JOHNSTOWN-MONROE LOCAL SCHOOLS

February 13, 2017 **Regular Session**

The Johnstown-Monroe Local Board of Education met in Regular Session on Monday, February 13, 2017 at 6:30 p.m. in the High School Media Center. Roll call was answered by Mr. Benton, Mr. Beverick, Mrs. Booher, Mr. Dodderer, and Mr. Swauger.

SILENT PRAYER
PLEDGE OF ALLEGIANCE

STUDENT/PROGRAM HIGHLIGHT OF THE MONTH:
Debbie Dennis, Adams Middle School – "Scrapbook Project" with students Cori King and Natalie McCrady

TREASURER'S REPORT
Discussion on SunGuard and District Accounting Software – The Treasurer discussed that the State Software used for the District's accounting is very outdated. It runs DOS. The State is in the process of re-designing this software, however, recent demo's of the redesign do little to bring this software up-to-date. The Treasurer explained that there is a new option for accounting software available through a company called SunGuard. They have designed the software specifically for Ohio Schools, and it is currently being implemented by several schools across the state.
The Treasurer discussed a cost analysis he provided to the Board, which details out the cost of this new software. This change would remove the need for several software programs used by the District, including RAM, Edge, and KIOSK. The system would also eliminate the need for a third party software to do ACA reporting. This software would alleviate the need for several aspects of manual tracking that Administration does related to personnel and project tracking. The Board has previously asked for methods to go to electronic records in the District. This new software would also provide many avenues for accomplishing this too, with no additional money needed. In the State Software, we would need several applications. The Treasurer and Superintendent have researched proposals on these costs, which are also included in the analysis. The analysis shows a significant reduction in costs to implement SunGuard versus staying with State Software and implementing these other programs as well.
The Treasurer also explained other methods that have already been put into implementation for going to electronic records, including scanning of check packets, scanning student files, employee portal for insurance elections, ArbiterPay, and a clean-out of old records in the basement of the Board Office.
The Treasurer will seek feedback from other Treasurers that go live with this software and report back to the Board on if this is the direction the District should go or not.

TREASURER'S RECOMMENDATIONS
17-009 Moved by Mr. Beverick, seconded by Mr. Dodderer to approve the Treasurer's Recommendations as presented:

a. To approve the minutes of the January 9th Regular Board meeting and Organizational meeting
b. To approve the January Treasurer Report
c. To approve Amended Appropriations and Amended Certificate of Estimated Resources for FY 2017 as follows:

ESTIMATED RESOURCES:

General Fund	$32,604,834.28
Special Revenue	$1,240,985.61
Debt Service	$17,299,283.56
Capital Projects	$27,577,377.70
Enterprise	$912,084.03
Agency Funds	$165,941.39
Private Purpose	$124,497.75
Total	$79,925,004.32

AMENDED APPROPRIATIONS:

General Fund	$20,499,623.11
Special Revenue	$850,151.53
Debt Service	$15,879,281.98
Capital Projects	$20,685,350.79
Enterprise	$541,140.69
Agency Funds	$113,053.97
Private Purpose	$51,825.00
Total	$58,620,427.07

d. To approve items listed in Agenda Appendix C for disposal and donation.

Aye: Mr. Beverick, Mr. Dodderer, Mr. Benton, Mr. Swauger, and Mrs. Booher
Motion carried.

SUPERINTENDENT'S REPORT

Mr. Dickson commented on all that has been accomplished by the District over the past 3 years and all the work that still needs to be done in the coming years. We have a lot of work ahead of us.

He gave the Board members a semi-annual report of bullying in the District. There was only 1 incident in the first half of the current school year.

Mr. Dickson expressed that administration is currently studying all vendor contracts that expire this year and planning for next year and beyond.

He spoke about the redesign of the District's website. We are seeking vendors, options and layouts. He wants the website to be simple and user-friendly. He also wants uniformity across the pages. There will be more to come on this in the next month.

Mr. Dickson sent out a list of trainings given to the District staff members through its SchoolWorks software. The trainings include sessions on policies, procedures, etc. He asked for Board feedback on this. The District has an annual meeting with these representatives each year to make changes.

Mr. Beverick asked if there will be a committee created to give input on the redesign of the website. Mr. Dickson explained that all feedback will be considered in the design and staff and Board members are welcome to provide feedback as well. Mrs. Seibel explained that the main goal is to make it accessible and user-friendly. Mr. Benton expressed that we definitely need to ensure we spend enough to do it properly. Mrs. Booher explained that there needs to be control over content/users also. Mr. Rings will be in charge of this area.

