

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

President, Mr. Don Baker, called the regular meeting of the Newton Falls Board of Education to order at 6:04 p.m.

FLAG SALUTE

ROLL CALL: Mr. Baker, Mr. Ballas, Mrs. Davis, and Mrs. Koontz were present. Mr. Powell arrived at 6:14 p.m.

Hearing of Individuals

None

Committees and/or Delegations – Related to the Agenda, Education, and Committee Report

Student Achievement – Mrs. Debra Davis

Elementary: The book fair was February 7–13. Right to Read Week is February 24-28th. These are very good events that promote reading. The ABC Club held their first Father Daughter Dance last Friday evening. There was a nice article about it in the newspaper along with some positive orchid remarks. We hope to plan an event for mothers and sons as well.

Middle School: The Iowa and Cogat tests were administered to the fifth graders during the week of February 10-13. This testing process is used to identify students for the gifted program.

High School: Congratulations to all students of all buildings that were on the honor roll. The Tribune published our listing. Continue doing your best and working hard. Congratulations to Haley Spletzer on her commission to the U.S. Naval Academy. Haley is anxiously waiting to hear if she will be commissioned into the Air Force Academy as well.

Legislative Liaison – Mr. Don Baker

The Ohio School Boards Association's legislative platform is in your board packets. It explains their platform for the coming year. I recommend that you read through it. There are a lot of issues they are trying to address. If we would like to propose any additions or changes, we can pass a resolution for OSBA to consider.

The House has passed a measure that would give us four more calamity days. Mr. Woodard will give us the details in his report.

Finance Committee - Brent Powell

There was no meeting.

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

Athletic Council – Mrs. Brenda Koontz and Mr. Brent Powell

There has been no meeting. The JV Girls are undefeated and the JV Boys took the record for most wins. The JVs were recognized at the high school basketball game. The girls won their first state tournament last night, and they have another game Saturday. The boys play on the 28th.

Trumbull County Career & Technical Center – Mrs. Debra Davis

Welcome to TCTC students Kara Flanagan who is in the cosmetology program, and Sarah Wagner who is in the architectural drafting program. They introduced themselves, and attended the meeting to observe as an assignment for their government class.

As of February 2014, we have 59 students attending TCTC. We are paying \$4,227.50 for each student. Our payment is about average of all the schools.

We are expecting Howland Schools to be joining TCTC in 2015.

Minutes

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#15-2014

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the minutes from the December 19, 2013 regular meeting and the January 9, 2014 organizational and regular meeting, amending resolution # 9-2014 to read 2½ hours per day cafeteria van driver.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Treasurer's Reports and Recommendations

A. Reports

Audit

The auditors project that the audit will be finalized by March 15, 2014. They will be asking me if you would like an exit conference. What are your feelings about this?

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

Cell Phones

Verizon is in the process of upgrading our administrative cell phones to the iPhone 4S at no charge for the phone. In addition, I'm cancelling 20 lines. Now the teachers have the ability to call long distance from their classroom phones, and the custodians at each building have access to a handheld radio instead of a cell phone. Mr. Woodard's number will be changing as well due to the number of call he receives for the former superintendent. I don't have exact figures from Verizon yet, but a conservative estimate puts our annual savings at approximately \$7000.

Copiers

Our current copier agreement expires in July. I am getting quotes for new machines. We have the exciting opportunity to save a substantial amount of money with a new agreement. My first quote would save us approximately \$18,000 per year for five years for a total savings of \$90,000. I'm still looking at details, but it looks very good for us. Part of that savings includes Graphic Enterprises buying out the remainder of our contract with Comdoc. We have been dealing with Comdoc for many years, but I do not anticipate that they will be able to compete with this pricing. They implied their new quote will be more than we are currently paying.

Mrs. Davis expressed interest in remaining local, and Mrs. Koontz raised concerns about the security of our information in the memory of the copiers. Mr. Powell stated that most copier agreements have a clause explaining the decommissioning process. Mrs. Meeks will seek more quotes from companies as local as possible.

