

**RECORD OF PROCEEDINGS**

Minutes of **KENSTON BOARD OF EDUCATION**

**REGULAR Meeting**

**7:00 P.M.**

**Timmons Elementary School Multi-Purpose School**

**August 7, 2017**

The meeting was called to order by President Beth Krause.

The following members answered roll call: Neysa Gaskins, Beth Krause, Tom Manning, Bill Timmons and Beth Ward.

**2017-72      APPROVAL OF MINUTES**

Upon the recommendation of the Treasurer, a motion was made by Timmons, seconded by Manning, to approve the following:

- Special Meeting - July 7, 2017
- Regular Meeting - July 17, 2017

ROLL CALL: Gaskins-Yes, Krause-Yes, Manning-Yes, Timmons-Yes, Ward-Yes  
Motion carried.

**BOARD REPORTS AND INFORMATIONAL ITEMS**

- Neysa Gaskins - Birthday Book

**2017-73      FINANCIAL**

Upon the recommendation of the Treasurer, a motion was made by Manning, seconded by Ward, to approve the following:

- A. Let the records reflect that the Treasurer has submitted a statement to the board and to the superintendent showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, and the balances remaining in each fund. Treasurer recommends that the board approve the following financial statements for the period(s) ending: July, 2017

- Financial Summary
- Appropriations and Revenue Summary
- Monthly Comparison Report
- Check Register Recap
- Bank Reconciliation
- Investment Report
- Corporate Credit Card Statements

ORC 3313.29

**B. Super Blanket Purchase Order Approval**

Approve the Super Blanket Purchase Orders for August, 2017.

<u>PO#</u>	<u>VENDOR NAME</u>	<u>AMOUNT</u>
109431	Mazzulo's Market	\$1,000.00

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109433	Ice Cream Specialties	\$2,000.00
109434	Figure the Odds LLC	\$2,000.00
109496	HD Supply Facilities Maintenance, LTD	\$1,500.00

ROLL CALL: Gaskins-Yes, Krause-Yes, Manning-Yes, Timmons-Yes, Ward-Yes  
Motion carried.

2017-74      PERSONNEL

Upon the recommendation of the Superintendent, a motion was made by Gaskins, seconded by Timmons, to approve the following:

Let the records reflect that the position of Content Leaders approved at the June 26, 2017 board of education meeting should be reflected as supplemental contracts in the amount of \$513 per content per grade.

KMS Jeremy Rellinger, Grades 6-8 Science

**A. Professional Trips**

Let the records reflect the following professional trips:

Tom Gabram, OPES Training

**B. Approval of Substitutes/Curriculum Pay**

Approval of the following Content Leader for the 2017-2018 school year at a pay rate of 1.27% of the base:

Designated for Assignment Substitute  
Jacque Gormley - KIS

**C. Approval of Supplemental Contracts**

Approve the following list of supplemental contracts:

Staff 2017-2018 School Year

<b>Wendy Wilk</b>	KHS Science Olympiad, Head Coach, (0/0)	\$2,707
<b>Christy Kerchenski</b>	Cross Country, Assistant Coach, (0/0)	\$2,235
<b>Jeremy Rellinger</b>	Content Leader - KMS, Grades 6-8 Science	\$1,539

Non-Staff 2017-2018 School Year

Eric Poe	Band Camp	\$ 808
Jeffrey Fisher	Football, 7th Gr. Asst. Coach, (0/0)	\$3,749
	PreSeason, (0/0)	\$ 937
Raechal Triscaro	Volleyball, Freshman Coach, (2/6)	\$3,226
Steve Patterson	Girls Golf, Asst. Coach, (1/1)	\$2,375
Fred Snook	Forensics, (7/8)	\$1,616
	Longevity	\$ 202

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**D. Resignation - Teaching**

Accept the resignation of **Anne Benduhn**, TES Teacher, effective with the end of the 2016-2017 school year.

**E. Resignation - Non-Teaching**

Accept the following non-teaching resignations effective with the end of the 2016-2017 school year:

**Beth Angersola**, KMS Cafeteria Helper  
**Paul Koballa**, KHS Proctor

**F. Approval of Contract Change - Teaching**

Approve a contract change for **Kaitlyn Huml**, TES Teacher, from .50 position to 1.0 position at Step 2, Level 3 in the amount of \$45,651 for the 2017-2018 school year.

