

# **RECORD OF PROCEEDINGS**

## **Minutes of Mathews Local Board of Education**

## **Regular Meeting**

**Held October 18, 2017**

The Mathews Local Board of Education met in a regular meeting on October 18, 2017 at 6:00 p.m. at the Mathews High School Cafeteria.

At 6:00 p.m. the President, Mr. Brown, called the meeting to order with all members present, gave the Pledge of Allegiance, which was followed by a moment of silence.

ROLL CALL: Mr. Brown-here, Mrs. Garman-here, Mr. Koehler-here, Mr. Rager-here, and Mrs. Woodyard-here.

### **EXECUTIVE SESSION**

At 6:01 p.m. it was moved by Mr. Brown and seconded by Mr. Koehler that the Board of Education enter executive session to discuss the appointment, employment and compensation of a public employee or official, and matters required to be kept confidential by federal law or rules or state statutes.

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler-yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

At 7:02 p.m. the President called the meeting back to order.

### **APPROVAL OF MINUTES**

Moved by Mr. Koehler and seconded by Mrs. Woodyard that the Board of Education approve the minutes of the regular meeting held September 20, 2017 and the special meeting held September 26, 2017.

DISCUSSION: None

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler-yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

### **FINANCIAL REPORTS**

Check Register  
Financial Summary  
Bank Reconciliation

*No entries beyond this point.*

## **RECORD OF PROCEEDINGS**

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

Moved by Mrs. Garman and seconded by Mr. Koehler that the Board of Education approve the financial reports for the month of September 2017 and the short-term investments made by the Treasurer, which yielded \$3,180.44 in interest.

DISCUSSION: None

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler-yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

**CORRESPONDENCE** – Mr. Lowery shared a letter from Joleen DeGaten concerning the 9th grade Honors English class and the Summer Reading Project that was to be completed before the beginning of the school year. Mr. Lowery said Ms. DeGaten had concerns about how the requirement of this project being completed to gain entry into the Honors English Class was not upheld as a few students who did not complete the project on time were given extra time to finish the project. Ms. DeGaten expressed in her letter that this treatment was unfair to those students that finished the project on time. Mr. Lowery said he agreed with the letter and that in the future there will be consequences of not finishing the Summer Reading project on time, such as a reduction of letter grade based on the number of days the project is turned in late. Mr. Lowery said he would be reaching out to Ms. DeGaten.

**RECOGNITION** – Thank you to the following individuals for a successful Meet the Candidates Night:

Julie Berkhouse: Organizer; Carla Pacileo: Organizer and Host; Jeffrey Parent: Moderator; George Garrett: Technical Equipment; Eric Marsh: Social Studies Teacher; Leah Nicholas: Social Studies Teacher; Gary Jones: Social Studies Teacher; Erika Matola: Art Teacher; Social Studies Students; Senior Art Students; LeAnn Sena: Baker Library ; Baker 6th Grade Art Students; Pastor Andy Lake: Liberty Bible Church; Pastor Mary Prior: Vienna Methodist Church

**PRESENTATION**— none

**PUBLIC PARTICIPATION**— Jennifer Julian, parent of multiple students that attend the District, expressed her concern about one of her children that attends a special education unit at EJ Blott Elementary in Liberty. Ms. Julian expressed concern about her son only having a one-on-one aide from 9:15 a.m. to 2:45 p.m. during the school day. She said that without a one-on-one aide the teacher and other aides are not able to control her son. Other students and staff have been hurt in the time before the aide arrives and after the aide leaves for the day. She said she spoke to Mr. Lowery and that he had 48 hours to make a decision

