

Minutes of Regular Meeting

November 17, 2008

The Rootstown Local Board of Education met for a Work Session and the Regular Meeting in the High School Cafeteria on November 17, 2008. Present were Robert Dunn, Tom Siciliano, Dale Hluch, Jay Kelsey, and Dean Brunner. Also present were Andrew Hawkins, Superintendent, Connie Baldwin, Treasurer, Doug Klicman, Diana Pastor, Norm Reynolds, Peggy Shewell, Matt Collins, and Andrew Shonk.

- ✓ The meeting was called to order by President, Robert Dunn at 5:00 p.m.
- ✓ The Pledge of Allegiance was recited.
- ✓ Roll Call: D. Brunner, R. Dunn, D. Hluch, J. Kelsey, T. Siciliano

- ✓ **Work Session with MKC Architects:**

- **Guest: Steve Miller**

Discussion Items:

- 1) Timeline
- 2) Master Plan Options
- 3) OSFC vs. Non-OSFC Money

Timeline

- 1) Bond issue timing will dictate building advisory group momentum.
- 2) Need about 1 year prior to bond issue to work with group.
- 3) If too long group tends to lose steam.
- 4) 6-8 months – Master Plan
- 5) 4-6 months – Bond Campaign

Possible Renewal November 2009 – 5.9 mill

May 2010 new operating levy then Bond November 2010

Fall of 2009 – Building Advisory starts.

Finish off Master Plan.

Will make decisions on segmenting.

To lock in on OSFC funding,

Must complete Master Plan by June 2009 or June 2010

Revaluation occurs if we wait.

Inflation cost – 4.6% to 4.9% per year

2009 lock in 4.9% inflation but could see benefit if valuations drop.

Timeline: January-May 2009 look at options, valuation #.

Steve will compare OSFC vs. non-OSFC project funding.

OSFC #1 – K-12 #2 P-6 & 7-12 in OSFC & non-OSFC money

Then we'll look at segmenting/phasing

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Field & Mogadore – did not use OSFC

Rule of thumb > 25% is worth using OSFC money.

MKC can offer help

May 2009 – New

November 2009 – Renewal – OR -

November 2010 – Bond

November 2009

May 2010

RESOLUTION 2009-11-01

ADOPT THE AGENDA

It was moved by D. Hluch and seconded by D. Brunner to adopt the agenda.

Yes: Dunn, Hluch, Kelsey, Siciliano, Brunner; motion carried 5-0.

✓ **Lions Club Good Award – Presentation**

After a short presentation explaining the purpose of the Lions Club Good Award, Norm Reynolds presented the awards to Madeline Buskey, Chad Breznak, and Ashley Brown. The students and their parents were recognized for their achievement. The Board thanked the Lions Club, the parents and the children.

✓ **Community Comments:** None

✓ **Treasurer’s Reports/Recommendations:**

RESOLUTION 2009-11-02

APPROVE MINUTES

It was moved by T. Siciliano and seconded by J. Kelsey to waive reading and approve the minutes of the following meetings:

October 20, 2008 – Regular Meeting

Also, approved the monthly financial reports as submitted, with the authorization for the payment of bills and appropriation modifications as necessary.

Yes: Hluch, Kelsey, Siciliano, Brunner, Hluch; motion carried 5-0.

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RESOLUTION 2009-11-03**APPROVE DONATIONS**

It was moved by D. Hluch and seconded by D. Brunner to approve the following donations:

\$2,836.23 from Rootstown Middle School PTS to Rootstown Middle School.

\$ 50.00 from Aaron Cooksey to the Rootstown High School.

\$ 100.00 from Rootstown Elementary PTA, Music Express Magazine for the Rootstown Elementary School Music Program

\$700.00 from Joseph Wise to the Chemistry and Physics Programs

Yes: Kelsey, Siciliano, Brunner, Dunn, Hluch; motion carried 5-0.