Cash Flow

As you can see on the January financial report, we closed January with \$6,027 in general fund and -\$110,991 in the emergency levy fund. Balances were low after a three pay month in January, and awaiting tax advances in February.

B. Recommendations

Financial Reports

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#16-2014

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the financial reports for the months of December 2013 and January 2014, and the short term investments made by the Treasurer which yielded \$160.15 for the general fund and \$2.61 for the cafeteria fund.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

Donations

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#17-2014

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve payment of the following donations:

Albert and Aimee Cantola	\$4500 worth of new ceramic molds	Art Department
Athletic Boosters	\$3695	Gene Zorn Signage
Mr. & Mrs. David Bryner	Doll House for the elementary	

Mrs. Koontz stated that the Boosters still have approximately \$4000 still to use towards the Gene Zorn Gymnasium that was collected through donations. The Board appreciates all donations, and thanked the donors for their generosity.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Outstanding Checks Clean-Up

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#18-2014

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the following adjustments for old outstanding checks to be held as unclaimed funds for five years:

<u>Amount</u>	<u>From</u>	<u>To</u>
\$958.00	Athletic	Unclaimed Funds
\$122.50	HS Principal's Fund	Unclaimed Funds
\$145.70	General Fund	Unclaimed Funds
\$ 50.00	Senior Class	Unclaimed Funds

Mrs. Koontz asked if this money was from old checks that we wrote and were never cashed. Mrs. Meeks replied that yes that was the case.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Establish Tournament Accounts

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#19-2014

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the following tournament accounts per the Ohio High School Athletic Association's regulations:

Girls' Basketball Tournament Account 022-9001
Boys' Basketball Tournament Account 022-9002

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Appropriations

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#20-2014

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the FY14 appropriation measure as presented.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Superintendent's Reports and Recommendations

A. Reports

The change in the cafeteria van driver job description adds lifting **with assistance** which is how the lifting is currently done. The job description was accidentally left out of the packet. We are gradually updated all our job descriptions because most of them date back to the 1990s.

The roof top heating unit at the elementary school is now repaired. A company came out Monday to do the repairs. The repair was delayed because the parts were on backorder. We purchased space heaters for the rooms while we were waiting for the parts to arrive. We had some issues with blowing fuses because the heaters were on the same circuit as the computers and the white boards; however, the heat was generally between 68-72 degrees.

The House and the Senate are jostling back and forth on calamity days. The House looked at four additional days with two being for professional development for teachers. The Senate still has to examine the issue and come to an agreement with the House before sending the bill to the Governor for signature. We do have a calamity day package for blizzard bags on the agenda tonight. Students who don't have access to the internet would take a blizzard bag of assignments to complete. Students with internet access would complete the assignments online.

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

For next school year, we will be converting from days to hours for instruction of students. The hours vary according to age group. Most schools far exceed the minimum hours required. Next year there won't be any calamity days. If we have a snow day, we would subtract the hours from our total. If we get below 1,001 hours, we will have to make time up. There will also be no waiver days for professional development unless they are for new, innovative measures. If we schedule waiver days, we will have to subtract those hours from our time as well. There could be a lot of issues arise with negotiated agreements as we convert from days to hours. This is why I haven't brought a calendar to you for approval yet. Some MOUs will probably be necessary.

Mrs. Davis stated that TCTC passed a calendar, and she wondered if our calendar will be in line with TCTC.

Mr. Woodard stated that we do have TCTC's calendar. We generally try to stay in line with it. He wants to be sure that everything is correct before bringing it to the Board because we have to announce it and discuss it 30 days before approving it, so the plan is to discuss it in March, and then approve it at the April meeting.

Mr. Woodard asked that we change the March board meeting because he is going to be out of town that day. The meeting was changed to Tuesday, March 18th at 6:00 p.m.

Mrs. Koontz requested that we pull two items and hold them until after executive session. Those items were supplemental contracts and volunteers under the classified heading. The Board agreed to act on the motions after executive session.

