

# SOUTHEAST LOCAL SCHOOL DISTRICT

## BOARD AGENDA

Waynedale High School  
Regular Meeting  
September 18, 2017  
6:00 p.m.

Call to Order

Approval of Minutes – August 16, 2017, Regular Meeting.

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Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays

Highlights:

- New Employee Introductions

### I. Hearing of Public Delegations / Board Policy on Public Participation

#### **PUBLIC PARTICIPATION AT BOARD MEETINGS / BDDH (Also KD)**

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.

Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three 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.

II. Treasurer’s Business

**ACTION ITEMS:**

Approval of items 1— 4

1. Approval of Financial Statement / Detailed Revenue Expenditure Report.

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2. Recommend the Board approve the permanent appropriations for fiscal year 2018 as presented.

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3. Recommend the Board approve the following transfers from General Fund (001) to School-Wide Pool Funds:

	<b>FUND</b>	<b>AMOUNT</b>
School-Wide Pool	598-9018	\$320,000

4. Approve Cash Basis Financial Statements –

The Southeast School Board of Education recognizes the value in preparing timely and accurate financial statements to reflect the District’s operations as of fiscal year end. Due to the cost requirements of preparing these financial statements according to Generally Accepted Accounting Principles (GAAP), the Board has determined that preparing yearend statements on a cash basis of accounting will reflect the district’s financial position and allow for resources previously spent on GAAP to be allocated for educational purposes.

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays \_\_\_\_\_

▪ **ADMINISTRATIVE REPORTS**

**ACTION ITEMS – PERSONNEL:**

Approval of items

1. Recommend the Board accept the resignation for the purpose of retirement of Khrista Berlin, teacher at Mt. Eaton Elementary, effective the end of the 2017-2018 school year.

2. Recommend the Board approve Rachel Nerren as a bus/educational aide for Waynedale High School, on a 1-year contract at step 1, effective September 14, 2017.

3. Recommend the Board approve a step move from step 0 to step 1 for Danielle Johnston, educational aide at Holmesville Elementary, after verification of years of service.
4. Recommend the Board approve Jennifer Miller as a part-time Assistant Cook at Fredericksburg Elementary on a one-year timeslip as needed contract, effective September 5, 2017.
5. Recommend the Board approve the following VOLUNTEER coaches, pending the completion of BCI/FBI and pupil activity permit requirements:
  - Stephanie Baker, WHS Volleyball
  - Jeremy Irias, WHS Girls Soccer
6. Recommend the Board approve Kristie Near as Assistant Nurse for a student at Apple Creek Elementary on a one-year timeslip as needed contract , effective August 22, 2017.
7. Recommend the Board approve the following Mentors at a stipend of \$1,000 each for the 2017-18 school year:
  - David Miller, Coordinator/Teacher Mentor (\$1,500)
  - Kyle Alberson, Teacher Mentor
  - Todd Barkan, Teacher Mentor
  - Hilary Brenner, Teacher Mentor
  - Jen George, Teacher Mentor
  - Angela Grass, Teacher Mentor
  - Lisa Gwin, Teacher Mentor
  - Heather Meade, Teacher Mentor
  - Kerry Miller, Teacher Mentor
  - Stacey Miller, Teacher Mentor
  - Pam Morris, Teacher Mentor
  - Luann Schlabach, Teacher Mentor
  - Jen Walton, Teacher Mentor
8. Recommend the Board approve a salary increase for the below listed employees, effective with the 2017-2018 school year:
  - Jennifer Jolley to 150 SH
  - Lisa Gwin to MA+30

9. Recommend the Board approve the following Special Education Work Study Students as cafeteria/custodial/library worker on timeslip as needed for the 2017-2018 school year at Waynedale High School and John R. Lea Middle School with nine week increases of \$.25 per hour if approved by Melody Schlabach:

Name	Grade	Year	Starting Hourly Wage
Dayne Morrison	12	5 <sup>th</sup> Year	\$3.75
Nathan Keim	11	4 <sup>th</sup> Year	\$3.25
Emily Long	11	4 <sup>th</sup> Year	\$3.00
Austin Rucker	11	4 <sup>th</sup> Year	\$3.25
Kasey Yoder	11	4 <sup>th</sup> Year	\$3.25
Naomi Hershberger	10	3 <sup>rd</sup> Year	\$2.75
Julian Mast	10	3 <sup>rd</sup> Year	\$2.75

10. Recommend the Board approve the following Occupational Work Adjustment (O.W.A.) students as cafeteria/custodial/library workers on timeslip as needed for the 2017-2018 school year at Waynedale High School and John R. Lea Middle School with nine week increases of \$.25 per hour if approved by Mr. Louie Stanley:

Name	Grade	Year	Starting Hourly Wage
Kyle Myers	10	2 <sup>nd</sup> Year	\$2.75
Dakota Sterling	10	2 <sup>nd</sup> Year	\$2.50
Damian May	10	1 <sup>st</sup> Year	\$2.25
Jake Kittle	10	1 <sup>st</sup> Year	\$2.25
Manzarek Whyde	9	1 <sup>st</sup> Year	\$2.25
Anthony Schuler	9	1 <sup>st</sup> Year	\$2.25
Jacob Polen	9	1 <sup>st</sup> Year	\$2.25
Donald West	9	1 <sup>st</sup> Year	\$2.25

11. Recommend the Board approve the following classified personnel at the current substitute rates effective for the 2017-2018 school year \*pending approval from B.C.I./F.B.I. background check results:

Name	Phone	Bus Driver	Van Driver	Secretary	Cook	Sweeper / Custodian	Library Aide	Educ./Student Aide	Noontime Aide
*Divina Weaver	330-857-8668					X			
Christine Indorf	330-988-5839			X	X	X	X		X

12. Recommend the Board hire the following personnel on a one-year supplemental contract on the Board adopted salary schedule for the 2017-2018 school year, pending verification of years of service and meeting BCI/FBI and pupil activity permit requirements.

William Buckerfield	Waynedale	Weight Room Supervisor – 50%	Step 0 1 <sup>st</sup> Year	0.03
Ronda Shultzman	Waynedale	Student Council Advisor – 50%	Step 0 1 <sup>st</sup> Year	0.01

**ADMINISTERING MEDS / AGREEMENT / SERVICE CONTRACTS / ITEM DISPOSAL / COMMENCEMENT / POLICY REVIEW:**

13. Recommend the Board approve the following personnel to administer medications to students per physician’s instructions for the 2017-2018 school year:

<b>AIDE</b>	Rachel Nerren, Transportation/Ed Aide
<b>TRANSPORTATION</b>	Enola Arwood, Van Driver Penny McAfee, Van Driver Tim Snider, Bus Driver

14. Recommend the Board approve the agreement with Stark County ESC to provide an Assistive Technology Augmentative Alternative Communication and Behavior Specialist, Cynthia Schumacher, on an as-needed basis, effective August 17, 2017 through June 30, 2018.

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15. Recommend the Board approve a contract for specialized services with The Golden Key Center for Exceptional Children, Inc., which provides autism intervention & training, effective August 11, 2017 – May 31, 2018.

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16. Recommend the Board approve the Commencement date for Waynedale High School as May 26, 2018, at 7:00 p.m., depending on number of calamity days used throughout the school year.

17. Recommend the Board grant permission to dispose of the following items:

School	Item	Serial # / Tag #
Waynedale	<ul style="list-style-type: none"> <li>• Canon K10360 Printer</li> <li>• Epson 3490 Scanner</li> </ul>	090017-11 / GPEV049237 /

18. Recommend the Board review and approve the below listed policy:

- Career Advising (IJA)

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**MEMORANDUM OF UNDERSTANDINGS**

19. Recommend the Board approve the MOU between OneEighty and Southeast Local Schools to allow students in grades 8, 10 and 12 to complete a survey as part of the Ohio Strategic Prevention Framework – Partnership for Success grant. Participation by students is voluntary.

