# WADSWORTH CITY SCHOOL DISTRICT
# BOARD OF EDUCATION

WADSWORTH, OHIO

REGULAR STATED MEETING
MONDAY, FEBRUARY 11, 2019 7:00 p.m.
JAMES R. McILVAINE PERFORMING ARTS CENTER, 625 BROAD STREET

## AGENDA

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Roll Call**

**IV. Motion for Approval and Signing of Organizational Meeting and Regular Stated Meeting Minutes**

**V. Student/Staff Recognition**

A. February Students of the Month

| Student | Grade | School |
|---|---|---|
| Jack Cartwright | 04 | Franklin Elementary School |
| Sadie Ross | 04 | Isham Elementary School |
| Elizabeth Allen | 04 | Lincoln Elementary School |
| Lucas McDermitt | 04 | Overlook Elementary School |
| Addyson Fela | 04 | Valley View Elementary School |
| Kathryn Kraft | 05 | Central Intermediate School |
| Ava Madachik | 08 | Wadsworth Middle School |
| Erin Lampert | 11 | WHS Career-Technical |
| Nicholas Lallathin | 12 | WHS Career-Technical |
| Leah McNutt | 12 | Wadsworth High School |
| Jacob Elsass | 12 | Wadsworth High School |

**VI. Administrative Discussion Items, Presentations, and Updates**

A. Central Intermediate School/Ohio Facilities Construction Commission Update
B. February 1, 2019 Staff Professional Development Day Schedule
C. Students in Government Day
D. Next Mental Health Committee Meeting Date
E. 2018-2019 Staffing Analysis and Class Size and Enrollment Projections Documents
F. Administrative Guideline Revisions
G. Wadsworth Grizzlies Community Foundation

## VII. Administrative Items

A. PERSONNEL CONSENT ITEMS

1. Resignations

    a) Nicole Meredith, eff. 1/18/2019
    b) Barbara McConnell, retirement, eff. 6/1/2019
    c) Michelle Wyand, eff. 2/8/2019
    d) Candace Whitney, eff. 6/1/2019
    e) John Burton, retirement, eff. 6/1/2019
    f) Malia Gunselman, retirement, eff. 6/1/2019
    g) Leslie North, retirement, eff. 6/1/2019
    h) Jodi Bowers, eff. 8/1/2019

2. Employments

    a) Ashlee Marshall, Home Instructor, eff. 1/15/2019
    b) Lisa Bressler, Home Instructor, eff. 2/11/2019
    c) Classified Substitutes, per attached list
    d) Certified Substitutes, per attached list
    e) Supplemental Contracts, per attached list
    f) Volunteers, per attached list

3. Recommendation to grant unpaid child leave under FMLA to Sally Lucas, from the end of her allowable sick leave through the end of the 2018-2019 school year

4. Recommendation to grant unpaid leave to Patricia Gear on May 17, 2019

B. ACTION CONSENT ITEMS

1. Recommendation to accept a $3,496.00 donation from the All-Sports Boosters

2. Recommendation to accept a donation of a winter coat from Bob Rogers Travel, valued at $180

3. Recommendation to accept a donation of seven (7) totes of school supplies, including pens, files and binders, from Office Max

4. Recommendation to declare the following resident student impractical to transport, enabling her parent/guardian to apply for state transportation reimbursement for the 2018-2019 school year:

    a) Olivia Smith, to Our Lady of the Elms (Akron), Parent: Jami Smith

5. Recommendation to approve a first reading of the following revised Wadsworth City School District Board of Education Policies:

    a) 1110, Assessment of District Goals
    b) 1400, Job Descriptions

6. Recommendation to bypass a first reading and approve the revision to Wadsworth City School District Board of Education Policy 5610, Removal, Suspension, Expulsion, and Permanent Exclusion of Students

7. Recommendation to approve the Contract Addendum with the Evolve Academy for the 2018-2019 school year

8. Recommendation to approve the event contract with DeJaVu Entertainment

9. Recommendation to approve the College Credit Plus Memorandum of Understanding with The University of Akron for the 2019-2020 School Year

10. Recommendation to approve the BMD Projector Rental Agreement between the Wadsworth City School District Board of Education and Broadway Media Distribution, Inc.

11. Recommendation to approve the BMD End User Content Rental License Agreement between the Wadsworth City School District Board of Education and Broadway Media Distribution, Inc.

