

# RECORD OF PROCEEDINGS

## *Minutes of Oak Hill Union Local Board of Education Meeting*

*Held* April 24, 2019

Aaron Michael, President, called the meeting to order on April 24, 2019 at 5:32 p.m. The meeting was held at the Oak Hill High School Library, 5063 State Route 93, Oak Hill, OH.

Upon call of the roll the following members answered as present: Aaron Michael, Joe Elcess, Mike French, and Paula Stewart. Regina Boggs absent.

### **029-19 Approve Minutes and Financial Reports**

Mr. French made the motion to approve minutes and financial reports, investment report and bills paid for March, 2019. Mr. Michael made a second to the motion.

### **Roll Call Vote: 4 yea; 1 absent**

French yea Michael yea Elcess yea Stewart yea Boggs absent

*Ms. Brittany Ruth, Choir/Vocal Music Director recognized two young women selected for the 2019 All-Ohio Youth Choir: Brianna Baker and Emilee Lewis*

*Principal Adam Michael and Assistant Principal Whitney Crabtree recognized the following students:*

*Grade 4 Millionaire Readers – A.J. French and Zoey Davis*

*Grade 3 Millionaire Reader – Sophie Phillips*

*Grade 2 Millionaire Reader – Veara Hamilton*

*Nurse Alicia Kamer recognized Walking Oaks members for their achievements:*

*Ashton Sturgill – 225+ miles*

*Chloe Burchett – 125+ miles*

*Bentley Hamilton – 75+ miles*

*Matthew Boggs – 50+ miles*

*Nurse Kamer also recognized the following Active Acorns 5<sup>th</sup> Grade Members:*

*Autumn Perry, Bailee Lahrmer, Daelyn Sams, Macy Swann, Alyssa Whitt, Michael Williams,*

*Aiden Wisecup, Isabella Shipley, Briena Gamble, Alli Mercer, Jacob Allen, Ashton Sturgill,*

*Emily Toth, Sylvia Arthurs, Nick Kanouse, Savanna Little, Jordyn Hesel, Jayden Childers,*

*Antonio Rodriguez, Brice Stepp, Nick Martin, Autumn Talbert, Devon Farney, and Kayden*

*Farney.*

*Paul Carver addressed the Board regarding the renovation of the Weight Room. He gave a handout requesting funds for new weight equipment at the cost of \$40,000.00.*

*Curt Doss addressed the Board regarding the upgrades to the Band Equipment Bus. The Music Boosters thanked the Board for donating the bus. There was a discussion of \$3,500.00 worth of improvements to the Band Buddy Bus with \$1,750 from the Boosters to pay and \$1,750 from the Board to pay.*

*Superintendent's Report - Mr. McCoy discussed/informed the board of the following:*

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- *Job description for the EMIS Coordinator*
- *School Crisis Plan update*
- *Ohio University Community Health for bus driver physicals*
- *Retirement of Sharilyn Leonard*
- *Retire/Rehire Nonrenewal of Norm Persin and Karen Myers*
- *Gene Gatrell 2019-2020 contracted services*
- *School Nurse for Jackson County Health Department*
- *Co Ad Food Bank*
- *21<sup>st</sup> Century Grant for second year*
- *Jack Woolum Scholarship*
- *Advertise for the 2019-2020 school year supplies*
- *Thanked all for the donations. The community is very supportive.*

## **030-19 Approve Under One Motion**

Mr. French made a motion to approve the following items under one motion:

- A. Approve the Resolution to direct the Superintendent to define benefits such as: Attendance Incentive, Bonuses, Severance, Retirement Planning, Insurance Opt-Out, Tuition and Reimbursement Fees and etc. for the Central Office and Administrative Staff (Exempted Employees) for the 2019-2020 School Year and annually for future School Years. The following are the exempted employees: (*Reference Packet enclosed*)
- Superintendent Michael McCoy
  - Treasurer Rhonda Harrison
  - Principals: Randy Layton, Steve Carpenter, Adam Michael
  - Assistant Principal Whitney Crabtree
  - School Psychologist/District Coordinator Susie Michael
  - Administrative Secretary Nancy Cherrington
  - Assistant Treasurer Angela Bias
  - Receptionist/Assistant to Treasurer Judith Woodruff
  - Food Nutrition Supervisor Rebecca Terry
  - EMIS Coordinator Robin McGoon
  - Transportation Coordinator/Mechanic Joe Stewart
  - Maintenance/Grounds Supervisor Tim Swann

Mrs. Stewart made a second to the motion.

