ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT

MINUTES OF REGULAR MEETING

APRIL 10, 2019

The meeting convened at 7:00 a.m. at the St. Clairsville-Richland City School District Board of Education Office with President Mike Jacob presiding.

The Pledge of Allegiance was recited by all in attendance.

Roll Call: Mike Jacob - Present
           Mike Fador - Present
           James Cook - Present
           Pam Jones - Present
           F. William Zanders - Present

Also present were: Christina Sirbaugh, Ryan Clifford, Rick Thorp-The Times Leader, Miranda Wesley, Betty Milhoan, Valerie Lachendro, Amy Porter, and Walt Skaggs.

Community Participation

The Board and Superintendent Skaggs recognized Treasurer Amy Porter and her assistants, Betty Milhoan and Valerie Lachendro, for exemplary financial reporting in accordance with Generally Accepted Accounting Principles for the year 2018 and thanked them for their service.

Approve Treasurer’s Items

Mr. Zanders moved and Mr. Fador seconded that the Board approve the following Treasurer’s items:

A. Board minutes for the March 13, 2019 Regular Meeting and March 28, 2019 Special Meeting, as presented by the Treasurer.

B. Financial Reports for March, 2019, including the Financial Report and Appropriation Summary, Annual Spending Plan, and Budget vs. Actual Spreadsheet, as presented by the Treasurer, which disclosed the following balances on the FINSUM Report:

<table>
<thead>
<tr>
<th>Account Code</th>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>General 001</td>
<td></td>
<td>$1,704,101.74</td>
</tr>
<tr>
<td>Bond Retirement 002</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Permanent Improvement 003</td>
<td></td>
<td>87,472.25</td>
</tr>
<tr>
<td>Building 004</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Food Service 006</td>
<td></td>
<td>139,532.64</td>
</tr>
<tr>
<td>Expendable Trust 007</td>
<td></td>
<td>15,475.00</td>
</tr>
<tr>
<td>Kara Fador Corrections Scholarship 008</td>
<td></td>
<td>12,899.42</td>
</tr>
<tr>
<td>Uniform School Supplies 009</td>
<td></td>
<td>5,544.06</td>
</tr>
<tr>
<td>Principal 018</td>
<td></td>
<td>34,843.00</td>
</tr>
<tr>
<td>District Agency 022</td>
<td></td>
<td>7,189.66</td>
</tr>
<tr>
<td>Self Insurance 024</td>
<td></td>
<td>183,264.73</td>
</tr>
<tr>
<td>Underground Storage Tank 031</td>
<td></td>
<td>11,000.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Account Code</th>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Activities 200</td>
<td></td>
<td>$60,383.87</td>
</tr>
<tr>
<td>District Managed 300</td>
<td></td>
<td>237,227.74</td>
</tr>
<tr>
<td>Auxiliary Services 401</td>
<td></td>
<td>155,625.98</td>
</tr>
<tr>
<td>Data Communication 451</td>
<td></td>
<td>2,700.00</td>
</tr>
<tr>
<td>Miscellaneous State Grant 499</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>IDEA Part B 516</td>
<td></td>
<td>-49,907.74</td>
</tr>
<tr>
<td>Title I 572</td>
<td></td>
<td>-438.71</td>
</tr>
<tr>
<td>IDEA Preschool Handicapped 587</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Improving Teacher Quality 590</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Schoolwide Building Program 598</td>
<td></td>
<td>-331,093.53</td>
</tr>
<tr>
<td>Misc. Federal Grant Fund 599</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$2,275,820.11</td>
</tr>
</tbody>
</table>

C. The list of bills paid in March, 2019, as presented by the Treasurer. A list of bills (CHEKPY report) is on file in the Treasurer’s office.
Approve Treasurer’s Items (Cont’d)

D. The following transfers to the Schoolwide Pool Fund (598) for the instructional cost at the St. Clairsville Elementary School:

<table>
<thead>
<tr>
<th>From Fund</th>
<th>To Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund 001</td>
<td>Schoolwide Pool Fund 598-9019</td>
<td>$303,846.30</td>
</tr>
<tr>
<td>Title I Fund 572-9019</td>
<td>Schoolwide Pool Fund 598-9019</td>
<td>$25,266.58</td>
</tr>
<tr>
<td>Title II-A Fund 590-9019</td>
<td>Schoolwide Pool Fund 598-9019</td>
<td>$4,872.89</td>
</tr>
</tbody>
</table>