Mr. Dickson said that the District has received 3 quotes on inspections of our storm sewer systems for the 2 new buildings. We are working through analyzing quotes to determine the best option. Using a third party for this is ideal to ensure the systems stay operational and functioning as designed. Mr. Swauger expressed that there are likely portions of the work that our staff can accomplish, but there will be parts that need to be contracted. He will also review the quotes and give feedback.

Mr. Dickson distributed a semi-annual report of discipline for the first half of the 2016-2017 school year. The report is a building-level report which shows the type/number of incidents and the type of discipline handed out for them. Mr. Beverick asked about trends in discipline over the years. Mr. Dickson indicated that he has not looked at trends in this report, but it would be something that would be interesting to explore. Mr. Beverick asked about the numbers of fights on the reports. Mrs. Wilson explained that this could be any physical contact, such as a push or shove. Mrs. Seibel said that better defining of these designations may help us more accurately monitor the types of incidents taking place. Mr. Dickson clarified that some of these designations are required by law. Mr. Beverick said the report is very helpful and thanked Mr. Dickson for providing it. Mrs. Booher asked about the excessive tardies on the report. Mr. Dickson explained that students are allowed 4 tardies per 9 week period. Cathy Benton (visitor at the meeting) expressed that she believe the good behavior shown in these reports is attributable to the teachers in the District teaching good behavior in the students.

Mr. Dickson gave an update on open enrollment. The District has maintained total enrollment, even with their decrease in allowed open enrollment. He explained that this is due to new residents, and 28 new building permits have been issued in the District this school year. The District is continually growing. Mr. Dickson advises that extending the restriction on open enrollment K-8 for next year would be the best option to help control our total enrollment. Mrs. Booher agreed that it is better to restrict it now, and ease this restriction later if we can.

Mr. Dickson passed out 11 Edgar update policies. He will be looking for approval on these in March. These are federal policies and mostly financial in nature. The Board may wish to form a committee going forward to review and analyze policies. This can be created under new business.

Mr. Dickson discussed purchasing a new tractor for District maintenance. The cost to buy an appropriate tractor is roughly $32,000. There are also lease options through JD equipment, which has the State contract for these machines. To get this price, the District would need to get on the State Contract listing. The resolution to do this is on the agenda for approval tonight, and would cost the District $100. Mr. Swauger asked if it was bid. Mr. Dickson said no, he only looked into the State contract. Mrs. Booher asked to have this bid. Mr. Dickson will look into this pricing further and bring this back at a later meeting.

Mr. Dickson explained that the District will need a box truck for food service transportation for next year. This vehicle could also be used for other purposes in the District, including the move this summer. He has been analyzing options and potential advertising on the truck to save costs. It would only need to be a medium size trick. Mr. Swauger said that he has some ideas for this

SUPERINTENDENT'S REPORT (CONTINUED)

and will discuss with Mr. Dickson later this week.
Mr. Dickson touched on the list of upcoming projects outside of the new buildings. This list was sent out prior to the meeting. He explained that we need to start defining scope on some of these to get them going to start work. This may be a good topic for discussion with the Oversight Committee.
Mr. Dickson explained that all of our Modular Units will be removed June 15th, with the exception of the Unit at Adams, which will be needed next school year. The removal will cost approximately $20,000 and can be co-funded within the OFCC budget.
Mr. Dickson raised the topic of student trips abroad. He asked for input from the Board on if this is something the District wants to allow or not, because of planning and liability concerns. Mrs. Booher expressed that we have too much on our plate with the building projects right now to properly plan and oversee these types of trips. Mr. Dodderer explained that there are some companies that can help manage these trips cheaply and safely. Mr. Dickson said that he just wanted to introduce this topic for thought going forward.

SUPERINTENDENT'S RECOMMENDATIONS

Mr. Swauger requested that item b be broken out separately before the motion. He indicated that these need to be voted on separately.

17-010 Moved by Mr. Dodderer, seconded by Mr. Swauger to approve the following Superintendent Recommendations a, c and d:

a. To approve a 2 year contract with Legend Lawn and Landscape for District mowing services for 2017-2018.

c. To approve Resolution authorizing the District to participate in the State Cooperative Purchasing Program (Appendix A).

d. To approve the 2019-2020 District calendar, and revisions to the 2017-2018 and 2018-2019 District calendars (Appendix B).

Aye: Mr. Dodderer, Mr. Swauger, Mr. Benton, Mr. Beverick, and Mrs. Booher
Motion carried.

Item b was broken down into the following 5 separate motions.

