

# CLEAR FORK VALLEY LOCAL BOARD OF EDUCATION

## ORGANIZATIONAL / REGULAR BOARD MEETING

January 10, 2017

Clear Fork High School Media Center

6:00 p.m.

### District Mission Statement:

**We care for our students by modeling our community's heritage and tradition of excellence to increase student achievement.**

The Organizational/Regular Meeting of the Clear Fork Valley Local School board was called to order at 6:00 PM by Board President Pro Tempore Mr. Jason Snyder.

Roll call was taken and the following members were present: Mr. Dan Freund, Mr. Jason Snyder, Mr. Jim DeSanto, Mr. Carl Gonzalez, and Mr. Jim Klenk.

Mr. Gonzalez nominated Mr. DeSanto for Board President. There were no other nominations for President.

2017-001 **Upon Motion** by Mr. Gonzalez, the Board elected Mr. DeSanto as Board President.

<b>The vote was:</b>	<b>Mr. Gonzalez</b>	<b>Yes</b>	<b>Mr. Snyder</b>	<b>Yes</b>
	<b>Mr. Freund</b>	<b>Yes</b>	<b>Mr. DeSanto</b>	<b>Yes</b>
	<b>Mr. Klenk</b>	<b>Yes</b>		

Mr. Gonzalez nominated Mr. Snyder for Board Vice-President. There were no other nominations for Vice-President.

2017-002 **Upon Motion** by Mr. Gonzalez, the Board elected Mr. Snyder as Vice-President.

<b>The vote was:</b>	<b>Mr. Gonzalez</b>	<b>Yes</b>	<b>Mr. Snyder</b>	<b>Yes</b>
	<b>Mr. Freund</b>	<b>Yes</b>	<b>Mr. DeSanto</b>	<b>Yes</b>
	<b>Mr. Klenk</b>	<b>Yes</b>		

Treasurer Bradd Stevens administered the Oath of the Office of President and Vice-President to Mr. DeSanto and Mr. Snyder respectively.

2017-003 **Upon Motion** by Mr. DeSanto and seconded by Mr. Gonzalez, the Board set the regular board meetings for Calendar Year 2017 to be held the second Thursday of the month, at 6:30 PM in the HS/MS Media center with the following exceptions listed below:

Exceptions:

April Meeting to be held on the 3<sup>rd</sup> Thursday of April  
September Meeting at Butler Elementary Library  
October Meeting at Bellville Elementary Library

Mr. Gonzalez suggested that future meetings that conflict with student programs and athletic events me moved around to accommodate the board members who had children participating in those events that are in conflict with the regularly scheduled board meeting.

<b>The vote was:</b>	<b>Mr. DeSanto</b>	<b>Yes</b>	<b>Mr. Freund</b>	<b>Yes</b>
	<b>Mr. Gonzalez</b>	<b>Yes</b>	<b>Mr. Klenk</b>	<b>Yes</b>
	<b>Mr. Snyder</b>	<b>Yes</b>		

## **ROUTINE FINANCIAL BUSINESS**

**Upon Motion** by Mr. Snyder and seconded by Mr. Freund, the Board:

- 2017-004 Authorized the Treasurer to apply to the Richland and/or Knox County Treasurer and the County Auditor for advances of taxes, when appropriate, throughout the 2017 calendar year.
- 2017-005 Authorized the Treasurer to invest available interim monies, during 2017 at the most productive interest rate, in accordance with 135.08, 135.09 and 135.14 Ohio Revised Code and according to policy of the Clear Fork Board of Education.
- 2017-006 Authorized the Treasurer to pay all bills within the limits of the appropriation resolution after invoices and merchandise has been received and/or services have been performed.
- 2017-007 Authorized the Treasurer to issue checks for change as needed in food service, the building offices for the sale of workbook and supplies, athletic events and for use in concession stands.
- 2017-008 Authorized the appointment of the Superintendent to serve as purchasing agent for the Clear Fork Valley Local Schools.
- 2017-009 Authorized the Superintendent to dispose of personal property of less than \$2,000 aggregate value (equipment, furnishings, books and other materials) without further resolution by the Board per board policy DN.
- 2017-010 Authorized the Treasurer to borrow up to \$300,000 against anticipated tax receipts at any one time during the year if necessary due to cash flow problems.

