

**BOARD OF EDUCATION
SPRINGFIELD LOCAL SCHOOL DISTRICT
MINUTES OF THE ORGANIZATIONAL MEETING
AND REGULAR MEETING OF JANUARY 12, 2016**

The Board of Education of the Springfield Local School District met in the Springfield High School Community Room, January 12, 2016 for the Organizational Meeting and Regular Meeting. The meeting was called to order at 6:00 P.M. Board members present were Mr. Robinson, Mr. Hofer, Mrs. Dodson, Mr. Petry and Mr. Wieland. The Superintendent, Business Manager and Treasurer were also present.

OATH OF OFFICE FOR ELECTED BOARD MEMBERS ---

**Dave Hofer
Larry Petry
Terry Robinson**

Pledge of allegiance recited.

16-001 Nominations were accepted for President of the Board for 2016: Mr. Wieland
Nominations nominated Mr. Hofer to serve as President of the Board for 2016. Motion by
for President Mr. Wieland. Second by Mrs. Dodson. Ayes: Mrs. Dodson, Mr. Hofer,
Mr. Wieland, Mr. Robinson, Mr. Petry.

Mr. Hofer was declared Board President for 2016.

16-002 Nominations were accepted for Vice President of the Board for 2016:
Nominations Mrs. Dodson nominated Mr. Wieland to serve as Vice-President of the
Vice President Board for 2016. Motion by Mrs. Dodson. Second by Mr. Hofer.
Ayes: Mr. Petry, Mr. Hofer, Mrs. Dodson, Mr. Wieland, Mr. Robinson.

Mr. Wieland was declared Board Vice-President for 2016.

16-003 The President appointed the 2016 committees as follows:

**Committee
Appointment**

Athletic/Student Activities: To be appointed as needed.

Building & Grounds/Finance: To be appointed as needed.

Curriculum/Policy Review: To be appointed as needed.

Personnel/Public Relations: To be appointed as needed.

Transportation: To be appointed as needed.

Legislative Liaison To be appointed as needed.

Student Achievement Liaison To be appointed as needed

Motion by Mrs. Dodson. Second by Mr. Robinson. Ayes: Mr. Wieland, Mr. Hofer, Mrs. Dodson, Mr. Robinson, Mr. Petry.

Board of Education Meeting Dates

The regular meeting of the Springfield Local Board of Education will be held on the third Tuesday of each month at 6:00 P.M. in the Springfield High School & Junior High Community Room. The dates would be as follows:

February 16, 2016	August 16, 2016
March 15, 2016	September 20, 2016
April 19, 2016	October 18, 2016
May 17, 2016	November 15, 2016
June 21, 2016	December 20, 2016
July 19, 2016	January 10, 2017 (second Tuesday)

Motion by Mrs. Dodson. Second by Mr. Robinson. Ayes: Mrs. Dodson, Mr. Hofer, Mr. Petry, Mr. Robinson, Mr. Wieland.

16-004
Yearly
Procedures

Mr. Wieland made a motion that the Board approve the following yearly procedures as recommended for adoption by the Board of Education:

- A. That the Treasurer be authorized to pay all bills as presented, providing there are sufficient funds and purchase orders have been properly issued. A monthly report shall be presented to the Board of Education.
- B. That Mr. Charles Sincere, Superintendent, be named purchasing agent.
- C. That the Superintendent, Mr. Charles Sincere, be authorized to apply for and serve as coordinator of Federal and State Programs as deemed necessary during the calendar year 2016. It is understood that a staff member coordinates the programs and reports to the Superintendent.
- D. That the Treasurer be authorized to request advance tax money from the county auditor as funds are available and payable to the school district.
- E. That the Treasurer be authorized to invest inactive funds with interest payable each month.
- F. That the Board President, Superintendent, Treasurer and Business Manager be bonded in the amount of \$50,000 for faithful performance bonds per Ohio Revised Code.
- G. That the Treasurer or designee be approved to do banking transactions.
- H. That the Superintendent be authorized to approve professional meeting attendance and expense for the district personnel as deemed appropriate during 2016.
- I. That the Superintendent be authorized to approve unpaid leave requests for the district personnel as deemed appropriate during 2016.

- J. That the Treasurer be authorized to make appropriations and amend the certificate of estimated resources as necessary throughout the year.
- K. That the rate of pay previously approved for Board Members (maximum per Ohio Revised Code) continue at that rate during 2016. (ORC 3313.12)
- L. That Mr. Charles Sincere, Superintendent, be authorized to serve as district representative to acquire federal surplus property from the Ohio State Agency for Surplus Property.
- M. That the Treasurer be authorized to dispense with the reading of the minutes at Board meetings, provided the minutes are presented to the Board in advance of the Board meeting.
- N. That the Board establish a records commission as provided by law, made up of the Board President, Superintendent, and Treasurer.

Second by Mr. Robinson. Ayes: Mrs. Dodson, Mr. Petry, Mr. Wieland, Mr. Hofer, Mr. Robinson.

16-005
Board Service
Fund

Mr. Wieland made a motion that the Board approve the establishing of a Board Service Fund in the amount of \$7500, as provided by the Ohio Revised Code. Second by Mr. Robinson. Ayes: Mr. Petry, Mr. Wieland, Mrs. Dodson, Mr. Hofer, Mr. Robinson.

16-006
Adjournment

Mr. Wieland made a motion that the organizational meeting be adjourned at this time. Second by Mr. Hofer. Ayes: Mrs. Dodson, Mr. Robinson, Mr. Wieland, Mr. Hofer, Mr. Petry.