**G. Approval of Contracts - Non-Teaching**

Approve the following non-teaching contracts for the 2017-2018 school year:

<b>Leonard Busta</b> , Bus Driver, Step 5	4.0 hours/186 days	\$16,531.68
<b>Patricia Loomis</b> , Van Driver, Step 0	4.0 hours/181 days	\$10,454.56
<b>Beth Angersola</b> , TES Head Cook	5.75 hours/186 days	\$19,219.38
<b>Eric Passow</b> , Bus Driver	4.0 hours/186 days	\$16,531.68

**H. Approval of Contract Change - Non-Teaching - Educational Aides**

Approve the following contract changes for educational aides for the 2017-2018 school year:

<b>Kathy Werner</b> , KHS	6.5 hours	\$21,847.56
<b>Daryl Major</b> , KHS	6.5 hours	\$22,995.18
<b>Sue Jones</b> , KHS	6.5 hours	\$19,961.52
<b>Kim Rataiczak</b> , KHS	6.5 hours	\$17,457.96
<b>Jackie Akins</b> , KMS	6.5 hours	\$22,863.12
<b>Samantha Wood</b> , KMS	6.5 hours	\$21,847.56
<b>Miles Davis</b> , KMS	6.5 hours	\$17,457.96
<b>Dan Thompson</b> , KMS	6.5 hours	\$19,961.52
<b>Anita Johnson</b> , KIS	6.5 hours	\$23,177.46
<b>Sue Skoczen</b> , KIS	6.5 hours	\$21,847.56
<b>Roseann Sekerak</b> , KIS	6.5 hours	\$22,742.22
<b>Anne Cozzens</b> , TES	6.5 hours	\$22,742.22
<b>Donna Lazanich</b> , TES	6.5 hours	\$22,742.22
<b>Kelly Walker</b> , TES	6.5 hours	\$21,557.40
<b>Suzanne Bednar</b> , TES	6.5 hours	\$17,457.96
<b>Jessica Fratoe</b> , TES	6.5 hours	\$17,457.96

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J. Approval of Contract - Teaching

Approve the following teacher contract for the 2017-2018 school year:

Alyssa Thomas, TES Kindergarten Teacher (.50 position)
Step 1, Level 3 \$22,118.55

ROLL CALL: Gaskins-Yes, Krause-Yes, Manning-Yes, Timmons-Yes, Ward-Yes
Motion carried.

2017-75 PERSONNEL

Upon the recommendation of the Superintendent, a motion was made by Timmons, seconded by Ward, to approve the following:

Approve the following contract changes for educational aides for the 2017-2018 school year:

I. Approval of Contract Change - Non-Teaching Educational Aide

Christine Bacon, KIS Educational Aide 6.5 hours \$17,457.96

ROLL CALL: Gaskins-Yes, Krause-Yes, Manning-Abstain, Timmons-Yes, Ward-Yes
Motion carried.

OLD BUSINESS

- None

2017-76 NEW BUSINESS

Upon the recommendation of the Superintendent items A through E and Treasurer item F, a motion was made by Gaskins, seconded by Manning, to approve the following:

A. Obsolete Equipment

Declare the following obsolete:

Maintenance
Brushhog unit, no tag \*\*

\*\*Not for bid

Sealed bids for the obsolete equipment must be submitted to the Treasurer's Office by noon on August 17, 2017. All items are "as is" and all sales are final. Minimum bid \$1.00 unless otherwise noted.

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**B. Approval of Change Order - Parking Lot Paving**

Approve the following change order items to the Parking Lot Paving Project in the amount of \$85,450.

Additional asphalt repairs	\$29,500
Water valve adjustment catch basin adjustment/reconstruction	\$ 4,750
Base asphalt alternative 4 area (tennis courts)	\$22,750
Leveling course	\$19,200
R&R ADA ramp, walk, type 6 curb	\$ 9,250
Total	\$85,450

**C. Approval of Participation - Ohio Schools Council Membership**

Approve participation in the Ohio Schools Council with an annual membership fee of \$695 for the 2017-2018 school year.

