

RECORD OF PROCEEDINGS

Minutes of Buckeye Local Board of Education – Regular Meeting
Held September 21, 2016 – 6:30 P.M. – Board Room – Braden Middle School

REGULAR MEETING

MEMBERS PRESENT

Dave Tredente, President
Gregory Kocjancic, Vice President
Jon Hall
Renee Howell
Mary Wisnyai

MEMBERS ABSENT

Also present were Superintendent Colucci and Treasurer Davis.

CITIZENS PRESENT

Donna Pasky, Marilyn Glotzbecker, Ann Kister, Connie Grugel, Nancy Willey, Shelly Lyle, Holly White, Amber Burns, Terri Santee, Jen Ranck, Christina Fischer, Kaileigh Sloan, Kelli Scafuro, Dennis Mitchell, Michelle Sardella, Christi Evans, Marcy Wunsch, Kady Infield, Aimee Scafuro, The Obhof Family, and Chris Monda

MEDITATION

PLEDGE OF ALLEGIANCE

113.16 APPROVAL OF MINUTES

Mr. Kocjancic moved and seconded by Mr. Hall that the minutes from the August 9, 2016 Special Board meeting, August 10, 2016 Special Board meeting and August 16, 2016 Board meeting be approved.

ROLL CALL: Ayes: Mr. Kocjancic, Mr. Hall, Mrs. Howell, Mrs. Wisnyai, Mr. Tredente
Motion carried

PUBLIC PARTICIPATION RELATED TO AGENDA ITEMS

None

KINGSVILLE PUBLIC LIBRARY

Shelly Lyle updated the Board of current events at the library.

TREASURER'S RECOMMENDATIONS

114.16 It is the recommendation of the treasurer that the Board approve the following items:

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Mr. Kocjancic moved and seconded by Mrs. Wisnyai to approve the following:

Bills Paid in August

Approve the list of bills paid in August, as sent to the Board on September 16, 2016.

Financial Reports

Approve the financial reports, as sent to the Board on September 16, 2016.

Rescind resolution 106.16 – Insurance rates for Employees

Rescind resolution no. 106.16 passed at the August 16, 2016 meeting for monthly insurance rate increases for October 1, 2016 through September 30, 2017.

OSBA Services Agreement

Approve OSBA Services Agreement for the purpose of providing financial consulting with Public Finance Resources, Inc. effective September 1, 2016, for the period of September 1, 2016 through May 31, 2017. **Exhibit T-1**

ACCESS

Approve a contract with ACCESS (Ashtabula County Continued Education Support Services) to provide post-secondary counseling services for juniors and seniors in the district for the 2016-17 school year. **Exhibit T-2**

ROLL CALL: Ayes: Mr. Kocjancic, Mrs. Wisnyai, Mr. Hall, Mrs. Howell, Mr. Tredente
Motion carried

SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS

Information

Student of the Month – This new project will begin with presentations from each school during the October Board Meeting. We are working on partnerships with local businesses for sponsorships.

Reports & Recommendations

- 115.16** It is the recommendation of the Superintendent that the Board approve the following:
Mr. Hall moved and seconded by Mr. Kocjancic to approve the following items:

Approval to use 018 funds (Edgewood High School Parking Fee) for Student of the Month Recognition.

Accept Gifts

Accept the following gifts to the board of education.

- a. Drum set for the music department from Donna Covetta \$200.00

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b. Items for Yearbook Staff to use donated by alumni – Wes Lowzinski - 2 cameras, 4 lenses, 3 filters, 3 flash cards, 2 battery chargers	\$700.00
c. Donors Choose (donorschoose.org) 12 Sivan Health & Fitness balance & fit chairs (K. McCoy)	\$1,053.00
d. Donors Choose (donorschoose.org) 12 Sivan Health & Fitness balance & fit chairs (E. Mitchell)	\$1,053.00
e. Donors Choose (donorschoose.org) 12 Sivan Health & Fitness balance & fit chairs (A.Gifford)	\$1,053.00
f. Anonymous donation for Student Participation Fees	\$1,900.00
g. Steak & Shake percent of sales for books at Ridgeview Elem.	\$186.12

PERSONNEL

It is the recommendation of the Superintendent that the Board approve the following items:

Appointments – Certified Staff

- a. Saturday Detention Monitors at \$23.10 per hour
Ryan Sardella
Jerry Mlack
Mitch Bidwell

