

**RECORD OF PROCEEDINGS**  
**Minutes of Newton Falls Exempted Village Regular Meeting**  
**Held January 21, 2016 at 6 p.m. – Jr./Sr. High School Board Room**

President Debra Davis called the regular meeting of the Newton Falls Board of Education to order at 6:00 p.m.

**ROLL CALL:** Mrs. Davis, Mr. Powell, Ballas, Mr. Kline, Mrs. Koontz

**Hearing of Individuals**

None

**Appoint TCTC Board Member**

**#8-2016**

Mrs. Koontz nominated Mrs. Davis to serve as the Trumbull Career and Technical Center Representative.

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

BE IT RESOLVED, that the Newton Falls Board of Education appoint Mrs. Debra Davis to the Trumbull County Career and Technical Center for 2016 - 2019.

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

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

**Student Achievement** – **Mrs. Debra Davis** and Mr. Kenneth Kline

**Elementary**

Some of our report card scores were released and we had some great results. Mr. Woodard will go over that in detail.

**Middle School**

Mr. Gavin McCormic from the Ohio State University comes in once a month to teacher the fourth and fifth graders about nutrition and healthy living. This service is provided by a grant through the university. It's nice to have such an opportunity.

Congratulations to the December Students of the Month. They are as follows: Grade 4 - Syxx Moore and John Kendall, Grade 5 - Olivia George and Nick Wright, and Grade 6 - Joe'l Hood and Alex Persino.

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High School

The guidance counselors held their second annual FAFSA night for high school students and parents. Approximately fifty people attended. This event is very much appreciated by students, parents, and the Board.

Sydney Drake scored in the 98th percentile of the nation's junior class for PSAT scores. This score will give her an opportunity to earn the National Merit Scholar Award. We have only had two National Merit Scholar Award recipients in the past twenty four years, so this would be a great honor.

Also, Cassandra Lattea was chosen as the December Student of the Month for TCTC. Congratulations to Cassandra. I will speak more about her in my TCTC report later in the meeting.

Mrs. Koontz commented that the FAFSA meeting was very informational. Some procedures have changed in the process, so she recommends getting a packet from Mr. Kernen if you were unable to attend the meeting.

Legislative Liaison – **Mrs. Debra Davis** and Mr. Brent Powell

There wasn't a lot going on December. I'm looking forward to more information next month.

Finance Committee - **Mr. Brent Powell** and Mr. Kenneth Kline

None

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

Mrs. Koontz

The Athletic Council hasn't met, but there is a lot going on. The last varsity boys' game was wonderful. It was great watching LaBrae and Newton Falls come together for Tanner Noble. Tanner is a LaBrae student who has a very rare cancer. \$216.00 was raised solely from half court shots. The line was out the door for that event. Both teams took one picture with Tanner in the center. It showed great unity, and I was proud to be a part of it. The game was a loss, but it was a positive, heartfelt evening.

Congratulations to Jaden Walton for winning the JJ Huddle Ohio Boys' Basketball Week 1 Athlete of the Week award. We would also like to congratulate Gabrielle Kline for placing third in the JJ Huddle Ohio Girls' Basketball Week 1 Athlete of the Week award. Our teams are doing great, and we are very proud of them.

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Mr. Powell

During half time there was recognition for Terry Wentworth for keeping the books for thirty years. It was enjoyable to watch. I like to see those types of things.

Trumbull County Career & Technical Center – Mrs. Debra Davis

Cassie Lattea was Student of the Month for TCTC. I went to the ceremony where she was recognized. It was very touching. I cried as they told her story. She participates in the public safety program and also works as a volunteer firefighter for Newton Falls. She never misses a day of school even when she is out until 5:00 a.m. Cassie collected money for another students. She is a very service oriented individual.

Career Day will be held on January 26, 2015. Seventy two of our sophomores have signed up to visit TCTC to see if they are interested in attending. TCTC is also hosting an open house on February 4 from 6:00 to 8:00 p.m.

**Minutes**

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

**#9-2016**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the minutes from the December 17, 2015, regular meeting as presented.

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

**Treasurer's Report and Recommendations**

**Report**

The Treasurer reviewed the District's enrollment figures.