17-011 Moved by Mr. Benton, seconded by Mr. Dodderer to approve the following Superintendent Recommendation:

To approve facilities use fee waiver for Girl Scouts for the 2016-2017 school year: No charge.

Aye: Mr. Benton, Mr. Dodderer, Mr. Beverick, Mr. Swauger, and Mrs. Booher
Motion carried.

17-012 Moved by Mr. Benton, seconded by Mr. Dodderer to approve the following Superintendent Recommendation:

To approve facilities use fee waiver for JYAA for the 2016-2017 school year: $10 per hour.

Aye: Mr. Benton, Mr. Dodderer, and Mrs. Booher
Abstain: Mr. Beverick and Mr. Swauger
Motion carried.

17-013 Moved by Mr. Benton, seconded by Mr. Dodderer to approve the following Superintendent Recommendation:

To approve facilities use fee waiver for Johnstown Select Sports for the 2016-2017 school year: $20 per hour.

Aye: Mr. Benton, Mr. Dodderer, Mr. Beverick, Mr. Swauger, and Mrs. Booher
Motion carried.

17-014 Moved by Mr. Benton, seconded by Mr. Swauger to approve the following Superintendent Recommendation:

To approve facilities use fee waiver for Johnstown Men's League for the 2016-2017 school year: $40 per hour.

Aye: Mr. Benton, Mr. Swauger, Mr. Beverick, and Mrs. Booher
Abstain: Mr. Dodderer
Motion carried.

17-015 Moved by Mr. Benton, seconded by Mr. Dodderer to approve the following Superintendent Recommendation:

To approve facilities use fee waiver for Over 30 Basketball for the 2016-2017 school year: $50 per hour.

Aye: Mr. Benton, Mr. Dodderer, and Mrs. Booher
Abstain: Mr. Beverick and Mr. Swauger
Motion carried.

Mrs. Booher thanked the Board members for their work on the fees for facility rental.

Mr. Dickson explained that the following recommendation for policies was recommended by the District's attorney as required by law. Mrs. Booher asked to table policies 4120 and 4120.04 until the next meeting.
Mr. Swauger voiced his concerns on several policies. Many questions were answered by Mrs. Seibel and Mr. Dickson. He asked Mr. Dickson to look into the meaning of the term "immediately" as used in policy 2623 to ensure everyone understands what it means and is trained properly. He asked to have the wording corrected in policy 2623.02 from "2130" to "2013" and "ma be" to "may be". These were corrected on the policies for approval.
Mrs. Booher questioned the excessive language in some of the policies. Mrs. Seibel explained that the law dictates the need for several of these definitions and repetitive points. ORC requires several of these to be expressly written in the policy.
Mr. Swauger requested that policies 2260 and 2260.02 be pulled out and tabled until the next meeting. Mrs. Booher additionally requested policies 7540.03 and 7540.04 be pulled out and tabled until the next meeting. These will all be further analyzed by the new committee and brought back for approval at the next meeting.

17-016 Moved by Mr. Benton, seconded by Mr. Dodderer to approve the remaining policies under the Superintendent Recommendation as follows:

2260.01	Revised	SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY
2271	Revised	COLLEGE CREDIT PLUS PROGRAM
2430.02	Revised	PARTICIPATION OF COMMUNITY/STEM SCHOOL STUDENTS IN EXTRA-CURRICULAR ACTIVITIES
2460.03	New	INDEPENDENT EDUCATIONAL EVALUATIONS
2461	Revised	RECORDING OF DISTRICT MEETINGS INVOLVING STUDENTS AND/OR PARENTS
2623	Revised	STUDENT ASSESSMENT AND ACADEMIC INTERVENTION SERVICES
2623.02	Revised	THIRD GRADE READING GUARANTEE
3220	Revised	STANDARDS-BASED TEACHER EVALUATION
4120.08	Revised	EMPLOYMENT OF PERSONNEL FOR CO-CURRICULAR/EXTRA-CURRICULAR ACTIVITIES
5200	Revised	ATTENDANCE
5320	Revised	IMMUNIZATION
5330.02	New	PROCUREMENT AND USE OF EPINEPHRINE AUTO INJECTORS IN EMERGENCY SITUATIONS
5330.03	New	PROCUREMENT AND USE OF ASTHMA INHALERS IN EMERGENCY SITUATIONS
5350	Revised	STUDENT SUICIDE
5410	Revised	PROMOTION, ACADEMIC ACCELERATION, PLACEMENT, AND RETENTION
5517	Replacement	ANTI-HARASSMENT
5517.01	Revised	BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR
5517.02	New	SEXUAL VIOLENCE
5630.01	New	POSITIVE BEHAVIOR INTERVENTION AND SUPPORTS AND LIMITED USE OF RESTRAINT AND SECLUSION
8405	Revised	ENVIRONMENTAL HEALTH AND SAFETY ISSUES

8420	Revised	EMERGENCY SITUATIONS AT SCHOOL
8531	Revised	FOOD SERVICES MANAGEMENT
8800	Revised	RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES

Aye: Mr. Benton, Mr. Dodderer, Mr. Beverick, Mr. Swauger, and Mrs. Booher
Motion carried.

