	Don Storer (Aaron Lamb, Ass't)	Instructor Email:	<a href="mailto:aaron.lamb@evcsd.com">aaron.lamb@evcsd.com</a>
SSCC Division Coordinator:	Don Storer	SSCC D.C. Email:	<a href="mailto:dstorer@sscc.edu">dstorer@sscc.edu</a>
SSCC Div. Coord. Signature:		Date:	
Textbook/ISBN#:	Chemistry & Chemical Reactivity Hybrid Ed. ISBN#978-1-225-46253-0; Lab: 978-1-337-03237-7	Publisher/Edition:	Cengage, 9th edition; custom lab book

*PLEASE NOTE: Textbook changes/updates could occur. Contact SSCC bookstore ( [l492morg@collett.com](mailto:l492morg@collett.com) ) for most recent updates.*

#### Course Funding

- CCP-Course delivered at HS w/HS Faculty (\$41.50 per credit/per student - FY16)
- CCP-Course delivered at HS w/SSCC Faculty (\$83 per credit/per student - FY16)

#### Other

Student Requirements: See admission criteria at: <http://www.sccc.edu/admissions/guidelines/college-credit-plus.shtml>

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### Contact Information

High School: Circleville High School  
Address: 380 Clark Drive, Circleville, OH 43113  
Phone#: 740.474.4845  
AC Year Begin Date: August 17, 2017  
HS Counselor/Contact: Kara Schooley or Vicki Scott  
HS Principal: Chris Thornasley  
SSCC Coordinators: J.R. Roush or Amy McClellan

### \*SPRING Semester Course

Fax#: 740.477.5571  
AC Year End Date: May 24, 2018  
Couns/Contact Email: [kara.schooley@evcid.com](mailto:kara.schooley@evcid.com)  
Principal Email: [vicki.scott@evcid.com](mailto:vicki.scott@evcid.com)  
Emails: [jroush@sscc.edu](mailto:jroush@sscc.edu) or [amcclellan@sscc.edu](mailto:amcclellan@sscc.edu)

### Course Information

SSCC Course Title: First Year Chemistry II & Lab  
Course Number(s): CHEM 1152 & 1162 Credit Hours: 4 + 1 = 5 total  
Course Begin Date: January 8, 2018 Course End Date: May 5, 2018  
Mid-Term Grades Due: March 13, 2018 Final Grades Due: May 8, 2018

### Instruction Information

On-site Instructor: Don Storer (Aaron Lamb, Ass't) Instructor Email: [aaron.lamb@evcid.com](mailto:aaron.lamb@evcid.com)  
SSCC Division Coordinator: Don Storer SSCC D.C. Email: [dstorer@sscc.edu](mailto:dstorer@sscc.edu)  
SSCC Div. Coord. Signature: Date:  
Textbook/ISBN#: Chemistry & Chemical Reactivity Hybrid Ed. ISBN#978-1-285-46253-0; Lab: 978-1-337-03237-7 Publisher/Edition: Cengage, 8th edition; custom lab book

PLEASE NOTE: Textbook changes/updates could occur. Contact SSCC bookstore ( [1492mgr@follett.com](mailto:1492mgr@follett.com) ) for most recent updates.

### Course Funding

\_\_\_ CCP-Course delivered at HS w/HS Faculty (\$41.50 per credit/per student - FY16)  
 CCP-Course delivered at HS w/SSCC Faculty (\$83 per credit/per student - FY16)

### Other

Student Requirements: See admission criteria at: <http://www.sscc.edu/admissions/guidelines/college-credit-plus.shtml>

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

On a motion by Mrs. Rothe, seconded by Mr. Bradhurst, the Board approved the contract with the Sheriff of Pickaway County, Ohio for D.A.R.E. services in the amount of \$4,000.00 as presented. This contract will be in effective for a four month period, terminating on December 26, 2017.