- 2017-011 Authorized the Treasurer to offer to Board members that they may participate at their own expense in the group health and dental insurance plans provided to employees of the district as permitted by the Ohio Revised Code 3313.202
- 2017-012 Authorized the Treasurer to secure position bonds as prescribed by the Ohio Revised Code 3313.25 for Board President, Superintendent and Treasurer. Such bonds to be paid from district funds.
- 2017-013 Authorized the Treasurer to file requests as needed for amendments of the Certificate of Estimated Resources and the Certificate of Total Appropriations with the county auditor as information becomes available to the Treasurer to warrant such filings.
- 2017-014 Established a service fund appropriation in the amount of \$7,500 (O.R.C. 3315.15) to pay expenses of Board Members or their official representatives incurred in performing their duties for the Board of Education. Amount not spent may be transferred, where needed, at a later date.

The vote was: Mr. Snyder    Yes                      Mr. Klenk        Yes  
                                  Mr. Freund    Yes                      Mr. DeSanto    Yes  
                                  Mr. Gonzalez Yes

## OTHER ROUTINE BUSINESS

**Upon Motion** by Mr. Snyder and seconded by Mr. Freund, the Board:

- 2017-015 Authorized the Superintendent to employ temporary personnel as needed. Such employment to be presented for approval by the Board at the next regular meeting.
- 2017-016 Authorized the Superintendent and Treasurer to use legal counsel as needed for calendar year 2017.
- 2017-017 Authorized the Superintendent to employ home instruction tutors on an as needed basis at the approved tutor rate.
- 2017-018 Authorized the Superintendent to be the designee of the Board of Education to hear appeals of suspensions and make decisions regarding any recommendation for expulsion.
- 2017-019 Approved joining OSBA for calendar year 2017. Dues, changes for subscriptions and periodicals are approximately \$4,638.00.
- 2017-020 Approved joining the OSBA Legal Assistance Fund for calendar year 2017 at a cost of \$250.00.
- 2017-021 Authorized the administration to apply for and participate in Federally Funded and State funded programs and projects for the 2016/2017 and 2017/2018 school years. Programs included are: Title I, Title II-A, Title II-D, Title IV, IDEA-B, Early Childhood Special Education, Disadvantaged Pupil Program Funds and School Food Service program.

2017-022 Authorized the administration to enact the following nondiscrimination policy as required by the Office of Civil Rights:

**NONDISCRIMINATION**

The Clear Fork Valley Local School District hereby affirms that no person shall, on the basis of race, color, national origin, sex and handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity conducted under its auspices. This shall extend to employees therein and to admission thereto. Inquires concerning the application of this policy may be referred to the Superintendent or Designated Coordinator. This policy shall prevail in all Board policies concerning school employees and students.

The Board designates the Superintendent to be the Title VI Coordinator, the Title IX Coordinator, and the Section 504 Coordinator.

Complaints regarding Title VI (race, color, national origin), Title IX (sex), or Section 504 (handicap) should be referred to:

Superintendent  
Clear Fork Valley Local Schools  
92 Hines Avenue  
Bellville, Ohio 44813

**Dissemination Procedures:**

All Staff                 Handbooks at the beginning of each school year  
Students                 Student Handbook & Rules Folder, Parent  
General Public         Newsletters Newspaper, District Web Site

**Legal Refs:**

Civil Rights Act of 1964, as amended in 1972, Title VI, VII  
Executive Order 11246, 1965, as amended by Exec. Order 11375  
Equal Employment Opportunity Act of 1972, Title VII  
Education Amendments of 1972, Title IX (P.L. 92-318)  
45 CFR, parts 81, 86 (Fed Reg June 4, 1985, August 11, 1975)  
Public Law 93-162 (Section 504)

2017-023 Appointed the Director of Physical Facilities to be Safety Director of the District.

2017-024 Appointed the Special Ed Director to be Coordinator of the Homeless.