*No entries beyond this point.*

# RECORD OF PROCEEDINGS

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

concerning the aide. She said her son cannot be accommodated by Mathews so he must go to the unit at Liberty. She expressed concern over having to miss work to come to school to deal with the behavior of her son when the aide is not present. She said that 20 or so injuries to other students and staff have occurred, but when the aide is present there are no issues. Mr. Lowery said the original complaint was for the time from 2:30 to 3:00 when he got on the bus to go home, and that the aide's time was to 9:15 to 2:45 p.m. to try and help with that time of the day. Ms. Julian disagreed and said the original complaint was in the morning from approximately 8:30 to 9:00 a.m. Mr. Lowery said after having a meeting with Ms. Julian and others it was offered to extend the aides time from 9:15 to 3:00 p.m. to alleviate the issues at the end of the day. Mr. Lowery said that Ms. Julian wanted to discuss that option with her ex-husband. Ms. Julian said she did talk it over with her husband and her response was to request an aide all day for her son. Ms. Julian said the other aides are not always in the classroom, they take other students into mainstreamed classes. Mr. Brown said that the Board needed more time to discuss this matter and offered either to have Ms. Julian attend an executive session before a Board meeting, or to contact the Board about having a meeting at another time. Mr. Brown said that the Board could not offer any resolution to the issue at hand tonight. Ms. Julian expressed interest in meeting with the Board or some of the Board in the near future to discuss this matter further.

## **COMMITTEE REPORTS**

**Maintenance/Transportation, Chuck Pulice** – The news bus that was purchased, bus #17 is stickered and on the road. Erica Corson is driving the new bus. Bus #12 had its brakes replaced by 82 Auto Wrecking. Bus #14 was towed by May's towing and scrapped. Bus 9 and Bus 15 had front tires replaced with the tires from Bus #17, which had snow tires installed.

**Cafeteria, Paula Nowery** – All free and reduced lunch applications that have been returned have been processed. As a reminder applications for free and reduced can be turned in at any time during the year. Students that qualified last school year for free and reduced lunches carry over for the first 30 days of this school year, which ended October 4, 2017. These students will be removed from the free and reduced lists if a new form is not received by October 4.

**Baker**- Serving 51 breakfasts daily—an amazing start to the year!

**Currie**- Serving 43 breakfasts daily—also a strong number. We have also started lucky tray day and it has gone well so far.

**MHS**- New pizza items and sandwiches have been offered to students and so far the feedback has been positive.

*No entries beyond this point.*

# RECORD OF PROCEEDINGS

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

**Elementary, Mike King** – Interim reports were posted to Parent Assist on September 29. The 3rd Grade Reading AIR test will take place October 4-5. Student in 1<sup>st</sup>, 2<sup>nd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grades are taking IOWAS and Cogats during the weeks of October 9<sup>th</sup> and October 16<sup>th</sup>. These tests are used for gifted identification. The Currie Book fair was held the week of October 2<sup>nd</sup>. Mrs. Cupp had a great turn out for her family night. There is a 3<sup>rd</sup> grade “Parent Night” scheduled for Wednesday, October 18. The focus of the meeting is to discuss the Third Grade Reading Guarantee, AIR Testing and Reading Improvement and Monitoring Plans (RIMPs). Fall fundraisers at Currie and Baker are complete. Approximately 30 students from Baker and Currie will be participating in the annual “Limo Lunch” on Monday, October 16<sup>th</sup>. Fundraiser pick-up day is scheduled for Tuesday, October 24 from 3:20-5:00 p.m. Baker and Currie pictures are set: Currie: October 25, and Baker: October 26. The Baker Halloween Parade will be held Monday, October 30<sup>th</sup> at 2:15 p.m. The Currie Halloween parade will be held Tuesday, October 31 at 2:15 p.m. Congratulations to this year’s Student Council representatives. Elections were held the week of September 25<sup>th</sup>.

