
Tecumseh Local Board of Education
Regular Meeting Agenda
June 25, 2019 5:00 p.m.
Tecumseh High School - FFA Facilities / Arrow Conference Room
9830 W. National Road, New Carlisle, OH 45344

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the regular meeting as indicated on the regular agenda.

I. OPENING

- A. Call to Order Scott___ Martin___ Brents___ Scarff___ Slagell___
- B. The board members and central office administration will tour the FFA facilities at Tecumseh High School and will move to the Arrow Conference Room immediately following.
- C. Pledge of Allegiance
- D. Recognition of Guests
- E. _____ moves and _____ seconds the Board of Education to approve the minutes of the May 28, 2019 meeting.

ROLL CALL: Scott___ Martin___ Brents___ Scarff___ Slagell___

II. COMMUNICATIONS

- A. **Written Communications**
- B. **Reports**
- C. **Communications**
- D. **Public Comments**

III. OLD BUSINESS

None at this time.

IV. NEW BUSINESS

ADOPTION OF CONSENT CALENDAR – PERSONNEL

*Action by the Board of Education in "Adoption of Consent Calendar" at this point of the agenda means that **Items A through N** are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.*

The Superintendent recommends, _____ moves and _____ seconds that the Board of Education approves the consent agenda items A through N.

A. Resignations See Exhibit A.

Denise Thomas, Family and Consumer Sciences Teacher at Tecumseh Middle School. Effective June 12, 2019. Reason - Personal.

Carole Putinas-Numminen, Intervention Specialist at Tecumseh Middle School. Effective May 29, 2019. Reason - Retirement.

Alison Deady, ½ Exploratory Teacher for the Migrant Summer School program. Effective June 1, 2019. Reason - Personal.

Stacie Anderson Cook, Third Grade Teacher at Donnelsville Elementary School. Effective at the end of the 2018-2019 school year. Reason - Personal.

Debbie Gemmaka, 7th Grade Math Teacher at Tecumseh Middle School. Effective at the end of the 2018-2019 school year. Reason - To accept another position within the district.

B. Employment – Certified

The following individuals are recommended for employment for the 2019-2020 school year, as presented. See Exhibit B.

Mariah Whitman, Intervention Specialist at Tecumseh Middle School. Effective for the 2019-2020 school year. (Pending background check / licensure)

Amanda Wheeler, Intervention Specialist at Tecumseh Middle School. Effective for the 2019-2020 school year.

Debbie Gemmaka, Adolescent Skills Teacher at Tecumseh Middle School. Effective for the 2019-2020 school year.

C. Employment - Classified

The following individuals are recommended for employment for the 2019-2020 school year, as presented. See Exhibit C.

Karen Lowrey, Bus Aide for Tecumseh Local Schools. Effective for the 2019-2020 school year.

Traeln Hoover, Part-Time (4 hour) Secretary at Medway Elementary School. Effective for the 2019-2020 school year. pending background check

Melissa Carnes, Lunchroom Monitor at New Carlisle Elementary School.
Effective for the 2019-2020 school year.

D. Employment – Transfer

The following individual is recommended for transfer for the 2019-2020 school year, as presented.

Kary Burlile, transfer from Secretary at Medway Elementary School to Attendance Secretary at Tecumseh High School, effective for the 2019-2020 school year.

E. Employment – Supplemental - Athletic

None.

F. Employment – Certified Substitutes 2019-2020

The individuals listed below are to be employed as a substitute on an as-needed basis for the 2019-2020 school year, as presented.

