

MINUTES OF ORGANIZATIONAL MEETING

Board of Education
Coventry Local School District

Tuesday, January 13, 2009

The Coventry Local School District Board of Education convened the Organizational Meeting at 6:00 p.m. at Coventry High School, 3089 Manchester Road, Akron, Ohio 44319 with the following roll call: Mr. David V. Andrews, present; Mr. William S. Breitenbach, present; Mrs. Tina L. Gable, present; Mr. Bernard C. Thompson, present; and Mr. Robert L. Wohlgamuth, present. Mr. William S. Breitenbach acted as President Pro Tempore.

The Board observed a moment of silence and then led the meeting in the Pledge of Allegiance.

At this time, in accordance with Section 3313.14 ORC, Treasurer Lee Ann Weisenmiller called for nominations for President of the Board of Education for the calendar year 2009.

Mr. Thompson nominated Mr. Wohlgamuth for Board President. Mr. Breitenbach seconded the nomination.

There being no further nominations, it was moved by Andrews, seconded by Gable that nominations be closed and a unanimous ballot be cast for Robert Wohlgamuth for President of the Board for 2009. **09-01**

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared motion carried.

President Wohlgamuth presided over the remainder of the meeting.

President Wohlgamuth called for nominations for Vice-President in accordance with section 3313.14 ORC.

Mr. Thompson nominated Mrs. Gable for Vice-President. Mr. Breitenbach seconded the nomination.

There being no further nominations, it was moved by Breitenbach, seconded by Thompson that nominations be closed and a unanimous ballot be cast for Tina Gable for Vice-President of the Board for 2009. **09-02**

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared motion carried.

Moved by Gable, seconded by Thompson, that in accordance with Section 3313.15 ORC, the Board of Education shall establish dates, times, and locations of its regular meetings for calendar year 2009. **09-03**

DATES: 3rd Tuesday of each month

TIME: 6:00 p.m.

LOCATION: Per scheduled calendar

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Moved by Breitenbach, seconded by Gable, that in accordance with Section 3311.19 ORC, the Board of Education appoint David Andrews and Robert Wohlgamuth to serve as representatives to the Portage Lakes Career Center Board of Education for the 2009 calendar year. **09-04**

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Moved by Thompson, seconded by Andrews, that in accordance with Section 3313.23 ORC, the Board designate Tina Gable as Treasurer Pro Tempore in the event of the absence of the Treasurer from any meeting during the calendar year 2009. **09-05**

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, no; Wohlgamuth, yes. President declared the motion carried.

Moved by Gable, seconded by Thompson, that per Ohio School Boards Association requirements, the Board appoint Dave Andrews as Legislative Liaison and Delegate to OSBA for calendar year 2009 per Exhibit B-1 job description. **09-06**

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Moved by Thompson, seconded by Breitenbach, that Tina Gable be appointed alternate delegate for the Legislative Liaison to 2009 OSBA Annual Business Meeting in the event that Legislative Liaison cannot attend the OSBA Capital Conference held in November 2009. **09-07**

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Moved by Gable, seconded by Breitenbach, that per OSBA requirements, Tom Thompson be appointed Student Achievement Liaison for calendar year 2009 per Exhibit B-2 job description. **09-08**

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Moved by Breitenbach, seconded by Andrews, that in accordance with Section 3315.15 ORC, the Board establish a service fund for the calendar year 2009 in the amount of \$5,000.

09-09

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Moved by Andrews, seconded by Thompson, that all the following items appearing in the agenda constitute the consent calendar and are adopted by one single motion, unless a member of the Board requests that any such item be removed from the consent calendar and voted upon separately:

09-10

- A.** Authorize the Treasurer to obtain advances against tax collections as prescribed by Ohio Revised Code 321.24 from the Summit County Fiscal Office in order to meet current expenses.
- B.** Authorize the Treasurer to sign, or use facsimile or electronic signature thereof, all checks drawn on bank accounts of the school district as prescribed by the Ohio Revised Code 3313.08 and to pay all bills within limits of the appropriations resolution as prescribed by Ohio Revised Code 3313.18 as bills are received under assumption that goods received or services performed are acceptable.
- C.** Authorize the Treasurer to invest interim and inactive funds in permissible investments pursuant to Board Policy and as prescribed by Ohio Revised Code 135.07; 135.14; 135.13 and 3313.051.
- D.** Authorize the Treasurer to make fund to fund advances, advance returns and transfers as needed throughout the year with Board ratification as part of the financial reports at the next regular meeting.
- E.** Authorize the Treasurer to borrow funds in anticipation of future tax receipts as permitted by Ohio Revised Code 133.301 at the best available rate for cash flow purposes.