### CONTRACT FOR SERVICES DARE CURRICULUM

This agreement is made this \_\_\_ day of \_\_\_\_\_, 2017 Between the Sheriff of Pickaway County, Ohio, hereinafter referred to as "Sheriff," and the Circleville Board of Education, Pickaway County, Ohio, hereinafter referred to as the "Board."

### WITNESSETH

WHEREAS, the Board is desirous of acquiring services for instruction of the D.A.R.E. curriculum;  
and

WHEREAS, the Sheriff is willing to provide such services by way of a properly qualified Deputy and having determined that the costs of providing such services have been ascertained to be an amount not less than the payments required hereunder;



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NOW, THEREFORE, pursuant to the terms of the Ohio Revised Code Section 311.29 and in consideration of the mutual covenants expressed herein, it is agreed as follows:

1. The Sheriff agrees to provide a uniformed Deputy Sheriff, qualified in instruction of the D.A.R.E. curriculum for a period of eleven (11) weeks, and for a total time of in class and out of class involvement with said curriculum in the estimated amount of 272 hours.

2. The Board agrees to pay the Sheriff the sum of \$4,000.00,, payable at such times as may be mutually agreed upon, to the Treasurer of Pickaway County, Ohio, to a special fund to be known as the "Sheriff's Police Revolving Fund." It is further agreed that, by mutual agreement of the parties, the Board may advance and pay additional sums to defray expenses for supplies, administration, or other expenses incident to the purpose of this contract.

3. The County, its officers and employees, including but not limited to; the Sheriff and his employees, shall not be deemed to assume any liability for the intentional or negligent acts or omissions of the Board, or any officer, agent or employee thereof, and said Board agrees to hold harmless, indemnify and defend the County and the Sheriff, and their officers, employees, from any and all claims for damage arising there from.

The Board further agrees to hold harmless, indemnify and defend the County and the Sheriff, their officers and employees from any and all claims for damages resulting from the enforcement of any rules, regulations, and policies of the Board, excepting claims arising from the alleged personal misconduct or negligence of a Sheriff's Deputy or employee.

4. It is understood and agreed by the parties that no Deputy, or other employee of the Sheriff, shall be deemed an employee of the Board, except as otherwise stated herein.

5. A report of activity is to be made available to the Board in regular intervals as may be reasonable and requested by the Board.

6. The Sheriff reserves the right to use the aforesaid Deputy Sheriff in an emergency or emergencies as he sees fit.

7. This contract shall be for a four month period and terminates on the 26th day of March, 2018. Termination of the Agreement prior to the above date shall require ninety (90) days written notice either party.

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

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On a motion by Mr. Bradhurst, seconded by Mr. Stevens, the Board approved the sixth grade student trip to Camp Oty' Okwa on May 22-24, 2018. Chaperones will be Katie Mears, Bill Search, Millard "Bubba" Good, Millard Good, Michele Brewer, Joe Stitt, and Crystal Thornsley.

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

On a motion by Mrs. Rothe, seconded by Mr. Stevens, the Board approved the 21st CCLC Afterschool Program Staff and Student handbooks as presented.

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

On a motion by Mr. Bradhurst, seconded by Mr. Reeser, the Board approved the contract with McWatters Consulting LLC, to provide program evaluation services for 21<sup>st</sup> CCLC grant funded programs at CMS/CHS in the amount of \$10,000.00. This contract will be in effect from July 1, 2017 through June 30, 2018.