## **Student Council Classroom Representatives:**

3<sup>rd</sup> Grade: Briana Manser, Gabi Pucci, and Mitchell McEvoy

4<sup>th</sup> Grade: Daniel Ring, Allie Ramsey and Jimmy Pegg

5<sup>th</sup> Grade: Carlie Bowser, Lorie Taylor and Gage Davis

6<sup>th</sup> Grade: Jade Pabon, Katie Bowser and David Kay

## **Student Council Officers:**

Secretary: Emma Harley

Vice President: Payton Hopkinson

Co-Presidents: Hailie-Marie Flood and Logan Geilhard

**MHS, Jim Stitt** – October 10<sup>th</sup> was School Picture retake day. The first 9 week grading period will end on October 27<sup>th</sup>. There will be no school that day and staff will have a Professional Development day. November 16<sup>th</sup> is early release for students due to parent/Teacher conferences. Conferences will be from 2:30-8:30 p.m. Students will be released at 1:00 p.m. MHS Student Council in conjunction with National Honor Society will hold their annual food drive in November. All good collected will be donated to the Vienna Food Pantry. NHS inductions will take place in November this year. A date will be decided soon. Red Cross blood drive was held on September 22<sup>nd</sup>. All students 16 and older were eligible to donate. Our annual Homecoming Game was held October 13<sup>th</sup> vs. Chalker. Homecoming King and Queen were crowned before the game. The Homecoming dance was held on October 14 at Tiffany’s Banquet Center from 6:30-10:30 p.m. More than 200 students danced the night away. Senior Night for Fall Sports, Cheerleading and Band will be October 27 before our last home football game vs. Newbury. The Fall Sports banquet is November 9<sup>th</sup> at 6:30 p.m. in our gymnasium. Our volleyball team will play on Monday, October 19<sup>th</sup> at 5:00 p.m. at Lakeview High School against the winner of the

*No entries beyond this point.*

# **RECORD OF PROCEEDINGS**

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

Brookfield/Badger match. Soccer will play their first tournament game at Mineral Ridge on October 17<sup>th</sup> at 7:00 p.m.

**Legislative Report, Rex Rager** – no report

**TCTC Report, Jamie Koehler** – Took a tour of the new dental assistant lab at the TCTC and was impressed by the new learning opportunity for TCTC students. TCTC students are not able to use some of the credits they earn as credit at Stark State College, too. TCTC is trying to add other schools to this agreement.

**FINANCIAL (Recommended by the Treasurer)**

**#55-2017**

**A. FIVE-YEAR FORECAST**

It is recommended that the Board of Education approve the Five Year Forecast as revised October 18, 2017.

**B. CAPITAL MAINTENANCE SET-ASIDE**

It is recommended that the Board of Education approve the Capital Improvement and Maintenance Set Aside amount of \$129,121.90 as calculated by the Ohio Department of Education based on provisions of Section 3315.18 of Am. Sub. H. B. 49.

**C. 403(b) PLAN- BROKER ZEL BUSH LPL FINANCIAL**

It is recommended that the Board of Education approve Zel Bush of LPL Financial as a qualified broker for the District's 403(b) plan pending execution of the Broker Agreement as contained in Appendix C of the District's 403(b) plan.

**D. FY2018 TRANSFER TO TERMINATION BENEFITS**

It is recommended that the Board of Education approve the following transfer from the General Fund to the listed:

<u>Fund</u>	<u>Amount</u>
035 Termination Benefits	\$43,296.00

Moved by Mrs. Garman and seconded by Mr. Koehler that the Board of Education approve the above items.

**DISCUSSION:** The treasurer, Mr. Jones, discussed the five year forecast. The Treasurer's forecast highlights included: an increase in expenses for open enrolled out students, a slight

*No entries beyond this point.*

## **RECORD OF PROCEEDINGS**

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

increase in revenue for open enrolled in students. The Treasurer explained that both open enrolled in and open enrolled out numbers have increased over time, but the year-over-year changes are hard to predict. The treasurer also spoke about an expected increase in the forecast for insurance benefits based on anticipated premium increases being approved by the Trumbull County Insurance Consortium. Mr. Jones also highlighted the District's dependence on operating levies and explained that the majority of the funding received by the school comes from local levies. He explained that two operating levies will expire soon—one in TY2018 and one in TY2019, and expressed how crucial those renewal levies are to the District's financial health. Finally, the Treasurer explained that deficit spending is forecasted in all 5 years of the forecasted and therefore prudent fiscal management needs to continue. Even with the deficit spending forecasted, provided the renewal levies pass, the district will be sustained by its cash balance.

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

### **PERSONNEL (Recommended by the Superintendent)**

**#56-2017**

A. **CLASSIFIED RESIGNATION- NATHANIEL MONNETTE**

It is recommended that the Board of Education accept the resignation of Nathaniel Monnette, 3.75 hour-per-day custodian at Baker Elementary, effective September 28, 2017..