12. Recommendation to approve the General Terms and Conditions Agreement between ERG Environmental Services and the Wadsworth City School District Board of Education

13. Recommendation to approve the Terms of Service & Privacy Policy between EduTyping and the Wadsworth City School District Board of Education, eff. 12/10/2018

14. Recommendation to approve the Wadsworth City School District Substitute Handbook

15. Recommendation to approve the Bookfair Agreements between the Wadsworth City School District Board of Education and Barnes & Noble for the following schools:

    a) Central Intermediate School (2/1-2/2/19)
    b) Valley View Elementary School (3/16-17/19)

16. Recommendation to approve the revised Maintenance & Grounds I job description

17. Recommendation to approve the Memorandum of Understanding between the Wadsworth City School District Board of Education and Western Reserve Grief Services for Central Intermediate School, effective January 8, 2019

18. Recommendation to approve the Tournament Site Agreement between the Wadsworth City School District Board of Education and the Ohio High School Athletic Association

19. Recommendation to approve the Site Confirmation Agreement between the Wadsworth City School District Board of Education and the Ohio High School Athletic Association

20. Recommendation to approve the Memorials for a Deceased Student guideline

21. Recommendation to approve Quest Diagnostics in Lenexa, Kansas, as the second laboratory that student alcohol, drug or nicotine test results are submitted to, if necessary

22. Recommendation to approve the Memorandum of Understanding 2019-2020 for College Credit Plus between Stark State College and the Wadsworth City School District Board of Education

23. Recommendation to approve the OHSAA Tournament Site Availability Agreement between the Wadsworth City School District Board of Education and the Ohio High School Athletic Association

24. Recommendation to approve the Educational Service Center of Medina County Service Agreement Amendment for the 2018-2019 School Year

25. Recommendation to approve the Reevaluation Services Contract between the Wadsworth City School District Board of Education and the East Central Ohio Educational Service Center

26. Recommendation to approve the Contract for Children with Disabilities Open Enrollment Agreement for Excess Cost for Children with Disabilities Pursuant to Sections 3313.981 O.R.C., 3323.14 O.R.C., and Rule 3301-48-02(F) between the Wadsworth City School District Board of Education and the Cloverleaf Local Board of Education

## VIII. Items of the Treasurer

A. ACTION CONSENT ITEMS

1. Recommendation to accept the January financial reports as presented and subject to audit

## IX. Legislative Update

## X. Floor Items

## XI. Board Member Items

## XII. Executive Session

WHEREAS, a public board of education may hold an executive session only after a majority 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 purposes 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 avoiding prosecution for a violation of the law

**NOW, THEREFORE BE IT RESOLVED,** that the Wadsworth City Board of Education, by a majority of the quorum present at this meeting, does hereby declare its intention to hold an executive session on A2, C, and E as listed above.

**XIII. Adjournment**

In accordance with State and Federal law, the District will provide reasonable accommodations to persons with disabilities who wish to attend and/or participate in school events. Such individuals should notify the Superintendent if they require a reasonable accommodation.

**EMPLOYMENTS**
**February 11, 2019**

## Classified Substitutes

Julienne Lobello, eff. 1/9/2019
Mark Vlcek

## Certified Substitutes

Kimberly Keiper
Amanda Henthorn, eff. 2/4/2019
Ashley Plassard
Rebecca Jett

## Supplemental Contracts

| | |
|---|---|
| Matthew Hastings | O.J. Work Auditorium Manager |
| Bruce Hulme | Asst. Wrestling Coach (Volunteer), eff. 1/14/2019 |
| Katie Ruff | Improvement Plan Mentor |
| Katie Ruff | RTI Member (⅓ contract) |
| Timothy Yoder | Middle School Boys Head Track Coach |
| Eric England | Middle School Boys Asst. Track Coach |
| Matthew Hulme | Middle School Boys Asst. Track Coach |
| Kristie Stoll | Middle School Girls Head Track Coach |
| Michelle Minick | Middle School Girls Asst. Track Coach |
| Breanna Ganuelas | Middle School Girls Lacrosse (Volunteer) |
| Kevin Evans | Middle School Boys Lacrosse (Volunteer) |
| Jay Edurese | Middle School Boys Lacrosse (Volunteer) |
| Allison Pallija | Summer School Teacher (CAC) |
| Michael Schmeltzer | Summer School Teacher (Geometry/Algebra EOC) |
| Lisa Smith | Summer School Teacher (English I and II EOC) |
| Dennis Schrock | Summer School Teacher (Economics) |
| Charles Hamilton | Summer School Teacher (Government) |
| William Goddard | Summer School Teacher Health) |
| Philip Seenes | Summer School Teacher (Phys. Ed.) |
| Michael Sladky | Summer School Teacher (Phys. Ed.) |
| Steve Webb | Summer School Teacher (Physc. Ed.) |
| Patricia Swanson | Summer School Teacher (Business & Computer Applications) |

