

# *Fort Frye Local Schools* **Board of Education**



## **May Agenda**

**May 18, 2016**

**Fort Frye High School**

**5:00 P.M.**

FORT FRYE BOARD OF EDUCATION

May 18, 2016

Fort Frye High School

5:00 P.M.

<b>A. CALL TO ORDER:</b> .....	<b>4</b>
<b>B. PRAYER</b> .....	<b>4</b>
<b>C. ROLL CALL:</b> .....	<b>4</b>
<b>D. PLEDGE OF ALLEGIANCE</b> .....	<b>4</b>
<b>E. PUBLIC PARTICIPATION*</b> .....	<b>4</b>
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A. CALL TO ORDER:

Place \_\_\_\_\_, Time \_\_\_\_\_

B. PRAYER

C. ROLL CALL:

Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_, Mr. Schilling \_\_\_\_\_,  
Mr. Worthington \_\_\_\_\_, Mrs. Zalmanek \_\_\_\_\_

D. PLEDGE OF ALLEGIANCE

E. PUBLIC PARTICIPATION\*

F. COMMITTEE REPORTS

Stephanie Starcher

*\*Public discussion is limited to 30 minutes per meeting.  
Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted five minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of the majority of the Board.*

“I MOVE TO APPROVE THE ITEMS LISTED ON THE CONSENT AGENDA”

*MOTION BY* \_\_\_\_\_,      *SECOND BY* \_\_\_\_\_

Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_, Mr. Schilling \_\_\_\_\_,  
Mr. Worthington \_\_\_\_\_, Mrs. Zalmanek \_\_\_\_\_

## C O N S E N T   A G E N D A

### 1. AGENDA

Recommend approval of the current agenda and any addendums associated with the agenda as presented.

### 2. MINUTES

Recommend approval and waiving public reading of the minutes of the April 21, 2016 regular meeting and May 9, 2016 special board meeting as presented.

*Attachment A*

### 3. TREASURER’S REPORT

Recommend the Treasurer’s report for the month ending March 31, 2016 {includes Cash Reconciliation, Fund Report, Warrants Issued, and Financial Comparison} be approved as presented.

*Attachment B*

### 4. NOTICE OF RETIREMENT – GARY CROCK

Recommend approval of the notice of retirement from Gary Crock, effective June 30, 2016.

*Attachment C*

### 5. VOLUNTEERS

Recommend approval for the following to serve as parent volunteers for the 2015-2016 school year.

Jason Hall  
Emily Hall

6. RESIGNATION – AARON VANCE

Recommend approval of the resignation of Aaron Vance as district wide K-6 Music Instructor pending him being hired on as the Fort Frye High Instrumental/Choir Instructor and band director.

*Attachment D*

7. OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

Recommend approval of membership in the Ohio High School Athletic Association for the 2016-2017 school year and agree to conduct all athletic programs in accordance with its constitution, regulations, bylaws, interpretations and decisions.

*Attachment E*

8. RESIGNATION – EDWARD MOORE

Recommend approval of the resignation of Edward Moore as a bus driver, effective April 28, 2016.

*Attachment F*

9. RESIGNATION – MARILYN BURKHARDT

Recommend approval of the resignation of Marilyn Burkhardt as a paraprofessional aide, effective April 30, 2016.

*Attachment G*

10. RESIGNATION – MIRANDA BROWN

Recommend approval of the resignation of Miranda Brown as a school nurse, effective May 19, 2016.

*Attachment H*

11. DONATIONS – BEVERLY ASSOCIATION OF SUMMER SPORTS (B.A.S.S.)

Recommend accepting the donation of a new Little League dugout located above the varsity baseball field at a cost of \$2000 and to replace the backstop and fencing on the field by the water station at an estimated cost of \$2000.

*Attachment I*

12. RESIGNATION – JANIS BAKER

Recommend approval of the resignation of Janis Baker as the junior high volleyball coach, effective April 25, 2016.

*Attachment J*

13. DONATIONS – KIWANIS CLUB OF MARIETTA

Recommend accepting donations of \$3000 in supplies from the Kiwanis Club of Marietta for the summer reading program at Salem-Liberty Elementary.

14. HANDBOOKS

Recommend approving the following handbooks for 2016-2017 school year.

Fort Frye High School Athletic Handbook  
Fort Frye High School Student Handbook  
Fort Frye High School Staff Handbook  
Elementary Student Handbook  
Elementary Staff Handbook

*Attachment K (emailed)*

15. ADVERTISE FOR PRICE QUOTES

Recommend authorizing the Treasurer to advertise for price quotes for the following products for the 2016-2017 school year:

- Milk & Dairy Products
- Bakery
- Gasoline & Diesel Fuel
- Transportation Parts
- Pest Control Services

16. DONATION – AEP, DONNA HIBBS, AND LOWELL PTO

Recommend accepting the donation of \$360 from the AEP Teacher Vision Grant, \$120 from the Lowell PTO, and a \$45 donation from Donna Hibbs towards the purchase of 2 ChromeBooks for Donna Hibb's first grade classroom.

