December 12, 2012

The Board of Education met in regular session on December 12, 2012 at 6:00 p.m. in the Circleville District Office, 388 Clark Drive, Circleville, Ohio.

Vice President Dan Bradhurst called the meeting to order and led the group in the Pledge of Allegiance.

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

Tony Reeser gave his legislative liaison report.

Board member Todd Stevens arrived at 6:03 p.m.

Student board member Samantha Stevens reported on activities taking place at the high school.

Mr. McMahon gave his report to the board.

The organizational/budget meeting for the new year has been set for January 9, 2013 at 6:30 p.m. in the board room.

Board member Chris Williams arrived at 6:07 p.m.

On a motion by Mrs. Williams, seconded by Mr. Bradhurst, the board approved the minutes from the November 14, 2012 regular board meeting.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

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

1. **Retirement:**

Thomas Patterson Director of Operations

Effective: June 28, 2013

Valerie DeWood Guidance Counselor

Everts Middle School

Effective: June 30, 2013

**b. Employment for the 2012-13 school year:**

**Extracurricular:**

Tim Tanner Choral Music Director/CHS

Step: 15

Tim Tanner Musical Director/CHS

Step: 15

Wendy Jordan EMS Extra Mile Tutor

Rate per negotiated agreement

**Classified:**

Russell Jones Substitute Custodian

Retroactive: 11/29/2012

**Certified:**

Rebecca McGinnis Substitute Tutor (New Hope)

Rate: per negotiated agreement

Paid through Auxiliary Funds

Retroactive: 11/1/2012

1. **Payment for Services:**

Cathy Kint - Piano accompanist for vocal music department for Night of Harmony (7 hours @ $20.00 per hour - $140.00)

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – yes; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board approved the following individuals for FMLA leave (leave to run concurrent with paid sick leave):

Janis England from 10/29/2012 through 11/12/2012

Eva Rase intermittent from 9/12/2012 through 11/28/2012

Deborah Spantithos from 10/7/2012 through 11/30/2012

Matthew McLaughlin from 10/22/2012 through 11/7/2012

Lynda McLaughlin from 10/22/2012 through 12/10/2012

Amy Rine from 12/3/2012 through 1/2/2013

Kimberly Pohl from 10/23/2012 through 11/4/2012

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Stevens, seconded by Mrs. Williams, the following individuals were approved for an unpaid absence:

Cindy Neitzelt - January 25, 2013;

Beth Adkins – January 31 through February 1, 2013.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

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

**CIRCLEVILLE CITY SCHOOL DISTRICT BOARD OF**

**EDUCATION RESOLUTION AND ORDER OF SUSPENSION OF**

**AMY RINE**

WHEREAS, the Superintendent scheduled a meeting with Mrs. Rine on November 27, 2012 where she could challenge the reason for her possible suspension or to otherwise explain her behavior.

WHEREAS, the Superintendent having met with Mrs. Rine to give her an opportunity to challenge the reason for her suspension or to otherwise explain her behavior, the Superintendent has recommended that Amy Rine be suspended from employment for three days without pay for negligence and/or insubordination on the basis of the charges set forth in the Superintendent’s November 27, 2012 letter;

THEREFORE, be it resolved by the Circleville City School District Board of Education that the following suspension be ratified and approved:

Amy Rine is suspended without pay for three days from employment with the Circleville City School District Board of Education, for negligence and/or insubordination on the basis of the charges set forth in the letter to her dated November 27, 2012 from Superintendent Kirk McMahon, which is attached hereto and is incorporated herein as though rewritten. The period of suspension will be from November 28 to November 30, 2012.

BE IT FURTHER RESOLVED that Kristen Rhoads, on behalf of the Board of Education, shall file a copy of this Resolution and Order of Suspension, with letter attachment, with the Circleville Civil Service Commission and serve a copy by certified mail, return receipt requested, on Amy Rine, as soon as possible.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Stevens, seconded by Mrs. DeLong, the board recommended Dan Bradhurst be appointed to the Pickaway-Ross Career and Technology Center board for a four-year term from 2013-2016.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Stevens, seconded by Mr. Reeser, the board approved high school participation in indoor track. This sport will be at no expense to the district. Volunteer coaches approved for this sport are Jason Wells, Paul Brisker, Brian Lennex, Dick Walters, Dick Liston and Chad Spradlin.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board recommended Dan Bradhurst, who will be a member in January, to serve as president pro tem to call the organizational meeting to order and preside over office elections.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mr. Stevens, the board recommended Daniel Benzo Leguizamon Benatto from Paraguay be approved as a foreign exchange student at CHS for the second semester. He is being placed through the AFS organization with Harold and Mary Nelson.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board recommended Policy GCKA (Certified Extra Duty) and Policy DJB (Petty Cash Funds/Change Funds and Petty Cash Checking Accounts) be approved as presented.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Stevens, seconded by Mrs. Williams, the board recommended the pay rate be set at $25 per activity, per event for all co-curricular and/or extra-curricular events if they are otherwise not included in the negotiated agreement.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. DeLong, seconded by Mrs. Williams, the board approved the following amendment:

**ARTICLE I**

**PREAMBLE**

1.1 **Adoption and effective date of amendment.** The Employer adopts this Amendment to Circleville City Schools Full Flexible Benefits Plan to reflect certain provisions of the Affordable Care Act of 2010 (the Patient Protection and Affordable Care Act and the Health Care and Education Reconciliation Act) and IRS Notice 2012-40. The sponsor intends this Amendment as good faith compliance with the requirements of these provisions. This Amendment shall be effective on or after the date the Employer elects in Section 2.1 below.

