

***LAKOTA LOCAL SCHOOLS
BOARD OF EDUCATION***

**REGULAR MEETING
MINUTES**

Monday, December 17, 2018 – 6:00 p.m.

5200 County Road 13
Kansas, OH 44841



Chris Chalfin, *President*

Barbara Lehmann, *Vice President*

Kurt Brewer

Fred Keith

Tim Woodruff

Dr. Coffman, *Superintendent*
Mr. Elchert, *Treasurer*

I. CALL TO ORDER – Chris Chalfin, Board President **6:01 P.M.**

II. ROLL CALL – Norm Elchert, Treasurer

CHALFIN_✓_ ; LEHMANN_✓_ ; BREWER_✓_ ; KEITH_✓_ ; WOODRUFF_✓_

PLEDGE OF ALLEGIANCE

III. COMMITTEE REPORTS/ DISCUSSION

- A. OSBA Legislative Update – Mr. Keith – State is tracking money going to Charter Schools
- B. Vanguard-Sentinel – Mrs. Lehmann (Appointed to 3 year term: 2017-2019) – Sentinel building project is completed; CTE Centers have a lot to offer
- C. Student Achievement/Student Athletics – Mr. Woodruff – Wrestlers had 2 1st place finishers at recent invitational; a Biddy wrestling tournament was held here this weekend; Varsity girls basketball has a 5-1 record
- D. Discussion Items –
- E. Administrative Reports – HS – Mrs. Sprow – Exams are being held this week; Reindeer games will be held on Friday; State re-testing has been completed; Alternate Pathways to graduation is back for 2019 and 2020, the new governor will be signing the bill.

Deputy Stotz reported that he has graduated from DARE school and will begin teaching DARE in our school in January. The class will be 4 days/ week for 10 weeks.

IV. Motion to go into Executive Session for the purpose(s) of:

- _____ a) consideration of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee, student, or school official
- _____ b) investigate charges or complaints against a public employee, official, licensee, or student unless such employee, official, licensee or student requests a public meeting; except that consideration of the discipline of a Board member for conduct related to the performance of his/her duties or his/her removal from office shall not be held in executive session
- _____ c) consideration of the purchase of property for public purposes, or sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest
- _____ d) discussion, with the Board’s legal counsel, of disputes involving the Board that are the subject of pending or imminent court action
- _____ e) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment
- _____ f) matters required to be kept confidential by Federal law or rules or state statutes
- _____ g) specialized details of security arrangements and emergency response protocols where disclosure might reveal information that could jeopardize the District’s security
- _____ h) consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:
 - 1. the information is directly related to a request for economic development assistance that is to be provided or administered under one of the statutes referenced in R.C. 121.22(G)(8)(1), or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project, and
 - 2. a unanimous quorum of the Board or its subcommittee determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project

CHALFIN___; **LEHMANN**___; **BREWER** ___; **KEITH**___; **WOODRUFF**___

Motion Passed: _____ Motion Failed: _____

Time In: _____ Time Out: _____

V. PUBLIC PARTICIPATION ON AGENDA ITEMS

Please preface your comments with your name, address and group affiliation, if appropriate.
When circumstances create time constraints, comments may be limited to two minutes as stipulated in Board Bylaws.

VI. BOARD POLICY RECOMMENDATIONS:

Motion to adopt the following New, Revised, Deleted and Replacement Board policies*:

