

The Board of Education of the Wheelersburg Local School District met in a regular meeting on Monday, July 26, 2010 at 6:30 P.M. in the Board Room at the Central Office Building.

### **ROLL CALL**

The President called the meeting to order and the following members answered to roll call:-John Cowgill-present; Donna Cunningham-present; Rory Phillips-absent; Matthew Miller-present; Fred Nelson-present.

Prayer was offered by George Grice.

Mark Knapp, Superintendent, led the meeting in the Pledge of Allegiance.

### **SPECIAL ACKNOWLEDGEMENTS**

At the request of the Board, Lettie Gullett and Billie Cox represented Child Nutrition Service, (CNS), the district's food service management company. The Board congratulated CNS on the past year's successful operation. The district's food service program operated in the black for the first time in many years during Fiscal Year 2010.

### **BOARD COMMITTEES**

The Alumni Nomination Committee met on Wednesday, June 9, 2010 at the Board of Education Building. Donna Cunningham represented the Board of Education at this meeting. She reported the 2010 Hall of Fame honorees are Kathleen Skiver and Sr. Anna Thieken, OP.

### **155-10 APPROVAL OF MINUTES**

Matthew Miller moved to approve the minutes of the May 19, 2010 Special Board Meeting, the June 28, 2010 Regular Meeting and the July 12, 2010 Special Meeting as submitted. John Cowgill seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

### **156-10 EMPLOYMENT OF SUMMER INTERVENTION TEACHER**

On the recommendation of the Local Supt., John Cowgill moved to employ Amy Armes as a summer intervention teacher effective for the 2009-2010 school year and be paid the board adopted rate. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

### **157-10 EMPLOYMENT OF SUBSTITUTE SUPPORT STAFF PERSONNEL**

On the recommendation of the Local Supt., John Cowgill moved to employ the following as substitute support staff personnel as listed effective for the 2009-2010 school year and be paid the board adopted rate for hours worked:

#### **Custodial**

Maggie M. Anderson      122 Labold Avenue, Sciotoville, OH 45662

Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

### **158-10 ACCEPTANCE OF RESIGNATION**

Matthew McCorkle,

Principal Wheelersburg High School

July 13, 2010

Due to an opportunity of working with Prescott's Surgical Microscopes, I will be resigning from all positions with Wheelersburg Local School District. Thank you for the opportunity to teach our kids.

S/Dustin Woodrum

On the recommendation of the Local Supt., John Cowgill moved to accept the resignation of Dustin Woodrum, High School Chemistry/Physics teacher and all supplemental positions held, effective for the 2010-2011 school year. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**159-10 ACCEPTANCE OF RESIGNATION**

To Whom It May Concern:

July 13, 2010

I would like to resign my position as Instructional Aide with the Wheelersburg Local School District so that I may accept a teaching position within the district.

Sincerely,  
S/Dustyn A. Blevins

On the recommendation of the Local Supt., John Cowgill moved to accept the resignation of Dustyn Blevins, Instructional Aide, effective for the 2010-2011 school year. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**160-10 EMPLOYMENT OF TEACHER**

On the recommendation of the County Superintendent, Dustyn Blevins has been nominated as a teacher in the Wheelersburg Local School District for a period of one (1) year.

On the recommendation of the Local Supt., John Cowgill moved to employ Dustyn Blevins as a teacher for a period of one (1) year, effective for the 2010-2011 school year with salary based on a Master's Degree and zero (0) years of experience. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**161-10 SUSPENSION OF CONTRACT**

On the recommendation of the Local Supt., John Cowgill moved to suspend the contract of Mary Lou Dye, Instructional Aide, 2.5 hours per day, assigned to the Title I Reading program, effective for the 2010-2011 school year due to financial reasons. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**162-10 SUSPENSION OF CONTRACT**

On the recommendation of the Local Supt., John Cowgill moved to suspend the contract of Mary Lou Dye, Cafeteria Helper, 2 hours per day, effective for the 2010-2011 school year due to financial reasons. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**163-10 SUSPENSION OF CONTRACT**

On the recommendation of the Local Supt., John Cowgill moved to suspend the contract of Robin Stevens, Instructional Aide, 2.5 hours per day, assigned to the Nurse's Office, effective for the 2010-2011 school year due to financial reasons. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**164-10 SUSPENSION OF CONTRACT**

On the recommendation of the Local Supt., John Cowgill moved to suspend the contract of Robin Stevens, Cafeteria Helper, 2 hours per day, effective for the 2010-2011 school year due to financial reasons. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**165-10 SUSPENSION OF CONTRACT**

