

**EATON BOARD OF EDUCATION MEETING
Hollingsworth East Elementary School Cafeteria
January 14, 2013
(Immediately following the Organizational Meeting at 6:00 p.m.)**

I. Opening of the Meeting

1. **Call to Order** – President
2. **Roll Call** – President

D. Mowen ___ R. McKinney ___ T. Parks___ B. Pool___ J. Renner ___
B. Neavin___ P. Dodson ___ C. Neanen___ S. Couch___
K. Carpenter___ K. Powell___ P. Friesel___

3. **Pledge of Allegiance**
4. **Appointment of Treasurer Pro Tempore for the purpose of the January 14, 2013 regular meeting.**

Motion by _____, to appoint _____ as
Treasurer Pro Tempore for the January 14, 2013 regular board
meeting.

Seconded by _____.

Discussion.

McKinney ___ Mowen ___ Parks ___ Pool___ Renner ___

President declares motion _____

5. **Adopt the Agenda**

Motion by _____, seconded by _____ to
adopt the agenda.

Discussion.

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____

6. Recognition of Visitors

7. Executive Session (only if necessary)

_____ invited to participate in executive session.

To discuss _____.

Motion by _____, second by _____ to convene executive session.

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

President convenes executive session at _____ p.m.

President resumes open session at _____ p.m.

8. Other Opening Business

II. Treasurer's Business – Priscilla Dodson

1. The Treasurer Recommends approval of the following:

A. Approve minutes of the December 10, 2012 Regular meeting.

B. Submission of warrants

C. Submission of Financial Report

D. Submission of Investment Report

- E. Approve FY13 Supplemental Appropriations by Fund
- F. Transfer \$185,452.86 from 004-9003 OSFC Project LFI BABS Middle School to 004-9008 OSFC Project LFI BABS Elementary School.
- G. Transfer \$1,728.30 from 506-9211 RTTT to 506-9213 RTTT FY13.
- H. Approve Now & Then invoice to Back 2 Black in the amount of \$4,700.00 for 2,350# hot crack filler.
- I. The Preble county Auditor has exempted all school districts in Preble County from filing a budget report (reference ORC 5705.281). The Treasurer will present all required documents to the Auditor and the Preble County Budget Commission for review in lieu of a budget report including the Eaton Community School District's Five-Year Forecast, cash balances as of December 2012, and the debt schedule.
- J. Approve moving the following teachers on the pay scale:
 - a. Marita Mahan to a Masters +15, retroactive to December 17, 2012.
 - b. Amy Fugate to a Masters +15, retroactive to December 17, 2012.

Motion by _____, seconded by _____, to approve agenda Item II. 1.

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

III. Old Business

1. **Miami Valley Career Technology Center Report** – Doug Mowen
2. **Parks and Recreation Board Report** – Joe Renner

3. **Project Manger's Report** – Tom Doseck
4. **Superintendent's Report** – Brad Neavin
5. **Director of Education's Report** – Cindy Neanen
6. **Principal's Report** – Scott Couch
7. **Supervisor's Report** – Tim Miller
8. **Other Old Business**

IV. New Business

1. Retirements and Resignations

The Administration recommends acceptance of the following retirements:

- A. Linda Cameron, Teacher, resignation for the purpose of retirement, effective June 1, 2013.
- B. Phil Elliott, Facilities Supervisor, resignation for the purpose of retirement, effective June 30, 2013.
- C. Shawna Parris-McKee, Educational Aide, resignation retroactive to January 7, 2013.
- D. Belinda Moeller, Teacher, resignation for the purpose of retirement, effective June 1, 2013.
- E. Brian Roth, Teacher, resignation for the purpose of retirement, effective February 1, 2013.

Motion by _____, seconded by _____, to approve agenda Item IV. 1.

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

2. Unpaid Leave of Absence

The Administration recommends approval of unpaid leave of absence for teacher, Carolyn Thalls, retroactive to November 26, 2012 through the remainder of the 2012-2013 school year.

Motion by _____, seconded by _____, to approve agenda Item IV. 2.

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

3. Employment – Certificated Staff – Substitute Teachers/Tutors as certified by the Preble County Educational Service Center.

The Administration recommends approval of the following additions to the substitute teacher/home instruction tutor list as certified by the Preble County Educational Service Center.