**The vote was: Mr. Snyder     Yes                     Mr. Gonzalez   Yes**  
**Mr. Freund     Yes                     Mr. DeSanto    Yes**  
**Mr. Klenk      Yes**

**Upon Motion** by Mr. Snyder and seconded by Mr. Gonzalez, the Board:

2017-025 Approved the following committee structure:

Legislative Liaison	Mr. Klenk
Athletic Council	Mr. Freund
Student Achievement Liaison	Mr. Snyder
Buildings & Grounds	Mr. DeSanto, Mr. Gonzalez

Mr. Derek Fisher from the Knox County Career Center Spoke about the Career Center hosting the Regional Business Professionals of America Competition and the Career Center recently received the Investor in the Future Award from the Chamber of Commerce.

Knox County Career Center Representation:

February	Mr. Gonzalez
March	Mr. Gonzalez
April	Mr. Freund
May	
June	Mr. Klenk
July	
August	Mr. Snyder
September	
October	Mr. DeSanto
November	
December	

Mr. Derek Fisher shared with the Board that the regularly scheduled board meetings for the Knox County Career Center are usually held on the second Thursday of the month which is the same as the district's regularly scheduled meetings. Mr. Fisher said that he would get the board a calendar of the Career Center's meetings so they could determine if there would be any schedule conflicts.

2017-026 Reviewed (as required by No Child Left Behind) of Board Policy IGBL – Parental Involvement in Education

<b>The vote was:</b>	<b>Mr. Snyder</b>	<b>Yes</b>	<b>Mr. Klenk</b>	<b>Yes</b>
	<b>Mr. Gonzalez</b>	<b>Yes</b>	<b>Mr. DeSanto</b>	<b>Yes</b>
	<b>Mr. Freund</b>	<b>Yes</b>		

2017-027 **Upon Motion** by Mr. Snyder and seconded by Mr. Gonzalez, the Board approved the minutes of the Regular Meeting of December 8, 2016 and the Work Session of December 8, 2016 as written.

<b>The vote was:</b>	<b>Mr. Snyder</b>	<b>Yes</b>	<b>Mr. Freund</b>	<b>Yes</b>
	<b>Mr. Gonzalez</b>	<b>Yes</b>	<b>Mr. DeSanto</b>	<b>Yes</b>
	<b>Mr. Klenk</b>	<b>Yes</b>		

## **COMMUNICATIONS FROM THE PUBLIC – Public comments will only be permitted during this section of the agenda.**

Mr. Craig Smith wanted to let the board know that the Athletic Boosters meetings are usually held on the 3<sup>rd</sup> Monday of the month at 7 PM in the Clear Fork High School Media Center.

## **ITEMS FROM SUPERINTENDENT/BOARD**

### **PRESENTATIONS**

Mandy Neikamp and Kathy Trejo Garmann Miller, the Architect for the Elementary project presented the Schematic Design Submission for the Butler facility and the progress on the Schematic Design Submission for the Bellville Facility. Kathy presented the updates on the Butler Facility, it's orientation to the surrounding area and the student drop off by busses and parents. Mr. DeSanto asked about the play areas and Ms. Trejo showed where the play areas will be located. Mr. Snyder inquired about the expansion areas that were designed into the Butler Facility and Ms. Trejo pointed those out as well which are located in the front of the building. There is room for an additional four classrooms. Ms. Wyckoff asked about the bus drop-off and event parking and it was shown where a separate gated entry can be placed for athletic events that would utilize that lot for parking. Mr. Gonzalez asked about the proposed parent entrance, its placement and how the traffic would flow. Mr. Gonzales asked about the orientation of the proposed parent drop off and the access to the surrounding streets. Mr. Gonzales expressed his concern with the grade from the street to the first turn in the parent drop-off drive as well as his concern with exiting the facility and turning back onto the street. Ms. Trejo explained that the design is for three lanes and if there is the ability to make the lane one way. The parent drop-off loop is currently designed to hold about 40 cars. Mr. Gonzales expressed concern with the bus drop-off for the district's students with disabilities. He asked to have the handicap bus drop-off completely separate and as close to the school as possible. Ms. Neikamp then explained the floor plan of the building, explaining where the individual classroom spaces, office, gym, student dining area, kitchen and the mechanical rooms are located. She showed a rough 3D model rendering of the building and explained that the exterior details have not been decided yet as Garmann Miller intends to incorporate some of the design features of the current building into the new facility.