Policy #	Policy Name	Action
0131	Legislative	Revised
0141.2	Conflict Of Interest	Revised
0164	Notice Of Meetings	Revised
0165.1	Regular Meetings	Revised
0165.2	Special Meetings	Revised
0165.3	Recess	Revised
0166	Executive Session	Revised
0168	Minutes	Revised
0169.1	Public Participation At Board Meetings	Revised
1240.01	Non-Reemployment Of The Superintendent	Revised
1422	Nondiscrimination And Equal Employment Opportunity	Revised
1662	Anti-Harassment	Revised
2111	Parent And Family Engagement	Replacement
2260	Nondiscrimination and Access to Equal Educational Opportunity	Revised
2261	Title I Services	Replacement
2261.01	Parent And Family Member Participation In Title I Programs	Replacement
2261.03	District And School Report Card	New
2700	School Report Card	Delete
3122	Nondiscrimination And Equal Employment Opportunity	Revised
3362	Anti-Harassment	Revised
4120.05	Employment Of Substitute Educational Aides	Revised
4122	Nondiscrimination And Equal Employment Opportunity	Revised
4162	Drug And Alcohol Testing Of CDL License Holders And Other Employees Who Perform Safety Sensitive Functions	Revised
4362	Anti-Harassment	Revised
5200	Attendance	Revised
5330.04	Procurement And Use of Naloxone (Narcan) In Emergency Situations	Revised
5517	Anti-Harassment	Revised
5610	Removal, Suspension, Expulsion, And Permanent Exclusion Of Students	Revised

5610.02	In-School Discipline	Revised
5610.03	Emergency Removal Of Students	Revised
5611	Due Process Rights	Revised
6325	Procurement – Federal Grants/Funds	Revised
6423	Use Of Credit Cards	Revised
8141	Mandatory Reporting Of Misconduct By Licensed Employees	Revised

*The above policies are available for review at the Administration Office, 5200 County Road 13, Kansas, OH 44841

CHALFIN_✓_; LEHMANN_✓_; BREWER_✓_; KEITH_2_; WOODRUFF_1_

18-12-151

Motion Passed: ✓ Motion Failed:

VII. ADMINISTRATIVE REPORTS

Mr. Elchert, *Treasurer* - General fund report was reviewed; we are working on completing a grant through Ohio BWC for motorizing the bleachers in the Middle School; the reasoning for the 2 fund-establishment resolutions on the agenda tonight was that the auditors required more specific language to be given in addition to last year’s resolutions; the transfers on the agenda for tonight are for bond payments to be made later this month.

Dr. Coffman, *Superintendent* - Several excellent holiday musical performances have been given recently, the last one being held tonight. Lakota is considering hosting the District Wrestling tournament here on March 1-2. A parking crew will be needed.

At this time members of the public who wish to leave may do so.

VIII. TREASURER RECOMMENDATIONS:

A. Approval of the minutes of the following Board of Education meetings:

1. Regular Board Meeting of November 19, 2018

B. Approval of the following Financial Statements for November 2018 as submitted:

1. Bank Reconciliation
2. FINSUM (Financial Summary)
3. General Fund Report
4. APPSUM
5. REVSUM

C. Approve the following Transfer:

1. 001 General Fund (Income Tax Collections) to 034 Maintenance Fund
AMOUNT: \$61,330.00
2. 001 General Fund (Income Tax Collections) to 002 Bond Fund – (Income Tax Portion)
AMOUNT: \$503,462.50

CHALFIN_✓_; LEHMANN_✓_; BREWER_1_; KEITH_2_; WOODRUFF_✓_

18-12-152

Motion Passed: ✓ Motion Failed:

D. RESOLUTION

ESTABLISHING A CAPITAL IMPROVEMENT FUND (FUND #070) FOR THE PURPOSE OF ACCUMULATING RESOURCES FOR THE ACQUISITION, CONSTRUCTION, OR IMPROVEMENT OF FIXED ASSETS AND TECHNOLOGY PURSUANT TO R.C. 5705.13.

WHEREAS, pursuant to Ohio Revised Code Section 5705.13(C), a school district may establish a capital projects fund for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets and technology for the school district; and

WHEREAS, the School District desires to establish and maintain a capital improvement fund to acquire, construct and improve certain fixed assets & purchase technology;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LAKOTA LOCAL SCHOOL DISTRICT, COUNTIES OF SANDUSKY, SENECA, AND WOOD, STATE OF OHIO, THAT:

Section 1. The School District hereby establishes a capital projects fund (the “Capital Improvement Account”) **retroactive to October 9, 2017** to be used for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets and purchase of technology. The Capital Improvements Account shall be funded by transfer(s) from the General Fund in an initial amount approximating \$250,000 and by future miscellaneous receipts not needed for the General Fund as determined by the Treasurer **(not to exceed \$750,000)** and certified to the Board to be used for the acquisition, construction, or improvement of fixed assets and purchase of technology as hereinafter determined. Monies unexpended in the Capital Improvement Fund after a period of ten (10) years shall be returned to the fund(s) from which they originated.

