

WEST HOLMES KNIGHTS



BOARD OF EDUCATION

JANUARY 8, 2018

WEST HOLMES HIGH SCHOOL

WILLIAM STERLING, SUPERINTENDENT
JAMIE ZEIGLER, TREASURER

MEMBERS: ANDREW JONES, PATRICIA SAGE, ERIC STROUSE,
BRAD WELSH, TINA ZICKEFOOSE

**BOARD OF EDUCATION
WEST HOLMES LOCAL SCHOOLS
AGENDA - REGULAR MEETING
JANUARY 8, 2018 – To follow Organizational Meeting
WEST HOLMES HIGH SCHOOL**

I. CALL TO ORDER

II. ROLL CALL

Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL/ADJUSTMENTS TO AGENDA

Motion by _____ Seconded by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

V. APPROVAL OF MINUTES

A. Minutes of the Regular Meeting held December 18, 2017 attached to this agenda.

Motion by _____ Seconded by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

VI. CORRESPONDENCE & DONATIONS

- A. Thank you to Bigelow United Methodist Church members for their donations of sweats, shirts, hats, gloves, and blankets to Nashville Elementary. Your continued support is always appreciated.
- B. Thank you to Hopewell Presbyterian Church members for their donations of hats and gloves to the schools in our district.

Motion by _____ Seconded by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

VII. TREASURER'S REPORT

- A. Month End Reconciliation and Investments as of December 31, 2017 – Enclosed sheet marked "A".
- B. Financial Report by Fund of Expenditures and Unencumbered Balances as of December 31, 2017 – Enclosed report marked "B".
- C. Approval of Financial Summary for Month ending December 31, 2017 – Enclosed report marked "C".

Motion by _____ Seconded by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

VIII. COMMITTEE REPORTS OF THE WEST HOLMES BOARD OF EDUCATION

IX. SUPERINTENDENT’S REPORT

- 1. Board Recognition
- 2. FFA Update

X. ACKNOWLEDGMENT OF GUESTS

XI. OLD BUSINESS

Motion by _____ Seconced by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

XII. NEW BUSINESS

Motion by _____ Seconced by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

**XIII. PERSONNEL ACTIONS
APPROVAL OF THE FOLLOWING:**

Motion by _____ Seconced by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

**XIV. NEXT MEETING
February 19, 2018
Killbuck Elementary**

XV. ADJOURNMENT

Motion by _____ Seconced by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

Future Meetings

February 19	Killbuck
March 19	Nashville
April 16	Middle School
May 21	High School
June 18	High School
July 16	High School

WEST HOLMES LOCAL SCHOOLS 2017-2018 SCHOOL CALENDAR

- 18 New teacher orientation
- 21 Opening Mtg./Inservice
- 22 Staff inservice meeting
- 23 Staff work day/Open House
- 24 First day of school

8 days

AUGUST 2017						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER 2017						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- 4 Labor Day (No School)
- 22 Late Arrival (2 hours)
- 29 Midterms Home

20 days

- 9 Parent/Teacher Conf 6-12
- 11 Parent/Teacher Conf K-5
- 16 Parent/Teacher Conf K-12
- 26 End of 9 weeks
- 27 Staff Work Day / Professional Development
No School for Students

21 days

OCTOBER 2017						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER 2017						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 1 Grade Cards Home
- 22-24 Thanksgiving Break
- 27 Conference Comp (No School)

19 days

- 6 Late Arrival (2 hours)
- 12 Midterms Home
- 21 Last day of classes before Christmas
- 22-Jan 1 Christmas Break

15 days

DECEMBER 2017						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JANUARY 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 1 New Year's Day
- 2 First day of school 2018
- 12 End of 9 weeks
- 15 M.L. King Jr. Day (No School)
- 16 Late Arrival (2 hours)
- 19 Grade Cards Home

21 days

- 12 Parent/Teacher Conf K-5
- 13 Parent/Teacher Conf 6-12
- 15 Parent/Teacher Conf K-12
- 19 Presidents Day – Staff Work Day/
Professional Development/
No School for Students
- 23 Midterms Home

19 days

FEBRUARY 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 8 Late Arrival (2 hours)
- 23 End of 9 weeks
- 24-30 Spring Break

17 days

- 2 Late Arrival (2 hours)
- 6 Grade Cards Home
- 23 Conference Comp (No School)

21 days

APRIL 2018						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2018						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 1 Late Arrival (2 hours)
- 4 Midterms Home
- 25 Last day of School/Grade Cards
- 26 Graduation (7:00 p.m.)
- 28 Memorial Day (No School)
- 29 Staff Work Day

19 days

Grade Period Ends	Number of Days
October 26	47
January 12	45
March 23	48
May 25	40
	180

JUNE 2018						
S	M	T	W	Th	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY 2018						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Priority Make up Days
Feb. 19, May 29, 30, 31

Total Hours/Day Length
MS/HS 1150 6.4 hrs.
Elem 1072 6.0 hrs.