B. **CLASSIFIED UNPAID LEAVE- LYNN SHERIDAN**

It is recommended that the Board of Education approve two unpaid days for Lynn Sheridan, Baker Elementary Secretary, on October 16 and October 17, 2017.

C. **CLASSIFIED ADDITIONAL HOURS- DEBRA CUPP**

It is recommended that the Board of Education approve an additional 4 hours at \$12.39 per hour for Debra Cupp, Currie Librarian, to work the Currie Book Fair on October 4, 2017.

D. **CLASSIFIED 1-YR LIMITED CONTRACT- JEFF SMITH**

It is recommended that the Board of Education hire Jeff Smith as an assistant custodian at Baker Elementary on a one-year limited contract, \$14.15 per hour, 3.75 hours per day, 221 days per year (including holidays), to be pro-rated for

*No entries beyond this point.*

**RECORD OF PROCEEDINGS**

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

the remainder of the 2017-2018 school year effective Tuesday, October 24, 2017.

**E. JUNIOR HIGH PREP BOWL ADVISOR- GABRIELE CALIOR**

It is recommended that the Board of Education hire Gabriele Calior for the position of Junior High Prep Bowl Advisor for the 2017-18 school year.

**F. PERCUSSION INSTRUCTOR PRO-RATED AMOUNT- TYLER MATHEWS**

It is recommended that the Board of Education approve the following payment to Tyler Mathews for the Percussion Instructor supplemental contract for the 2017-2018 school year based on a pro-rated amount of \$570.00 to reflect actual duties completed.

**G. NON-LICENSED SUPPLEMENTALS 2017-18 SCHOOL YEAR**

WHEREAS, the Board of Education has posted the following positions as being available to employees of the District who hold educator licenses, and no such employee meeting all of the Board’s qualifications has applied for, been offered, and accepted such positions, and

WHEREAS, the Board of Education then advertised these positions as being available to licensed individuals not employed by the District, and no such person meeting all of the Board’s qualifications has applied, been offered, and accepted such positions,

BE IT THEREFORE RESOLVED that the following non-licensed individuals be employed for the 2017-2018 school year pending proof of proper credentials, FBI, and BCII check, signed job description, and the existence of a team.

Chris Vesey.....	Junior Varsity Boys Basketball Coach	\$3,242.00
Steve Haynie .....	8 <sup>th</sup> Grade Boys Basketball Coach	\$1,980.00
Aaron Smalley .....	Junior Varsity Girls Basketball Coach	\$3,242.00
Steve Sponsler.....	7 <sup>th</sup> Grade Girls Basketball Coach	\$1,980.00
Mark Rhodanz.....	7 <sup>th</sup> Grade Boys Basketball Coach	\$1,980.00

**H. VOLUNTEER ASSISTANTS 2017-18 SCHOOL YEAR**

It is recommended that the Board of Education approve the following individuals as volunteer assistants effective for the 2017-2018 school year

*No entries beyond this point.*

# **RECORD OF PROCEEDINGS**

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

pending proof of proper credentials, FBI, and BCII check and the existence of a team.

Mike Kennedy.....Varsity Boys Basketball Volunteer  
Wade Sharp.....Varsity Boys Basketball Volunteer

Moved by Mrs. Woodyard and seconded by Mr. Rager that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

**CONTRACTS/AGREEMENTS (Recommended by the Superintendent) #57-2017**

**A. KLABEN FORD LINCOLN OF WARREN- VAN QUOTE**

It is recommended that the Board of Education approve the lowest and/or best quote received from Klaben Ford Lincoln of Warren, Inc. to purchase one, 2017 Ford Transit Connect van, at a cost of \$21,815.60 and approve the corresponding purchase order.

**B. FY2018 TRUMBULL COUNTY ESC CONTRACT FOR SERVICES**

It is recommended that the Board of Education approve the contract with the Trumbull County Educational Service Center to provide special education services with an estimated annual amount of \$666,971.00 for the 2017-2018 school year.