*This agreement is between Katherine K. McWatters, McWatters Consulting LLC, 7711 Redman Lane, Reynoldsburg, OH 43068 and Circleville City Schools, 380 Clark Dr, Circleville, OH 43113 for State Fiscal Year July 1, 2017 through June 30, 2018.*

**McWatters Consulting LLC (Service Provider), agrees to provide for the following program evaluation services to Circleville City Schools for 21<sup>st</sup> CCLC grant funded program at the Middle and High Schools (Grant #10984):**

- Service provider will evaluate student academic outcomes. Data on individual students (student attendance records, pre and post academic records/assessments and event participation) will be collected by participating program administrators and/or project coordinator and will be summarized on Microsoft Excel data spreadsheet developed by service provider. Student academic progress will be analyzed and findings will be reported.
- Service provider will evaluate youth development and parent engagement outcomes. Service provider will develop survey/instruments to assess youth development and parent involvement outcomes. Surveys/instruments will be distributed, collected and compiled by participating program administrators and/or project coordinator. Completed surveys/instruments will be compiled and analyzed by service provider and findings will be reported.
- Service provider will provide reports required by Ohio Department of Education including but not limited to logic model, mid-year and year-end report summarizing academic, youth development and parent involvement activities outcomes, findings and key recommendations for program improvement. Unintended outcomes will also be reported.
- Service provider will meet as needed with program and district administrators, program administrators and/or project coordinator to ensure proper data collection efforts, timeliness and quality.
- Service provider will be available to meet with the other grant administrators and the Ohio Department of Education or if necessary.
- Service provider will support district administrators, program administrators and/or project coordinator in the submission of the continuing grant applications.

**Program evaluation assumes the following:**

- Data on individual students (student attendance records, academic records and event participation reports) will be accessible to service provider for quarterly review and compilation of data will be summarized on Microsoft Excel data spreadsheet developed by service provider. Pre and post academic comparisons will include only those students for whom pre grant intervention and post grant intervention measures are available.
- All measures identified as indicators of academic, youth development and parent engagement outcomes assume surveys/instruments will be distributed in a timely manner and be available to service provider for review and compilation of data.
- All data will be transmitted electronically to the evaluator for analysis and reporting in a timely manner and be available to service provider at least one month prior to grant report deadlines.

**Circleville City Schools agrees to pay \$10,000.00 for these services. Payment will be made in quarterly installments of \$2,500.00 with first payment due September 15, 2017 and other payments due the 15<sup>th</sup> of December 2017, February 15, 2018 and May 15, 2018.**

**The service provider agrees that she is working as an independent contractor with no employee/employer relationship in existence. The fee for service is the entire obligation for Circleville City Schools with any additional obligation to meet legal requirements accruing to the service provider.**

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

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On a motion by Mr. Stevens, seconded by Mrs. Rothe, the Board approved the roof maintenance contracts with Legacy Roofing as presented for each:

- Elementary School - not to exceed \$1,000.00

### General Work Authorization – Time and Materials

Owner / Company: Circleville City Schools (Elementary School Repairs)

Date: 08/04/2017

Thank you for selecting Legacy Roofing. We will make every effort to complete the necessary work in a timely and cost effective manner.

Legacy Roofing will dispatch trained and certified personnel to evaluate a problem and make corrective work towards resolving the issue. All work will be performed based on time and materials committed to the project. Photo documentation will be provided of any work performed at the request of the owner.

<p style="text-align: center;"><b>TIME AND MATERIALS</b></p> <p style="text-align: center;"><b>TIME: \$65.00 Per Man Hour</b></p> <p style="text-align: center;"><b>MATERIALS: Cost of Materials</b></p>
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*Note #1: Time and Material work is considered remedial work in attempt resolve an issue at a requested property. No guarantee or warranty is either expressed or implied as part of this contract that the issue will be resolved and/or remain resolved.*

*Note #2: This time aspect of this authorization includes partial to partial travel as well as time that may be related to the project offsite. Any hours spent towards that project are to be included as part of the total time and invoiced. (Example: If Legacy Roofing needs to go back to our sheet metal shop and fabricate a custom piece of metal to resolve the issue)*

*Note #3: Time associated with project includes the time associated with evaluating the issue. In the rare event that Legacy Roofing is requested to respond to an issue and is unable complete the necessary work, Legacy Roofing reserves the right to invoice for the hours spent during that evaluation aspect of the project. (Example #1: Legacy Roofing finds that the issue is HVAC related and recommends to owner to have a certified HVAC contractor provide the necessary service. Example #2: Legacy Roofing responds to a service request, but upon arriving is unable to access the building and all provided contacts are unreachable)*