**Roll Call Vote: 3 yea; 1 absent; 1 abstain**

French yea Stewart yea Elcess yea Boggs absent Michael abstain

## **031-19 Approve Additional Items Under One Motion**

Mrs. Stewart made a motion to approve the following additional items under one motion:

- A. Approve/Adopt the Job Description for EMIS Coordinator.

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- B. Approve Resolution empowering the Board’s Designee in approving, authorizing, and enforcing changes & amendments to the School Crisis Management Plan. As indicated by Ohio Law, Ohio Revised Code 3313.536, the Crisis Management Plan (School Safety Plan) is not a Public Record. The Board shall approve all changes and amendments to the Plan through a public Resolution.
- C. Approve/Acknowledge the Ohio University Community Health Program providing bus driver physicals for the upcoming year.
- D. Approve the Resolution of Continuing Membership with the Ohio High School Athletic Association for the 2019-2020 school year.

Mr. Michael made a second to the motion.

**Roll Call Vote: 4 yea; 1 absent**

Stewart yea Michael yea Elcess yea French yea Boggs absent

### **032-19 Approve Personnel**

Mr. French made the motion to approve the following personnel:

- A. Approved/Accepted with regrets the retirement of Sharilyn Leonard as teacher at Oak Hill Elementary, effective May 23, 2019.
- B. Approved/Adopted resolution for the non-renewal of Norm Persin as teacher at the Middle School/High School.
- C. Approved/Adopted resolution for the non-renewal of Karen Myers as teacher at the Middle School/High School.
- D. Approved the following teachers’ contracts based on Negotiated Contract effective for the 2019-2020 school year.

#### **Middle/High School**

- Shayna Hagerty – 3-Year Contract
- Brittany Ruth – 1-Year Contract (2<sup>nd</sup>)
- Timothy Sowers – 1-Year Contract (2<sup>nd</sup>)
- Jessica Swackhammer – 1-Year Contract (2<sup>nd</sup>)

#### **Elementary School**

- Rylee Bates – 1-Year Contract (2<sup>nd</sup>)
- Miranda Davis – 2-Year Contract
- Natalie Davis – 2-Year Contract
- Zackary Kiser – 2 Year Contract
- Lacey Bame – 3-Year Contract

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Kirstin Davis – 3-Year Contract

E. Approve the contracts of the following classified employees:

- Doug Boggs – Continuing
- Devon Davis – Continuing
- Randy Hughes – 2-Year Contract (1<sup>st</sup>)
- Rebecca Adkins – Continuing
- Pamela Bauer – Continuing

F. Approved the following for substituting for the remainder of 2018-2019 (*Pending all certifications/BCI/FBI*):

**TEACHERS AIDE:**

Shiane Johnson

**CUSTODIAN/GROUNDS:**

Kevin Ireland

**CAFETERIA AIDE**

Kevin Ireland

**BUS DRIVER:**

Kevin Ireland

**MECHANIC HELP:**

Kevin Ireland

G. Approved recommendation to South Central Ohio Educational Service Center for the hiring of Eugene Gatrell for contracted services for the Intervention/ISS position for the 2019-2020 school year. (Middle School/High School)

Mrs. Stewart made a second to the motion.

**Roll Call Vote: 4 yea; 1 absent**

French yea Stewart yea Elcess yea Boggs absent Michael yea

**033-19 Approve Professional Meeting/Field Trip**

Mr. Michael made the motion to approve the following professional meeting/field trip:

- A. Approve/Acknowledge Adam Michael attending the Ohio Association of Administrators of State and Federal Education Programs (OAASFEP) Spring Conference in Columbus, Ohio on April 3, 2019 through April 5, 2019. Estimated cost of \$989.00.
- B. Approve/Acknowledge OHHS students attending the Prom Promise Event

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April 24, 2019 at Jackson High School per invitation of Jackson City Schools.

- C. Approve the BPA winners four (4) students (Noah Cooper, Hunter Lahrmer, Tia Holbrook, and Heaven Rawlins along with teacher Tammy Roush) to attend the National BPA Conference in Anaheim, CA. Buckeye Hills Career Center is providing expenses.
- D. Approve the Oak Hill Band to attend Ohio Valley Christian Assembly Band Camp Sunday, July 28, 2019 through Saturday, August 3, 2019 for their annual Band Camp. Transportation of three (3) buses plus the instrument bus.