- b. Warrior Academy Tutors
Christianna Evans – Integrated Math
Cheryl Wickstrom – Integrated Language Arts
Christina Fischer – Social Studies
Lisa Brown – Family and Consumer Science
Christopher Juncker - Health

Change in Assignment - Operational

- a. Leslie Desin, effective August 22, 2016, from custodian at Braden Middle School to head custodian at Kingsville Elementary, step 6 of 6, \$18.76 per hour.
- b. Rebecca Gaines, effective September 13, 2016, from Cafeteria Cook at Edgewood High School to Cafeteria Manager at Braden Middle School, step 6 of 6, \$15.76/hour.

Resignations

- a. Jodi Pasanen, Kingsville Intervention Tutor, as of August 1, 2016.
- b. Anthonie Magda, Assistant Football Coach, as of August 24, 2016

Family Medical Leave

- a. Jessica Detec, music teacher, Kingsville and Ridgeview, effective September 22, 2016 for no more than 12 work weeks in a 12-month period.
- b. Alissa Gifford, Intervention Specialist, Braden Middle School, effective October 3, 2016 for no more than 12 work weeks in a 12-month period.

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SUPERINTENDENT’S REPORT (CONTINUED)
PERSONNEL (CONTINUED)

Appointments - Extracurricular and Special Fee Assignments – Certified Employees

- a. Extracurricular and special fee assignments for the 2016-17 school year – certified staff:

Nicole Kray, Yearbook Advisor, Kingsville, effective September 9, 2016 for the 2016-17 school year with 0 years experience at \$329.96.

Appointments - Extracurricular and Special Fee Assignments – Non-Certified / Non-Licensed Individuals

- a. **SUPPLEMENTAL RESOLUTION TO APPOINT NON-CERTIFIED / NON-LICENSED INDIVIDUALS TO SUPPLEMENTAL TEACHING POSITION(S)**

WHEREAS, the Buckeye Local Board of Education strives to appoint qualified certified/licensed employees to fulfill supplemental contracts; and

WHEREAS, the board has offered the following supplemental position(s) to certified/licensed employee(s) of the district; and

WHEREAS, no such employee(s) qualified to fill the position(s) has accepted it; and

WHEREAS, the position(s) was then advertised to certified/licensed individual(s) who are not employed by the board; and

WHEREAS, no such person(s) qualified to fill the position(s) has accepted it; and

WHEREAS, the board has deemed the following non-licensed/non-certified individuals identified below as qualified to fill the supplemental position(s);

THEREFORE, BE IT RESOLVED, that the Buckeye Local Board of Education, in compliance with O.R.C. 3313.53(D), awards the following supplemental contract(s), for the school year indicated below, to the following person(s):

<u>Name</u>	<u>Position</u>	<u>Year</u>	<u>Start Date</u>	<u>Yrs. Exp.</u>	<u>Salary</u>
Bobby Dragon	Asst. Football Coach	2016-17	8/1/2016	0	\$3299.60

2016-17 Appointments – Operational Staff

- a. Substitute Cafeteria Service Personnel

Mary Ann Dunn
 Sheryl Barnum
 Wendee Willis

- b. Substitute Custodian

Quintin Blair
 Taryn Kister

- c. Substitute Bus Aide

Rebecca Gaines

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SUPERINTENDENT’S REPORT (CONTINUED) **PERSONNEL (CONTINUED)**

- d. Substitute Fall & Spring Maintenance
Martin Brennan

- e. Substitute SMEA
Marguerite Kister

Athletic Workers

Tammy Blenman
Dave McCoy
Nancy Frey
Steve Pocatko

All personnel appointments are contingent upon possessing or obtaining the appropriate certification/licensure, validation, and/or permit as required by law and board policy, as well as satisfactory physical examination, criminal background check and/or current CPR training where applicable.

ROLL CALL: Ayes: Mr. Hall, Mr. Kocjancic, Mrs. Howell, Mrs. Wisnyai, Mr. Tredente
Motion carried

Visitor Participation Relative to New Items

Chris Monda of 3109 Wilson Avenue addressed the board regarding the school fence located between Blair Avenue and Wilson Avenue. He feels the fences is not being used for the intended use and would like the board to consider removing the fence. He understands there would be a cost involved with removing the fence and he would help with that cost.