RESOLUTION 2009-11-04**AGREEMENT W/ PO. CO. ESC**

It was moved by T. Siciliano and seconded by J. Kelsey to approve the agreement with the Portage County Educational Service Center in the amount of \$318,598.90. This agreement covers special education services, preschool services, technology, PT/OT and other related services as listed.

Yes: Siciliano, Brunner, Dunn, Hluch, Kelsey; motion carried 5-0.

RESOLUTION 2009-11-05**AGREEMENT W/ LEAP PROGRAM**

It was moved by D. Hluch and seconded by D. Brunner to approve the agreement with Harbor Education Services, LLC (Leap Program) for one special education student in the amount of \$20,700.

Yes: Brunner, Dunn, Hluch, Kelsey, Siciliano; motion carried 5-0.

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RESOLUTION 2009-11-06**APPROVE 403 (b) PLAN**

It was moved by T. Siciliano and seconded by J. Kelsey to approve the 403 (b) plan as follows:

RESOLUTION NO. 2009-11-06**A RESOLUTION
ADOPTING A SECTION 403(B) PLAN AND
APPOINTING THE TREASURER TO ADMINISTER THE PLAN**

WHEREAS, Internal Revenue Code ("IRC") Section 403(b) and applicable regulations thereunder provide that (i) contributions made by the Board on behalf of its employees (including contributions made pursuant to salary reduction agreements) to insurance companies and certain other entities which are to be held under certain annuity contracts or custodial account agreements described therein ("403(b) Contracts") will not be currently treated as gross income for federal income tax purposes, and (ii) such contributions and earnings thereon will not be subject to federal income tax until distributed to the employee or other beneficiary of such contract; and

WHEREAS, Ohio Revised Code ("ORC") Section 9.90 provides that the Board may make contributions on behalf of employees to annuity contracts and/or custodial accounts described in IRC Section 403(b) (including contributions made pursuant to a salary reduction agreement); and

WHEREAS, ORC Section 9.91 provides that, subject to certain restrictions that the Board may impose, employees may request that the Board make contributions on their behalf to a 403(b) Contract designated by such employees, under salary reduction agreements or other terms and conditions as determined by the Board; and

WHEREAS, ORC Section 9.91 provides that the Board may require a 403(b) Contract provider, or broker who offers 403(b) Contracts, to enter into a reasonable agreement protecting the Board from any liability attendant to procuring, or making contributions to, a 403(b) Contract for its employees; and

WHEREAS, the Board wishes to make contributions under one or more 403(b) Contracts on behalf of employees, who elect to have such contributions made thereto pursuant to salary reduction agreements, provided that the provider of the 403(b) Contract, or the broker for the 403(b) Contract, executes an agreement protecting the Board from liability attendant thereto; and

WHEREAS, Treasury Department Regulations under IRC Section 403(b) require that the Board, among other things, adopt a plan document that will reflect its policies and procedures in regard to contributions to 403(b) Contracts, and that otherwise provide that such policies and procedures will comply with the requirements of IRC Section 403(b), as interpreted by such regulations; and

WHEREAS, employees who are members of the bargaining unit represented by the Rootstown Local (the "REA") are, upon retirement, entitled to receive certain types of severance pay; and

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WHEREAS, pursuant to, and in accordance with, the provisions of IRC Section 403(b) and the regulations thereunder, and certain other provisions of the federal income tax law, and in accordance with the terms of the collective bargaining agreement between the REA and the Board, the Board wishes to establish a Section 403(b) Plan that will permit employees to make elective deferrals under the Plan and will also provide for the mandatory deferral of some or all of the severance pay of certain retiring employees; and

WHEREAS, the Board has consulted with outside legal counsel in regard to the tax consequences of the 403(b) Plan; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Rootstown Local School District, County of Portage, State of Ohio, that:

Section 1. The Board hereby adopts the Rootstown Local School District Section 403(b) Plan that is attached hereto as Exhibit A (the "403(b) Plan").