Section 2. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board any of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

CHALFIN_1_ ; LEHMANN_✓_ ; BREWER _2_ ; KEITH_✓_ ; WOODRUFF_✓_

18-12-153

Motion Passed: ✓ Motion Failed:

E. RESOLUTION

ESTABLISHING A SEVERANCE PAYMENT FUND (USAS FUND 035)

(Ohio Revised Code Section 5705.13(B))

WHEREAS, pursuant to Ohio Revised Code Section 5705.13(B), a school district may establish a Severance Payment fund, which is a special revenue fund, for the purpose of accumulating resources (1) for the payment of accumulated sick leave and vacation leave, and for payments in lieu of taking compensatory time off, upon the termination of employment or the retirement of officers and employees of the School District, and (2) for the payment of salaries during any fiscal year when the number of pay periods exceeds the usual and customary number of pay periods;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lakota Local School District, Sandusky, Seneca & Wood Counties, Ohio, that:

I. The Board hereby establishes a Severance Payment Fund (USAS Fund 035) (the "Severance Payment Fund") retroactive to May 21, 2018, to be used for the purpose accumulating resources (1) for the payment of accumulated sick leave and vacation leave, and for payments in lieu of taking compensatory time off, upon the termination of employment or the retirement of officers and employees of the School District, and (2) for the payment of salaries during any fiscal year when the number of pay periods exceeds the usual and customary number of pay periods.

II. In accordance with Ohio Revised Code Section 5705.13(B), the Board may transfer money to the Termination Benefits Fund from any other fund of the School District from which such payments may lawfully be made. The Severance Payment Fund shall be funded in such amounts as shall be separately determined by the Board. Should the Board subsequently rescind the Severance Payment Fund, the balance remaining therein shall be returned to the fund or funds from which such monies had originally been transferred.

III. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

CHALFIN_2_ ; LEHMANN_1_ ; BREWER_✓_ ; KEITH_✓_ ; WOODRUFF_✓_

18-12-154 Motion Passed: ✓ Motion Failed: _____

F. Approval of the OSBA Annual Membership Dues and Subscription for a total of \$4,086.00

CHALFIN_✓_ ; LEHMANN_✓_ ; BREWER_✓_ ; KEITH_1_ ; WOODRUFF_2_

18-12-155 Motion Passed: ✓ Motion Failed: _____

IX. SUPERINTENDENT RECOMMENDATIONS:

A. APPROVAL OF THE FOLLOWING PERSONNEL ITEMS: *

*Pending all certification, background checks and applicable paperwork is completed, pay per negotiated agreement.

1. CERTIFIED PERSONNEL RECOMMENDATION FOR THE 2018-2019 SCHOOL YEAR

<u>Individual</u>	<u>Position</u>	<u>Effective</u>
Joseph Hoff	Certified Substitute	December 4, 2018

2. CLASSIFIED PERSONNEL RECOMMENDATIONS FOR THE 2018-2019 SCHOOL YEAR

<u>Individual</u>	<u>Position</u>	<u>Effective</u>
Amy Ley	Classified Substitute	December 17, 2018
Amber Moreland	Classified Substitute	December 17, 2018
Rebecca Kleman*	Bus Operator	January 5, 2019

*Probationary Contract, 0 years experience, salary as specified in the negotiated agreement
LouAnn Neller Classified Substitute December 17, 2018

3. CLASSIFIED PERSONNEL RESIGNATION FOR THE 2018-2019 SCHOOL YEAR

<u>Individual</u>	<u>Position</u>	<u>Effective</u>
William Haning	Classified Substitute	October 9, 2018

CHALFIN_✓_; LEHMANN_✓_; BREWER_✓_; KEITH_2_; WOODRUFF_1_

18-12-156 Motion Passed: __✓__ Motion Failed: _____

X. Resolution to approve the following termination of employment:

WHEREAS, Anthony Hammer is employed by Lakota Local School District Board of Education as an assistant maintenance employee;

