

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 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 6:00 p.m.

**FLAG SALUTE**

**ROLL CALL:** Mr. Baker, Mr. Ballas, Mrs. Davis, Mrs. Koontz, Mr. Rapczak

**Presentation of Plaques in memory of Marilyn Liber**

Mr. Woodard presented two plaques to the Liber Family in memory of Marilyn Liber. One plaque will be placed in the Middle School Library and the other plaque will be placed in the Middle School Office. Mr. Woodard read the plaques and told the family what a great asset Marilyn was to the District and how she will be missed. The District has received \$1000 donated in Marilyn's memory. The money will be used to purchase library books. Mrs. Liber's daughter spoke about her mother's desire to understand how children learn, and how an article written by Mr. Baker allowed her to understand her mother's reasons for choosing a profession in education more clearly.

The Board took a brief recess at 6:02 p.m. to take pictures of the Liber family and staff. The Board reconvened at 6:15 p.m.

**Hearing of Individuals**

None

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

Student Achievement – Mrs. Debra Davis

School is underway and going well. Interims go out September 25<sup>th</sup>. High School student, Stephanie Barringer, took the ACT in the spring and was three points away from a perfect score. The District hasn't had a score that high in 20 to 25 years. Congratulations to Stephanie. That is very exciting!

Legislative Liaison – Mr. Don Baker

None

Finance Committee – Mr. Don Baker

None

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

Athletic Council – Mrs. Brenda Koontz and Mr. Dave Rapczak

The athletic council had a meeting, but it just covered scheduling and basic procedural reviews. The council did discuss the possibility of the league moving to three tiers.

Trumbull County Career & Technical Center – Mrs. Debra Davis

The TCCTC Board discussed capital conference. They decided that they will no longer pay for registration, food or gas. They want the home schools to pay half, but they will pay for the hotel. They are still paying everything for this year. We have cut our capital conference expenses as well, so we certainly understand this decision.

**Approval of Minutes**

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

**#165-2013**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the minutes from the August 15, 2013 regular meeting.

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

**Treasurer's Reports and Recommendations**

**A. Reports**

**Moody's Review**

We have to go on to a committee review in order to get our credit rating for our bonds because our finances have narrowed since they were refinanced. The committee review takes place tomorrow. Moody's will release their draft report to me on Tuesday of next week. I will keep you updated as to the result.

**Federal Grants**

I completed our final expenditure report for our federal grants today. There are still some adjustments to be made on our FY14 application, but nothing major.

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

**Certificate and Appropriations**

Our certificate of estimated resources is on the agenda. It is based on our ending balances when we closed the fiscal year, plus the revenue we expect to receive this year. Our permanent appropriations are on the agenda as well. They are based on last year's expenses minus our budget cuts. We still have uncertainties since we are in negotiations with both unions, but both the certificate and the appropriations can be adjusted as frequently as we wish.

**Finance Committee**

We need to schedule a finance committee meeting for October since the forecast is due by October 30<sup>th</sup>. The meeting was scheduled for Thursday, October 17, 2013 at 5:30 p.m.

**Financial Reports**

The interest amount earned for August was \$29.55 for general fund, and \$1.14 the cafeteria fund.

**B. Recommendations**

**Financial Report**

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

**#166-2013**

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 August 2013 and the short term investments made by the Treasurer which yielded \$29.55 for the general fund and \$1.14 for the cafeteria fund.

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

**Newton Falls Public Library Calendar Year 2014 Rate Resolution**

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

**#167-2013**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the Calendar Year 2014 Rate Resolution for the Newton Falls Public Library as presented.

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

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

**Trumbull County Educational Service Center**

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

**#168-2013**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the Resolution to Align with Trumbull County Educational Service Center as presented.

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

**Contract for Shared Services**

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

**#169-2013**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the contract for shared services with the Trumbull County Educational Service Center in the amount of \$568,600 for fiscal year 2014 to be deducted from state foundation payments.