E. The following donations made during March, 2019:

<table>
<thead>
<tr>
<th>Name</th>
<th>For</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Cause</td>
<td>H.S. Principal’s Fund</td>
<td>$10.00</td>
</tr>
<tr>
<td>Laney &amp; Cynthia Ross</td>
<td>Elem. Music Program</td>
<td>8.00</td>
</tr>
<tr>
<td>Melissa Zaninelli</td>
<td>Elem. Music Program</td>
<td>8.00</td>
</tr>
<tr>
<td>Jayne Kemo</td>
<td>Elem. Music Program</td>
<td>16.00</td>
</tr>
<tr>
<td>Kirstin Wallace</td>
<td>Elem. Music Program</td>
<td>16.00</td>
</tr>
<tr>
<td>William &amp; Amber Roeder</td>
<td>Elem. Music Program</td>
<td>16.00</td>
</tr>
<tr>
<td>Debra &amp; James Holden</td>
<td>Elem. Music Program</td>
<td>25.00</td>
</tr>
<tr>
<td>Keisha &amp; William Miner</td>
<td>Elem. Music Program</td>
<td>80.00</td>
</tr>
<tr>
<td>Elizabeth &amp; Scott Kain</td>
<td>Class of 2026 - COSI Trip</td>
<td>50.00</td>
</tr>
<tr>
<td>Jason Newton</td>
<td>Class of 2026 - COSI Trip</td>
<td>82.00</td>
</tr>
<tr>
<td>Kirstin Wallace</td>
<td>Middle of the Road Café</td>
<td>100.00</td>
</tr>
<tr>
<td>Friends of Belmont Juvenile Court</td>
<td>H.S. Staying Clean Club</td>
<td>1,250.00</td>
</tr>
<tr>
<td>The Saints Club</td>
<td>Athletic Dept.</td>
<td>10,000.00</td>
</tr>
<tr>
<td>Gregory &amp; Sandy Vike</td>
<td>Athletic Dept. - In mem of Laura Jo Prosser</td>
<td>50.00</td>
</tr>
<tr>
<td>Kelsey Chevrolet</td>
<td>Athletic Dept. - In mem of Laura Jo Prosser</td>
<td>150.00</td>
</tr>
<tr>
<td>Robert &amp; Cathy Quirk</td>
<td>Athletic Dept. - In mem of Laura Jo Prosser</td>
<td>100.00</td>
</tr>
<tr>
<td>Jacob &amp; Sons Quality Meats</td>
<td>H.S. Baseball</td>
<td>500.00</td>
</tr>
</tbody>
</table>

TOTAL: $13,361.00

F. Authorize the Treasurer to seek bread and dairy quotes for the 2019-2020 school year.

G. The following supplemental appropriation:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>018 - Principal</td>
<td>+$27,000.00</td>
</tr>
</tbody>
</table>

H. Purchase Order #70650 to Sarris Candy in the amount of $9,100.00 for the Sarris Easter Candy Fundraiser.

I. Advance from the General Fund 001 to the M.S. Athletic Fund 300-9200 in the amount of $2,500.

The roll call vote was:

Aye: Cook, Fador, Jones, Zanders, Jacob.

Motion carried.
Superintendent's Report

Superintendent Skaggs reported on the following:

- Amy and I attended the Cupp-Patterson school funding meeting earlier this month. There are still a lot of factors yet to be released that could impact us throughout the four year phase in.
- Attended regional BASA meeting on Monday. Had a lengthy discussion on open enrollment, the guarantee and caps. Bill language has not been written at this point. Legislature is still listening to testimony.
- Met with PlugSmart twice since last Board meeting. The plan is to upgrade lighting controls and lighting fixtures over the summer.
- Kalkreuth repaired leaks on the roof of the administration building last week.
- New Video Distance equipment being installed in third floor lab of HS.
- Johnson Boiler coming in today to give an estimate to repair leaking unions in the boiler supply and return lines located in the wall of AD office.
- Security film being installed next week in all buildings.
- Chef Jeff Freshwater has been a great addition. He will be at the May meeting to give the Board an update.
- Porterfield Track Invitational was held last Friday evening at Red Devil Stadium. Our Boys and Girls both won the event.
- Mock Crash was a huge success. Thank you to Officer Duplaga and Caroline Harrison.
- Prom was a huge success. After-Prom was sold out. Thanks to Mrs. Skaggs and the After-Prom Committee.
- OTES/OPES is wrapping up in all buildings by the end of the month.
- ELA testing is complete in all grade levels. Next round of testing will begin April 24th.
- March 22nd M.S. held a school dance to reward students for hard work leading up to State Testing season. Also, M.S. is having an Ice Cream Sandwich party on Friday for all students that met requirements for “Effort” on their ELA tests.
- 112 students have submitted their Letter of Intent for the College Credit Plus Program for the 2019-2020 school year.
- Scheduling has been completed in the High School and will be occurring next week in the Middle School.
- Mr. Science presented to the Elementary School students on Friday, March 29th.
- Mr. Trio and the 4th grade students attended the Wheeling Symphony on Wednesday, April 3rd.
- The following grants have been applied for: EQT - Chromebooks (8th Grade), PBIS grant through ODE (ES), Gulfport - flexible seating (ES), Gulfport - microscopes (6th Grade), Gulfport - Science supplies for student hands on activities (5th Grade).