## Volunteers

Jane Barnett
Ashley Birkhimer
Michelle Ghaster
James Rogers
Steve Mueller
Tennis Muman
Crystal Rogers
James Rogers
Sarah Ross
Christi Urbanek

**WADSWORTH CITY SCHOOL DISTRICT**
**BOARD OF EDUCATION**
**Regular Stated Meeting**
**February 11, 2019**

**Agenda Detail Sheet**

## VI. Administrative Discussion Items, Presentations, and Updates

**A. Central Intermediate School/Ohio Facilities Construction Commission Update:** For the latest updates on the Central Intermediate School/Ohio Facilities Construction Commission dialogue, please visit the Central Intermediate School Committee webpage by clicking here and reviewing the information under the "Correspondence (eMails & Letters)" heading.

**B. February 1, 2019 Staff Professional Development Day Schedule:** The February 1, 2019 staff professional development day schedule can be viewed by clicking here.

**C. Students in Government Day:** The annual Students in Government Day will be held on Monday, March 25, 2019. We would like to thank Mr. Rob Lynn (high school teacher) and Mrs. Tammy Guenther (Clerk of Council, City of Wadsworth) for their work in scheduling this opportunity for our high school students.

**D. Next Mental Health Committee Meeting Date:** The Wadsworth City School District Board of Education's Mental Health Committee will meet on Tuesday, February 19, at 4:00 p.m. in the high school media center.

**E. 2018-2019 Staffing Analysis and Class Size and Enrollment Projection Documents:** The 2018-2019 staffing analysis document can be viewed by clicking here. Class size and enrollment projections can be viewed by clicking here. The 2018-2019 staffing analysis document is used to monitor compliance with the requirements found in Ohio Revised Code and Ohio Administrative Code. The class size and enrollment projection document is used to help with planning for the 2019-2020 school year.

**F. Administrative Guideline Revisions:** The last few years we have been encouraging our employees to question policies/procedures we have in place that they feel are unnecessary and/or burdensome. While some of the suggestions brought forward have dealt with policy and/or administrative guidelines, others have not (they are simply district and/or building practices that are not grounded in policy and/or administrative guidelines).

As issues arise and our administrative guidelines are reviewed, we have found that many fall into one (1) or more of the following categories:

- Are out of date and no longer applicable;
- Are not aligned with our current practice and/or policy;
- Are not known to exist and, as a result, are not followed; and
- Are overly and unnecessarily burdensome.

While these categories sound bad and I'm sure make you wonder how some are possible (e.g. are not known to exist, and, as a result, are not followed), there is a rational explanation. Our administrative guidelines are the compilation of years of policy work. While many of the administrative guidelines are revised when policy language changes, others that have been in existence for years are never updated (e.g. administrative guideline on outdoor recess that I recommended to you over the summer we delete) and/or are titled in such a strange way that without reading every guideline it is hard to find the topic or to imagine a guideline would even exist.

The following lists the section number/general topic and number of administrative guidelines that are in each section (you can view the administrative guidelines by clicking here and selecting "Administrative Guideline Manual" from the drop-down menu to the right of "Book:"):

| Section/General Topic | Number of Administrative Guidelines |
|---|---|
| 1000: Administration | 14 |
| 2000: Program | 67 |
| 3000: Professional Staff | 40 |
| 4000: Classified Staff | 33 |
| 5000: Students | 70 |
| 6000: Finances | 18 |
| 7000: Property | 30 |
| 8000: Operations | 62 |
| 9000: Relations | 18 |

Some administrative guidelines are one (1) page while others can be twenty (20) pages or more in length.

What I'm proposing to do this year is review all of our administrative guidelines with the intention of doing the following:

- Ensure if the administrative guideline is necessary that it aligns with our policy and current practice and is as simple as possible (make revisions where appropriate);
- If it is determined that an administrative guideline is unnecessary, delete it; and
- Recommend to you a list of administrative guideline revisions and deletions.