**C. TCESC EXCESS COST PAYMENT FOR FY 2017**

It is recommended that the Board of Education approve an additional amount to be paid to the TCESC covering the 2016-2017 shared services and cooperative programs agreement now settled with the district owing \$112,266.99.

**D. SWEPC COOPERATIVE COMMODITY PROGRAM AGREEMENT**

It is recommended that the Board of Education approve the agreement with SWEPC Cooperative Commodity Program for the assignment of USDA Donated Food for the 2018-2019 school year.

*No entries beyond this point.*



# RECORD OF PROCEEDINGS

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

## **E. PURCHASE ORDERS**

It is recommended that the Board of Education approve the following purchase orders not to exceed:

<u>PO Number</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
0033329	10/11/17	M. CONLEY CO.	8 SKIDS ICE MELT FOR DISTRICT	2,062.64
0033332	10/12/17	BRIGHT IDEAS PRESS, LLC	MATH, ENGLISH/READING MATERIALS	177.10
0033333	10/16/17	VALIC	SEVERANCE	35,188.73
0033334	10/17/17	TIFFANY'S BANQUET CNTR.	WINTER DANCE	1,600.00
0033336	10/17/17	HOUGHTON MIFFLIN HARCOURT	BAKER GIFTED IDENTIFICATION	864.49
0033337	10/17/17	HOUGHTON MIFFLIN HARCOURT	CURRIE GIFTED IDENTIFICATION	1,263.49
0033338	10/17/17	TRINITY 3 TECHNOLOGY	CHROMEBOOKS & CARTS	11,260.00
0033339	10/17/17	ANGUS G. MACAULAY	CURRIE WATER STUDY	5,000.00
0033340	10/18/17	KLABEN FORD OF WARREN	FORD CONNECT VAN	21,815.60

Moved by Mr. Koehler and seconded by Mr. Rager that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

## **OTHER RECOMMENDATIONS (Recommended by the Superintendent) #58-2017**

### **A. FIELD TRIP- 2<sup>ND</sup> GRADE YSU PLANETARIUM AND OH WOW**

It is recommended that the Board of Education approve the 2<sup>nd</sup> Grade field trip to the YSU Planetarium and the Oh Wow! Museum in Youngstown, on December 14, 2017.

### **B. FIELD TRIP- SPANISH CLASS BUTLER INSTITUTE OF ART**

It is recommended that the Board of Education approve the Spanish class field trip to the Butler Institute of American Art in Youngstown on May 8, 2018.

### **C. FIELD TRIP- HIGH SCHOOL BAND WILLIAMSBURG, VA**

*No entries beyond this point.*

# RECORD OF PROCEEDINGS

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

It is recommended that the Board of Education approve the High School Band trip to Williamsburg, Virginia, May 4 – 6, 2018.

## **D. ATHLETIC BUDGETS 2017-18 SCHOOL YEAR**

It is recommended that the Board of Education approve the Jr. High and High School girls' and boys' basketball budgets for the 2017-18 school year.

## **E. 2017-18 AMENDED STUDENT ACTIVITY BUDGETS**

It is recommended that the Board of Education approve the following student activity budget for the 2017-2018 school year:

	<u>Actual Beginning Balance 7/1/2017</u>	<u>Estimated Receipts</u>	<u>Estimated Expenses</u>
200 9227 Baker Prep Bowl	148.00	150.00	240.00

Moved by Mr. Koehler and seconded by Mrs. Garman that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

## **OTHER BUSINESS**

The next regular board meeting will be held Wednesday, November 15, 2017 at 6:00 p.m. at Mathews High School Cafeteria. As a reminder, the executive session will begin at 6:00 p.m. with the public portion of the meeting to be held immediately after.

## **ADJOURNMENT**

At 7:55 p.m. it was moved by Mr. Brown and seconded by Mr. Koehler to adjourn.

Unanimously in favor.

MOTION CARRIED.

# **RECORD OF PROCEEDINGS**

**Minutes of Mathews Local Board of Education**

**Regular Meeting**

**Held October 18, 2017**

President

Treasurer

*No entries beyond this point.*