*Additional Notes: Investigate, identify, and repair all defects found in the leak areas of the Elementary School that were identified in the initial walk through. Once the defect(s) are found Legacy Roofing Services will thoroughly clean the repair area and make permanent repairs per manufacturer specifications using compatible materials. This authorization will be given a Not to Exceed amount of \$1,000.00. If further investigation or work is necessary approval will need to be given.*

- Middle School - not to exceed \$2,500.00

Owner / Company: Circleville City Schools (Middle School Repairs)

Date: 08/04/2017

Thank you for selecting Legacy Roofing. We will make every effort to complete the necessary work in a timely and cost effective manner.

Legacy Roofing will dispatch trained and certified personnel to evaluate a problem and make corrective work towards resolving the issue. All work will be performed based on time and materials committed to the project. Photo documentation will be provided of any work performed at the request of the owner.

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### TIME AND MATERIALS

TIME: \$65.00 Per Man Hour  
MATERIALS: Cost of Materials

*Note #1: Time and Material work is considered remedial work in attempt resolve an issue at a requested property. No guarantee or warranty is either expressed or implied as part of this contract that the issue will be resolved and/or remain resolved.*

*Note #2: This time aspect of this authorization includes partial to partial travel as well as time that may be related to the project offsite. Any hours spent towards that project are to be included as part of the total time and invoiced. (Example: If Legacy Roofing needs to go back to our sheet metal shop and fabricate a custom piece of metal to resolve the issue)*

*Note #3: Time associated with project includes the time associated with evaluating the issue. In the rare event that Legacy Roofing is requested to respond to an issue and is unable complete the necessary work, Legacy Roofing reserves the right to invoice for the hours spent during that evaluation aspect of the project. (Example #1: Legacy Roofing finds that the issue is HVAC related and recommends to owner to have a certified HVAC contractor provide the necessary service. Example #2: Legacy Roofing responds to a service request, but upon arriving is unable to access the building and all provided contacts are unreachable)*

**Additional Notes:** Investigate, identify, and repair all defects found in the 2 leak areas of the Middle School that were identified in the initial walk through. Once the defect(s) are found Legacy Roofing Services will thoroughly clean the repair area and make permanent repairs per manufacturer specifications using compatible materials. This authorization will be given a Not to Exceed amount of \$2,500.00. If further investigation or work is necessary approval will need to be given.

- High School - not to exceed \$2,500.00

Owner / Company: Circleville City Schools (High School Repairs)

Date: 08/04/2017

Thank you for selecting Legacy Roofing. We will make every effort to complete the necessary work in a timely and cost effective manner.

Legacy Roofing will dispatch trained and certified personnel to evaluate a problem and make corrective work towards resolving the issue. All work will be performed based on time and materials committed to the project. Photo documentation will be provided of any work performed at the request of the owner.

### TIME AND MATERIALS

TIME: \$65.00 Per Man Hour  
MATERIALS: Cost of Materials

*Note #1: Time and Material work is considered remedial work in attempt resolve an issue at a requested property. No guarantee or warranty is either expressed or implied as part of this contract that the issue will be resolved and/or remain resolved.*

*Note #2: This time aspect of this authorization includes partial to partial travel as well as time that may be related to the project offsite. Any hours spent towards that project are to be included as part of the total time and invoiced. (Example: If Legacy Roofing needs to go back to our sheet metal shop and fabricate a custom piece of metal to resolve the issue)*

*Note #3: Time associated with project includes the time associated with evaluating the issue. In the rare event that Legacy Roofing is requested to respond to an issue and is unable complete the necessary work, Legacy Roofing reserves the right to invoice for the hours spent during that evaluation aspect of the project. (Example #1: Legacy Roofing finds that the issue is HVAC related and recommends to owner to have a certified HVAC contractor provide the necessary service. Example #2: Legacy Roofing responds to a service request, but upon arriving is unable to access the building and all provided contacts are unreachable)*

**Additional Notes:** Investigate, identify, and repair all defects found in the 5 leak areas of the High school that were identified in the initial walk through. Once the defect(s) are found Legacy Roofing Services will thoroughly clean the repair area and make permanent repairs per manufacturer specifications using compatible materials. This authorization will be given a Not to Exceed amount of \$2,500.00. If further investigation or work is necessary approval will need to be given.