WHEREAS, Superintendent Chad Coffman has recommended that this Board terminate Mr. Hammer's employment contract for inefficiency, dishonesty, neglect of duty, misfeasance, malfeasance, nonfeasance, and falsification of timesheets and readings logs;

WHEREAS, prior to making the aforementioned recommendation, Superintendent Coffman advised Mr. Hammer that he was considering making said recommendation and Dr. Coffman afforded Mr. Hammer the opportunity to meet with him and respond to the charges;

WHEREAS, Dr. Coffman did meet with Mr. Hammer and Mr. Hammer was afforded an opportunity to present evidence on his behalf or otherwise explain his actions;

WHEREAS, this Board has considered the evidence and agrees with Superintendent Coffman's recommendation to terminate Mr. Hammer's contract;

NOW THEREFORE, BE IT RESOLVED, pursuant to Ohio Revised Code Section 3319.081, that the Lakota Local School District Board of Education terminate Mr. Hammer's contract of employment, effective December 17, 2018, for inefficiency, dishonesty, neglect of duty, misfeasance, malfeasance, nonfeasance, and falsification of timesheets and readings logs;

BE IT FURTHER RESOLVED, that the District Treasurer is authorized and directed to promptly furnish Mr. Hammer a written notice, signed by the Treasurer, of this Board's action to terminate his contract and that this notice be sent via certified mail.

CHALFIN_✓_; LEHMANN_✓_; BREWER_✓_; KEITH_1_; WOODRUFF_2_

18-12-157 Motion Passed: __✓__ Motion Failed: _____

XI. Motion to approve the leave of absence of Nathan Cline from approximately February 8, 2019 through February 22, 2019

CHALFIN_✓_; LEHMANN_2_; BREWER__✓_; KEITH_1_; WOODRUFF_✓_

18-12-158 Motion Passed: __✓__ Motion Failed: _____

XII. BOARD INITATED BUSINESS

A. Organizational Meeting

1. Tax Budget Hearing

January 14, 2019 at 6:30 p.m.

2. Date/Time/Place

January 14, 2019 immediately following Tax Budget Meeting in the Staff Dining Room at Lakota Local Schools in Kansas, Ohio 44841

3. President Pro-Tem

Appointment of **Chris Chalfin** as President Pro-Tem for the 2018 Organizational Meeting

CHALFIN_Abstain__ ; LEHMANN_2_ ; BREWER_✓_ ; KEITH_✓_ ; WOODRUFF_1_

18-12-159 Motion Passed: __✓__ Motion Failed: _____

XIII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XIV. Motion to go into Executive Session for the purpose(s) of:

- ___ a) consideration of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee, student, or school official
- ___ b) investigate charges or complaints against a public employee, official, licensee, or student unless such employee, official, licensee or student requests a public meeting; except that consideration of the discipline of a Board member for conduct related to the performance of his/her duties or his/her removal from office shall not be held in executive session
- ___ c) consideration of the purchase of property for public purposes, or sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest
- ___ d) discussion, with the Board’s legal counsel, of disputes involving the Board that are the subject of pending or imminent court action
- ___ e) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment
- ___ f) matters required to be kept confidential by Federal law or rules or state statutes
- ___ g) specialized details of security arrangements and emergency response protocols where disclosure might reveal information that could jeopardize the District’s security
- ___ h) consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:
 - 1. the information is directly related to a request for economic development assistance that is to be provided or administered under one of the statutes referenced in R.C. 121.22(G)(8)(1), or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project, and
 - 2. a unanimous quorum of the Board or its subcommittee determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project

CHALFIN___ ; LEHMANN___ ; BREWER ___ ; KEITH___ ; WOODRUFF ___

Motion Passed: _____ Motion Failed: _____

Time In: _____ Time Out: _____

XV. Motion for Adjournment

CHALFIN_✓_; LEHMANN_✓_; BREWER_✓_; KEITH_1_; WOODRUFF_2_

18-12-160

Motion Passed: ✓ Motion Failed: _____

Time: 6:26 P.M.