The Board asked the Treasurer to refresh their memory on the details of the contract. The Treasurer explained that the contract covers special services such as follows: psychological services, audiology services, occupational therapy, physical therapy, etc... The price is approximately \$20,000 more than the District paid last year. These are services that we would otherwise have to hire people to provide. The Superintendent also stated that we currently have eleven students that receive these services out of our district, but that we have many more students that attend here that also receive these services.

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

**Permanent Appropriations**

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

**#170-2013**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the permanent appropriations as presented.

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

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

**Certificate of Estimated Resources**

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

**#171-2013**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the Certificate of Estimated Resources as presented.

Mr. Ballas asked Mrs. Meeks to explain the certificate. Mrs. Meeks explained that it was an estimate of the revenue that the District expects to receive for FY2014 that must be certified by the County Auditor.

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

**Section 125 Flexible Benefit Plan**

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

**#172-2013**

BE IT RESOLVED, that upon the recommendation of the Treasurer of Schools, the Newton Falls Board of Education approve the Section 125 Flexible Benefit Plan Adoption Agreement as presented.

Mrs. Meeks explained that this plan needs adopted for IRS compliance language changes. The basis of the plan remains the same. The plan allows employees to shelter out-of-pocket medical expenses from taxes.

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

**Superintendent's Reports and Recommendations**

**A. Reports**

Our ALICE training meeting was last night. We had 30 to 40 community members attend. The police did a similar presentation that they did for our staff. Now police will come in and begin educating the kids on evacuation procedures, how to barricade rooms, and how to react if a shooter comes in their room. This training will vary by age level. This training will begin in the next few weeks. We will then practice evacuation procedures and talk to kids about keeping lockers and doors closed at all times. Students will be instructed to flee to Shopko, or to barricade themselves in a room depending on the situation. In the event of an active shooter situation, the town would be virtually shut down with police and buses.

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

We also need to develop a plan to get the students back to their parents. This is a long and tedious process. It could take six or eight hours. In light of that, rooms will be equipped with “go to” buckets of supplies to help the students and staff members who have to be locked down for hours at a time. Our staff training really opened our eyes to the reality of these situations, and we plan to take it very seriously.

I checked on the Pledge of Allegiance. The elementary and middle schools say the Pledge daily. The elementary said the Pledge over the PA system recently, and decided they are going to try it that way versus in the rooms at different times. The high school hasn’t had the Pledge for ten years. Mr. Crowder is willing to have something on the television with the morning announcements if the Board so desires.

We have had a lot of tech issues since school started. We believe we were struck by lightning over the summer, and we are working to resolve those issues.

I would like to include a request from the Little Tigers for additional days on the field in our facility use resolution if it is okay with the Board.

The golf team won the league tournament last Monday, and they are now in sectional play. We actually dropped a division because of our decrease in enrollment. We will be awarding them Tiger Paws at a later date.

The elementary has decided to bring back Halloween dress-up this year to see how it goes. We have a different blend of students this year, and thought we would give it a try. There will not be a Harvest Festival, but there will be some type of Winter Festival.

I am interested in attending a leadership institute for superintendents in Columbus. There was a cancellation that would allow me to participate, but I have to let them know by tomorrow. It is all paid for by BASA except for mileage. The institute would require four evening appointments with two days of training. Fellow superintendents say that it is a very valuable program, and an excellent opportunity.

I also need a brief executive session to discuss negotiations and discipline.

The Board decided to reinstitute the Pledge of Allegiance at the high school, and to allow the Superintendent to attend the leadership institute in Columbus.

**B. Recommendations**

**Supplemental Contract – Margaret Giuliano**

Mrs. Koontz moved and Mr. Rapczak seconded the following motion

**#173-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education employ Margaret Giuliano as substitute call-off person for the 2013-2014 school year.

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

The Board asked exactly what this contract entails. The Superintendent replied that teachers call off work to the call-off person who then has to find substitutes for them. It involves working at all hours. The Board appreciates Mrs. Giuliano's willingness to perform this duty.