1. CALL TO ORDER
 2. ROLL CALL
 3. MOTION TO APPROVE MINUTES
 4. MOTION TO APPROVE CORRESPONDENCE/DONATIONS
 5. MOTION TO APPROVE THE TREASURER'S REPORT
 6. COMMITTEE REPORTS
 7. SUPERINTENDENT'S REPORT
 8. GUESTS/PUBLIC PARTICIPATION
 9. MOTION TO APPROVE NEW BUSINESS
 10. MOTION TO APPROVE PERSONNEL
 11. MOTION TO ADJOURN
-

1. The Regular meeting of the West Holmes Board of Education was called to order by Vice-President Brad Welsh at West Holmes High School.
2. Roll Call: Dave Kick, Brad Welsh, Eric Strouse, Tina Zickefoose

ABSENT: Patricia Sage

3. Eric Strouse made a motion to go into Executive Session for the purpose of the evaluations of the Superintendent and Treasurer, and employment of personnel.
4. Pledge of Allegiance.
5. Eric Strouse made a motion to approve the minutes of the Regular Meeting held December 18, 2017. The motion was seconded by Dave Kick.

Yeas: Welsh, Zickefoose

Nays: None

Motion: Carried

6. Eric Strouse made a motion that was seconded by Tina Zickefoose to approve the Treasurer's Report as follows:
 - A. Month End Reconciliation and Investments as of November 30, 2017 – Enclosed sheet marked "A".
 - B. Financial Report by Fund of Expenditures and Unencumbered Balances as of November 30, 2017 – Enclosed report marked "B".
 - C. Approval of Financial Summary for Month ending November 30, 2017 – Enclosed report marked "C".

Yeas: Kick, Welsh

Nays: None

Motion: Carried

7. Superintendent's Report

1. Lakeville – Rick Mullins

Owen Mallasch – Perfect Score on the 3rd Grade State Math test in the Spring

- 5th Grade Holmes County Farm Poster Contest
 - Alex Pringle – 2nd Place
 - Madison Pearce-Laferty – 3rd Place
- 5th Grade Holmes County Farm Tour Digital Poster Contest
 - Austin Brenneman – 1st Place
- 5th Grade Holmes County Farm Tour Essay Contest
 - Madison Pearce-Laferty – 2nd Place
 - Andi Schuch – 3rd Place

National Geographic Geography Bee
 Owen Neville - 1st Place
 Andi Schuch - 2nd Place

Tree Table – 172 year old tree – Building Trades

- 2. Fall Athletic Summary - Adam Brately
 - All -Ohio Athletes
 - Lauren Park - 1st Team Volleyball
 - Josh Baldrige - 1st Team Football
 - Brayden Chaney - Honorable Mention Football
 - Ike Gilt - Honorable Mention Football
 - Academic All-Ohio
 - West Holmes Football - Academic All-Ohio Team

- 3. FFA Update – Chase Stitzlein, Alexis Ogi

8. Guests/Public Participation:

Brian Baughman	Rick Mullins
Alex Pringle and family	Andrew Jones
Adam Brately	Zach Gardner
Vanessa Woods	Lauren Mosher
Ike Gilt	Aaron Kaufman
Jeff Woods	Jason/Andi Schuch
Paul Troyer	Brian Flickinger
Renee Woods	Brayden Chaney and family
Mary Louise Kick	Janel Kiner
Owen Mallasch and family	Tyler Renner
Carrie Maltarich	
Shelia Barnes	

- 9. Acknowledgement of Dave Kick.

10. Moved by Eric Strouse and seconded by Tina Zickefoose to approve the following New Business:

- 1. Approval of the West Holmes Local Schools Gifted Education Policy.
- 2. Approval of contract with Buckeye Caulking to clean and reseal brick at West Holmes High School.