Ms. Trejo then showed the not yet finalized plan of the Bellville site. Ms. Trejo explained that the traffic report that came in showed that the student crossing presented a sight distance problem. Cars approaching the school zone cannot see the students crossing and the students crossing cannot see the oncoming traffic. She explained that there are two options that the architects are looking at, one option is to change the grade of the street to provide a better line of sight for the traffic on the street and the other option is to possibly close a part of School Street. She explained that they cannot move forward until the option the district will take is finalized. Ms. Trejo did show the proposed orientation of the building on the site, showed where the parent and bus drop-off areas will be

located, where the students would enter and where the playgrounds would be located. The parent drop-off should accommodate around 50 cars.

Ms. Wyckoff explained that in a very short amount of time the question about asking town council to vacate a little bit of School Street came up and Ms. Wyckoff went to the town council to propose that. Part of the purpose was finding a solution to the sight line given the current budget. Using a map of the existing site she showed what part of the street, which alleys and houses would be affected. She shared the advantage to taking part of School Street is that there are students who are currently are using the alleys to walk to school and crossing School Street and it is very difficult for them to do safely. She explained by closing a portion of the road it would make the walk to school much safer for the students who walk to school and it would not impede too much on the traffic. It would increase traffic on Huron Street. Ms. Wyckoff explained that on January 17<sup>th</sup> the Village Civil Engineer would be reporting to the town council to determine if that is an avenue that the district would like to pursue.

Mr. Freund inquired about the process of having the road vacated and how much time it would take, the input from the village citizens and how much traffic would be diverted to Huron Street. Mr. Klenk pointed out that during the fair, traffic on Huron would be horrible. Mr. Freund posed the questions that he thought would be asked if the village and the district pursued vacating the street. Ms. Wyckoff explained that it was important to explore this possibility because in twenty years from now if someone asked why didn't the district look into this option and go to the town council to see if it was a possibility we needed to be able to have an answer for that question rather than not pursuing the possibility. Mr. DeSanto reiterated that Ms. Wyckoff raised a good point and it is not a done deal, it is a long process but an option that needed to be looked at. Ms. Wyckoff also shared with the board a zoning variance to reduce the setback of the building a bit. Mr. Freund asked about the cost breakdown and the comparison of closing the road compared to re-grading the road. Mr. Gonzlaez inquired about the houses that would be effected and what the district would be expected to provide. He shared that one of the residents expressed the difficulty now with pulling out into the street from their drive and they hoped this traffic problem would be solved. He felt this resident would be looking at something like this real close. Mr. Gonzalez said that he is not in favor of blocking any streets off. He stated that the town and streets are small enough as is and this would restrict traffic flowing through the town. Mr. DeSanto also discussed the difficulty that occurs when Main Street is closed.

Ms. NeiKamp then described the building layout, the lower level, the second level, the classroom facilities, the kitchen, student dining, gym, office, media center and hallways. Mr. Klenk asked if the Butler was being designed so the District could build up in addition to expanding out, the answer to which was no, everything in Butler is designed for a one story building. Mr. DeSanto pointed out that the building is designed to be able to isolate the gym and student dining and stage from the classrooms so if there was a program in the evening the public could enter where the bus drop-off is and not have to go through the building. Mr. DeSanto inquired about the expansion possibilities for the Bellville site and Ms. NeiKamp shared that there are three classrooms that could be added before disturbance. Mr. Snyder asked Mandy to share with the audience the committee's thought of a cupola or tower with windows to add light to the

hallways and the expansion of the hallway. She discussed the widened hallways in the 4<sup>th</sup> and 5<sup>th</sup> grade section to accommodate lockers for the older students which allowed a part of the building to be popped out to add interest.

Ms. Neikamp also showed a rough 3D model rendering of the Bellville building and explained that the exterior details have not been decided yet as Garmann Miller intends to incorporate some of the design features of the current building into the new facility, add district logos and detail to the entry canopies.

Mr. Gonzalez inquired about the contour grade and Ms. Neikamp explained that it is 16 feet from floor to floor. Mr. Gonzales expressed the importance making sure that the lower roof slope doesn't separate from the upper building due to compaction. He inquired as to how Garmann Miller was going to assure that doesn't happen in the cafeteria or gym. Ms. Neicamp said they would be doing soil borings and from the results of those, the structural engineers would design the foundations to ensure that the building is structurally sound. Mr. DeSanto explained that the gym and student dining was on the bottom grade and there is not 16 foot of fill underneath that area. Ms. Neikamp explained that the exact amount of fill and final elevation of the building has not been set yet because they are waiting on the hydrologic testing analysis of the site to come back.