Some school districts do not have administrative guidelines at all because they are viewed as an unnecessary burden that does nothing but cause problems (e.g. when not followed). I think there is a balance to be struck with our administrative guidelines, as I believe some are needed to provide direction to our staff and/or community (e.g. intradistrict open enrollment administrative guideline - The law requires us to establish class size thresholds, timelines, etc., but they do not have to be in our policy. These have to be established and an administrative guideline that accompanies the policy seems to be an ideal place to do this).

Based upon past policy and administrative guideline work, I'm going to guess there are many revisions and deletions I will end up recommending to you. The ultimate goal is make sure we are not overly complicating things for ourselves and to ensure that we do not have written guidelines that make no sense and cause us problems because they are not followed.

We want state legislators, our governor and Ohio Department of Education (ODE) to quit placing unnecessary burdens on us; and I want to make sure that we have created a process in our district that, as proactively as possible, makes sure we are not doing the same thing to our employees that we don't want the legislators, governor and ODE doing to us.

With this in mind, and after careful review of the administrative guidelines and corresponding policies, the following recommendations are being made in relation to the administrative guidelines found in section 1000, Administration:

| Administrative Guideline No. and Title: | Action: |
|---|---|
| 1100, Superintendent's/Principal's Absence from the District | Delete |
| 1110, Assessment of District Goals | Delete |
| 1120, Line and Staff Relations | Delete |
| 1400, Revising Job Descriptions for Compliance with ADA/504 | Delete |
| 1411, Whistleblower Protection | Keep As Is |
| 1422, Nondiscrimination and Equal Employment Opportunity | Keep As Is |
| 1422B, Complaint Procedures for Nondiscrimination and Equal Employment Opportunity/Access | Keep As Is |
| 1530, Standards-Based Principal Evaluation System | Delete |
| 1621, Federal Group Health Continuation (COBRA) | Keep As Is |
| 1623A, Section 504/ADA-Prohibition Against Disability Discrimination in Employment | Keep As Is |
| 1623B, Section 504/ADA-Complaint Procedures Related to Disability Discrimination in Employment | Keep As Is |
| 1630.01, FMLA Leave | Keep As Is |
| 1630.01B, FMLA Recordkeeping Requirements | Keep As Is |
| 1662, Anti-Harassment | Delete |

**G. Wadsworth Grizzlies Community Foundation:** As part of our district's previous strategic plan, the Wadsworth Grizzlies Community Foundation was established. The Wadsworth Grizzlies Community Foundation is a 501 (c) (3) organization that provides financial support to teachers beyond taxpayer responsibility, aligned with district goals and enhancing student achievement within our school district. The goal is to provide grant opportunities for teachers in our district to fund innovative classroom projects.

You can learn more about the foundation by visiting their website. On the website, you can learn more about the foundation's May 17 fundraiser.

You are also encouraged to "like" and "share" the foundation's Facebook page.

*If you are interested in becoming involved in the foundation, please contact Mrs. Kristy Hayduk, President, at kristy@haydukinsurance.com or at 216-312-5215*

## VII. Administrative Items

### B. ACTION CONSENT ITEMS

5. **First Reading of Revised Policies:** The revised Wadsworth City School District Board of Education Policies 1110, Assessment of District Goals, and 1400, Job Descriptions, being recommended for a first reading are necessary to align our policies to reflect the elimination of the corresponding administrative guideline (see Administrative Discussion Items, Presentations, and Updates F. above).

6. **Revision to Policy 5610, Removal, Suspension, Expulsion, and Permanent Exclusion of Students:** The revision to Wadsworth City School District Board of Education Policy 5610, Removal, Suspension, Expulsion, and Permanent Exclusion of Students, being recommended for the bypass of a first reading and approval is necessary to align our past practice with our policy. The current language is not required by law, imposes a mandatory minimum sentence (which, no other part of our code of conduct does unless required by law, and, even then, the law allows for discretion), removes the ability for the administrator to use common sense and is not good for students.

7. **Evolve Academy Contract Addendum:** The Evolve Academy contract addendum being recommended for approval is necessary to allow a student to receive the services required in the student's individual education program (IEP).

8. **DeJaVu Entertainment Event Contract:** The DeJa Vu Entertainment contract being recommended for approval will allow DeJa Vu Entertainment to provide DJ and dance light services at the March 1 Wadsworth High School dance.