Mechelle Allen	Virginia Angus-Hall	Vickie Bates
Fanessa Bendall	Carol Blasé	John Buechele
Clinton Buffington	Robert Bush	Joanna Chapman
Patricia Chastain	Kellie Craport	Katherine Crossin
Amanda Dabrowski	Chloe Dabrowski	Brian Ebright
Gary Ehlinger	Jessica Ellington	Cindy Englebrecht
James Faber	Richard Fischer	Linda Freeze
Elaine Frey	Matt Frost	Julie Gallagher
James Gardewin	Jerome Gracy	Martin Harness
Kathryn Herdman	Debra Hoffman	Susan Hoke
Christopher Honefanger	Gene Karn	Donna Kline
Ida Kwarteng	Amy Leighty	Geraldine Lester
Daniel Liggett	Grant Loveless	Ronald Mason
Rae Massie	Nathan Matthews	Chris McDaniel
Kathrine McEnaney	Jaynet McKnight	J Chris Moore
Eric Munson	Stacia Musgrove	Jill Patrick
Robin Patrick	Alan Peczkowski	Dana Pencil
Maria Peter	Jeffrey Powell	Carolyn Pytel
Jim Reisinger	Richard Richmond	Marcus Rixon
Kaitlyn Roe	Paul Sauter	Kathie Schwarz
Angela Scott	Randy Shade	Dennis Shumaker
Gerritt Smith	Kathleen Smith	Stephen Smith
Robert Spyker	Wilda Stanley	Mary Steele
Maribel Stough	Cynthia Summerfield	Catherine Sutherly
Cassie Svisco	Ann Tantlinger	Chad Taylor
Kim Truong	Jamie Vance	Wallace Wadsworth

Amy Walp
Michele Willeford

Rachel Ward
Terry York

Robert Wigton

G. Employment – Classified Substitutes 2019-2020

The individuals listed below are to be employed as a substitute on an as-needed basis for the 2019-2020 school year, as presented.

Don Arndts	Sheila Beel	Sandra Bird
Ethel Blue	Sarah Bowshier	Brad Bowers
Linda Brandenburg	Bridget Combs	Emily Cook
Roberta Cornett	Marvin Cornett	John Cottrell
Jeffrey Danner	Ciara Diamond	Brandi Diehl
Tim Emberton	Steve Finnell	David Gehret
Mitchell Gehret	Ethel Gibbs	Debra Hall-Brandt
Tanya Harrison	Connie Henson	Laura Hoffman
Carol Huffman	Diane Jennings	B. Sue Jones
Beth Kiger	Terry Kline	Zachary Kohn
Kyle Leathley	Pamela Ledford	Natasha Legge
Karen Lowrey	Frank Mastin	Michael Mazzone
Paige Medve	Joselyn Metz	Megan Miller
Jessica Minnick	Helen Mullins	Anna Naff
Jenna Paulus	Rosemary Pennington	Melissa Peters
Dustin Petersime	Jill Reese	Jordan Rose
Glenda Russell	Cindy Scarff	Beverly Schiller
Deborah Sears	Doris Shackleton	Pamela Sisco
Carol Stambaugh	Terri Stoltz	Rebecca Swearingen
Jane Taylor	Linda Wright	

H. Employment – Supplemental - Travel 2019-2020

The following list of employees and travel amounts are recommended for approval for the 2019-2020 school year.

Accurso, Dianna	\$550	Cassidy, Veronica	\$900
Circle, Andrea	\$750	Diller, Roger	\$1,000
Eier, Craig	\$2,200	Emory, Bendi	\$550
Flinn, Christine	\$800	Fogt, Melissa	\$2,000
Gehret, DeAnna	\$1,000	Hall, Kayla	\$250
Husic, Mike	\$2,100	Knotts, Jan	\$750
Linch, Karin	\$200	Longberry, Maggie	\$800
Massie, Suzanne	\$300	Medve, Dawn	\$450
Moore, Beth	\$1,000	Nickell, Debbie	\$550
Priest, Jennifer	\$300	Reynolds, Stacy	\$2,200
Riffel, Jennifer	\$750	Rinaldo, Marianne	\$600
Short, Julia	\$300	Vehorn, Todd	\$2,300
Wile, Susan	\$3,000		

I. Employment – Supplemental – Extended Time

The following employees and the amount of their extended time are recommended for the 2019-2020 school year.

Mike Husic	CBI	10 days
John Heintl	THS Guidance	5 days
Kendra Mayfield	THS Guidance	5 days
Kristina Talley	THS Guidance	5 days
Jennifer Priest	TMS Guidance	5 days
Suzanne Massie	TMS Guidance	5 days
Karin Linch	Family & Consumer Science	5 days
Todd Vehorn	VoAg	30 days

J. Employment – Supplemental – Muse Machine Advisor

The following individuals are recommended for the positions as listed for the 2019-2020 school year – salary as per the Negotiated Agreement.