- F.** Authorize the Treasurer to secure position bonds as prescribed by ORC 3313.25 for Board President in the amount of \$50,000, Superintendent in amount of \$50,000, and Treasurer in the amount of \$100,000.
- G.** Authorize the Treasurer to continue the practice of allowing school groups to purchase, at their own expense, liability insurance and continue to have the groups endorsed on the district policy.
- H.** Authorize the Treasurer to pay professional meeting expenses for the Superintendent and Treasurer within the appropriation accounts.
- I.** Authorize the Treasurer to continue the practice of allowing Board members to participate, at their own expense, in group health, dental and vision insurance plans provided to employees of the district as permitted by Ohio Revised Code 3313.202.
- J.** Authorize the Treasurer or Superintendent to accept all donations to the school district on behalf of the Board of Education.
- K.** Authorize the Treasurer or Superintendent to enter into and/or accept/participate in Federal, State or Local Grants or agreements and authorize the Treasurer to appropriate funds for the grants awarded.
- L.** Authorize the Superintendent to purchase textbooks, school supplies, and equipment, and to authorize emergency repairs to buildings and equipment to be made against the appropriate accounts of the Board adopted Appropriation Measure.
- M.** Authorize the Superintendent to send school employees to professional meetings within the amount of appropriations for calendar 2009.
- N.** Authorize the Superintendent to approve all special trips on school buses, including educational field trips for band and athletic activities, based on guidelines as defined in Board policy.

- O.** Authorize the Superintendent to approve the attendance and reimbursement of expenses made against the appropriate accounts of the Board adopted Appropriation Measure, incurred by certified and classified staff members at professional and/or in-service training meetings, based on guidelines as defined in Board Policy.
- P.** Authorize the Superintendent to act as purchasing agent of the school district and shall authorize all requisitions of such purchases.
- Q.** Authorize the Superintendent to employ qualified regular employees and eligible certificated substitute personnel on a temporary, casual, or as-needed basis in accordance with ORC 3319.10. Such employment will be presented to the Board of Education for approval at the next regular meeting.

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Moved by Thompson, seconded by Breitenbach, that in accordance with Sections 3313.203 and 3313.47 ORC the Board authorizes the use of the following legal services:

09-11

*McGowan & Markling
Roetzel & Andress
Summit County Prosecuting Attorney
Squire, Sanders & Dempsey, LLP*

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Moved by Breitenbach, seconded by Thompson that the minutes of the December 8 and December 11, 2008 Special Meetings and the December 16, 2008 Regular Meeting be approved as presented.

09-12

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Acting upon the recommendation of Lee Ann Weisenmiller, Treasurer, **09-13**
it was moved by Gable, seconded by Andrews, that the Treasurer's financial reports, appropriations and budget modifications, and fund transfers (Exhibit T-1) for the period December 1, 2008 through December 31, 2008 be accepted and placed on file.

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Acting upon the recommendation of Lee Ann Weisenmiller, Treasurer, **09-14**
it was moved by Breitenbach, seconded by Andrews that the following items appearing in the agenda constitute the consent calendar and are adopted by one motion:

- that the Board authorize the Treasurer to file the annual Alternative Tax Budget due to the Summit County Fiscal Office by January 20, 2009.
- that the Board establish the defined contribution plans intended to meet the qualification requirements of Section 403(b) of the Internal Revenue Code of 1986, as amended, and to meet the requirements of state and/or local law, and the plan, as adopted by the Board, shall be known as the Coventry Local Schools 403(b) Plan, effective January 1, 2009.

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Acting upon the recommendation of Russell Chaboudy, Superintendent, **09-15**
it was moved by Gable, seconded by Thompson that all of the following items appearing in the agenda constitute the consent calendar and are adopted by one motion:

- that the Board approve a salary status change for the following certified employees effective with the beginning of the second semester of the 2008-09 school year:

Kimberley Fallon – from Bachelor’s to Bachelor’s +18
Amie Hale – from Bachelor’s to Bachelor’s +18

- that the Board rescind Motion 08-139 approved at the 12/16/08 meeting for the following as a long-term substitute during the 2008-09 school year:

Jessica Olevsky – Turkeyfoot

- that the Board approve the following as long-term substitutes during the 2008-09 school year:

Melissa Hart – Speech Pathologist
Lisa Kimezski – Turkeyfoot

- that the Board approve to pay stipends to the following Virtual Learning Academy Instructors for the 2008-09 school year:

Kiel Cox - \$210.00
Timothy Baugess - \$105.00
Amie Hale - \$105.00
Erin Malcolm - \$105.00
Jennifer Tackett - \$105.00

- that the Board grant the following supplemental contract for coaching for the 2008-09 school year:

Joseph Headley – Varsity Assistant Girls Track (Step 1)

Roll call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Acting upon the recommendation of Russell Chaboudy, Superintendent, **09-16**
it was moved by Andrews, seconded by Breitenbach, that all of the following items
appearing in the agenda constitute the consent calendar and are adopted by one motion:

- that the Board accept the resignation of the following employee for the position indicated:

*Mary Brown – 7-Hour Classroom Attendant (Turkeyfoot)
effective end of workday 12/31/08*

- that the Board employ the following for the position indicated for the 2008-09 school year *contingent upon receipt of a clear record of the drug screening and completion of all state mandated requirements:

*Mary Brown – 7 ½ -Hour Classroom Assistant (Turkeyfoot) effective 1/5/09
Nancy Fabian – 2 ½ -Hour Cook’s Helper (Coventry Junior High) effective 1/29/09

- Whereas ORC 124.321 provides for the reduction in force of classified personnel, and acting on the determination of the Coventry Board of Education that reductions are necessary, it is recommended that the Board of Education approve the following reduction in force:

(1) 7-Hour Classroom Attendant (Turkeyfoot) effective 1/5/09

- that the Board approve creating the following positions:

(1) 3-Hour Classroom Attendant (Turkeyfoot) effective 1/14/09

(1) 4-Hour Classroom Attendant (Turkeyfoot) effective 1/14/09

- that the Board approve the following as substitutes in various classified positions for the 2008-09 school year:

*Wilda Maskovich
Thomas White*

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

Acting upon the recommendation of Russell Chaboudy, Superintendent, **09-17**
it was moved by Thompson, seconded by Gable, that all of the following items
appearing in the agenda constitute the consent calendar and are adopted by one motion:

- that the Board approve general fund requisitions over \$1,000:

<u>Vendor</u>	<u>Description</u>	<u>Total</u>
Ace Lock	(48) replacement door lock (district wide)	\$3,120
Best Plumbing	Plumbing fixtures (Erwine)	\$2,816
Lindsey Concrete	Purchase/install new lift station pump (Fitness Center)	\$4,978

- that the Board accept the following donations:

From Leslie Vansickle-various art supplies for the Coventry High School Art Department
From eTech/Ohio-two (2) Apple iPod Nano MP3 players to Coventry Local Schools
From American Legion-various school supplies for all buildings

- that the Board rescind the **Resolution Authorizing Administrator/Central Office Pick-ups (STRS and SERS)** approved at the 12/16/08 meeting.
- that the Board approve the revised **Resolution Authorizing Administrator/Central Office Pick-Ups (STRS and SERS)** per Exhibit S-1.
- that the Board approve Faith Foundation renting the cafeteria at Coventry Junior High School for four(4) to six(6) weeks beginning 2/1/09 pending all approved paperwork and receipt of proof of insurance.
- that the Board rescind the agreement with Mark Bindus, Registered and Licensed Dietitian, providing dietitian consulting services for the food service department effective 1/30/09.

- that the Board approve the reduction of days for the following technology maintenance contract for the remainder of the 2008-09 school year, effective end of work day 1/30/09.

Paul Roundy from four(4) to three(3) days/week at Lakeview and Turkeyfoot

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried.

It was moved by Gable, seconded by Breitenbach, that the Board recess to Executive Session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees. **09-18**

Roll Call: Thompson, yes; Gable yes; Andrews, yes; Breitenbach, yes; Wohlgamuth, yes. President declared the motion carried.

The Board returned from Executive Session with the following members present: Mr. William S. Breitenbach, Mrs. Tina L. Gable, Mr. Bernard C. Thompson, Mr. Robert L. Wohlgamuth, and Mr. David V. Andrews.

Acting upon the recommendation of Russell Chaboudy, Superintendent, it was moved by Breitenbach, seconded by Gable, that all of the following items appearing in the agenda constitute the consent calendar and are adopted by one motion: **09-19**

- that the Board approve a reduction in force for the following position:

*High School Secretary (attendance) (205 days) effective
End of work day 1/30/09*

- that the Board create and /or revise the following job descriptions:

CREATE

*High School Guidance/Athletic Secretary (192 days – 8 hours/day)
High School Attendance/Athletic Secretary (195 days - 8 hours/day)*

REVISE

Secretary (to include assist with Athletic Department where necessary)

- Whereas ORC 124.321 provides for the reduction in force of classified personnel and acting on the determination of the Coventry Board of Education that reductions are necessary, it is recommended that the Board of Education approve a reduction in force at the end of the work day 1/30/09 per Exhibit S-2.
- that the Board approve the cost reduction plan (phase 1) per Exhibit S-3 for the remainder of the 2008-09 school year effective 2/1/09.

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried. Meeting adjourned.

There being no further business to come before the Board, it was moved by Andrews, seconded by Thompson, to adjourn the meeting.

09-20

Roll Call: Andrews, yes; Breitenbach, yes; Gable, yes; Thompson, yes; Wohlgamuth, yes. President declared the motion carried. Meeting adjourned.

Robert L. Wohlgamuth, President

Attest: Lee Ann Weisenmiller, Treasurer