Certificated

Employment – Long Term Substitute – Michele Borawiec

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#21-2014

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education employ Michele Borawiec as a long-term substitute for the remainder of the 2013/2014 school year effective January 14, 2014.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Employment – Supplemental Contracts

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#22-2014

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education employ the following supplemental contracts for the 2014 season:

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

Robert Bauman
Brian Bugos
Jacob Connell
Jon Culp
Jon Hill
Zachary Parent

Head Baseball Coach
Head Track Coach
Assistant Baseball Coach
Assistant Track Coach
Junior High Track Coach
Junior High Track Coach

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Family Medical Leave – Kaylin Williams

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#23-2014

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the Family Medical Leave for Kaylin Williams, kindergarten teacher at the elementary school, beginning February 21, 2014 through March 18, 2014.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Use of School Facilities

Mrs. Koontz moved and Mr. Powell seconded the following motion:

#24-2014

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the use of school facilities consistent with adopted policies and procedures for the following:

Mimi's Studio of Dance
Mary Lee Sutton, Owner

February 19, 2014
4:00 p.m. – 9:30 p.m.
High School Auditorium
Rehearsal

May 28 & 29, 2014
4:00 p.m. – 9:30 p.m.
High School Auditorium
Jr. High Gymnasium
Rehearsal Only
No admission charge
Sound Technician Needed

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

May 31, 2014
9:00 a.m. – 9:00 p.m.
High School Auditorium
Jr. High Gymnasium
Recital – Admission charged
Sound Technician Needed

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Amend Job Description – Cafeteria Van Driver

Mrs. Koontz moved and Mr. Powell seconded the following motion: **#25-2014**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education amend the job description for the cafeteria van driver as presented.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Amend Policy AFC-1 (Also GCN-1)

Mrs. Koontz moved and Mr. Powell seconded the following motion: **#26-2014**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the amendment to policy AFC-1 (Also GCN-1) as presented.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Resolution Adopting a Calamity Day Alternative Make-Up Day

Mrs. Koontz moved and Mr. Powell seconded the following motion: **#27-2014**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the resolution adopting a calamity day alternative make-up day as presented.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

Items too late for the agenda

None

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

Old Business

Mrs. Koontz asked that since we are not having the fish fry, but it was previously approved, do we have to pass another resolution. Mr. Woodard responded that no, we do not have to pass another resolution. Mrs. Koontz when on to ask what we are doing with the heaters we purchased for the elementary. Mr. Woodard responded that we are keeping them in storage at the elementary.

New Business

None

Communications

Mrs. Davis asked if we have had any concerns or complaints about serving candy at school parties in light of the new wellness laws in place.

Mr. Woodard responded that we have not had any issues with classroom parties.

Mrs. Meeks stated that it is actually legal to give candy to them, but not to sell it to them.

Mrs. Davis wanted everyone to be aware that sometimes false information is being put into the common core curriculum. Historical facts may be incorrect such as Abraham Lincoln was a democrat. She just wants everyone to be aware that sometimes the tests aren't factual.

Mrs. Koontz said that she was speaking with a teacher during conferences about the new testing. The teacher said that sometimes it is very difficult to prepare the students for the testing because the law keeps changing. We need to remember when we get phone calls that the teachers are doing their best to keep up with the laws that are constantly changing. Mrs. Koontz expressed kudos to the teachers for all their hard work.

Also, a health teacher told parents in conferences that he has eighteen kids in one class and thirty seven kids in another with only around twenty desks. He said that on days when no kids are leaving for intervention, students could be sitting on the floor. Mr. Crowder said that there are some scheduling issues. Mrs. Koontz expressed concerned about it.

Mr. Woodard said that during his first years of teaching he had thirty six kids in his history class, but he was concerned about students sitting on the floor. He said he would look into it further.

Mr. Baker said that when Mr. Rapczak left he talked about correcting some of the stands in the gymnasium. He wondered if some of the Zorn money could be used for that project to make the stands handicapped accessible.

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

Mrs. Koontz stated that the money is to go to the Gene Zorn Gymnasium because that was how it was advertised when the donations were collected.

Mr. Woodard stated that later this spring we need to form a committee to discuss a five year strategic plan and the possibility of permanent improvement money at some point in the future.