3. Approval of the West Holmes High School Course Selection Guide for 2018-19.
4. Approval of 2018-2019 school calendar.

Yeas: Kick, Welsh

Nays: None

Motion: Carried

10. Moved by Tina Zickefoose and seconded by Dave Kick to approve the following personnel actions pending licensure and/or background checks:

A. HIRING

Schuyler Jones – Girls Head Soccer Coach – Step 2

Tia Mast – Assistant Cheer Coach – Step 0

B. RESIGNATIONS

1. Jara Henderson – Majorette Advisor – as of December 1, 2017

2. Savannah Moore – Head Volleyball Coach – as of December 11, 2017

C. SUBSTITUTES

1. Christine Carter – Teacher Aide, Food Service, Media Aide, and Secretary

2. Mary (Maty) Macaulay – Secretary

3. Samantha Martin – Custodian and Cook

Yeas: Strouse, Welsh

Nays: None

Motion: Carried

11. Motion was made by Dave Kick and seconded by Eric Strouse to adjourn.

Yeas: Welsh, Zickefoose

Nays: None

Motion: Carried

President, Board of Education

Treasurer

WEST HOLMES KNIGHTS



BOARD OF EDUCATION JANUARY 8, 2018 WEST HOLMES HIGH SCHOOL ORGANIZATIONAL MEETING AND BUDGET HEARING

WILLIAM STERLING, SUPERINTENDENT
JAMIE ZEIGLER, TREASURER

MEMBERS: ANDREW JONES, PATRICIA SAGE, ERIC STROUSE,
BRAD WELSH, TINA ZICKEFOOSE

**BOARD OF EDUCATION
WEST HOLMES LOCAL SCHOOLS
AGENDA - ORGANIZATIONAL MEETING and BUDGET HEARING
JANUARY 8, 2018 – 6:00 P.M. HIGH SCHOOL**

Regular Board Meeting to follow

I. APPOINTMENT OF PRESIDENT PRO TEM _____

II. MEETING CALLED TO ORDER

III. ROLL CALL

Motion by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

IV. NOMINATIONS FOR PRESIDENT

1. Nominations
2. Close Nominations
3. Election of President

Nomination For _____

Nomination by _____ Seconded by _____

ROLL CALL

Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

(New President takes over at this point)

V. NOMINATIONS FOR VICE-PRESIDENT

1. Nominations
2. Close Nominations
3. Election of Vice-President

Nomination For _____

Nomination by _____ Seconded by _____

ROLL CALL

Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

ALL MOTIONS BELOW TO BE VOTED ON TOGETHER:

VI. RESOLUTION TO ESTABLISH MEETING PLACE, TIME AND DATES

1. Meeting Place – West Holmes School Buildings
2. Time – 7:00 P.M.
3. Dates – Third Monday of Each Month

VII. RESOLUTION TO WAIVE READING OF THE MINUTES

(Statute authorizes the waiving of the reading of the minutes providing the record has been distributed to the members of the Board of Education at least two days prior to the date of the next succeeding meeting.)

VIII. RESOLUTION TO ESTABLISH SERVICE FUND

To pay expenses for members of the Board of Education actually incurred in their performance of duties inside and outside the school district.

IX. RESOLUTION AUTHORIZING TREASURER TO PAY BILLS

Request authorization to pay bills as soon as possible providing the invoices are within the appropriated amount and penalties can be avoided and/or available discounts can be obtained and/or for the best relations with suppliers can be earned.

X. RESOLUTION AUTHORIZING THE TREASURER TO INVEST INACTIVE FUNDS TO OBTAIN THE MAXIMUM RETURN POSSIBLE

XI. RESOLUTION TO AUTHORIZE TREASURER TO REQUEST ADVANCES ON TAX COLLECTIONS

XII. RESOLUTION TO AUTHORIZE THE TREASURER TO BE THE FISCAL AGENT OF ALL FEDERAL FUNDS

XIII. RESOLUTION APPOINTING PERSONNEL FOR THE FOLLOWING RESPONSIBILITIES:

1. Designate Julie Snyder as the person to coordinate Title IX and 504 compliance efforts and investigate complaints.
2. Designate Renee Woods as Prevailing Wage Coordinator (4115.071 R.C.)
3. Designate Renee Woods as Americans Disability Act Coordinator.
4. Authorize appropriate personnel to apply for funds from Title I, Title VI, VI-B EHCA, DPPF, and Drug Free School Grant or the statutory equivalents of these programs for fiscal year 2017-2018. (Brian Baughman)
 - a. Designate Julie Snyder - Title VI-Part B IDEA Education of Handicapped Children Act
 - b. Designate Brian Baughman - Title VI and DPPF Disadvantaged Pupil Program Fund
 - c. Designate Brian Baughman - Title I
 - d. Designate Brian Baughman - Drug Free School Grant
 - e. Designate Brian Baughman – Title VI-B Rural & Low Income Grant
 - f. Designate Brian Baughman as Homeless Children Liaison