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

# BOARD OF EDUCATION REGULAR MEETING

## September 13, 2017

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On a motion by Mr. Reeser, seconded by Mrs. Rothe, the Board approved the hiring of any Circleville City Schools certified and classified staff to work in the 21st CCLC afterschool programs as needed at the approved Tutor and Paraprofessional rates.

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

On a motion by Mr. Bradhurst, seconded by Mrs. Rothe, the Board accepted the following NEOLA Policy on Career Advising as presented.

po2413

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

On a motion by Mr. Stevens, seconded by Mr. Bradhurst, the Board approved the following foreign exchange students to be placed in our district through the AFS program:

- Robert Meinhardsson, Faroe Island
  - The host family will be the Bumgarner family.
- Paula Kuhn, Germany
  - The host family will be the So family.
- Warinphat Benjapitkul, Thailand
  - The host family will be the Hampp family.

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

On a motion by Mrs. Rothe, seconded by Mr. Bradhurst, the Board approved the contract with Jeff Snyder for the transportation of special needs students retroactive to July 1, 2017 as presented.

### CONTRACTUAL AGREEMENT FOR TRANSPORTATION SERVICES

This agreement made this 1st day of July by and between the Circleville City School District hereinafter referred to as the "Board" and Jeff Snyder, private individual transporting student(s) with identified special education needs in accordance with Ohio Department of Education Administrative Code 3301-51-10, hereinafter referred to as "Contractor".

WITNESSETH AS FOLLOWS:

1. The Board agrees to contract the services of Jeff Snyder, private individual, in providing transportation services for the remuneration hereinafter set forth, and Jeff Snyder agrees to perform the services in consideration of said remuneration as hereinafter set forth.
2. The term of this contract shall be from the date of the contract until June 30, 2018. Either party may withdraw from said contract by providing to the other party written notice of the intent to withdraw. Said written notice must be served on the other party at least fourteen (14) days prior to the effective date of withdrawal.

# BOARD OF EDUCATION REGULAR MEETING

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A. Transportation services provided by the Contractor include the following:

1. The delivery of Circleville City School student(s) from their home to their school(s), five (5) days per week in accordance with the required calendar week and bell schedule.
2. The pickup of same student(s) at their school(s) in accordance with the required calendar and bell schedule, and deliver to their home, five (5) days per week in accordance with the required calendar week.
3. Communicating extended absences to the Assistant Superintendent at 740-474-4340.
4. The contractor agrees to furnish monthly statements of trips driven, including, indication of round trip mileage and student daily attendance by the thirtieth (30th) or last day of each month in order to authorize timely payment.
5. The contractor will provide a vehicle and continue to maintain the condition of the vehicle used for transporting the student(s).

B. The Board shall provide the following:

1. Payment at the Circleville City Schools Board of Education mileage rate of per mile (AM & PM delivery).
2. Payment of a daily stipend of \$25 per student transported.
3. Payment, not to exceed the above rates for the current year, shall be made in a monthly installment based upon the invoices submitted as per item A-4 above.
  
4. This contract contains the complete understanding of the parties in regard to the subject matter contained herein and no additions or amendments may be made to the same unless reduced to writing and signed by both parties hereto.
5. This contract shall be binding upon the successors and assigns of the parties hereto. No assignment of the agreement shall be made in whole or in part by the contractor without prior written consent of the Board.

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

The Board Tabled the Pathways to Success (Alternative School) Agreement with the Pickaway County ESC as presented until the October Board Meeting.