Ms. Wyckoff asked Mandy Neikamp to describe the Program of Requirements resolution that the board will vote on later in the evening. Ms. Neikamp explained that the POR is a listing of every single space the OFCC requires in a building and given the square feet associated with each space. That is what the architect work off of when designing the building.

Mr. DeSanto asked about the budget and asked if we are still in line with the budget. Ms. Neikamp explained that the budget is set and if we are over budget now we cannot move forward until we are in budget. Mr. DeSanto explained that the budget hasn't changed and we are still operating within the budget. Currently the only thing that wasn't part of the original budget so far is the hydrologic study which is only for the Bellville site and has to do with the flood way/plane. KEM is doing the study.

Mr. Gonzales asked about the bus drop-off for the district's students with disabilities at the Bellville site as well. He asked if there was any way something could be designed separate for the handicap bus drop-off and pick-up. He would like the special needs students to be out of the traffic of other vehicles and in some way out of the traffic other vehicles. Ms. Trejo explained that curbside pick-up and drop-off is already designed in and it cannot be any closer because regulations require idling vehicles to be at least 25 feet from the building. She also explained that the car drop-off is a one way two lane road. He also asked if the 3D drawings can be provided to the new papers for publishing. Ms. Trejo suggested that he wait for the next draft because the illustrations that were shown were very rudimentary and the next version will show more interest and more accurately depict the facility. Mr. DeSanto explained that if we put these drawings out it may create more confusion and raise more questions because these renderings are not the way the building will actually look.



## TREASURER'S REPORT

**Upon Motion** by Mr. Klenk and seconded by Mr. Gonzalez the Board:

- 2017-028 Approved the December Financial Report.
- 2017-029 Approved the Fiscal Year 2018 Tax Budget. The public hearing, as required by law, was held at the Board Office on December 29, 2016.
- 2017-030 Accepted the donation of \$531.75 from the Butler Parents Club to Butler Elementary School to be used for the purchase of staff shirts.
- 2017-031 Accepted the donation of \$125.00 from the Butler Lions Club to Butler Elementary School to be used towards the cost of field trips.
- 2017-032 Accepted the donation of \$667.00 from the Athletic Boosters to cover half of the cost of the Cheerleading warm ups.

<b>The vote was:</b>	<b>Mr. Klenk</b>	<b>Yes</b>	<b>Mr. Freund</b>	<b>Yes</b>
	<b>Mr. Gonzalez</b>	<b>Yes</b>	<b>Mr. DeSanto</b>	<b>Yes</b>
	<b>Mr. Snyder</b>	<b>Yes</b>		

## SUPERINTENDENT'S REPORT

**Upon Motion** by Mr. Freund and seconded by Mr. Snyder the Board:

- 2017-033 Accepted the resignation of Larry Weirich, Bus Driver, effective 12/30/2016.
- 2017-034 In accordance with 3319.22 ORC the Clear Fork Board of Education affirms that the following positions have been offered to the certified employees of the Clear Fork Valley Local School District and no qualified employee has been selected for the position(s). Furthermore, the Board affirms that the position(s) had been advertised in the Bellville Star on April 13, 2016 for anyone certified or non-certified who may be qualified and that the following personnel be employed on a one (1) year supplemental contract for the **2016-2017** school year per the adopted salary schedule:

Kyle Wirick                      Assistant Varsity Football

- 2017-035 Employed the following classified staff on a one (1) year limited contract beginning with the 2016-2017 school year per the adopted salary schedule.

Sara Saxton – Bus Driver – effective January 3, 2017

- 2017-036 Approved for payment once the Activities Director submits the number of contests worked; these staff members may be utilized as Site Managers to assist the Activities Coordinator when 2 events are occurring at the same time, paid at a rate of \$50.00 per event.

Judy Golden

2017-037 Approved for payment once the Activities Director submits the number of contests worked.