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20. Recommend the Board approve the MOU between The Cleveland Clinic Foundation and Southeast Local Schools to create a framework through which CCF may provide a prescriber-issued protocol for epinephrine autoinjectors to be administered in emergency situations.

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Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays \_\_\_\_\_

**INFORMATION ITEMS:**

1. September 18 & 20 WHS & JRL Parent/Teacher Conferences
2. September 30 – Bandarama at Triway
3. October 4 & 6 – Elementary Conferences
4. October 6 – Homecoming Game
5. October 7 – Homecoming Dance
6. October 20— No School—District-Wide Inservice Day

III. WCSCC Report

IV. Superintendent’s Business

V. Board Comments

VI. Adjourn to Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays

VII. Adjourn from Executive Session

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays

VIII. Adjourn the Meeting

Motion \_\_\_\_\_ Seconded \_\_\_\_\_

**SOUTHEAST LOCAL SCHOOL DISTRICT**  
**ADDENDUM TO BOARD AGENDA**

Waynedale High School  
Regular Meeting  
September 18, 2017  
6:00 p.m.

IV. Superintendent's Business

**ACTION ITEMS - Personnel:**

- 5 a. Recommend the Board approve Jared Zollars as a VOLUNTEER Cross Country Coach for Waynedale High School.

Motion \_\_\_\_\_ Seconded \_\_\_\_\_ Vote: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays \_\_\_\_\_



# RECORD OF PROCEEDINGS

*Minutes of*

Southeast Local School District

*Regular Meeting*

## WAYNEDEALE HIGH SCHOOL

Held at 6:00 p.m.

August 25, 2017

ALL MEMBERS HAVING DUE NOTICE THE FOLLOWING WERE PRESENT: VALORIE LEWIS, TIM SUPPES, DAVE TROYER, RICH FRAZIER AND SUE WILLIAMS.

PRESIDENT SUE WILLIAMS CALLED THE MEETING TO ORDER.

17-237 MR. FRAZIER MOVED AND MRS. LEWIS SECONDED THE MOTION TO APPROVE THE MINUTES OF THE JUNE 19, 2017 REGULAR MEETING AS PRESENTED.

VOTE: YEAS: LEWIS, SUPPES, TROYER, FRAZIER, WILLIAMS

17-238 MR. TROYER MOVED AND MR. SUPPES SECONDED THE MOTION TO APPROVE THE TREASURERS BUSINESS ITEMS AS PRESENTED:

Approval of Financial Statement / Detailed Revenue Expenditure Report as presented.

Recommend the Board approve the following transfers from General Fund (001) to School-Wide Pool Funds:

School-Wide Pool	598-9017	\$ 420,000
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Recommend the Board establish Fund 401-9019 Kingsway Auxilliary Services for Fiscal Year 2018 and Fiscal Year 2019.

Recommend the Board authorize the Treasurer staff software conversion stipend as determined by the Treasurer, at a cost not to exceed \$3,000 for Southeast Local Schools.

VOTE: YEAS: LEWIS, SUPPES, TROYER, FRAZIER, WILLIAMS

17-239 MRS. LEWIS MOVED AND MR. FRAZIER SECONDED THE MOTION TO APPROVE THE SUPERINTENDENT'S CONSENT AGENDA AND ITEMS AS PRESENTED:

Recommend the Board accept the resignation of Christa Frantz as Principal at Fredericksburg and Holmesville Elementary, effective August 2, 2017.

Recommend the Board accept the resignation for the purpose of retirement of Patti Arnold, Principal at Mt. Eaton Elementary, effective at the end of the 2017-2018 school year.

Recommend the Board approve Shawn Snyder as Principal of Fredericksburg and Holmesville Elementary, on a 2-year contract, effective August 7, 2017, pending approval of alternative administrative license.

# RECORD OF PROCEEDINGS

Minutes of

Southeast Local School District

Regular Meeting

## WAYNEDEALE HIGH SCHOOL

Held at 6:00 p.m.

August 25, 2017

Recommend the Board accept the resignation from Tracey Shuster as Educational Aide/Nurses Assistant at Apple Creek Elementary, effective August 7, 2017.