# BOARD OF EDUCATION REGULAR MEETING

## September 13, 2017

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On a motion by Mr. Stevens, seconded by Mr. Bradhurst, the Board approved the Internship Exchange Agreement with Ashland University for the placement of pre-service nursing student(s) as presented.

This is an agreement between *Circleville City Schools* herein referred to as school district and Ashland University, herein referred to as the University, to provide off-campus School Nursing internship and field-based experiences related to school nursing practice in the school setting.

The University shall be represented in matters related to off-campus field-based experiences associated with school nursing practice by the Director of the School Nursing Program and the Dean. The designated school district coordinator shall represent the school district. This agreement demonstrates compliance with the State of Ohio Standards for Colleges and Universities preparing school nurses.

**The school district agrees to the following:**

The school district shall provide field-based experiences related to school nursing practice for school nursing students of the University. Significant responsibility for guiding the school nursing student through field-based experience rests with the mentor; accordingly, the work of the mentor is vital to the success of the field-based experience. Mentors shall be nominated by the designated school official and selected by the designated University official. All teachers nominated as mentors shall have given their consent for nomination. To qualify as a mentor, the School Nurse shall hold an appropriate bachelor's degree, a Professional Pupil Services School Nurse License granted by the Ohio Department of Education (ODE), and have a minimum of three years of successful school nursing experience. Mentors shall be nominated with care.

Once the University selects the mentor, they shall be given all the possible support and assistance in their work with University school nursing students by both the school district and by the University. The mentor shall be provided with an orientation to internship requirements by University faculty.

The mentor will give the school nursing student ample opportunity to demonstrate independently a variety of planning, instructional, and practice skills related to their school nursing practice. Mentors will be expected to evaluate the field-based experience in writing based on the School Nurse Student Learning Outcomes. School nursing students shall not serve as a substitute school nurse when the mentor is absent, during accrued internship hours.

**The University agrees to the following:**

The mentor will be supplied with the student's Biographical Data Form and Resume. The mentor, working with students in field-based experiences, will be supplied with a handbook that includes the requirements and procedures regarding the field-based experience. The University will provide an Orientation meeting each semester for the mentor. The University Clinical Faculty is responsible for continuing the orientation process at the school site.

Each school nursing student is required to complete a criminal background check processed by the Bureau of Criminal Identification and Investigation and Federal Bureau of Investigation prior to enrollment into the School Nurse Internship Experience (SNP 680). The student's BCI and FBI Verification Letter is available from the student upon request. The school nursing student will also have verification of the school district's health requirements available upon request.

The field experience student's activities include: assisting mentors in duties related to school nursing practice. These duties may include nursing care of students, medication administration, care coordination with parents/staff/outside providers, classroom planning and teaching health education topics, maintaining health records, wellness planning, and assisting in other professional duties. The field experience student will be expected to gradually assume as much school nursing responsibility, for a series of days, as the mentor and University Clinical Faculty deem appropriate.

# BOARD OF EDUCATION REGULAR MEETING

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All students placed in field-based experiences will be assigned to a University Clinical Faculty who will carefully assist and advise on matters related to the experience. The University Clinical Faculty shall be responsible for assigning grades for field-based experiences. Should a problem arise with a school nursing student, the University Clinical Faculty and mentor should attempt to resolve the problem. If a solution is not reached by these individuals, the mentor and the University Clinical Faculty will contact the University representative (Director of School Nursing Program). After careful review of available options, a decision will be made by both parties on whether or not to withdraw a particular student from a field-based experience.