Judy Golden Game Worker \$25/contest

The vote was: Mr. Freund Yes Mr. Klenk Yes  
Mr. Snyder Yes Mr. DeSanto Yes  
Mr. Gonzalez Yes

**Upon Motion** by Mr. Gonzalez and seconded by Mr. Freund the Board:

2017-038 Approved the following Board Policy as discussed at the November 10, 2016 and the December 8, 2016 Board of Education meetings:

AC Nondiscrimination  
ACA/ACAA Nondiscrimination  
ACA-R/ACAA-R Nondiscrimination on the basis of sex/sexual harassment grievance procedures  
IIBH District Websites  
JEC School Admission  
JECAA-R Admission of Homeless Students  
JECAA Admission of Homeless Students  
JFCF-R Hazing and Bullying  
JFCF Hazing and Bullying  
JFG-R Interrogations and Searches  
JFG Interrogations and Searches  
JHCB Immunizations  
JO-R Student Records  
JO Student Records

The vote was: Mr. Gonzalez Yes Mr. Klenk Yes  
Mr. Freund Yes Mr. DeSanto Yes  
Mr. Snyder Yes

**Upon Motion** by Mr. Snyder and seconded by Mr. Freund the Board:

2017-039 Adopted the following resolution:

**APPROVING PROGRAM VERIFICATION STAGE SUBMISSION, INCLUDING THE PROGRAM OF REQUIREMENTS FOR THE NEW ELEMENTARY SCHOOL BUILDINGS**

The Superintendent recommends approval of the program verification stage submission prepared for the Project, including the program of requirements included in the stage submission.

Background:

1. The Clear Fork Valley Local School District Board of Education (Board) is designing and constructing two new PK-8 schools as a co-funded Ohio School Facilities Commission (OSFC) Classroom Facilities Assistance Program Segment 1 project, based upon a master facilities plan prepared by the OSFC and accepted by the Board (the Project).

2. Garman/Miller & Associates, Inc. (GMAI) prepared the program of requirements documentation for the new elementary school buildings, and Gilbane Building Company, the Construction Manager at Risk for the Project (CMR), reviewed the program of requirements documents prepared by GMAI, including estimated costs and a preliminary schedule for the work, and provided comments on the documents, which GMAI has reviewed and considered in preparing the final POR documents and the overall program verification stage submission.
3. GMAI assembled the program verification stage submission for the Project, in collaboration with the CMR, including the LFI MOU document to track costs associated with locally funded initiative improvements included in the Project.
4. The Board wishes to approve the program verification stage submission, including the program of requirements documents, prepared for the Project and to authorize GMAI and the CMR to proceed with the schematic design stage documents for the Project, subject to approval of the OFCC, including the documents required to track locally funded initiative improvements included in the Project.

The Clear Fork Valley Local School District Board of Education resolves as follows:

1. The Board approves the program verification stage submission, including the program of requirements documents for the two (2) new elementary school buildings, for the CFAP Segment 1 project, and the Superintendent and Treasurer are authorized to sign the design stage submission form provided by the OFCC Project Manager and GMAI for this design stage for the Project.
2. The Superintendent and Treasurer are also authorized to sign the LFI MOU document for the program verification stage included in the design phase submission notebook prepared for the Project.
3. The Board authorizes GMAI and the CMR to continue with the preparation of the schematic design stage documents for the new elementary school buildings.

2017-040 Accepted the bus bids opened on October 20, 2016 by the META Solutions.

2017-041 Entered into an Educational Service contract with Silver Lining Goup-Mansfield.

<b>The vote was:</b>	<b>Mr. Snyder</b>	<b>Yes</b>	<b>Mr. Klenk</b>	<b>Yes</b>
	<b>Mr. Freund</b>	<b>Yes</b>	<b>Mr. DeSanto</b>	<b>Yes</b>
	<b>Mr. Gonzalez</b>	<b>Yes</b>		

2017-042 **Upon Motion** by Mr. Snyder and seconded by Mr. Freund, the Board adjourned from Regular Session at 7:28 PM.

<b>The vote was:</b>	<b>Mr. Snyder</b>	<b>Yes</b>	<b>Mr. Klenk</b>	<b>Yes</b>
	<b>Mr. Freund</b>	<b>Yes</b>	<b>Mr. DeSanto</b>	<b>Yes</b>
	<b>Mr. Gonzalez</b>	<b>Yes</b>		

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Jim DeSanto, Board President

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Bradd Stevens, Treasurer