The regular meeting of the Springfield Local School Board of Education immediately followed the Organizational Meeting.

All Board members were present for this meeting.

PRESENTATIONS

Springfield High School & Junior High Update	Shaun Morgan
ESL (English as a Second Language) Presentation	Jeff Ross
School Board Recognition Month	Chuck Sincere, Superintendent

- 16-007**
Approval of
Minutes
Mr. Wieland made a motion that the Board approve the minutes of the regular meeting of December 8, 2015. **(Exhibit 1)** Second by Mrs. Dodson. Ayes: Mrs. Dodson, Mr. Wieland, Mr. Hofer, Mr. Petry, Mr. Robinson. Mr. Hofer declared the motion passed.
- 16-008**
Payment of
Bills
Mr. Petry made a motion that the Board approve bills for payment for the month of **December**, pending audit. **(Exhibit 2)** Second by Mrs. Dodson. Ayes: Mr. Robinson, Mrs. Dodson, Mr. Wieland, Mr. Petry, Mr. Hofer. Mr. Hofer declared the motion passed.
- 16-009**
Payment of
Bills - Then
& Now
Mr. Wieland made a motion that the Board approve a resolution for payment of bills per ORC Section 5705.41(D). **(Exhibit 3)** Second by Mr. Hofer. Ayes: Mrs. Dodson, Mr. Robinson, Mr. Petry, Mr. Wieland, Mr. Hofer. Mr. Hofer declared the motion passed.
- 16-010**
Financial
Reports
Mr. Wieland made a motion that the Board approve the financial reports from the Treasurer for December 2015. Second by Mr. Robinson. Ayes: Mr. Wieland, Mr. Robinson, Mrs. Dodson, Mr. Petry, Mr. Hofer. Mr. Hofer declared the motion passed.
- 16-011**
Personnel
Mr. Wieland made a motion that the Board accept/approve the following personnel items:
1. **Approve maternity and FMLA leave** for Literacy Tutor **Shiloh Juhasz** for 12 weeks beginning approximately March 12, 2016, and ending approximately June 4, 2016.
 2. **Employ Jessica Greene** and **Harry Ostapowicz** as classified substitutes per the negotiated contract pending proper licensure effective first day assigned.
 3. **Employ Denise Hilbert** as an Everyday Reading Program Educational Assistant per the negotiated contract pending proper licensure effective first day assigned.
 4. **Employ Rachael Frame** as a two-hour cafeteria employee per the negotiated contract pending proper licensure effective December 14, 2015.
 5. **Employ Michelle Cymbor** as a 10 month secretary per the negotiated contract pending proper licensure effective December 11, 2015.
 6. **Reassign** bus driver **Kim Garretson** to Route 20 effective January 4, 2016.
 7. **Assign** bus driver **Tammy Swope** to the PLCC midday route effective January 4, 2016.

8. **Reassign** teaching assistant **Nancy Arends** to Mrs. Manzo's room at Schrop Intermediate School effective January 6, 2016.

Second by Mrs. Dodson. Ayes: Mr. Petry, Mr. Robinson, Mr. Hofer, Mrs. Dodson, Mr. Wieland. Mr. Hofer declared the motion passed.

16-012
Memorandum of Understanding SLACT
Mrs. Dodson made a motion that the Board approve a memorandum of understanding with SLACT to provide a supplemental contract for an 8th Grade Washington DC Trip Coordinator at 4% each. **(Exhibit 7)** Second by Mr. Hofer. Ayes: Mrs. Dodson, Mr. Wieland, Mr. Petry, Mr. Hofer, Mr. Robinson. Mr. Hofer declared the motion passed.

16-013
OSBA Membership
Mr. Wieland made a motion that the Board continue membership in the Ohio School Boards' Association (OSBA) for the year 2016. The annual membership dues are \$6,273. Second by Mr. Robinson. Ayes: Mr. Petry, Mr. Hofer, Mrs. Dodson, Mr. Robinson, Mr. Wieland. Mr. Hofer declared the motion passed.

16-014
Gifted Intervention Specialist Endorsement
Mr. Wieland made a motion that the Board approve covering the cost of the necessary classes for Curriculum Director, Mary Meadows to obtain the Gifted Intervention Specialist Endorsement from the Ohio Department of Education at an approximate cost of \$8,964, in order that we may provide Gifted Services to our students in house versus paying for these services through the Summit County Educational Service Center. Second by Mr. Hofer. Ayes: Mr. Wieland, Mr. Robinson, Mr. Hofer, Mr. Petry, Mrs. Dodson. Mr. Hofer declared the motion passed.

16-015
CHCSS Inventory
Mrs. Dodson made a motion that the Board approve an inventory disposal for Chapel Hill Christian School-South. **(Exhibit 8)** Second by Mr. Hofer. Ayes: Mr. Petry, Mrs. Dodson, Mr. Wieland, Mr. Hofer, Mr. Robinson. Mr. Hofer declared the motion passed.

15-013
Adjournment
Mr. Wieland made a motion for adjournment. Second by Mr. Robinson. Ayes: Mrs. Dodson, Mr. Hofer, Mr. Robinson, Mr. Petry, Mr. Wieland. Mr. Hofer declared the motion passed.

Meeting adjourned at 7:02 P.M.

Certified that the above minutes is a true record of proceedings of the Organizational Meeting and Regular Meeting held January 12, 2016.

President

Treasurer