9. **College Credit Plus (The University of Akron):** The College Credit Plus Memorandum of Understanding between The University of Akron and the Wadsworth City School District Board of Education being recommended for approval governs the College Credit Plus program for the 2019-2020 school year.

10. & 11. **BMD Agreements:** The BMD Projector Rental Agreement and the the BMD End User Content Rental License Agreement being recommended for approval will allow our high school drama department to rent projectors and software from Broadway Media Distribution, Inc. (BMD) for the upcoming production of the Little Mermaid.

12. **ERG Environmental Services Agreement:** The General Terms and Conditions Agreement between ERG Environmental Services and the Wadsworth City School District Board of Education being recommended for approval will allow our district to utilize the services of ERG Environmental to dispose of hazardous materials.

13. **EduTyping Terms of Service & Privacy Policy:** The EduTyping Terms of Service & Privacy Policy between Edutyping and the Wadsworth City School District Board of Education being recommended for approval will allow our school district to continue to use the EduTyping program in our business classes.

14. **Substitute Handbook:** The Wadsworth City School District Substitute Handbook being recommended for approval is a revised version that focuses on the basic information all substitutes in our school district need to know.

15. **Barnes & Noble Bookfair Agreements:** The Bookfair Agreements between the Wadsworth City School District Board of Education and Barnes & Noble being recommended for approval provide the details for the bookfairs held at Barnes & Noble by CIS (February 1-2, 2019) and Valley View Elementary School (March 16-17, 2019).

16. **Revised Maintenance & Grounds I Job Description:** The revised Maintenance & Grounds I job description being recommended for approval adds the requirement of obtaining a Class B commercial driver's license within six (6) months of employment.

17. **Western Reserve Grief Services Memorandum of Understanding (MOU):** The MOU between the Wadsworth City School District Board of Education and Western Reserve Grief Services being recommended for approval will allow for Western Reserve Grief Services to provide a bereavement group at Central Intermediate School during the 2018-2019 school year.

18. **Ohio High School Athletic Association (OHSAA) Tournament Site Agreement:** The Tournament Site Agreement between the OHSAA and the Wadsworth City School District Board of Education outlines the details for the February 2, 2019 regional wrestling tournament held at Wadsworth High School.

19. **Ohio High School Athletic Association (OHSAA) Site Confirmation Agreement:** The Site Confirmation Agreement between the OHSAA and the Wadsworth City School District Board of Education outlines the details for the February 21, 2019 sectional girls basketball tournament game to be held at Wadsworth High School.

20. **Memorials for a Deceased Student Guideline:** The Memorials for a Deceased Student Guideline being recommended for approval is the result of conversation at both the December 2018 and January 2019 Wadsworth City School District Board of Education meetings. The guideline details the type of memorial options available to parent/guardian(s) who have lost a son/daughter who was attending our school district.

21. **Quest Diagnostics:** The recommendation to make Quest Diagnostics in Lenexa, Kansas the second laboratory that student alcohol, drug and/or nicotine results are sent to is necessary if a parent/guardian contests the initial results. Per Wadsworth City School District Board of Education Policy 5512.01, Random Alcohol, Drug and Nicotine Testing of Wadsworth City School District Students, the board of education must approve the second laboratory.

22. **Stark State College Memorandum of Understanding:** The Memorandum of Understanding 2019-2020 for College Credit Plus between Stark State College and the Wadsworth City School District Board of Education being recommended for approval governs the College Credit Plus program for the 2019-2020 school year.

23. **Ohio High School Athletic Association (OHSAA) Tournament Site Availability Agreement:** The OHSAA Tournament Site Availability Agreement between the Wadsworth City School District Board of Education and the OHSAA being recommended

for approval outlines the details for the February 23, 2019 sectional wrestling to be held at Wadsworth High School.

24. **Educational Service Center of Medina County Service Agreement Amendment:** The Educational Service Center of Medina County Service Agreement Amendment being recommended for approval is necessary to provide American Sign Language Interpreter (ASL) services for a student, per the student's individual education program (IEP).

25. **Reevaluation Services Contract:** The Reevaluation Services Contract between the Wadsworth City School District Board of Education and the East Central Ohio Educational Service Center being recommended for approval is necessary for a required reevaluation needed for a student on an individual education program (IEP) who has been placed in an education setting outside of our school district.