Dates to Remember:

- April 13th St. C Band Mattress Sale in HS Gym
- April 16th National Honor Society Induction - 9:30 a.m. in MS Auditorium
- April 17-22nd Spring Break
- April 30-May 2nd 8th Grade Washington DC Trip
- May 2- 4th H.S. Musical - Beauty and the Beast
- May 8th Board Meeting - 7:00 a.m.
- May 8th Awards Ceremony - 6:00 p.m. at OUE
- May 9 - 11th H.S. Musical - Beauty and the Beast
- May 16th Music Makers Spring Concert - 5:30 p.m.
- May 19th Baccalaureate - 2:00 p.m. at Calvary Presbyterian
- May 23rd 8th Grade Graduation - 6:30 p.m. in the H.S. Gym
- May 24th Graduation - 7:30 p.m. at OUE
Approve Personnel Items

Upon the recommendation of Superintendent Skaggs, Mr. Fador moved and Mrs. Jones seconded that the Board approve the following items:

5. Glenn Sylvester - Elementary Custodian and issue a contract effective March 25, 2019.
7. Jamie Pickenpaugh - Transfer to Elementary Intervention position effective with the 2019-2020 school year.
9. The following classified substitutes for the 2018-2019 school year, on an as needed basis, pending receipt of proper paperwork:
   - Ashley Dayton - Custodian and Cafeteria Worker
   - Charles Patterson - Bus Driver
   - Lance Rice - Custodian
10. The following Certified Personnel to be renewed for the term indicated, pending certification, for assignment:
    - Kyle Brehm - 1 Year
    - Shaylah Fiutem - 1 Year
    - Molly Knox - 1 Year
    - Autumn Troullos - 1 Year
    - Brittany Wendell - 1 Year
    - Courtney Rodak - 2 Year
    - Eric Trio - 2 Year
    - Kelly Binger - 5 Year
    - Michelle Davidson - 5 Year
    - Sara Duncan - 5 Year
    - Jacci Herrick - 5 Year
    - Chelsea Maxwell - 5 Year
    - Justin Schwertfeger - 5 Year
    - Laney Simone - 5 Year
    - Sharon Stewart - 5 Year
    - Emily Stiles - 5 Year
11. The following Supplemental Contract for the 2018-2019 school year: Pending receipt of all required documentation. This documentation must meet the requirements of the Ohio Revised Code, regulations of the Ohio High School Athletics Association, and policies of the St. Clairsville-Richland City Schools’ Board of Education.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Experience</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kristen Rateno</td>
<td>H.S. Musical Asst. Director</td>
<td>6 yrs.</td>
<td>$978.00</td>
</tr>
</tbody>
</table>
Approve Personnel Items (Cont’d)

12. The following Pupil Activity Contracts for the 2018-2019 school year: Pending receipt of all required documentation. This documentation must meet the requirements of the Ohio Revised Code, regulations of the Ohio High School Athletics Association, and policies of the St. Clairsville-Richland City Schools’ Board of Education.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Experience</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moriah Agnew</td>
<td>Co-M.S. Track &amp; Field Head Coach</td>
<td>3 yrs.</td>
<td>$768.50</td>
</tr>
<tr>
<td>Moriah Agnew</td>
<td>Co-M.S. Track &amp; Field Asst. Coach</td>
<td>3 yrs.</td>
<td>681.00</td>
</tr>
<tr>
<td>Greg Kazmirski</td>
<td>Asst. Varsity Track &amp; Field Coach</td>
<td>3 yrs.</td>
<td>3,213.00</td>
</tr>
</tbody>
</table>

The roll call vote was:

Aye: Fador, Jones, Zanders, Cook, Jacob.

Motion carried.