THS Muse Machine Advisor	Julie Davis
THS Assistant Muse Machine Advisor	Lisa Moon
TMS Muse Machine Advisor	Jana Flory

K. Employment – Supplemental – Department Head

The following individuals are recommended for the department head supplemental for the 2019-2020 school year, salary as per the Negotiated Agreement.

Art	Stephanie Stevens
English	Lisa Moon
Guidance	Kristine Talley
Health/Physical Education	Roger Culbertson
Math	Guil Herrick
Music	Melissa Willardson
Science	Scott Herbert
Social Studies	Doug Free
Special Education	Lisa Wells
Vocational Department	Todd Vehorn
Business	Michelle Haythe
Foreign Language	Leslie Budding

L. Employment – Supplemental - Music

The following individuals are recommended for the positions as listed for the 2019-2020 school year – salary as per the Negotiated Agreement.

Band Camp	Melissa Willardson
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Band Camp Assistant	Bryan Martin
Band Camp Assistant	David Wilson
Marching Band Director	Melissa Willardson
Assistant Marching Band Director	Bryan Martin
Assistant Marching Band Director	David Wilson
Flag & Rifle Corp Director	Rebecca Brittain

M. Employment – Supplemental - Miscellaneous

The following individuals are recommended for the positions as listed for the 2019-2020 school year – salary as per the Negotiated Agreement.

ROTC Drill Instructor	to be determined
Yearbook (THS)	Lisa Moon
Freshman Class Advisor	to be determined
Sophomore Class Advisor	to be determined
Junior Class Advisor	Leslie Budding
Senior Class Advisor	Kristie Talley
Academic Team Advisor	Beth Cinson
National Honor Society	Angela Jones
THS Student Council Advisor	Kathryn Wright
THS Fall Play	Michelle Poston-Peters/to be determined
TMS Student Council Advisors	Nicole White/Lisa Minna
TMS Yearbook	Annie Huffman/Sheli Randall

N. Employment - Certified - Migrant Summer School

The Board is asked to approve the following individuals for the Migrant Summer School program during the summer of 2019.

Jennifer Arling - Image Teacher

ROLL CALL: Scott___ Martin___ Brents___ Scarff___ Slagell___

ADOPTION OF CONSENT CALENDAR – ADMINISTRATIVE

*Action by the Board of Education in "Adoption of Consent Calendar" at this point of the agenda means that **Items O through Q** are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.*

The Superintendent recommends, _____ moves and _____ seconds that the Board of Education approves the consent agenda items O through Q.

O. AFJROTC Minimum Instructor Pay

The board is requested to approve an adjustment in pay from July 2018 through June 2019 for the ROTC instructors, as per Department of the Air Force, Air Education and Training Command, in the amount presented. The amount is an

adjustment to fulfill the contract obligation and is payable immediately. The contracts for the 2019-2020 school year for the AFJROTC position will be adjusted to reflect this increase/decrease in pay.

Maj. Couch	\$315.00
MSgt Ruiz	\$658.30

P. Membership - OASBO

Tim Nijak, Senior Accountant, will attend OASBO meetings and training seminars as the Treasurer's representative when the Treasurer is unable to attend. The cost to attend is reduced for OASBO members. The board is asked to approve OASBO membership for Tim Nijak in the amount of \$100.

Q. Ala Carte and Catering Price Lists

The Tecumseh Local Child Nutrition Services has submitted for board approval ala carte and catering price lists for the 2019-2020 school year, as presented. See **Exhibit Q**.

ROLL CALL: Scott___ Martin___ Brents___ Scarff___ Slagell___

ADOPTION OF CONSENT CALENDAR – FINANCIAL

*Action by the Board of Education in "Adoption of Consent Calendar" at this point of the agenda means that **Items R through GG** are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the "Consent Calendar" and voted upon separately.*

The Superintendent recommends, _____ moves and _____ seconds that the Board of Education approves the consent agenda items R through GG.

R. Financial Reports

The Board of Education is requested to review and approve the financial reports for May 2019.

S. Transfer Money

Approval is requested for a transfer from the Food Service Catering account to the regular Food Service account in the amount of \$172,568.07, to cover the cost of free breakfast that was offered during the 2018-2019 school year.