### Staff Development Benefits for School Districts

In addition to the services provided without cost to the school district by the school nursing student, the University will assist the school district in staff development by the issuance of Tuition Waiver Vouchers by the University. For the SNP 680 School Nurse Internship Experience (4 credit hour course), one Graduate Credit Tuition Waiver Voucher will be issued for each school nursing student placed in the school district with a mentor. Only one voucher will be issued even if there is more than one mentor working with the school nursing student. The student will complete 8 weeks of service or 320 hours. Each Voucher will be accepted by the University as partial payment for the regular tuition charges for a course worth at least one graduate credit offered during the academic year and/or in summer school or for workshops taken at the University. A Voucher is applicable to tuition only. Agreement conveys no obligation on the part of the University to admit an employee who would not otherwise meet admission requirements. The Graduate School official for the University shall make such eligibility decisions.

This Voucher will be accepted by Ashland University for a maximum of one hundred sixty-six dollars (\$166.00) toward a Professional Development Services graduate workshop or two hundred dollars (\$200.00) toward a graduate credit course in the Dwight Schar College of Nursing and Health Sciences. A maximum of one voucher can be applied by an individual for a single graduate workshop, course, field, or capstone experience. There is no obligation on the part of the University to admit students who do not satisfy admission requirements. The voucher can only be used towards the cost of credit hours. Vouchers are valid for a period of one year (12 months) and expire on the date noted on the voucher. The vouchers may be redeemed at any time prior to the expiration date of said voucher. Vouchers not used or redeemed by the expiration date shall have no further value. Lost vouchers will not be reissued.

The voucher is made out to the school district. The school district then assigns the voucher according to policies determined by the school district. The school district should distribute the vouchers as soon as possible upon receiving them. The University will maintain a record of services provided by the school system and present vouchers at the end of each semester in the University calendar.

### Means for Revisions to Meet Changing Needs and Conditions

The Director of the School Nursing Program is responsible for coordinating revisions that are necessary to meet changing needs and conditions. School personnel, University Clinical Faculty, and school nursing students are given the opportunity to make suggestions for needed revisions on the Evaluation Form provided at the end of each semester.

### The Parties Mutually Agree:

This agreement represents a unified school district position regarding arrangements to provide field experiences for university students (i.e., unified implies positions on which School Nurses and administrators are in agreement). The Board of Education of the school system has the responsibility for providing assurance that the agreement is a unified one.

In the event of a strike or work stoppage in the host school district, the University school nursing student shall not report to school nor be in or near the school building of assignment.

This agreement is subject to annual review each year by the host school district and the University. If such review is deemed unnecessary by the school district, the agreement will be extended another school year. Such review shall include discussion of services rendered by both parties, placement and supervision practices, and the provision of appropriate staff development programs for employees of the school system. Issues, which arise between annual reviews, shall be handled through the appropriate representation of each institution as indicated in this agreement.

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



# BOARD OF EDUCATION REGULAR MEETING

## September 13, 2017

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On a motion by Mr. Reeser, seconded by Mrs. Rothe, the Board approved Jill (Truex) List as a chaperone for the 8th grade CMS Washington D.C. trip.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote: \_\_\_\_\_

Mr. Stevens \_\_\_\_\_ Mr. Bradhurst \_\_\_\_\_ Mrs. DeLong \_\_\_\_\_ Mr. Reeser \_\_\_\_\_ Mrs. Rothe \_\_\_\_\_

On a motion by Mr. Bradhurst, seconded by Mr. Reeser, the Board approved the following Treasurer's items as presented:

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

- KATHERINE MCWATTERS CONSULTING - Consultation & evaluation 21st CCLC grant \$10,000.00
- PICKAWAY COUNTY PUBLIC EMPLOYEES BENEFIT PLAN - Employee insurance cost \$10,042.51
- DUNCAN OIL - Fuel - \$25,000.00
- VALLEY WHOLESALE FOODS - Food purchases (October - December) - \$6,500.00
- UNITED DAIRY - Food purchases (October - December) - \$20,000.00
- SYSCO - Food purchases (October - December) - \$10,000.00
- NICKLES BAKERY - Food purchases (October - December) - \$9,000.00
- COCA-COLA BOTTLING - Coca-cola products (October - December) - \$5,000.00
- GORDON FOOD SERVICE - Food purchases (October - December) - \$150,000.00
- FOLLETT SCHOOL SOLUTIONS - Wonder books - \$5,555.00
- LEGACY COMPANIES - CHS, CMS and CES roof repairs - \$6,000.00
- MICHAEL SCHUSTER ASSOCIATES, INC. (MSA SPORT) - Track & bleacher assessment - \$15,250.00
- FAIRFIELD COUNTY ESC - Tuition for 2 special needs student (October 2017 - June 2018) - \$38,500.00/per student for a total of \$77,000.00