- A. Annaleah Garey
- B. Stacy Gibbs
- C. Courtney VanAusdal
- D. Kenneth Cotterman
- E. Deron Werts

Motion by _____, seconded by _____, to approve agenda Item IV. 3.

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

4. Additional Hours for Language Tutor

The Administration recommends the approval of an additional 500 hours be granted to Ayako Cail to continue the provision of tutoring support for Limited English Speaking Japanese students.

Motion by _____, seconded by _____, to approve agenda Item IV.4 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool___ Renner ___

President declares motion _____.

5. Minimum Wage Increase

The Administration recommends the approval of an increase in minimum wage from \$7.70 per hour to \$7.85 per hour in compliance with the State of Ohio, Department of Commerce, 2013 Minimum Wage, retroactive to January 1, 2013.

6. Rate Schedule for Substitute Non-Certified Employees

The Administration recommends approval of the revised rate schedule for substitute non-certified employees in compliance with the State 2013 Minimum Wage, retroactive to January 1, 2013 (Attachment A).

Motion by _____, seconded by _____, to approve agenda Item IV.5-6 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool___ Renner ___

President declares motion _____.

7. Snow Removal Contract

The Administration recommends entering into a contract with ProGrade Excavation & Demolition, LLC for snow removal, on an as needed basis, based on the following rates:

\$65.00 per hour for Truck and Plow

\$75.00 per hour for Skidloader and Plow

\$125.00 per hour for Backhoe and 12' Snow Box

Estimated \$150.00 per hour for additional services and/or equipment

Motion by _____, seconded by _____, to approve agenda Item IV.7 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

8. Resolution for OSBA Legal Assistance Fund

Whereas, the Eaton Board of Education wishes to support the efforts of other boards of education to obtain favorable judicial decisions, and

Whereas the Ohio School Boards Association Legal Assistance Fund has been established for this purpose,

Therefore, the Board hereby resolves to participate in the OSBA LAF for calendar year 2013 and authorizes the treasurer to pay to the LAF \$250.00.

Motion by _____, seconded by _____, to approve agenda Item IV.8 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

9. Resolutions

- A. The Administration recommends approval of THIS FIRST AMENDMENT TO THE OSFC ENHANCED COMMISSIONING AGREEMENT (the "Amendment"), dated as of January 14, 2013, is by and between the BOARD OF EDUCATION OF THE EATON COMMUNITY SCHOOL DISTRICT ("Owner") and FOUR SEASONS ENVIRONMENTAL, INC. ("CxA").

WHEREAS, the Owner and CxA have entered into an OSFC Enhanced Commissioning Agreement (the "Agreement"), dated September 13, 2010, related to Eaton Community School District's Elementary and Middle School Buildings funded through the OSFC; specifically, the Eaton Community School District Master Plan Implementation Project – OSFC Project No. 408 (the "Project");

WHEREAS, the Agreement did not include the scope of services related to Maintenance Plan Advisor Services ("MPA Services") and the OFCC and CxA have requested an increase in the fee to compensate the CxA for such MPA Services;

WHEREAS, it is the intention of the Owner and CxA to amend their Agreement related to the foregoing to reflect said negotiated increase in the fee pursuant to "Compensation" section of the Agreement.

NOW, THEREFORE, in consideration of the mutual promises herein contained, the Owner and CxA agree to amend their Agreement as follows:

1. All references to the flat fee of \$73,966.50 based upon a unit price of \$0.54/s.f. for 136,075 square feet are hereby amended to provide for a new flat fee of \$87,162.98 based upon a unit price of \$0.58/s.f. for 150,281 square feet for the delivery of the commissioning services including, but not limited to, the MPA Services which account for an increase of \$.05/s.f. to the original unit price.

2. Except as expressly modified herein, the Agreement, as amended, is and remains in full force and effect.
3. This Amendment will be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
4. This Agreement may be executed in any number of counterparts and by different parties hereto in separate counterparts, each of which when so executed will be deemed to be an original and all of which taken together will constitute one and the same agreement. Any party so executing this Agreement by facsimile transmission shall promptly deliver a manually executed counterpart, provided that any failure to do so shall not affect the validity of the counterpart executed by facsimile transmission.

This Amendment is executed as of this 14th day of January, 2013.