Approve Recommendations

Upon the recommendation of Superintendent Skaggs, Mr. Cook moved and Mr. Zanders seconded that the Board approve the following recommendations:

1. All High School, Middle School, and Elementary certified staff to serve as Tutors for the 2019-2020 school year.
2. Facility Usage Form and the waiver of facility usage fees for the Tom Sliva Baseball Camp on April 14 & 18, 2019.
3. Membership in the Ohio High School Athletic Association for the 2019-2020 school year.
4. The following Resolution:

ENDING CONTRACTUAL RELATIONSHIP WITH MCKINLEY & ASSOCIATES AND AUTHORIZING THE SELECTION PROCESS FOR A DESIGN PROFESSIONAL TO PROVIDE ASSISTANCE FOR PROGRAMMING OF A CAPITAL PROGRAM

The Superintendent requests authority to terminate the Interim Services Agreement with McKinley & Associates and to begin the statutory qualifications-based selection process for a design professional to provide planning and programming services for a District capital program in preparation for a bond issue to fund improvements to school facilities.

Rationale:

1. District administrators previously followed the statutory qualifications-based selection process for a design professional and selected McKinley & Associates to provide services to plan the size and scope of the project and to provide information to share with the community for purposes of placing a bond issue on the ballot to fund the project.

2. The Board approved an Interim Services Agreement with McKinley & Associates for these services with a not-to-exceed cap on the cost of services in the amount of $100,000.00.

3. The Superintendent recommends terminating the agreement with McKinley & Associates and pursuing a different option for planning capital improvements that will be supported by the community.

4. The Superintendent further recommends undergoing the statutory qualifications-based selection process prescribed by Ohio Revised Code Sections 153.65, et seq., to select a qualified design professional to provide planning and programming services.
ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT

MINUTES OF REGULAR MEETING

APRIL 10, 2019

Approve Recommendations (Cont’d)

5. The Superintendent requests authority to work with the Treasurer to commence the processes required by the Ohio Revised Code for selection of a design professional and to bring a recommendation as to the most qualified firm or firm to the Board for its approval.

The St. Clairsville-Richland City School District Board of Education resolves as follows:

1. The Board approves the termination of the Interim Services Agreement with McKinley & Associates and authorizes the Superintendent to send a notice of this decision to McKinley & Associates and to take the appropriate steps to close the agreement.

2. The Board authorizes the Superintendent, working with the Treasurer, to conduct the selection process required by the Ohio Revised Code for a design professional, which firms will provide planning and programming services to plan for a bond issue and be ready to begin design of improvements included in the capital program upon successful passage of the bond issue.

5. The following St. Clairsville Schools Efficiency Project agreements:

a. Energy Services Agreement between The St. Clairsville-Richland City School District and Juice Technologies, Inc. d/b/a PlugSmart

b. Resolution to participate in the Interlocal Purchasing System offered by Region VIII Education Service Center

c. The Interlocal Agreement with Region VIII Education Service Center for an Ohio Public Agency.

6. The following Board policies:

File: DECA Administration of Federal Grant Funds
File: DH Bonded Employees and Officers
File: JFCK Use of Electronic Communications Equipment by Students
File: JED Student Absences and Excuses
File: JEE Student Attendance Accounting (Missing and Absent Children)
File: JFD Student Suspension
File: JHG Reporting Child Abuse and Mandatory Training
File: GBCB Staff Conduct
File: JGE Student Expulsion
File: KGB Public Conduct on District Property

7. Per Board Policy File: BF (Board Policy Development and Adoption), review the following Board Policies to be approved at the next regularly scheduled meeting:

File: AFC-1 (Also GCN-1) Evaluation of Professional Staff
(Ohio Teacher Evaluation System)
File: AFC-2 (Also GCN-2) Evaluation of Professional Staff
(Administrators Both Professional and Support)
File: BB School Board Legal Status
File: BDDG Minutes
File: DBD Budget Planning (Five-Year Forecast)
File: DECA Administration of Federal Grant Funds
File: DGA Authorized Signatures (Use of Facsimile Signatures)
File: DJ Purchasing
ST. CLAIRSVILLE-RICHLAND CITY SCHOOL DISTRICT
MINUTES OF REGULAR MEETING
APRIL 10, 2019

Approve Recommendations (Cont’d)

- File: DJB Petty Cash Accounts
- File: BCC Qualifications and Duties of the Treasurer
- Job Description: Assistant to the Treasurer - Budgetary
- Job Description: Assistant to the Treasurer - Payroll

The roll call vote was:

Aye: Jones, Zanders, Cook, Fador, Jacob.
Motion carried.

Approve New Business - Parking Lease

Mr. Fador moved and Mr. Cook seconded that the Board approve authorization for school administrators to negotiate a parking lease at 225 Main Street, St. Clairsville, Ohio. The roll call vote was:

Aye: Zanders, Cook, Fador, Jones, Jacob.
Motion carried.

Adjournment

There being no further business brought before the Board, President Jacob adjourned the meeting at 7:22 A.M.

The next scheduled Board of Education meeting is Wednesday, May 8, 2019.