On the recommendation of the Local Supt., John Cowgill moved to suspend the contract of Monya Gambill, Special Education Aide, 1.5 hours per day, assigned to the Elementary Special Education Department, effective for the 2010-2011

school year due to financial reasons. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **166-10 SUSPENSION OF CONTRACT**

On the recommendation of the Local Supt., John Cowgill moved to suspend the contract of Monya Gambill, Cafeteria Helper, 2 hours per day, effective for the 2010-2011 school year due to financial reasons. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **167-10 ABOLISHMENT OF JOB CLASSIFICATION**

On the recommendation of the Local Supt., John Cowgill moved to ratify and approve the abolishment of the Cafeteria Helper Job Classification and rescission of the wage/salary schedule currently appearing in Board Policy for such classification. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **168-10 EMPLOYMENT OF INSTRUCTIONAL AIDE**

On the recommendation of the Local Supt., John Cowgill moved to employ Vikki Smith as an Instructional Aide on a one (1) year contract, effective for the 2010-2011 school year with salary based on 184 seven (7) hour days and two (2) years experience. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **169-10 EMPLOYMENT OF INSTRUCTIONAL AIDE**

On the recommendation of the Local Supt., John Cowgill moved to employ Rebecca Berringer as an Instructional Aide on a one (1) year contract, effective for the 2010-2011 school year with salary based on 184 four (4) hour days and two (2) years experience. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **170-10 EMPLOYMENT OF INSTRUCTIONAL AIDE**

On the recommendation of the Local Supt., John Cowgill moved to employ Amy Armes as an Instructional Aide on a one (1) year contract, effective for the 2010-2011 school year with salary based on 184 seven (7) hour days and one (1) year experience. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **171-10 APPROVAL OF ATHLETIC EVENT TICKET PRICES AND SEATING**

On the recommendation of the Local Supt., John Cowgill moved to approve the 2010-2011 athletic event ticket prices and authorization to manage athletic event seating as submitted (Appendix D).

Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **172-10 APPROVAL OF LATCHKEY FEE SCHEDULE**

On the recommendation of the Local Supt., John Cowgill moved to approve the 2010-2011 Latchkey Fee Schedule as submitted (Appendix E). Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **173-10 APPROVAL OF LATCHKEY HANDBOOK**

On the recommendation of the Local Supt., John Cowgill moved to approve the 2010-2011 Latchkey Handbook as submitted (Appendix F). Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **174-10 APPROVAL OF MEAL PRICES**

On the recommendation of the Local Supt., John Cowgill moved to approve the 2010-2011 adult and student lunch prices as submitted (Appendix G). Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes. The President declared the motion carried.

#### **175-10 RATIFICATION OF REASSIGNMENT OF A CLASSIFIED EMPLOYEE**

On the recommendation of the Local Supt., John Cowgill moved to ratify and approve the reassignment of Mary Lou Dye to Instructional Aide, seven (7) hours per day, 184 days at step 9 for the 2010-2011 school year. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **176-10 RATIFICATION OF REASSIGNMENT OF A CLASSIFIED EMPLOYEE**

On the recommendation of the Local Supt., John Cowgill moved to ratify and approve the reassignment of Robin Stevens to Latchkey Aide, six (6) hours per day, 184 days for the 2010-2011 school year. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **177-10 RATIFICATION OF REASSIGNMENT OF A CLASSIFIED EMPLOYEE**

On the recommendation of the Local Supt., John Cowgill moved to ratify and approve the reassignment of Monya Gambill to Latchkey Aide, six (6) hours per day, 184 days for the 2010-2011 school year. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **178-10 APPROVAL OF CONSTRUCTION CONTRACT**

On the recommendation of the Local Supt., John Cowgill moved to award a contract to Asphalt Contractors and Site Work of Lavalette, West Virginia for the construction of a new parking lot in the amount of \$45,761.00 as submitted (Appendix H) and authorize the architect to issue a notice to proceed. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **179-10 APPROVAL OF CONSTRUCTION CONTRACT**

On the recommendation of the Local Supt., John Cowgill moved to award a contract to Mullins Construction Company of Wheelersburg, Ohio for the base bid construction of sidewalks and concrete work including alternate B1 and B2 in the amount of \$31,054.00 as submitted (Appendix H) and authorize the architect to issue a notice to proceed. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **180-10 APPROVAL OF ATHLETIC HANDBOOK**

On the recommendation of the Local Supt., John Cowgill moved to approve the 2010-2011 Athletic Handbook as submitted (Appendix I). Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **181-10 EMPLOYMENT OF MECHANIC**

On the recommendation of the Local Supt., John Cowgill moved to employ Charles McKnight as a mechanic, effective for the 2010-2011 school year, on a one (1) year contract (400 hours per year, approximately forty (40) days at ten (10) hours per day) with salary based on zero (0) years of experience.

Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**182-10 ACCEPTANCE OF RESIGNATION**

Sarah Ross-Crabtree  
1198 A Cook Road  
Lucasville, OH 45648

July 2010

Dear Mr. McCorkle and Mr. Knapp,

It is with great regret that I notify you of my resignation from my teaching and supplemental duties with Wheelersburg Local Schools.

**182-10 ACCEPTANCE OF RESIGNATION** (cont'd)

While I am sorry for the short notice, I have no other option, as I was only recently informed of another employment opportunity.

Please let me know how to proceed in returning my keys. I would be happy to meet this week to aid in the transition in any way I can. Additionally, during the coming weeks, I will be available via cell phone at 740.340.5238 if you have any further questions.

Thank you for the opportunity to work at Wheelersburg. I hope that my six years of loyal service will put into perspective and inconvenience resulting from the notice period.

Sincerely,  
S/Sarah Ross-Crabtree

On the recommendation of the Local Supt., John Cowgill moved to accept the resignation of Sarah Ross-Crabtree, French teacher, and all supplemental positions held, effective for the 2010-2011 school year. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**183-10 EMPLOYMENT OF TEACHER**

On the recommendation of the County Superintendent, David Shuter has been nominated as a teacher in the Wheelersburg Local School District for a period of one (1) year.

On the recommendation of the Local Supt., John Cowgill moved to employ David Shuter as a teacher for a period of one (1) year, effective for the 2010-2011 school year with salary based on a Master's Degree plus 15 semester hours and twenty-six (26) years of experience. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**184-10 APPROVAL OF FINANCIAL REPORT**

Donna Cunningham moved to approve the Monthly Financial Report for June 2010 as submitted (Appendix A). Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**185-10 ACCEPTANCE OF DONATIONS**

On the recommendation of the Treasurer, Donna Cunningham moved to accept the following donations as submitted (Appendix B). Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

**186-10 APPROVAL OF TRANSFERS**

On the recommendation of the Treasurer, Donna Cunningham moved to approve the following transfers.

<u>From</u>	<u>To</u>	<u>Amount</u>
General Fund	General-Instructional Setaside	\$230,000.00
General Fund	General-Capital Improvement Setaside	\$140,000.00
General Fund	Severance Reserve	\$ 20,035.00

Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **187-10 APPROVAL OF PURCHASE ORDER**

On the recommendation of the Treasurer, Donna Cunningham moved to approve a purchase order to Great American Opportunities in the amount of \$6,456.60 and be paid from the Middle School Cheerleading Fund. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **188-10 APPROVAL OF AMENDMENT TO SECTION 125 PLAN DOCUMENT**

On the recommendation of the Treasurer, Donna Cunningham moved to approve an amendment regarding dependents (section 2), eligibility (section 3) and eligible medical expenses (section 8) as submitted (Appendix C). Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **189-10 APPROVAL OF GROUP RETROSPECTIVE RATING PROGRAM T.P.A.**

On the recommendation of the Treasurer, Donna Cunningham moved the district enroll in the Group Retrospective Rating Program sponsored by Ohio School Comp for 2011. Matthew Miller seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **190-10 SECOND READING AND ADOPTION OF BOARD POLICY**

Matthew Miller moved to note the second reading and adoption of the following Board Policy:

File: EDE Computer Acceptable Use Policy

Donna Cunningham seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **191-10 APPOINTMENT OF DELEGATE AND ALTERNATE TO OSBA CAPITAL CONFERENCE 2010**

The President appointed Matthew Miller as the delegate and Rory Phillips as the alternate to OSBA Capital Conference in November 2010.

#### **192-10 APPROVAL TO HOLD PUBLIC HEARING**

Matthew Miller moved to schedule and advertise a public hearing for August 23, 2010 at 5:30 P.M. at the K-12 building, Tiered Room to consider converting one inside mill from current expense to permanent improvement (Appendix J). John Cowgill seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **193-10 APPROVAL TO CHANGE LOCATION OF BOARD MEETING**

John Cowgill moved to change the location of the August 23, 2010 Regular board meeting from the Board of Education Office to the Tiered Room at the K-12 school. Donna Cunningham seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried.

#### **194-10 ADJOURNMENT**

Matthew Miller moved to adjourn to meet in a regular session on Monday, August 23, 2010 at 6:30 P.M. in the Tiered Room at the K-12 Building. Donna Cunningham seconded the motion.

Roll Call:-John Cowgill-yes; Donna Cunningham-yes; Rory Phillips-absent; Matthew Miller-yes; Fred Nelson-yes.

The President declared the motion carried, meeting adjourned.

\_\_\_\_\_ President;

\_\_\_\_\_ Treasurer.