### **After the Facts:**

- OHIO SCHOOL RESOURCE OFFICERS ASSOC. - Training for SRO - \$440.00
- CIRCLE PRINTING - Printing Quality Profile - \$645.00
- THE COUNSELING SOURCE - Counseling for special needs student - \$331.00
- DUNCAN OIL - Fuel - \$7,114.91
- JENSEN'S PLUMBING, LLC - Annual backflow inspections - \$810.00
- PICKAWAY COUNTY ESC - Summer Speech - \$901.56
- MENARD - Concession stand fan parts - \$28.17
- WILSON PLUMBING - Plumbing parts - \$99.75
- OHIO UNIVERSITY - Annual fee for professional development - \$350.00
- LISA RUSSELL - Mileage FY18 - \$450.00
- KOORSEN - CES fire alarm repair - \$1,063.42
- PICKAWAY HEALTH SERVICES - Transportation physicals - \$1,915.00

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- DYNAMIX ENERGY SERVICES - CES service call on fire alarm 9/1/2017 - \$2,500.00
- KOORSEN - CES fire alarm repair 9/1/2017 - \$4,999.99
- ANDRE WOESTE - Mileage for special education - \$42.00
- LAUREN INNOVATIONS - Emergency response system renewal (Navigate) - \$1,500.00
- EMILY CLARK - Mileage for Student Information training - \$43.00

### **Student Activity Budget and Philosophy for 2017 - 2018 School Year:**

- The Roar - CMS (budget revision only)
- D.C. Trip - CMS (budget revision only)
- CHS Class of 2019 (budget revision only)
- CHS Class of 2018 (budget revision only)
- CHS American Field Service (AFS) (budget and philosophy)

### **Donations:**

Katie & Phoebe Cydrus - Book bags for CES students - \$60  
Jerry & Diane Hoover - Shoes for CES Students - \$200  
Circleville Alumni Softball Tournament (Michael Funk) - Josh Martin Scholarship Fund - \$878  
Roundtown Tigers Softball (Rhonda Everts) - Club Future - \$200  
Ruff & Associates (Todd Ruff) - CHS Principals Fund - \$50  
Trinity Lutheran Church & VFW - School Supplies CES students - \$60.00  
Exhale Day Spa (Erica Good) - School supplies CES - \$40.00  
Pickaway County Banking Center - Cookies for CES Staff Appreciation - \$75  
CHS Class of '75 (Cynthia Stonerock) - School Supplies CES Students - \$100  
Trinity Lutheran Church - School Supplies/Bookbags - \$250  
Kassidy Rose - Schools Supplies for CES students - \$20  
Tony & Natalie Blevins - School Supplies for CES students - \$100  
Marsha Pontious & Sue McGuire - School Supplies for CES Students - \$30  
Community United Methodist Church - School Supplies for CES Students - \$50  
Trace & Maggie Hacquard - CMS School Store - \$111

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

BOARD OF EDUCATION REGULAR MEETING  
September 13, 2017

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On a motion by Mr. Stevens, seconded by Mrs. Rothe, the Board approved the Permanent Appropriation Resolution and the Amended Certificate of Estimated Resources as presented.

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

On a motion by Mr. Stevens, seconded by Mr. Bradhurst, the board voted to adjourn the meeting at 7:49p.m.

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

  
\_\_\_\_\_  
President

ATTEST  
  
\_\_\_\_\_  
Treasurer