**Enrollment**

FY 2016 Funded ADM

Elementary	336	5
Middle School	249	-4
Junior High	197	2
High School	419	0
<b>1/5/2016</b>	<b>1201</b>	<b>3</b>

Kids in Seats

Elementary	314	3
Middle School	248	-2
Junior High	196	3
High School	309	-2
<b>1/5/2016</b>	<b>1067</b>	<b>2</b>

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Open Enrollment

Students In	Students Out	Dollars In	Dollars Out	Net Effect
51	98	\$303,141	\$570,123	(\$266,982)

Community School Losses

Students Out	Dollars Out
54	\$442,412

**Cash Balances**

001 = (\$245,100)  
016 = \$ 60,582  
(\$184,518)

**Bus Repairs**

I set up a form on Google forms to digitize bus repairs as stated in the performance audit. Once submitted by the transportation department, the data will funnel into a spreadsheet so we can track expenses per bus.

**Freezer Issues**

The cafeteria has been having issues with two walk-in freezers. The repairs are likely to be upwards of \$4,000 each. These funds will come out of the cafeteria fund (006).

**Finance Committee**

There will be a finance committee meeting on February 18, 2015 at 5:00 p.m. for Mr. Kline and Mrs. Meeks to go over school funding.

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**Bus Routes**

I spoke to a parent today concerning school fees. She suggested that we examine our bus routing. She said that when she stands out at the bus stop in the morning, she sees four different buses stop on the same street. This could be because we are doubling up some routes right now due to a lack of drivers, but we are certainly going to check it out.

**Five Year Plan**

I have a draft of our five year plan to present in executive session.

**Recommendations**

**Financial Report**

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

**#10-2016**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the financial reports for the month of December 2015, and the short term investments made by the Treasurer which yielded \$114.08 for the general fund, \$1.18 for the cafeteria fund, and \$3.65 for the capital projects fund.

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

**Tuition Reimbursement**

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

**#11-2016**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the tuition reimbursement according to the negotiated agreement as listed:

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<b>NAME/ UNIVERSITY</b>	<b>COURSE/S TAKEN</b>	<b>SEMESTER HOURS</b>	<b>\$AMOUNT</b>
Garito, Leah YSU	K-12 Google Drive K-12 Special Ed. Google Teaching and Web	4	\$ 285.38
Lowery, Michael Kent State	Elements of Genetics; World Geography	6	\$ 1,146.90
Marsh, Leah Walden University	Social Change in Education; Research Forum/Theory; Grad Writing and Personal Comp.	17	\$ 2,490.00
Shelby, Peter Tiffin University	Aesthetics; Intro to Grad Hum	6	\$ 1,500.00
<b>TOTAL</b>			<b>\$ 5,422.28</b>

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

**FY 2016 Rate Resolution**

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

**#12-2016**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the FY 2016 Rate Resolution as presented.

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

**FY 2016 Shared Services Agreement**

**#13-2016**

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

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BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the FY 2016 Shared Services Agreement with the Trumbull County Educational Service Center as presented.

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

#### **Superintendent's Report and Recommendations**

##### **Report**

Part of the report card came out. We received a "B" in K-3 literacy. This is an improvement from last year when we received a "C". Our graduation rate is at 87.7%. The graduation rate tracks students that started as freshmen and goes out for four years. Withdrawals, dropouts, and failing all lower the rate.

Mrs. Meeks and I met with Opterra for 2.5 hours this week. Last week we met with K&S Ventures which is the company overseeing our control system software. We still have some issues that we are trying to work out. Many rooms aren't heating to set point, and we have some rooms that are extremely hot. There are also some mechanical issues in the heating equipment in the ceilings. Some of it was incorrectly installed originally. We have seventeen valves that aren't working, belts that need replaced, and motors that are burned up. We are going to have to develop a maintenance program for valves, filters, and belts, and budget money each year for it. Next week three or four men will be going through the buildings trying to fix our issues. Once they are finished, we will meet again to determine what is left to repair. Repairs will be our responsibility because they stem from issues outside the scope of our agreement. Once the repairs are complete, things should be running smoothly. Once air conditioning season begins, we will have to evaluate the system again and work out any remaining kinks.

The middle school and high school offices are having issues due to poor design, but never to the extent that they are now. We are actually sucking the cold air through the windows into the office space. The heat is coming in the room and going directly out due to poor placement of cold air returns. We will have expenses coming up to try to remedy this situation.

Mike will have more training on the software tomorrow. We are hoping he will then gain control over the set points. He tried to raise the set points, but the system wouldn't let him save the change.

Furthermore, the boiler isn't heating the water enough to heat the buildings, and then it shuts down. Opterra believes they need to change the board on the boiler to fix the problem. The water is only heating to 170 degrees, but we need it to heat to 190 degrees.

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It was a productive meeting, and we plan to resolve the issues before paying anymore money.