116.16 ADJOURNMENT

Mr. Kocjancic moved and seconded by Mrs. Howell to adjourn this regular meeting at 7:00 P.M.

ROLL CALL: Ayes: Mr. Kocjancic, Mrs. Howell, Mr. Hall, Mrs. Wisnyai, Mr. Tredente
Motion carried

DAVE TREDENTE
PRESIDENT

Attest: _____
JAMIE DAVIS
TREASURER

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Exhibit T-1



OSBA Services Agreement

Whereas, Ohio Revised Code Section 3313.171 provides for the employment of administrative consultants, this agreement is made this 1st day of September, 2016, between the Ohio School Boards Association (hereinafter referred to as the "Consultant"), a nonprofit corporation with its principal place of business at 8050 N. High Street, Suite 100, Columbus, OH 43235 and the Buckeye Local School District (hereinafter referred to as the "Board"), with its principal place of business at 3436 Edgewood Drive, Ashtabula, Ohio 44004, for the purpose of providing financial consulting with Public Finance Resources, Inc., a subcontracted service of OSBA.

Now, therefore, the parties agree that the Consultant's subcontracted service provider will provide the services as specifically outlined in the attached addendum in exchange for consideration and the Board will perform the responsibilities, if any, listed in the attached addendum, which is hereby acknowledged and made a part of this Agreement. The contract and the attached addendum represents the entire agreement by the parties and any changes to the agreement may be made only by a written instrument clearly setting forth the amendments and executed by both parties. This agreement is an independent agreement that is not dependent upon or related to any other contractual obligations of the parties. The relationship of the Consultant to the Board is that of an independent contractor, and nothing herein shall create any association, joint venture, or partnership of any kind between the parties. The services and information provided by the Consultant and the Consultant's subcontracted service provider does not constitute the rendering of legal advice.

1. **Governing Law.** All questions with respect to the construction, performance, and enforcement of this Agreement and the rights and liabilities of the parties thereunder shall be determined in accordance with the laws of the State of Ohio with venue in Ohio.
2. **Force Majeure.** Neither party shall be liable for failure to perform its obligations under this Agreement due to events beyond its reasonable control, including but not limited to illness, injury, boycotts, riots, or other manifestations of civil strife or disorder, acts of God, wars, fire, epidemics, or acts in compliance with any applicable law, regulation, or order of any governmental body. In the event of a force majeure, there shall be no claim for damages by either party and each party shall bear its own costs attributable to the force majeure.
3. **Notice.** All notices or demands that either party may be required or desire to serve upon the other party in connection with this Agreement shall be in writing and may be served personally or by regular mail, with constructive receipt deemed to have occurred five (5) calendar days after the mailing or sending of such notice to the address of the principal place of business of the Board and the Consultant.
4. **Duration.** The contract shall expire upon the completion of all duties as assigned in the addendum, attached hereto and made a part of this Agreement.
5. **Cancellation/termination.** This contract may be terminated by: (a) mutual agreement of the parties or (b) written notice of breach of this Agreement by either party. Any amounts owing for services rendered prior to cancellation due to mutual agreement shall become due and must be paid in full upon cancellation.

Allison Morris 9/19/16
OSBA Director / date

Board President / date

Treasurer / date

Please sign and return one copy along with a purchase order to the Ohio School Boards Association.

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Exhibit T-1



Service Addendum – Financial consulting

Services Provided by the Consultant:

Consulting services for OSBA member school district, Buckeye Local School District, effective September 1, 2016, for the period September 1, 2016 through May 31, 2017, in the areas of forecast comparison, analysis, and custom deliverables regarding school district financial forecast.

A. October Forecast Update Services (\$3,876 plus expenses as applicable)

Public Finance Resources, Inc. will provide the district's CFO:

- 1) Update of PFRs financial forecast software
- 2) Update the District's forecast for October 2016 submission
 - a) Real estate collections – collection rate, split and delinquencies
 - b) State funding, including District's enrollment estimates and EMIS information
 - c) All other revenue sources
 - d) Salaries and benefits – build detailed note sections in model
 - e) Purchased services
 - f) All other expenditure lines
- 3) October forecast assumption notes
- 4) One-day on-site work session or presentation of forecast material

B. May Forecast Update Services (\$2,475 plus expenses as applicable)

Public Finance Resources, Inc. will provide the district's CFO:

- 1) Updates to PFRs financial forecast software
- 2) Update the District's forecast for May 2017 submission
 - a) Real estate collections – collection rate, split and delinquencies
 - b) State funding, including District's enrollment estimates and EMIS information
 - c) All other revenue sources
 - d) Salaries and benefits – build detailed note sections in model
 - e) Purchased services
 - f) All other expenditure lines
- 3) May forecast assumption notes
- 4) Attendance at a May forecast update workshop
- 5) One-day on-site presentation of forecast material

C. Additional add-on training and consulting services (Each session \$960 plus expenses, if applicable)

The Board agrees to:

Provide all information and assistance necessary for the successful completion of the service. Upon execution of this agreement, the District will send data files which will include historical financial information for the district, including five year forecasting files and data to support the current forecast, including any cash flow analysis, all supporting data on tax levies collected and to be collected on the tax duplicate, all proposed tax levy data and the prospective timing of such levy and amount, and access to the USAS State Software for report generation capabilities only.

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Exhibit T-1

PFR will perform preliminary review and work off- and onsite and will request additional information by communicating with the District's treasurer and/or superintendent, and other staff as deemed necessary. Onsite meetings will then be scheduled and conducted with the District as deemed necessary. All assumptions and scenarios incorporated into the baseline 5-year projection and other relevant files provided are created solely with use of data provided by, and at the direction and agreement of, the treasurer and/or superintendent.

- Compensate Consultant for additional services not specifically enumerated at the rates outlined below.

Fee Structure. In consideration for services rendered, the Board agrees to pay the Consultant a fee of \$6,351, which represents the flat fee for the services outlined above in items A and B. Expenses as outlined below are in addition to the flat rate and are invoiced after they are incurred or at the conclusion of the service. If the Board opts for additional Consultant consultation beyond the services provided above, meetings may be scheduled based on the daily rate of \$960 plus expenses. Invoices shall be paid in full within thirty (30) days after receipt of invoice and in no event beyond ninety (90) days from the Consultant's rendering of the service. Copies beyond those ordinarily provided will be invoiced at \$.05 per page.

Invoices will be submitted pursuant to the following schedule:

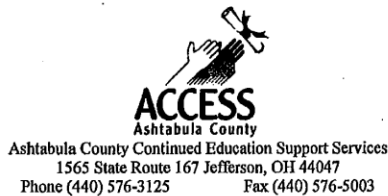
- \$3,876, as outlined above in item A shall be invoiced to the Board at the signing of this contract.
- \$2,475, as outlined above in item B shall be invoiced to the Board on April 1, 2017.
- If the district opts for additional consultation as outlined in (C) of this Agreement, those additional consultation sessions shall be invoiced as they occur.
- Expenses as outlined above will be invoiced to the district as they occur.

Expenses. Expenses shall consist of actual mileage incurred as a result of consultation with the Board at the current IRS reimbursement rate, lodging and meals incurred as a result of consultation with the Board, the actual cost of printing and/or mailing, facility fees, applicable recovery cost of telephone charges.

Timeline. Timelines for completion of services will be as developed between the Consultant and the Board.

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Exhibit T-2



July 12, 2016

Buckeye Local Schools
Dr. Thomas Diringer

Upon receipt of payment, this agreement outlines the intent of ACCESS to provide services for the 2016-17 school year and the details thereof. Your invoice for services is also included and is based upon prior discussions and emails. If any changes need to be made to service levels, and therefore the invoiced amount, please contact ACCESS as soon as possible.

The ACCESS services indicated below will be provided to Edgewood High School. A start-up meeting will be held in September with the necessary school staff to determine specific details and guidelines for advisory services.

One Advisor for one (1) day per week advising services at Edgewood High School; Seven (7) hours per day; Thirty (30) weeks during September 2016 – May 2017.

*Primary focus for seniors and juniors. Services for sophomores and freshmen also included as time and circumstance allows.

Amount: \$5,046.63 (See invoice for details.)

Superintendent Printed Name: Thomas P. Diringer

Superintendent Signature/Date: *Thomas P. Diringer* 7/15/16

ACCESS Director Signature/Date: _____

Please return a copy of this agreement and invoice along with payment to "ACCESS" at 1565 State Route 167, Jefferson, OH 44047 by August 31, 2016. If there will be any delays in processing payment, please notify ACCESS at 440-576-3125 or mjackson@accessashtabula.org.