**D. Approval of Membership in LEEMC for 2017-2018**

Approve membership in LEEMC (Lake Erie Educational Media Consortium) for the 2017-2018 school year at a cost of \$688.75.

**E. Approval of Participation - eVAS 2017-2018**

Approve participation in Ohio Schools Council's eVAS (Electronic Vendor Audit System) for the 2017-2018 school year at a cost of \$2,363.

Approve participation in Ohio Schools Council's eVAS (Electronic Vendor Audit System) for the 2017-2018 school year at a cost of \$2,363.

**F. Approval of Agreement - Industrial Appraisal Company**

Approve an agreement with Industrial Appraisal Company for physical inventory and appraisal services in the amount of \$6,895.

ROLL CALL: Gaskins-Yes, Krause-Yes, Manning-Yes, Timmons-Yes, Ward-Yes  
Motion carried.

**HEARING OF PUBLIC ON NON-AGENDA ITEMS**

- None

**TREASURER'S REPORT**

- Online- Payment DEMO
  - o Available for use by parents once the building assesses fees
  - o Convenience fee to offset the cost of Visa/Mc
  - o Admin Staff timesavings in not having to handle cash and checks.
  - o Students accounts automatically updated without entry
  - o Will expand for the payment of other fees

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- July Financials
  - o Ended July with an operating balance of \$22.1million
  - o Tax advances received. Final settlement due in August
  - o Still operating off of the temporary budget as I put the finishing touches on the permanent FY2018 budget
  - o We are still incorporating important staffing changes in the budget many of which will result in a cost savings
- District wide physical Inventory
  - o To be done every 5 years
  - o Updates insurable values in the event of catastrophic loss
  - o Provides accurate figures for the district's financial statements number
- Strategic Solutions Demo
  - o To explore document management and retention initiative
  - o To upgrade our document work flows for Requisitions, P/O, check processing, budget management
  - o Demo on Friday
- Treasurer's Office Project List
  - Budget Preparation of FY 2018
  - Exploration of HR programs
  - Exploration of Document management Solutions
  - District Forecast

**SUPERINTENDENT'S REPORT**

- We are busily preparing for the start of the 2017-2018 school year. The paving of our parking lots is progressing. Our buildings and classrooms have been cleaned and we are ready to welcome back our students.
- This year Kenston welcomes 7 new teachers and 12 new non-teaching staff members.
- This morning we visited with the fall sports teams, marching band and bomberettes bringing them "Kenston treats" and kicking off their seasons with good luck wishes.
- Last week our administrative team spent a retreat day working together as we prepare for the start of the new year. We will be focusing on our Kenston initiatives through a cultural lens, culturally responsive practices and educational equity and design leadership.
- The KIS Media Center and front lobby have received a face.
- 120 students at Kenston High School have earned the designation of AP Scholar by the College Board in recognition of their achievement on the college level Advanced Placement Program exams.
- Beginning this school year, the district will utilize the Raptor Visitor Management System to provide immediate, real-time screening for visitors, contractors and volunteers entering our building. When entering the building, visitors will be asked to present a valid state issued ID. It will be scanned and a badge will be issued that identifies the visitor, the date and the purpose of the visit. A visitor's badge will not be necessary for those who visit our schools simply to drop off an item in

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the office or pick up paperwork. In the event that a person does not have identification, they will be escorted by a member of the staff.

- By now, all residents should have received a copy of the 2017/2018 District Activities Calendar in the mail. If you have not received your calendar they are available for you to pick one up in any of our school buildings as well as the board of education office.
- Happy Birthday to Mrs. Neysa Gaskins. A book of her choice will be donated to one of the school libraries.

NEXT REGULAR MEETING

September 18, 2017

7:00 P.M.

Location:

Timmons Elementary School Multipurpose Room

ADJOURNMENT

At 7:35 P.M., a motion was made by Timmons, seconded by Gaskins, to adjourn.

ROLL CALL: Gaskins-Yes, Krause-Yes, Manning-Yes, Timmons-Yes, Ward-Yes  
Motion carried.

APPROVED: September 18, 2017

SIGNED \_\_\_\_\_  
President

ATTEST \_\_\_\_\_  
Treasurer