*Attachment L*

17. DONATIONS – AEP TEACHER VISION GRANT

Recommend accepting donations of \$260 from AEP Teacher Vision Grant to be used for Jennifer Tatalovich's classroom at Fort Frye High School.

*Attachment M*

**ADMINISTRATIVE & FINANCIAL AGENDA**

**PERSONNEL**

**Employment by the Fort Frye Board of Education is contingent upon a successful background check through both the Bureau of Criminal Identification and Investigation (Ohio) and the FBI (at the employee’s expense), training on the district’s Exposure Control Plan, a TB test, and sports medicine training for persons involved in coaching activities and other state requirements.**

1. EMPLOY MECHANIC – ROY KLINTWORTH

Recommend employing Roy Klintworth as a full-time bus mechanic for the 2016-2017 school year, 8 hours per week Step 0 @ \$12.82 per hour for a total \$26,665.60 + benefits.

Mrs. Zalmanek\_\_\_\_\_,Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

2. EMPLOY TRANSPORTATION COORDINATOR – GARY CROCK

Recommend employing Gary Crock as the transportation coordinator for the 2016-2017 school year effective September 1, 2016, up to 15 hours per week Step 0 @ \$12.64 per hour + benefits.

Mrs. Zalmanek\_\_\_\_\_,Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

3. SUPPORT STAFF SUBSTITUTE – PHILLIP KEHL

Recommend approving the following as a support staff substitute for the 2015-2016 school year.

Phillip Kehl

Mrs. Zalmanek\_\_\_\_\_,Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

4. CERTIFIED CONTRACT

Recommend approval to issue the following certificated staff contract for the 2016-2017 school year:

<b>2016-2017 Certificated Staff Contracts</b>					
<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Contract</u>	<u>Step</u>	<u>Salary</u>
VonKennell, Charles	HS	MA	1 yr.	1	\$35,652.00



Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

5. SUPPORT STAFF CONTRACTS

Recommend issuing the following support staff contracts for the 2016-2017 school year per OAPSE agreement:

NAME	POSITION	CONTRACT	STEP	SALARY
Kehl, Cappi	Auxiliary Clerk	1 yr.	0	\$10.05
Clark, Taryn	Bus Driver	continuing	4	\$14.83
Kehl, Cappi	Bus Driver	limited 2 yr.	1	\$14.42
Klintworth, Cheryl	Paraprofessional	limited 2 yr.	2	\$10.81
May, Brick	Bus Driver	limited 2 yr.	1	\$14.42
Merrow, Alicia	Bus Driver	limited 2 yr.	1	\$14.42
Motz, Donna	Head HS Custodian	limited 2 yr.	8	\$14.40
Shilling, Michelle	Cook's Helper/ Cashier	limited 2 yr.	1	\$10.14
Spindler, Jill	Paraprofessional	limited 2 yr.	2	\$10.81
Tennant, Marinda	Paraprofessional	continuing	5	\$11.19
Wagner, Kevin	Bus Driver	continuing	3	\$14.68
Wilkinson, Scott	Bus Driver	continuing	3	\$14.68
Zimmerman, Diane	Custodian Elementary Afternoon	limited 2 yr.	23	\$12.50

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

6. ANNUAL APPROPRIATION

Recommend approval to amend estimated resources and appropriations as presented.

*Attachment N*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

7. 5-YEAR FORECAST

Recommend approval of the Five Year Financial Forecast for fiscal years ending June 30, 2016 through 2020.

*Attachment O (emailed)*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

8. EXTENDED DAYS – DENISE GERBER

Recommend approval to issue Denise Gerber 3 extended days as Head Cook for the remainder of the 2015-2016 school year and 4 extended days for the start of the 2016-2017 school year; paid for by the lunch program funds.

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

9. DENTAL COOPERATIVE RENEWAL

Recommend approval to renew dental cooperative with the Southeastern Ohio Voluntary Education Cooperative for the 2016-2017 school year.

*Attachment P*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

10. SUPPLEMENTAL CONTRACT

Recommend approval to issue the following supplemental contracts for the 2015-2016 school year (salary amount dependent upon approval of the negotiated agreement between the Fort Frye Teacher’s Association and the Board of Education):

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Salary</u>
Aaron Vance	Band Head	0	\$2,609.00

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

11. EMPLOY INSTRUMENTAL/CHOIR INSTRUCTOR – AARON VANCE

Recommend issuing a 1-yr. limited contract to Aaron Vance as the instrumental/choir instructor at Fort Frye High School for the 2016-2017 school year at a BA Step 0 salary of \$30,921.00 + benefits.

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

12. EMPLOY DISTRICT-WIDE K-6 MUSIC INSTRUCTOR – JESSICA LIPSCOMB

Recommend issuing a 1-yr. limited contract to Jessica Lipscomb as the district-wide K-6 Music Instructor at Fort Frye Local Schools for the 2016-2017 school year at a BA +150 Step 0 salary of \$32,096.00 + benefits.