Mr. French made a second to the motion.

**Roll Call Vote: 4 yea; 1 absent**

Michael yea French yea Elcess yea Stewart yea Boggs absent

### **034-19 Approve Financials**

Mr. Michael made the motion to approve the following financial items:

- A. Approve a one-year contract with the Jackson Health Department for the School Nursing Services for the 2019-2020 school year.
- B. Approve the membership for Steve Carpenter to the Ohio Association of Elementary School Administrators (OAESA) for the 2019-2020 school year in the amount of \$275.00.
- C. Approve Agreement MOU with COAD/RSVP of the Ohio Valley for partnering to ensure nutritious meals in the Summer Food Service Program.
- D. Approve Agreement with South Central Ohio ESC for Supervisory Services for the 2019-2020 school year.
- E. Approve contracted services with Barbara Warnock as Occupational Therapist with a rate of \$100.00 per hour for the remainder of 2018-2019 school year.
- F. Approve application, participation, and appropriations in the 21st Century Competitive Grant – Supporting OAKS Afterschool in the amount of \$200,000.00 at the Elementary School for the 2019-2020 school year.
- G. Approve one-year contract for the Ultimate Edge Software License Agreement effective date of July 1, 2019 in the amount of \$795.00.

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- H. Accept contribution of \$495,455.69 from the Estate of Jack M. Woolum to establish the Woolum Scholarship Fund.
- I. Approve the Treasurer’s recommendation to establish/appropriations of fund 007-9016 as the Woolum Scholarship.
- J. Approve the recommendation of Local District Coordinator Susie Michael to enter into a Transportation Agreement/Waiver/Release with Tamar Fulkerson for the remainder of the 2018-2019 school year.
- K. Approve the amended appropriation and estimated resources for the 2018 – 2019 fiscal year.
- L. Authorize the Treasurer to advertise for the “Request for Proposal” for the following for the 2019– 2020 school year:
  - Cafeteria Supplies, Milk and Bread
  - Tires and Tubes for Buses, Vans and Trucks
  - Gasoline and Diesel for Buses
  - Pest Control Services
  - Sports/Athletic Apparel
  - Pizza
  - Snow/Ice Removal Services
  - Vehicle Towing Services
  - Printing & Media Production
- M. Approve/Accept the following donations/banner sponsors:

**To the “Oaks” Baseball Program:**

Jackson Co. Auditor                   \$ 100.00

**To the Bass Fishing Team Fund:**

Strickland Sales                       \$ 100.00

**To the Oak Hill Band Fund:**

Oak Hill Music Boosters           \$1,185.00

**To the Oak Hill FFA Fund:**

Chamber of Commerce           \$ 406.70

**To the “Lady Oaks” Softball Program:**

Myers                                     \$ 100.00

Walls                                     \$ 100.00

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McKenzie	\$ 100.00
Tobacco Station	\$ 35.00
Lewis & Gillum	\$ 500.00
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Glass Garage	\$ 100.00
Ohio Valley Bank	\$ 100.00
VCH	\$ 100.00
J-V Co. Farm Bureau	\$ 100.00
Payne Ventures	\$ 25.00
Munnco LLC	\$ 100.00
Mark Porter	\$ 100.00
Main Express	\$ 50.00
Circle M Farms	\$ 100.00
Jackson Co. Auditor	<u>\$ 100.00</u>
	\$1,810.00 total

Mrs. Stewart made a second to the motion.

**Roll Call Vote: 4 yea; 1 absent**

Michael yea Stewart yea Elcess yea French yea Boggs absent

*Communication:*

*Mrs. Stewart stated that the Grounds look really great!*

### **035-19 Executive Session**

Mr. Michael made the motion to enter into executive session for the current form, RC 121.22 for (3) to consider the purchase of property or the sale of property and (7) conferences with an attorney concerning disputes involving pending or imminent court action. Mr. French made a second to the motion.

*The board invited Mr. McCoy and Mrs. Harrison to enter into executive session.*

*The board entered into executive session at 5:42 p.m. and exited at 6:42 p.m.*

### **036-19 Adjournment 6:42 p.m.**

Mr. Elcess made the motion to adjourn. Mr. French made a second to the motion.

**Roll Call Vote: 4 yea; 1 absent**

Elcess yea French yea Stewart yea Boggs absent Michael yea

The next regularly scheduled meeting will be May 15, 2019.

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\_\_\_\_\_  
President

Attest:

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Treasurer