Mrs. Koontz said that a staff member told her that they felt Mike was deliberately setting the temperature low. She asked that Mr. Woodard get this message out to the employees. She doesn't want Mike to be blamed for something he cannot control.

I passed out our policy on school volunteers. We currently require them to get a BCI/FBI check in order to work with students in the classroom or attend parties. At this point, they aren't required to get another clearance unless we request it. I have received complaints that the employees are required by law to get a new clearance every five years, and they think the volunteers need to get a new clearance every so often as well. I checked with surrounding schools. Other schools only require a BCI/FBI clearance for volunteers who are working one-on-one with students without any supervision. Do we want to make our policy stricter? We are already stricter than the surrounding schools, but I think we need to require more than just one clearance. The Board agreed that three years seemed to be an appropriate length of time. Mrs. Davis asked Mr. Woodard to have the principals survey the teachers. She would like their opinions. Mrs. Koontz wondered if the ABC Club still pays for volunteer clearances. She's afraid the ABC Club won't be able to afford it, but she does support making the policy stricter.

I need to go into executive session this evening for discipline issues. I also have a short addendum.

**Recommendations**

**Personnel**

**Classified**

**Disability - Shelia Popovich**

**#14-2016**

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

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the disability of Shelia Popovich, as cafeteria helper, and bus driver, as of January 18, 2016.

The Board thanked Mrs. Popovich for her years of service. They wish her well, and will keep her in their thoughts and prayers.

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



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**Use of School Facilities**

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

**#15-2016**

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:

Athletic Boosters  
Dale Huff, Coach  
Elementary Boys' & Girls' B-Ball Tournaments

February 18th,-March 10th, 2016  
Weekdays 4:30 - 8:30 p.m.  
Weekends 8:00 a.m. - 6:00 p.m.  
Nothing held on 3-5 and 3-6  
Jr./Sr. High Gymnasiums

Mimi's Studio of Dance  
Mary Lee Sutton, Director  
Dance Rehearsal

February 11, 2016  
4:00 p.m. - 9:30 p.m.  
High School Auditorium

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

**Items too late for the agenda**

**Employment – Supplemental Contract**

**#16-2016**

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

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education employ Michael Mazanetz, as assistant boys' basketball coach for the 2015/2016 season.

Mr. Woodard stated that Mr. Mazanetz had been coaching. He is an attorney that has been coaching for us for years. His clearance took a long time because they wrote his social security number incorrectly.

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

**Old Business**

None

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### **New Business**

#### **First Reading of Policies**

**#17-2016**

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

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the first reading of the following policies: EEAE;EEAD;EEAA;EEA;JECAA;EEAC;EEACC(AlsoJFCC);EEACC-R(AlsoJFCC-R); EEACCA;EEACD;JFCC-R(Also EEACC-R); JECAA-R; JEA;IGBE;JFCJ; JGE and JFCC (Also EEACC).

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

Mr. Ballas asked how much it would cost to install a railing for the bleachers in the gym. Mr. Woodard said he's not sure that we can do that with the existing structure. We investigated it in the past and it's not feasible with our current structure. We would like to do that in the future. It is definitely needed.

### **Communications**

Mrs. Koontz was impressed that the girls' basketball team presented Mrs. Popovich with flowers and posed for a picture with her because she is retiring. She was very proud of how they honored her.

She was also concerned about the local bomb threats at LaBrae and Niles, and asked Mr. Woodard if we are prepared. Mr. Woodard said that in the event of a bomb threat we would work hand-in-hand with the police as we did several years ago when we had a threat.

### **Executive Session**

**#18-2016**

Mrs. Koontz moved and Mr. Powell seconded the motion to enter into executive session at 6:57 p.m. with no action to follow.

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:

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1. \_\_\_\_\_ Appointment
2. \_\_\_\_\_ Employment
3. \_\_\_\_\_ Dismissal
4.   X   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.

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   A4, E   as listed above.

**ROLL CALL:** Mrs. Koontz, Mr. Powell, Mr. Ballas, Mr. Kline, Mrs. Davis

**MOTION CARRIED**

The Board came out of executive session at 7:49 p.m.

### Adjournment

**#19-2016**

Mr. Powell moved to adjourn the meeting at 7:49 p.m. and Mrs. Koontz seconded the motion.

**ROLL CALL:** Ayes: Mr. Powell, Mrs. Koontz, Mr. Ballas, Mr. Kline, Mrs. Davis

**MOTION CARRIED**

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Treasurer

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President