T. Appropriations Amendment

Approval is requested to amend district revenue and appropriations with the county auditor's office at the end of June 2019 according to the official appropriations document and certificate of estimated resources, as on file in the Treasurer's office.

U. Adoption of Appropriations for July 1, 2019 through June 30, 2020 for all Funds

Appropriations to meet ordinary expenses at the fund level for July 1, 2019 through June 30, 2020 fiscal year are recommended for adoption, with official document and 412 certificate as on file in the Treasurer's office.

V. Processing Vouchers

It is recommended that the Treasurer be authorized to process open vouchers for all funds as required to comply with company discounting.

W. Authorization to Request an Advance on Taxes

It is recommended that the Treasurer be authorized to request from the Clark County Auditor, advances on taxes when available during the 2019-2020 fiscal year.

X. Authorization to Invest

It is recommended that the Treasurer be authorized to invest funds, as available, during the 2019-2020 fiscal year according to board adopted investment policies.

Y. Fund Advances and Transfers

1) It is recommended that the Treasurer be authorized to transfer monies within a fund from one account to another and/or establish new accounts in all funds except Bond Retirement during the 2019-2020 fiscal year.

2) It is recommended that the Treasurer be authorized to advance monies from the General Fund to any federal and/or state funds that reflect a deficit cash balance at the end of any month during 2019-2020, with monies to be returned to the General Fund upon receipt of monies so designated for the fund. (Example: Title I monies not received as scheduled.)

Z. Fixed Asset Disposal List

The inventory disposal list for fiscal year 2019 is recommended for approval at this time. The list consists of any items that are obsolete, and/or no longer functional. See **Exhibit Z**.

AA. Liability, Fleet, & Property Insurance

The board is asked to approve the July 1, 2019 to July 1, 2020 insurance renewal for Liability, Fleet, & Property Insurance. The District contracts with the Southwestern Ohio Educational Purchasing Council (EPC) for this insurance. The cost is \$127,919 (which is a slight increase from the prior year).

BB. SAA and Athletic Budgets for Fiscal Year 2020

The board is asked to approve the SAA and Athletic Budgets for Fiscal Year 2020, as on file in the Treasurer's office.

SAA Budgets

200	9601	Band Club
300	9701	Business Club
200	9751	Choir Fund
200	9412	Creative Writing Club
200	9351	Drama Club
200	9201	FCCLA
200	9301	FFA
200	9723	Freshman Class of 2023
200	9722	Sophomore Class of 2022
200	9721	Junior Class of 2021
200	9720	Senior Class of 2020
300	9613	Marching Band
300	9614	Pep Band
300	9401	Muse Machine Fund
200	9752	Musical
200	9111	National Honor Society
018	9051	Principal's Fund
200	9809	Rolling Arrows
200	9131	ROTC - Cadet Corps
200	9132	ROTC - Honor flight
200	9519	Science Fund
200	9524	Indoor Track
022	9021	Staff Fund
200	9101	Student Council
200	9851	Yearbook
300	9921	Athletic Fund
300	9927	Baseball
300	9937	Bowling
300	9922	Boys Basketball
300	9929	Boys Soccer
300	9935	Boys Tennis
300	9931	Cross Country
300	9923	Girls Basketball
300	9924	Girls Soccer
300	9934	Girls Tennis
300	9933	Boys Golf
300	9539	HS Basketball Cheer
300	9540	HS FB Cheer
300	9925	HS Football
300	9538	MS Basketball Cheer
300	9541	MS Football Cheer
300	9936	MS Football
300	9928	Softball
300	9938	Swimming

300	9932	Track
300	9926	Volleyball
300	9930	Wrestling
018	9050	Principal's Support - Park Layne Elem.
022	9050	Special Trust - Park Layne Elem.
018	9052	Principal's Support - New Carlisle Elem.
022	9052	Special Trust - New Carlisle Elem.
018	9046	Principal's Support - TMS
022	9018	Special Trust - TMS

CC. Federal Procurement Guidelines

The Treasurer recommends the acceptance of a grace period for the implementation of the new Federal Procurement Guidelines, up to and including June 30, 2018. The Board has already adopted the new Board Policy in reference to these guidelines (Policy 6325) and additional procurement procedures have also been developed to adhere to the policy.

