

**Upper Arlington Board of Education**  
**District Central Office – 1950 N. Mallway Drive**  
**March 6, 2019 – 4:00pm**

*Exhibit V-1*  
*April 9, 2019*

**CALL TO ORDER**

Members present: Ms. Stacey Royer, Ms. Robin Comfort (arrived at 4:15pm), Ms. Nancy Drees, Mr. Scott McKenzie, Ms. Carol Mohr (arrived at 4:03pm)

Administrative officials present: Dr. Paul W. Imhoff, Superintendent; Mr. Andrew Geistfeld, Treasurer; Mr. Chris Potts, Chief Operating Officer; Ms. Karen Truett, Director of Communications; Mr. Lucas Ratliff, Assistant Treasurer

**ROLL CALL**

**APPROVAL OF AGENDA**

Ms. Drees moved, Mr. McKenzie seconded to approve the agenda as amended. **19-31**

AYES: Ms. Drees, Mr. McKenzie, Ms. Royer

NAYS: None

**PLEDGE OF ALLEGIANCE**

Ms. Mohr arrived at 4:03pm

**TREMONT ELEMENTARY PRESENTATIONS**

Jim Buffer, Principal of Tremont Elementary School, introduced two groups of teachers and students to share activities occurring at Tremont.

First grade teacher, Pam Bergan, and students from her class, shared service learning projects and experiences occurring at Tremont Elementary.

Veronica Veale, Cynthia Redmond and Jean Allocco – staff members at Tremont, along with several students, shared activities and experiences related to the English Language Learners Program.

Ms. Comfort arrived at 4:15pm

**OTHER**

Ms. Royer asked for a moment of silence for Joanie Dugger, former Executive Director of the Upper Arlington Education Foundation.

**APPROVAL OF MINUTES**

Ms. Mohr moved, Ms. Drees seconded to approve the February 19, 2019 and February 28, 2019 minutes. **19-32**

AYES: Ms. Comfort, Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Royer

NAYS: None

**COMMUNICATIONS TO THE BOARD**

None

**PUBLIC PARTICIPATION**

None

**ITEMS FOR INFORMATION**

Superintendent’s update

Dr. Paul Imhoff recognized the Board members for their service to the school district and distributed notes from the elementary schools thanking them.

Dr. Imhoff congratulated Carol Mohr on receiving an OSBA Central Region - Award of Achievement.

Mr. Chris Potts shared after much research and discussion among various staff groups, the district will be implementing the Safe School ID visiting management system in the 2019-20 school year for each building. This is another step in increasing the safety at our schools.

Dr. Imhoff announced the Annual Safety Town Hall meeting will be 7pm on April 24<sup>th</sup> at Jones Middle School.

Dr. Imhoff introduced and congratulated Mike Robertson as the new principal of Hastings Middle School for the 2019-20 school year.

Dr. Imhoff thanked the Communication Department, Karen Truett and Colleen Wright, for their exceptional work related to various community mailings regarding the upcoming construction and new/renovated buildings.

Owner’s Representative Update

Mr. Mike Hilton, District’s owners representative from Turner Construction, provided his first monthly status report related to the capital improvement projects.

Athletic and Extracurricular Review

Dr. Imhoff and Mr. Andrew Geistfeld shared information on the Athletic and Extracurricular Program Review that will be starting this spring. This review is being conducted to help support and give district guidance to all the volunteers and staff involved in these programs.

A 12-15 member Program Review Committee will be established to help analyze the current state of affairs and provide input. This committee will consist of students, staff, parents/guardians and community members.

There will be 4 areas of concentration:

1. Athletic department structure;
2. Fiscal management and accountability;
3. Student safety and wellness;
4. Community partnerships and programming.

These areas of concentration will be completed in 2 phases over several years.

Treasurer’s Update

Mr. Geistfeld reviewed the financial activity through February 2019.

**CONSENT AGENDA**

Ms. Drees moved the Board to approve the following consent agenda action items as recommended by the Superintendent:

Special Board of Education Meeting: Thursday, March 28 at 8:15am at the district central office

Student Field Trips

School	Group	Location	Trip Dates
UAHS	Boys’ Varsity Tennis	Cincinnati, OH	March 29 - March 30, 2019

Investment Report February 2019 — Exhibit B-1

Financial Statement for the month ending February 28, 2019 — Exhibit B-2

Purchases in Accordance with O.R.C. 5705.41(D)(1)

Vendor	Item Purchased	Fund	Amount
Intand Corporation	Software renewal	General Fund	\$4,187.00

Resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor — Exhibit B-3

Administrative Staff

Issuance of Contracts\*

Name	Position	Type of Contract
Phil deRoche	Director of Operational Services 260 day contract, Level II	March 25, 2019 — July 31, 2021
Michael Robertson	Principal Hastings Middle School 260 day contract, Level V	August 1, 2019 — July 31, 2021