Section 2. The Treasurer of the School District is hereby authorized to formally execute, on behalf of the Board, the attached 403(b) Plan, and any and all other legal documents that may be required to establish and maintain the 403(b) Plan, including, without limitation, the agreements that are included as Exhibits to the 403(b) Plan, and any required filings with the Internal Revenue Service or other governmental agencies. Further, the Treasurer is hereby appointed to act on behalf of the Board as the Administrator of the 403(b) Plan. Accordingly, the Treasurer may adopt rules and regulations relating to plan administration as, in the Treasurer's sole judgment, shall be necessary or desirable for 403(b) Plan administration and compliance with applicable law.

Section 3. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

Section 4. This Resolution shall be in full force and effect as of January 1, 2009.

Yes: Dunn, Hluch, Kelsey, Siciliano, Brunner; motion carried 5-0.

RESOLUTION 2009-11-07**ACCEPT BUS BID**

It was moved by D. Hluch and seconded by D. Brunner to accept the bid from Myers Equipment Corp. for the 72-passenger bus for \$73,732.00.

Yes: Hluch, Kelsey, Siciliano, Brunner, Dunn; motion carried 5-0.

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RESOLUTION 2009-11-08**REMOVAL FROM INVENTORY**

It was moved by J. Kelsey and seconded by T. Siciliano to approve the removal of the following items from inventory due to their non-working condition:

- 1 Sharp cassette player/recorder (#02041)
- 1 Panasonic cassette player/recorder (RQ309A, SNOEF496136)
- 1 Panasonic cassette player/recorder (#02112)
- 10 Texas Instruments TI-83 calculators

Yes: Kelsey, Siciliano, Brunner, Dunn, Hluch, motion carried 5-0.

✓ **Superintendent Reports/Recommendations:**

RESOLUTION 2009-11-09**HIRED – B. VASBINDER**

On the recommendation of the Superintendent, it was moved by T. Siciliano and seconded by D. Brunner to hire Bridgette Vasbinder as a 2 hour Cafeteria Worker with 0 years experience, effective November 3, 2008.

Yes: Brunner, Dunn, Hluch, Kelsey, Siciliano; motion carried 5-0.

RESOLUTION 2009-11-10**ADJUST V. KISER'S HOURS**

On the recommendation of the Superintendent, it was moved by D. Brunner and seconded by T. Siciliano to adjust Vickie Kiser's hours from 6¾ to 7 hours per day, effective 11/18/2008.

Yes: Dunn, Hluch, Kelsey, Siciliano, Brunner; motion carried 5-0.

RESOLUTION 2009-11-11**ADJUST P. HELMLING'S HOURS**

On the recommendation of the Superintendent, it was moved by D. Hluch and seconded by J. Kelsey to adjust Pamela Helmling's hours from 7 ½ to 7 hours per day, effective 11/10/2008.

Yes: Hluch, Kelsey, Siciliano, Brunner, Dunn; motion carried 5-0.

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RESOLUTION 2009-11-12**HIRED SUBSTITUTES**

On the recommendation of the Superintendent, it was moved by T. Siciliano and seconded by J. Kelsey to hire the following substitutes:

Susan Weber	Substitute Bus Driver, effective 10/23/2008
Susan Weber	Substitute Café. Worker
Cathy Baniecki	Substitute Bus Aide, effective 10/22/2008
Denise Vigluicci	Substitute Educational Aide
Britt Davis	Substitute Teacher
Earl Walker	Substitute Teacher
Mark Cain	Substitute Teacher

Yes: Kelsey, Siciliano, Brunner, Dunn, Hluch; motion carried 5-0.

RESOLUTION 2009-11-13**HIRED SUPPLEMENTALS**

On the recommendation of the Superintendent, it was moved by D. Hluch and seconded by T. Siciliano to hire the following supplementals:

Ryann Allen	Volunteer Asst. Ski Club Advisor
Rebecca Evans	Elementary Enrichment, 2 yrs experience @ 1.5%
Michelle Workinger	Elementary Enrichment, 2 yrs experience @ 1.5%
Greg Bryte	Volunteer Boys Basketball Coach

Yes: Siciliano, Brunner, Dunn, Hluch, Kelsey; motion carried 5-0.