Executive Session

#28-2014

Mrs. Koontz moved and Mr. Powell seconded the motion to enter into executive session at 7:12 p.m.

WHEREAS, as a public board of education may hold an executive session only after a majority of the quorum of this board determines by a roll call vote to hold such a session and only at a regular or special meeting for the sole purpose of the consideration of any of the following matters:

A. To consider **one or more, as applicable**, of the check marked items with respect to a public employee or official:

1. ☐ Appointment
2. ☒ Employment
3. ☐ Dismissal
4. ☒ Discipline
5. ☐ Promotion
6. ☐ Demotion
7. ☐ Compensation
8. ☐ Investigation of charges/complaints (unless public hearing requested)

B. To consider the purchase of property for the public purposed or for the sale of property at competitive bidding.

C. Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

D. Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

E. Matters required to be kept confidential by federal law or rules or state statutes

F. Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing or avoid prosecution for a violation of the law.

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

NOW, THEREFORE, BE IT RESOLVED, that the Newton Falls Exempted Village Schools District Board of Education, by a majority of the quorum present at this meeting, does hereby declare its intention to hold an executive session on items A2, A4, D as listed above.

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

The Board came out of executive session at 8:14 p.m.

Classified

Employment - Supplemental Contracts

Mrs. Davis moved and Mr. Powell seconded the following motion: **#29-2014**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education employ the following supplemental contracts for the 2014 season:

William Pelyak	Head Softball Coach
Michael Staton	Assistant Softball Coach

ROLL CALL: Ayes: Mrs. Davis, Mr. Powell, Mr. Ballas, Mrs. Koontz, Mr. Baker
MOTION CARRIED

Volunteers

Mrs. Koontz moved and Mr. Powell seconded the following motion: **#30-2014**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education employ the following supplemental contracts for the 2014 season:

John Ballas	Volunteer Varsity Softball Coach
Larissa Cantola	Volunteer JV Softball Coach
Jennifer Culp	Volunteer Varsity Track Coach
Jae Leeworthy	Volunteer Varsity Baseball Coach
Todd Medallis	Volunteer JV Baseball Coach
Alexis Mitchell	Volunteer JV Track Coach

ROLL CALL: Ayes: Mrs. Koontz, Mr. Powell, Mr. Ballas, Mrs. Davis, Mr. Baker
MOTION CARRIED

RECORD OF PROCEEDINGS
Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room

Mr. Woodard explained our current policy for appealing suspensions. Currently, it allows suspension appeals to go to the Board, and if the person doesn't like the Board's decision, they can go to common pleas court. Mr. Woodard proposed changing the policy to have the Superintendent be the Board's final designee for hearing suspension appeals instead of the Board hearing them. Generally, schools designate the Superintendent to handle these types of situations. Mr. Woodard feels that he is the best person to make those decisions, and that it puts the Board in monotonous and/or tough situations that may involve their friends and associates.

The Board generally felt that looking down the road beyond Mr. Woodard, it may not be the best idea to change their policy.

Mr. Woodard asked that they postpone their decision until they have the opportunity to discuss the policy with other districts and people they respect. The Board agreed to investigate it to see what other districts are doing.

Mrs. Koontz asked about checking into the District's open enrollment policy to include part time employees. Mr. Woodard stated that most of the Superintendents he talked to were following their open enrollment policy for their employees. For us, this would mean that only those from adjacent districts could attend. Generally, the Board was unsure how they would differentiate between different groups of employees. Mrs. Koontz asked if the Board could make a decision on it. The Board decided that Mr. Woodard would check with the school attorney.

Adjournment

#31-2014

Mr. Ballas moved and Mr. Powell seconded the motion to adjourn the meeting at 8:41 p.m.

ROLL CALL: Ayes: Mr. Ballas, Mr. Powell, Mrs. Davis, Mrs. Koontz, Mr. Baker
MOTION CARRIED

Treasurer

Board President

RECORD OF PROCEEDINGS

Minutes of Newton Falls Exempted Village Schools Regular Meeting
February 20, 2014 at 6:00 pm. – Jr./Sr. High School Board Room