B. The Administration recommends approval of A RESOLUTION APPROVING THE DETAILED ESTIMATE OF COST FOR TECHNOLOGY EQUIPMENT PACKAGES AND AUTHORIZING THE COMMENCEMENT OF BIDDING INCLUDING THE ADVERTISEMENT FOR AND REVIEW OF BIDS THEREFOR ALL RELATED TO THE CONSTRUCTION OF THE BRUCE ELEMENTARY SCHOOL AND EATON MIDDLE SCHOOL

WHEREAS, the Eaton Community School District, County of Preble, Ohio (hereinafter called the “School District”) building program identifying classroom facilities needs and basic project costs (hereinafter called the “Master Plan”) for the Bruce Elementary School Project and the Eaton Middle School Project (collectively, the “Projects”) has been conditionally approved by the Ohio School Facilities Commission, State of Ohio (hereinafter called the “Commission”) and Ohio Controlling Board, as authorized under Section 3318.36 of the Ohio Revised Code (“O.R.C.”);

WHEREAS, the Eaton Community School District Board of Education (hereinafter called the “Board of Education”) has issued its bond or notes as required under Sections 3318.80(A) and 3318.091, O.R.C. and deposited the proceeds thereof in the Board of Education’s Construction Account as required by Sections 3318.80(B) and 3318.091, O.R.C.;

WHEREAS, the Board of Education has entered into an Expedited Local Partnership Program Agreement with the Commission related to the Projects pursuant to Section 3318.36, O.R.C. and a Classroom Facilities Assistance

Program Agreement with the Commission related to the Project pursuant to Section 3318.08, O.R.C.;

WHEREAS, the Board of Education has contracted with a qualified professional design firm, Fanning/Howey Associates, Inc. (hereinafter called the “Architect”), under Sections 153.65 to 153.71, O.R.C., to prepare separate plans, specifications and estimates of cost, and such data as the Board of Education deems necessary for the Projects and in compliance with the specifications set forth in the Commission’s Design Manual, where applicable;

WHEREAS, the OSFC has retained a qualified construction management firm, Megen Construction Company, Inc. (hereinafter called the “Construction Manager”), under Sections 9.33, 9.331 and 9.332, O.R.C., related to constructability, logistics, availability of materials and labor, and time requirements for construction, preliminary budgets and possible economies;

WHEREAS, the Board of Education has appointed Thomas Doseck as its authorized representative (hereinafter called the “Authorized Representative”) to act on its behalf during the planning, bidding, award and construction phases of the Projects;

WHEREAS, the Construction Manager, with the assistance of the Architect and Authorized Representative, has completed the scope of technology equipment for the Projects in order to facilitate the bidding and awarding of a bid package related thereto (hereinafter called the “Technology Equipment Bid Packages”), taking into consideration factors including, but not limited to, time of performance, availability of labor, and overlapping trade jurisdictions;

WHEREAS, the Architect, with the assistance of the Construction Manager, has prepared and submitted to the Board of Education, draft bid documents for the Technology Equipment Bid Packages setting forth in detail the necessary requirements related thereto; and

WHEREAS, the Board of Education now desires to commence the competitive bidding process for the Technology Equipment Bid Packages as authorized under Section 3313.46, O.R.C.

NOW, THEREFORE BE IT RESOLVED, by the Board, that after careful consideration and evaluation of the information before it:

Section 1. The Board of Education, as authorized under Sections 3313.46(A)(1), O.R.C., approves the Detailed Estimate of Cost of \$1,019,000

(includes \$117,000 in Alternates) for the Technology Equipment Bid Packages in substantially the form presently on file with this Board of Education.

Section 2. That the Board of Education, as authorized under Section 3313.46(A)(1), O.R.C., approves the draft bid documents for the Technology Equipment Bid Packages in substantially the form presently on file with this Board of Education, subject to finalization and approval as to legal form by construction counsel and the procurement of all necessary government approvals.

Section 3. The Board of Education authorizes the Construction Manager and Architect, upon finalization of the bid documents and procurement of all necessary government approvals, to commence the bidding process for the Technology Equipment Bid Packages in compliance with all applicable laws, including, but not limited to, Sections 9.31, 9.311, 153.12, 153.50, 153.51, 153.52, 153.54 to 153.571, 3313.46, O.R.C., and to use the Detailed Estimate of Cost stated in Section 2 as the estimate of cost to be included in the bidding documents as required by Section 153.12, O.R.C.