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

**Supplemental Contract – Joanne Fetterolf**

Mrs. Koontz moved and Mr. Rapczak seconded the following motion: **#174-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education employ Joanne Fetterolf as high school cheerleading advisor and 8<sup>th</sup> grade cheerleading advisor for the 2013-2014 school year.

The Board thanked Mrs. Fetterolf for accepting this supplemental.

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

**Use of School Facilities**

Mrs. Koontz moved and Mr. Rapczak seconded the following motion: **#175-2013**

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:

Pricetown United Methodist Church  
Audrey Goynes, Co-Chairman  
Annual Turkey Dinner

November 2, 2013  
11:00 a.m. – 9:00 p.m.  
Cafeteria/Commons  
High School

Newton Falls' Little Tigers

October 6 and 13, 2013  
Football Field

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

**Newton Falls' Classified Substitute List 2013-2014**

Mrs. Koontz moved and Mr. Rapczak seconded the following motion: **#176-2013**

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the classified substitute list for the 2013-2014 school year effective August 21, 2013 as presented.

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

**Trumbull County Certified Substitute List 2013-2014**

Mrs. Koontz moved and Mr. Rapczak seconded the following motion: **#177-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the Trumbull County Certified Substitute List for the 2013-2014 school year.

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

**Bus Routes for the 2013-2014 School Year**

Mrs. Koontz moved and Mr. Rapczak seconded the following motion: **#178-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the bus routes for the 2013-2014 school year as presented.

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

**\*\*The routes are in the Superintendent's Office for your perusal\*\***

**Amend Policies AFC-1 (Also GCN-1) and AFC-2 (Also GCN-2)**

Mrs. Koontz moved and Mr. Rapczak seconded the following motion: **#179-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the amendment to policies AFC-1 (Also GCN-1) and AFC-2 (Also GCN-2) as presented.

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



RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

**Items too late for the agenda**

**Resignation – Richelle Lewis – Bus Driver**

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

**#180-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Newton Falls Board of Education approve the resignation of Richelle Lewis as bus driver, effective September 30<sup>th</sup>, 2013.

Mr. Woodard stated that Mrs. Lewis obtained a job at YSU that better enables her to care for her child. The Board wishes Mrs. Lewis the best of luck.

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

**Old Business**

None

**New Business**

None

**Communications**

**Mr. Rapczak**

I would like the Board to consider trying to pass an athletic complex levy for bleachers, fields, track, etc... I have received some positive feedback from community members on this subject.

I met with the Little Tigers' Board, and they are interested in leasing the Arlington property from us. They are willing to maintain the property and have services donated to build restrooms. This would help us eliminate some of the wear and tear on our fields and would reduce our maintenance expenses. They would be happy to meet with the Board to discuss options.

Mr. Baker felt that it was certainly worth considering. Mrs. Koontz was concerned with the safety of the field area, and with the potential expense involved in preparing the fields here. The Board agreed that it would definitely involve a comprehensive written plan, and would be willing to discuss it.

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

Mrs. Koontz

I am proud of all the ALICE training that has taken place in our District. I have a concern about the locker rooms being unlocked during school hours. I was there one day and was surprised to see that the back door was propped open. It didn't seem to be monitored. Anybody could walk in the building. Mr. Woodard said that he would check into it, and if anyone ever sees that happen again, to please call him or a principal immediately. This is a key concern and one of the reasons why we need to buy card fab readers for entry to the buildings.

**Executive Session**

**#181-2013**

Mr. Rapczak moved and Mrs. Koontz seconded the motion to enter into executive session at 7:04 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.   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.**

RECORD OF PROCEEDINGS  
Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---

- 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, D, E as listed above.

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

Mr. Baker declared the Board back in regular session at 7:12 p.m.

**Adjournment**

**#182-2013**

Mr. Ballas moved and Mr. Rapczak seconded the motion to adjourn the meeting at 7:13 p.m.

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

---

Treasurer

---

Board President

## RECORD OF PROCEEDINGS

Minutes of Newton Falls Exempted Village Schools Regular Meeting  
September 19, 2013 at 6:00 pm. – Jr./Sr. High School Board Room

---