1.2 **Supersession of inconsistent provisions.** This Amendment shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.

1.3 **Construction.** Except as otherwise provided in this Amendment, any reference to "Section" in this Amendment refers only to sections within this Amendment, and is not a reference to the Plan. The Article and Section numbering in this Amendment is solely for purposes of this Amendment, and does not relate to any Plan article, section or other numbering designations.

**ARTICLE II**

**ELECTIONS**

2.1 **Effective Date.** The provisions of this Amendment, unless otherwise indicated are effective as of January 1, 2013.

2.2 **Limit for Health Flexible Spending Account.**

No more than $2,500 in salary reductions can be contributed by a Participant to the Health Flexible Spending Account.

**ARTICLE III**

**LIMIT ON HEALTH FLEXIBLE SPENDING ACCOUNT**

3.1 **Limit on Allocations.** The maximum amount that a Participant may contribute to the Health Flexible Spending Account component of the Plan is the amount specified in Amendment Section 2.2.

3.2 **Participation in Other Plans.** All employers that are treated as a single employer under Code Sections 414(b), (c), or (m), relating to controlled groups and affiliated service groups, are treated as a single employer for purposes of the $2,500 limit. If a Participant participates in multiple cafeteria plans offering health flexible spending accounts maintained by members of a controlled group or affiliated service group, the Participant’s total Health Flexible Spending Account contributions under all of the cafeteria plans are limited to $2,500 (as indexed for inflation). However, a Participant employed by two or more employers that are not members of the same controlled group may elect up to $2,500 (as indexed for inflation) under each Employer’s Health Flexible Spending Account.

3.3 **Grace Period**. If the Plan utilizes a Grace Period for payment of expenses from a previous year in the first months of the next Plan Year, the $2,500 limit applies to the Plan Year including the Grace Period. Amounts carried into the next Plan Year as part of the Grace Period shall not affect the limit for that next Plan Year.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mr. Reeser, seconded by Mr. Stevens, the board approved the contract between Circleville City Schools and Columbus Therapy Associates for speech services for a special needs student at the rate of $75.00 per hour.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

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

#### a. Financial Report – November, 2012

#### b. Warrants – November, 2012

c. Purchase Orders after the Fact:

Sysco - $968.73 – Trish Barber – DECA

Connie Dray - $225.00 – Dave Truex – Ticket Taker

Chad Conley - $350.00 – Dave Truex – Clock Person

Nancy Brown - $200.00 – Dave Truex – Ticket Taker

Matt Greenlee - $25.00 – Dave Truex – Ticket Taker

All Signs - $101.50 – Kevin Fox – Staff Name Plates

Dataserv, LLC - $2,770.00 – Tom Patterson – Router Maintenance

Jona Wright - $130.00 – Reimbursement for conference

d. Requisitions/Purchase Orders over $5,000.00:

Automatic Temperature and Processing Systems, Inc. - $6,000.00 – Rick Sims – Boiler Work

South Central Ohio Computer Association - $10,000.00 – Tom Patterson – Tech Services

Taylor Publishing Co. - $6,116.14 – Pat Colangeli – 2011-2012 Yearbook

Yankee Candle Fundraising - $6,000.00 – Angela Willyerd – Fundraising D.C. trip

Mailender, Inc. - $11,500.00 – Rick Sims – Maintenance/Custodial Supplies

e. Donations:

From Circleville Juvenile Correction Facility the donation of coats for the students of Circleville City Schools;

From Circleville City School Foundation in the amount of $520.00 to the 8th grade trip to Washington D.C. to provide financial aid for two students participating in the trip;

From David and Ellen Mangione the donation of a trombone valued at $200 to the CHS Band;

From Mary Hampp in the amount of $80.00 to aid the student scholarship fund for the Washington D.C. trip;

From Eric Clark Memorial Fund in the amount of $500.00 to Circleville City Schools for the purchase of PAWS t-shirts for Court Street Intermediate School;

From Circleville Kiwanis to the CHS Key Club in the amount of $50.00 for candy for the Halloween Haunted Hallways.

1. Approve the establishment of the 300-9003 Athletic Uniform and Equipment Fund
2. Approve the transfer from General Fund 001 to the 300-9003 Athletic Uniform and Equipment Fund in the amount of $30,000.00
3. Approve the changes to the Amended Certificate:

026 - Employee Benefit $100,000.00

300 – Athletics 30,000.00

1. Approve the changes to the Appropriations:

026 – Employee Benefit 100,000.00

300 – Athletic 30,000.00

432 – EMIS 10,000.00

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

On a motion by Mrs. Williams, seconded by Mr. Stevens, the board voted to enter into executive session at 6:45 p.m. for the purposes of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or officials, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official licensee, or regulated individual requests a public hearing.

The board returned from executive session at 7:20 p.m.

On a motion by Mrs. Williams, seconded by Mrs. DeLong, the board voted to adjourn the meeting at 7:21 p.m.

Mrs. Williams – yes; Mr. Bradhurst – yes; Mrs. DeLong – abstain; Mr. Reeser – yes; Mr. Stevens – yes

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President

ATTEST

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Treasurer