DD. Student Accident Insurance

Approval is requested for the Student Accident insurance for 2019-2020 through Guarantee Trust Life. This is the same company the district has used in the past. See **Exhibit DD**.

EE. Fund Advances

The board is asked to approve the following as presented:
Negative fund balances covered by unencumbered general fund balance for May 2019.

001-000	\$206,456.87
505-9019	(\$10,164.15)
516-9019	(\$51,154.48)
551-9019	(\$1,858.92)
572-9019	(\$60,588.83)
572-9919	(\$68,600)
587-9019	(\$0)
590-9019	(\$9,253.96)
599-9019	(\$4,836.53)
461-9019	(\$0)

This information is to notify the Board of Education and show there are sufficient funds in the general fund to cover the negative grant funds.

FF. Approval to Pay Invoice

The Board is asked to approve the payment of an overdue invoice. A purchase order was not created to pay for the consultation and yearly maintenance of the

Filemaker Pro Data Management System from June 1, 2018 to June 1, 2019. The amount of the invoice is \$5,000.

GG. Resolution to Proceed with Emergency Renewal Levy and Permanent Improvement Levy

The Board is asked to approve the Resolution to Proceed with the Emergency Renewal Levy and Permanent Improvement Levy. **Exhibit GG.**

ROLL CALL: Scott___ Martin___ Brents___ Scarff___ Slagell___

INSTRUCTIONAL

The Superintendent recommends, _____ moves and _____ seconds that the Board of Education approves:

HH. Out-of-State / Overnight Field Trips

Tecumseh High School Band Director Melissa Willardson is requesting board approval for the following out-of-state and overnight field trip:

Band Trip: March 26-29, 2020 - New York City, The cost is expected to be \$792 per person. Funds raised for the trip through the music booster group will be divided evenly amongst the students. Chaperones would personally pay the same price. There is no cost to the district for this field trip.

ROLL CALL: Scott___ Martin___ Brents___ Scarff___ Slagell___

POLICY ADOPTION, REVISION, OR REVIEW

II. Policy Review

The board is asked to review the following policies, as presented. See **Exhibits.**

Revisions:

Policy

5113.02 - School Choice Options

5610 - Removal, Suspension, Expulsion, and Permanent Exclusion of Students

5610.03 - Emergency Removal of Students

6320 - Purchasing and Bidding

6325 - Procurement - Federal Grants/Funds

6605 - Crowdfunding

7540.02 - Web Accessibility, Content, Apps, and Services

8400 - School Safety

8500 - Food Services

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- V. PLANNING AND DISCUSSION**
 - Transportation
 - VI. SUPERINTENDENT’S REPORT**
 - VII. ASSISTANT SUPERINTENDENT’S REPORT**
 - VIII. TREASURER’S REPORT**
 - Direct Private Placement (Current Refunding-Series 2012 Bonds)
 - Catastrophic Reimbursement
 - IX. DIRECTOR OF SPECIAL EDUCATION AND PROFESSIONAL DEVELOPMENT REPORT**
 - X. STUDENT BOARD OF EDUCATION LIAISON MEMBER REPORT**
 - XI. INFORMATION ITEMS**
 - June 7-July 25 Migrant Summer School
 - June 25-July 12 Third Grade Summer School
 - July 4 4th of July Holiday
 - July 19-26 Clark County Fair
 - July 23 Board of Education Meeting, Arrow Conference Room, 6:00 p.m.
 - July 26 Clark County Fair Calf and Pig Scrambles, 7:00 p.m.
 - XII. COMMENTS AND QUESTIONS FROM BOARD MEMBERS**
 - XIII. PUBLIC COMMENTS**
 - XIV. EXECUTIVE SESSION**
 - Personnel Matters - Appointment, employment, dismissal, discipline, promotion, demotion, compensation, and/or investigation of charges or complaints of a public employee or officials.
 - Security – 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.
- _____ moves and _____ seconds for recess into Executive Session for the above-stated reason.

ROLL CALL: Scott___ Martin___ Brents___ Scarff___ Slagell___

Time out to Executive Session _____.

Reconvened to Regular Meeting at _____.

XV. ADJOURNMENT

_____ moves and _____ seconds to adjourn the meeting.

ROLL CALL: Scott___ Martin___ Brents___ Scarff___ Slagell___

Time: _____