RESOLUTION 2009-11-14**HIRED SUPPLEMENTALS**

On the recommendation of the Superintendent, it was moved by T. Siciliano and seconded by D. Hluch to hire the following supplementals:

WHEREAS, Section 3313.53 of the Ohio Revised Code authorizes the employment of non-teachers and/or non-district teachers as coaches and supervisors of student activity programs, and

WHEREAS, this Board has posted the positions as being available to the employees of the district who hold teaching certificates and no such employee qualified to fill the position has applied for, been offered and accepted such position, and

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WHEREAS, this Board then advertised the positions as being available to certificated individuals not employed by the district, and thereafter received applications from the following individuals who are experienced and otherwise qualify to serve in the position.

BE IT THEREFORE RESOLVED, that the following individuals be employed under extra curricular contracts in said positions for the 2008-2009 school year at the stipend amount of such positions as set forth in the current negotiated agreement, contingent upon satisfactory completion of the state's criminal record check as required by law. Said employees shall also have the necessary first aid training and CPR and TB test:

Robert Colecchi	Asst. Girls Basketball Coach, 0 yrs. exp. @ 5.75%
Nick Asimakopoulos	7th Grade Boys Basketball Coach, 0 yrs. exp. @ 5.0%
Lance Linton	Volunteer Wrestling Coach
Joe Knopick	Volunteer Wrestling Coach
Craig Brown	Volunteer Wrestling Coach

Yes: Brunner, Dunn, Hluch, Kelsey, Siciliano; motion carried 5-0.

✓ **Reports:**

Mike Capitena: 68% students passed reading tests in 3rd grade. IOWA/COGAT completed in 5th grade. Thanks to PTA for fall crafts. Author visit was successful.

Mike Ferguson: Annual Illuminating Memories in Memorial Garden on Friday at 7:30 p.m. There will be a fundraiser for a student with medical needs at the Firehouse. Thanks to those who have donated. The school play "Dirty Work in High Places" is this weekend. CPS collecting for Happy Trails.

Linda Paulus: Star Math program at the Middle School. Mrs. Mervine's class is included in Portage County Historical Society time capsule.

Neal Beans: 139 Honor Roll Students (46%) 20 students have a 4.0. PTS gave gift certificates to some winners of these honor students. The PTS Talent Show is Friday. The Choir Concert is December 9th and the Band Concert is December 16th. There are 29 students who qualify to be Scholar Athletes (+3.0).

Matt Collins: All 6 buses passed inspection today.

Dean Brunner: Capital Conference was successful.

Dale Hluch: 5 sessions attended at Capital Conference: Joint Use Facilities, Rachel Simons, Connie's Leadership Academy Graduation, Delegate Assembly, 10 ways to pass bond, and Legislative Update.

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✓ **Reports Con't:**

Robert Dunn: Thanks the voters who helped pass the Renewal PI Levy.

Jay Kelsey: Thanks those who attended the All Boards Dinner.

Andrew Hawkins: Thanks again for Levy Renewal passage. It allows us to buy a new bus.

✓ **Old Business:**

There was a Lockdown situation in October at 2:30 pm. Students were still in the buildings. Fortunately it appears to have been a prank. Mr. Hawkins commends the staff for carrying out the Safety Plan. Also, thanks to the Sheriff's Office.

✓ **New Business:** None**RESOLUTION 2009-11-15****ADJOURNMENT**

It was moved by D. Brunner and seconded by T. Siciliano to adjourn the meeting at 6:45 p.m.

Yes: Dunn, Hluch, Kelsey, Siciliano, Brunner; motion carried 5-0.

Robert C. Dunn, President

Connie Baldwin, Treasurer