Recommend the Board approve Samantha Miglich as Principal of Mt. Eaton Elementary, on a 2-year contract, effective August 1, 2018, pending approval of administrative license.

Recommend the Board approve a one-year probationary/limited teaching contract to Heather Koontz as Third Grade Teacher for Fredericksburg Elementary School at BA / Step 0, effective for the 2017-2018 school year.

Recommend the Board approve Jordan Turek as Study Hall Monitor at Waynedale High School, on a 1-year timeslip as needed contract at step 0, effective for the 2017-2018 school year.

Recommend the Board approve Danielle Johnston as Educational Aide and Noon Aide at Holmesville Elementary, on 1-year timeslip as needed contracts at step 0, effective for the 2017-2018 school year.

Recommend the Board approve Breanna Hershberger as Noon Aide at Apple Creek Elementary, on a 1-year timeslip as needed contract at step 0, effective for the 2017-2018 school year.

Recommend the Board approve Kristie Keister for a stipend of her hourly rate to support the 7/8 grade classes at Mt. Eaton and Fredericksburg Elementary, not to exceed 50 hours for the 2017-2018 school year.

Recommend the Board approve Lori Forrester as Bus Driver for Southeast Local Schools, on a 1-year contract at step 15, effective for the 2017-2018 school year.

Recommend the Board accept the resignation of Caleb Drennen as Faculty Manager for the 2017-18 school year, effective July 11, 2017.

Recommend the Board hire the following personnel on a one-year supplemental contract on the Board adopted salary schedule for the 2017-2018 school year, pending verification of years of service and meeting BCI/FBI and pupil activity permit requirements.

Justin McDowell	Waynedale	Faculty Manager	Step 0 1 <sup>st</sup> Year	0.04
Jennifer Collins	John R. Lea	Cheerleader Advisor	Step 0 1 <sup>st</sup> Year	0.035
Celia O'Hearn	John R. Lea	Volleyball 8 <sup>th</sup> Grade	Step 0 1 <sup>st</sup> Year	0.04
Nick Widder	Waynedale	Soccer Girls Assistant	Step 2 3 <sup>rd</sup> year	0.08

# RECORD OF PROCEEDINGS

*Minutes of*

Southeast Local School District

*Regular Meeting*

## WAYNE DALE HIGH SCHOOL

Held at 6:00 p.m.

August 25, 2017

Recommend the Board approve substitute teachers (\$75/day) and educational aides employed through the Tri-County ESC to work in the Southeast Local Schools for the 2017-2018 school year.

Recommend the Board approve a salary increase for Jennifer Lawrence to MA+30, effective with the 2017 2018 school year.

Recommend the Board approve Enola Arwood as Van Driver, on a one-year timeslip as needed contract at step 15, effective for the 2017-18 school year, pending the completion of requirements.

Recommend the Board approve Penny McAfee as Van Driver, on a one-year timeslip as needed contract at step 0, effective for the 2017-18 school year, pending the completion of requirements.

Recommend the Board approve the following personnel to administer medications to students per physician's instructions for the 2017-2018 school year:

<b>SCHOOL NURSE</b>	Tara Jacobs
<b>ADMINISTRATORS</b>	Patti Arnold Jamie Cicconetti Matt Karowelski Shawn Snyder Erich Riebe Rich Roth
<b>SECRETARIES</b>	Vickie McConnell Marcy Speelman Edna Zimmerly Amy Beatty Violet Lehman Sherri Suttle Brenda Clark Shelly Mast
<b>GUIDANCE COUNSELORS</b>	Jennifer Troyer Joshua Conrad Becky Amstutz
<b>TEACHERS</b>	Khristy Berlin Allyson Gray Melody Schlabach
<b>AIDES</b>	Kristie Near Lydia Rice Stacey Stallman Michelle (Shelly) Welsh Janet Whitmyer

Recommend the Board approve \$600.00 stipends for the following LPDC committee members for the 2017-2018 school year.

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WAYNE DALE HIGH SCHOOL

Held at 6:00 p.m.