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

13. CHROMEBOOKS – ELEMENTARY SCHOOLS

Recommend the approval to purchase 90 HP ChromeBooks; 30 for each elementary at a cost of \$27,552.00 per the Metropolitan Educational Council (MEC) bid price.

*Attachment Q*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

14. E.S.C. CONTRACT

Recommend approval of an agreement with the Muskingum Valley Educational Service Center to participate in cooperative educational services for the 2016-2017 school year; compliance with Ohio Revised Code §3313.843.

*Attachment R*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

15. 3<sup>rd</sup> GRADE READING INTERVENTION – JESSA OTT

Recommend approval for Jessa Ott to provide 3<sup>rd</sup> grade summer reading intervention for 3 hours/daily from July 5 – July 15, 2016. If a second instructor is needed, approval to recommend Alaina Jones on an as needed basis. Teacher's pay set at FFTA negotiated hourly summer curriculum work rate + .25 hrs. of planning per every hour of teaching.

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

16. MEMORANDUM OF UNDERSTANDING FLEXIBLE CREDITS

Recommend approval of the attached memorandum of understanding between Preston's Beauty Academy and Fort Frye Local Schools regarding flexible credits.

*Attachment S*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

17. SEOVEC INTERNET ACCESS SERVICE AGREEMENT

Recommend approval of an agreement between the Council of Governments, Southeastern Ohio Voluntary Educational Cooperative (COG-SEOVEC) and the Fort Frye Local School District for the FY2016 to provide Basic Services (email, capital improvements, cooperative services, etc.), Fiscal software Services, Student Management Services (Infinite Campus), Library Management System Services, EMIS, Network Access for all applications. The total ISP cost is estimated to be \$76, 080.00

*Attachment T*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

18. HIGH SCHOOLS THAT WORK (HSTW) AGREEMENT

Recommend approval of an agreement for the partnership grant funding between High Schools That Work and Fort Frye Local Schools in the amount of \$5,000 for the purpose of planning and coordinating a school-wide professional development.

*Attachment U*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

19. FURNITURE FOR LIBRARY RENOVATION– ZIMMERMAN SCHOOL EQUIPMENT

Recommend approval to purchase furniture (sofa, shelves, tables, chairs, tables, etc.) for the high school library renovation as the Cadet College through Zimmerman School Equipment in the amount of \$23,120.02.

*Attachment V*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

20. PROFESSIONAL GROWTH – LACEY WORTHINGTON

Recommend approval for the following professional growth application:

<u>Lacey Worthington</u>	<u>Ohio Valley University</u>	<u>Total</u>
EDUC 413	Diagnostic Prescriptive Reading	3 semester hrs.

*Attachment W*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

21. PROFESSIONAL GROWTH – JESSA OTT

Recommend approval for the following professional growth application:

<u>Jessa Ott</u>	<u>Ohio University</u>	<u>Total 9 semester hrs.</u>
EDCT6031	Advanced topics instructional design	4 semester hrs.
EDCT6057	Multimedia in Education	4 semester hrs.
EDCT6901	Workshop in computer education	1 semester hr.

*Attachment X*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Mr. Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

**BOARD CONCERNS**

1. POLICY UPDATES

Recommend approval of the following board policy updates:

*Attachment Y*

IKF	Graduation Requirements
IKF-R	Graduation Requirements
IKFA	Early Graduation
IKFB	Graduation Exercises

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

2. HANDBOOK

Recommend approval of the attached revision of the 2015-2016 Fort Frye High School Student Handbook regarding graduation requirements.

*Attachment Z*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

3. ONLINE/BLIZZARD BAG MAKE-UP DAY PLAN SCHOOL YEAR 2016-2017

WHEREAS, the Fort Frye Local School District Board of Education desires that students have learning opportunities even when schools are closed for any of the reasons specified in section 3313.482 of the Ohio Revised Code; and

WHEREAS, section 3313.482 authorizes a Board of Education to file an annual plan with the Ohio Department of Education by August 1 of each year to provide online learning opportunities for students in lieu of attendance on such days of closure;

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED that the Fort Frye Local School District Board of Education hereby approves the following plan and authorizes its filing with the Ohio Department of Education.

*Attachment AA*

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

4. MENTORING STIPEND CORRECTION

Recommend the approval to correct the mentoring stipend of the following to serve as a mentor for 2015-2016 school year:

APPROVED:

Mentor

Barbara Sleek            \$400

New Teacher

Eric Shields (New to FF)

CORRECTION:

Barbara Sleek            \$600

Eric Shields (RE Year 1)

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_

Next Meeting: Thursday June 16, 2016 @ Beverly-Center Elementary 6:00 p.m.

MOTION TO ADJOURN \_\_\_\_\_, SECOND \_\_\_\_\_,  
TIME \_\_\_\_\_

Mrs. Zalmanek \_\_\_\_\_, Mr. Booth \_\_\_\_\_, Mrs. Lang \_\_\_\_\_,  
Charlie Schilling \_\_\_\_\_, Mr. Worthington \_\_\_\_\_