SUPERINTENDENT'S PERSONNEL RECOMMENDATIONS

17-017 Moved by Mr. Swauger, seconded by Mr. Beverick to approve the following Superintendent Recommendations as presented:

a. To authorize the Superintendent to enter into an agreement with C-tec to place two Student Technology Assistants in the Johnstown-Monroe Schools at a cost not to exceed $2,200 from the technology budget.

b. To accept the resignation of Marta Carter, Searfoss Paraprofessional, at the end of the 2016-2017 school year.

c. To approve the following Volunteer positions for the 2016-2017 school year, pending approval of BCI and/or FBI clearance as required, contingent upon obtaining/holding required certification and completion of all other required documentation. Should requirements not be met, this offer of employment or approval to coach/volunteer will be considered null and void.

Gary Epling	8th Grade Softball	Volunteer	1 year
Rick Greene	7th Grade Softball	Volunteer	1 year
Alison Hickman	AMS Track	Volunteer	1 year
Lyndsey Nadolson	8th Grade Softball	Volunteer	1 year
Loren Queen	Lacrosse	Volunteer	1 year

d. To not fill the Middle School Baseball Coaching positions for the 2017 season, due to a lack of LCL schools hosting 7th and 8th grade baseball teams and the lacking number of students participating.

e. To approve the revised job description for the Virtual Learning/Student-Staff Support Coordinator, as presented.

Discussion after the motion: Mr. Dodderer thanked Mrs. Carter for her service and thanked all volunteers for their time. He asked how information will be communicated to 6th graders about the baseball team, now that it will be not a school-sponsored sport. The baseball coach explained that he sends information home to students/parents. The team will still be hosted in Johnstown and be made up of the same individuals.
Mrs. Booher also thanked Mrs. Carter and praised her work. She also discussed item e. She explained the Board's changing vision for the JOLT program. She detailed the added duties of this position and asked Mr. Rings to present on the progress of these new responsibilities in his next report to the Board.

Aye: Mr. Swauger, Mr. Beverick, Mr. Benton, Mr. Dodderer, and Mrs. Booher
Motion carried.

ADDITIONAL BOARD BUSINESS/REPORTS
Old Business – Mr. Beverick gave an update on the planned storage buildings. He handed out a packet to the Board members showing planned placement and sizes of the buildings. 2 buildings, rather than 1, were found to be a better solution. Mr. Beverick explained that the next step is to determine details (doors, windows, colors, roof, etc.). The Board thanked Mr. Beverick for his work on these buildings. Mr. Benton voiced concerns on the placement of the buildings and the proximity to the throwing pit. This will be analyzed when making final placement decision. The Board will need to formally bid this project, due to the expected cost of the project.

New Business –
17-018 Moved by Mr. Swauger, seconded by Mr. Dodderer to approve for the preparation of specifications, and the advertising of bids for the construction of 2 storage buildings.

Aye: Mr. Swauger, Mr. Dodderer, Mr. Benton, Mr. Beverick, and Mrs. Booher
Motion carried.

JOHNSTOWN-MONROE LOCAL SCHOOLS

17-019 Moved by Mr. Swauger, seconded by Mr. Benton to approve to extend the moratorium to restrict open enrollment in grades K-8, effective July 1st, 2017..

Aye: Mr. Swauger, Mr. Benton, Mr. Beverick, Mr. Dodderer, and Mrs. Booher
Motion carried.

Mrs. Booher explained that there will be a new policy committee established that will review all policy updates prior to them coming to the Board for approval. After discussion of the Board members, it was decided that this committee will be comprised of Mrs. Booher, Mr. Swauger, Mr. Dickson, Mrs. Seibel, and Mr. Niblick. This committee will meet as needed to discuss new policy changes.

ADJOURNMENT

17-020 Moved by Mr. Swauger, seconded by Mr. Beverick to adjourn the meeting at 9:10 p.m.

Aye: Mr. Swauger, Mr. Beverick, Mr. Benton, Mr. Dodderer, and Mrs. Booher
Motion carried.

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Treasurer President