Section 4. The Board of Education approves for publication a “Notice To Bidders” for the Technology Equipment Bid Packages and authorizes the Construction Manager to publish said Notice for one week in a newspaper of general circulation within the School District and to simultaneously post said Notice on the School District’s website prior to the date specified for receiving bids in conformance with Sections 7.12 and 3313.46(A)(2), O.R.C.

Section 5. The Board of Education authorizes the Construction Manager and Authorized Representative, with the assistance of the Architect, to coordinate the opening of bids for the Technology Equipment Bid Packages in compliance with Section 3313.46(A)(3), O.R.C., and, immediately following the opening of all bids, the Construction Manager and Architect are authorized to substantiate the bids for responsiveness, then conduct a responsibility investigation of the apparent low bidder for said Technology Equipment Bid Packages, and any other bidder as appropriate, in conformance with the Instructions to Bidders and any bid evaluation process agreed to with the Board of Education and its construction counsel, and prepare and submit to the Board of Education a recommendation about the award or rejection of any bid or bids for the Technology Equipment Bid Packages, and the acceptance or rejection of any alternate for the Technology Equipment Bid Packages, in accordance with applicable law.

Section 6. This Board of Education hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of its committees, if any, which resulted in formal action, were

taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22, O.R.C.

Section 7. This resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior resolution or act of this Board of Education, which may be inconsistent or duplicative with the provisions of this resolution.

Motion by _____, seconded by _____, to approve agenda Item IV.9 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool___ Renner ___

President declares motion _____.

10. Board of Education Policy Update

The Administration recommends the second reading and adoption of the Eaton Community School's Board Policy Manual in its entirety.

Motion by _____, seconded by _____, to approve agenda Item IV.10 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool___ Renner ___

President declares motion _____.

11. Approval of Graduation Date and Time

The Administration recommends that the Eaton High School Graduation Ceremony be held on Sunday, June 2, 2013 at 7:30 p.m.

Motion by _____, seconded by _____, to approve agenda Item IV.11 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

12. Surplus Items List

The Administration recommends approval to declare certain items as surplus/obsolete and to dispose of them accordingly.

A. Sharp AR-M550N Copier, Tag #011742, Trade in

Motion by _____, seconded by _____, to approve agenda Item IV.12 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

13. Donations

The Administration recommends approval of the following donations

- A. From Various Anonymous Donors, to East Elementary for student in need.
- B. From Wal-Mart Foundation to East Elementary.
- C. From Dyer, Garofalo, Mann and Shchultz, to the Middle School Art Department.
- D. From Eaton FFA Alumni to the Eaton High School FFA Fund.

Motion by _____, seconded by _____, to approve agenda Item IV.13 .

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

14. Other New Business

Motion by _____, seconded by _____, to approve agenda Item IV. 14.

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

15. Executive Session

To discuss _____

Motion by _____, second by _____ to convene executive session.

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

President convenes executive session at _____ p.m.

President resumes open session at _____ p.m.

V. Adjournment

Motion by _____, seconded by _____, to adjourn the meeting.

Discussion

Mowen ___ McKinney ___ Parks ___ Pool ___ Renner ___

President declares motion _____.

President adjourns meeting at _____ p.m.

Upcoming Meeting:

Regular Meeting

February 11, 2013 – 6:00 p.m.

Hollingsworth East Elementary

Eaton Community School District

HOURLY RATE SCHEDULE FOR SUBSTITUTE NON-CERTIFICATED EMPLOYEES

Substitute non-certificated employees in the Eaton Community School District will be paid according to this hourly rate schedule, effective January 1, 2013

Bus Driver	\$11.50 per hour
Bus Driver – Activity Drivers	\$ 9.25 per hour
Maintenance Worker	\$ 9.00 per hour
Custodian	\$ 8.00 per hour
Educational Aide	\$ 7.85 per hour
Health Aide – LPN or Higher	\$13.59 per hour
Health Aide – EMT	\$10.00 per hour
Cafeteria Worker	\$ 7.85 per hour
Secretary	\$ 7.85 per hour

[Approval Date: October 21, 2002]

[Re-approval Date: April 9, 2012]

[Re-approval Date:]