August 25, 2017

- Patti Arnold
- Luann Schlabach
- Hilary Brenner
- Dave Miller (\$750/chairperson)
- Holly Mastrine

Recommend the Board approve a 12 week leave of absence for Nicole Peters, beginning July 21, 2017.

Recommend the Board approve the following classified personnel at the current substitute rates effective for the 2017-2018 school year \*pending approval from B.C.I./F.B.I. background check results:

Name	Phone	Bus Driver	Van Driver	Secretary	Cook	Sweeper / Custodian	Library Aide	Educ./Student Aide	Noontime Aide
Janice Geiser-Kratzer	330-857-8668			X					
*Jennifer Miller	330-465-9295				X				

**ADDENDUM**

Recommend the Board approve Elsie Yoder as Educational Aide on a 1-year timeslip as needed contract, at step 1, effective for the 2017-2018 school year.

Recommend the Board approve a one-year probationary/limited teaching contract to Michala Metzcar as Second Grade Teacher at Fredericksburg Elementary School at BA / Step 0, effective for the 2017-2018 school year.

Recommend the Board accept the resignation of Heather Shapaka as second grade teacher at Fredericksburg, effective August 15, 2017.

**TRANSPORTATION / STUDENT SERVICES / BOARD POLICIES:**

Approval of Items

Recommend the Board approve bus routes for the 2017-18 school year.

Recommend the Board grant the Superintendent authority to make adjustments to bus routes/stops as needed for the 2017-18 school year.

Appoint Sue Williams as Student Achievement liaison to the Ohio School Boards Association.

Recommend the Board enter into an agreement with Tri-County ESC for shared psychologist services.

# RECORD OF PROCEEDINGS

Minutes of

Southeast Local School District

Regular Meeting

## WAYNEDEALE HIGH SCHOOL

Held at 6:00 p.m.

August 25, 2017

Recommend the Board enter into contract with Tri-County Educational Service Center for 2017 Educational/Special Services, for the period of July 1, 2017 through June 30, 2018.

Recommend the Board approve the Audiology Services Contract for Susan Bussard between Stark County ESC and Southeast Local Schools, for services from August 8, 2017 through June 6, 2018.

Recommend the Board approve a service contract for Kelsey Large to serve as Itinerant Intervention Specialist for Hearing Impaired to provide services on an as-needed basis, provided by Stark ESC, effective August 17, 2017 through June 5, 2018.

Recommend the Board approve the agreement for services provided by the Cleveland Sight Center for visually impaired students in our district.

Recommend the Board approve the following board policies:

- School Board Legal Status (BB)
- Bidding Requirements (DJC)
- School Properties Disposal (DN)
- Student Wellness Program (EFG)
- Health Education (IGAE)
- College Credit Plus (IGCH-R)
- Co-curricular and Extracurricular Activities (IGD)
- Interscholastic Athletics (IGDJ)
- Graduation Requirements (IKF)
- Student Absences and Excuses (JED / JED-R)
- Truancy (JEDA)
- Student Discipline (KG)
- Student Suspension (JGD)
- Student Expulsion (JGE)
- Cooperative Educational Programs (LBB)

### ADDENDUM

Recommend the Board approve the additional page to the student handbooks regarding truancy and unexcused absences.

Recommend the Board approve to increase the field trip rate for bus drivers to \$13.00 per hour.

VOTE: YEAS: LEWIS, SUPPES, TROYER, FRAZIER, WILLIAMS

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# RECORD OF PROCEEDINGS

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*Minutes of*

Southeast Local School District

*Regular Meeting*

WAYNEDEALE HIGH SCHOOL

Held at 6:00 p.m.

August 25, 2017

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MRS. WILLIAMS PROVIDED AN UPDATE FROM THE WCSCC

MR. SUPPES MOVED AND MR. TROYER SECONDED THE MOTION TO ADJOURN THE MEETING.

VOTE: YEAS: LEWIS, SUPPES, TROYER, FRAZIER, WILLIAMS

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PRESIDENT

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TREASURER