XIV. APPOINTMENT OF LEGISLATIVE LIAISON FOR WEST HOLMES BOARD OF EDUCATION FOR 2018 - _____ (Board Member Appointed)

XV. APPROVAL OF BONDS

1. APPROVAL OF BONDS FOR ALL MEMBERS OF THE BOARD OF EDUCATION (The value of each bond is \$25,000)
2. RESOLUTION TO ESTABLISH PERFORMANCE BOND FOR SUPERINTENDENT (At the value of \$25,000)
3. RESOLUTION TO ESTABLISH PERFORMANCE BOND FOR TREASURER (At the value of \$50,000)

XVI. RESOLUTION TO PURCHASE LIABILITY INSURANCE

Coverage for District, Board Members, Administrators, Certificated, Non-Certificated, nurses, and volunteers from July 1, 2017 to June 30, 2018.

XVII. RESOLUTION TO APPROVE VOCATIONAL ADVISORY COMMITTEES

XVIII. RESOLUTION TO ESTABLISH A RECORDS COMMISSION COMPOSED OF THE PRESIDENT OF THE BOARD OF EDUCATION, SUPERINTENDENT, AND TREASURER

AND THE RC-2 SCHEDULE AND PROCEDURES AS OUTLINED BY THE OHIO HISTORICAL SOCIETY.

XIX. RESOLUTION TO AUTHORIZE THE SUPERINTENDENT TO EMPLOY TEMPORARY PERSONNEL AS NEEDED and ACCEPT LEAVES OF ABSENCE AND RESIGNATIONS. Such employment should be acted upon by the Board at the next regular meeting.

XX. RESOLUTION TO AUTHORIZE SUPERINTENDENT TO APPROVE DISTRICT STAFF DEVELOPMENT.

XXI. RESOLUTION TO AUTHORIZE SUPERINTENDENT TO SIGN THE ANNUAL INTERNET SERVICES AGREEMENT AS PER E-RATE GUIDELINES.

XXII. RESOLUTION TO APPROVE DISTRICT ANNUAL MEMBERSHIP TO THE OHIO SCHOOL BOARDS ASSOCIATION, OHIO HIGH SCHOOL ATHLETIC ASSOCIATION, AND THE EDUCATION TAX POLICY INSTITUTE, ANNUAL RENEWAL OF THE POLICY SERVICES UPDATE, OHIO COALITION OF RURAL AND APPLACHIAN SCHOOLS.

XXIII. RESOLUTION TO AUTHORIZE THE TREASURER TO SIGN ALL PAYROLL WARRANTS, BOARD WARRANTS & CHECKS

XXIV. ADOPTION OF THE TAX BUDGET

XXV. AUTHORIZATION TO MAKE PAYMENT IN LIEU OF TRANSPORTATION WHEN REQUESTED

XXVI. RESOLUTION TO AUTHORIZE SUPERINTENDENT TO HIRE SUMMER HELP AS NEEDED AND APPROVE STUDENT TEACHER PLACEMENT CONTRACTS WITH UNIVERSITIES. .

XXVII. RESOLUTION TO AUTHORIZE SUPERINTENDENT TO MAKE CHANGES TO JOB DESCRIPTIONS AS NEEDED.

XXVIII. RESOLUTION TO GIVE THE SUPERINTENDENT THE AUTHORITY OF DISPOSING OF ASSETS FOUND TO HAVE NO VALUE TO THE DISTRICT.

XXIX. RESOLUTION TO ESTABLISH THE FMLA 12-MONTH PERIOD TO BEGIN ON THE FIRST DAY OF ABSENCE.

XXX. RESOLUTION TO NOT OFFER VOCATIONAL PROGRAMS IN GRADES 7 AND 8 FOR THE 2017-18 SCHOOL YEAR.

Approval of all items as listed VI through XXX:

Motion by _____ Seconed by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____

XXXI. ADJOURNMENT

Motion by _____ Seconed by _____
Jones _____ Sage _____ Welsh _____ Strouse _____ Zickefoose _____