*\*Appointments of personnel are specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records and receipt of all other necessary documentation.*

Acceptance of Retirement/Resignation

Name	Position	Reason	Effective Date
Luis Vazquez	UAHS Assistant Principal	Retirement	May 26, 2019

Certified Staff

Issuance of Contract\*

Name	Assignment	Training/Step	FTE	Type of Contract
Lisa Fleege	School Nurse	BA/8	1.0	1 year limited contract 2019-2020 school year

*\*Appointments of personnel are specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records and receipt of all other necessary documentation.*

Acceptance of Retirement/Resignation

Name	Position	Reason	Effective Date
Emily Adams	Teacher	Resignation	05/28/2019
Adam Moore	Teacher	Resignation	05/28/2019
Kathryn Salmons	Teacher	Resignation	05/28/2019
Heather Swan	Teacher	Resignation	05/28/2019
Jennifer Watson	Teacher	Resignation	05/28/2019

Leave of Absence

Name	Position	Amount of Leave	Reason	Effective Date
Stacie Caruso	Teacher	1.0	Non-paid childcare leave	04/11/2019 – 05/28/2019

Revision - Leave of Absence

Name	Position	Amount of Leave	Current	Revised
Allison Gold	Teacher	1.0	01/09/2019 – 03/08/2019	01/09/2019 – 04/05/2019

Classified Staff

Initial Appointment\*

Name	Position	Step	Effective Date
Mary Evangelista	Food Service Cashier	2	02/25/2019
Gavin Ross	Bus Driver	2	02/19/2019

\*Appointments of personnel are specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records and receipt of all other necessary documentation.

Acceptance of Resignation/Retirement

Name	Position	Reason	Effective Date
Phil deRoche	Maintenance Coordinator	Resignation	03/24/2019
Earl Minton	Custodian	Resignation	03/15/2019
Molly Ravine	Food Service Cashier	Resignation	03/01/2019
Teresa Weese	Bus Driver	Retirement	05/31/2019

Other Staff

Appointment of Other Staff\*

Name	Position	Rate of Pay	Effective Date
Amy Adams	Teaching Assistant	\$16.60 p/hour	02/21/2019
Molly Ravine	Educational Aide	\$12.78 p/hour	03/04/2019
Bryan Rudolph	Educational Aide	\$13.30 p/hour	02/04/2019

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Acceptance of Resignation/Retirement

Name	Position	Reason	Effective Date
Alexandra Bigler	Substitute Bus Driver	Resignation	03/01/2019
Kayla Sanderson	Study Hall Aide	Resignation	01/17/2019

Substitutes

Name	Position	Rate of Pay	Effective Date
Ronald Hanninen	Substitute Bus Driver	\$21.35 p/hour	02/25/2019
Amy Rice	Substitute Secretary	\$16.40 p/hour	02/04/2019
Lisa Card	Substitute Secretary	\$16.40 p/hour	02/14/2019

Volunteers

Name	Position	Building	Supervisor
Sadie Klima	7 <sup>th</sup> Grade Girls Softball	Hastings Middle School	Diane Balog

Supplemental Contracts

Position	Employee	School	Amount	FTE	
Camp High School Advisor	Nick Garner	Jones	\$600.00	1.0	%
8th Grade Boys Lacrosse Head Coach	Brett Diehl	Jones	\$5,091.00	1.0	%
Boys Tennis Head Coach	Carolyn Lombardo	Hastings	\$1,709.00	1.0	
Boys Assistant Track Coach	Jacqueline Delaney	Jones	\$961.68	1.0	%
Collaborative Team Leader	Richard Duarte	District	\$1200.00	1.0	
Collaborative Team Leader	Patricia Fellingner	District	\$1200.00	1.0	

*% Correction from previously approved amount*

Pupil Activity Program Contracts\*

Position	Employee	School	Amount	FTE	
Girls Crew Assistant Coach	Kristina Hallof	UAHS	\$3,129.75	1.0	
Girls Crew Assistant Coach	Johan McGwire	UAHS	\$3,129.75	1.0	
Boys Lacrosse Assistant Coach	Sean Turner	UAHS	\$1,817.60	.3	**
Site Manager	Michael Sporich	Jones	\$675.00	1.0	
7th Grade Boys Lacrosse Co-Head Coach	Sam Buckley	Jones	\$1,137.50	1.0	
Boys Assistant Track and Field Coach	Alex Botello	Hastings	\$1,478.76	.5	
Boys Assistant Track and Field Coach	T.J. Burbridge	Jones	\$739.38	.5	%

\*\* Funded through source other than general fund

% Correction from previously approved amount

\* All appointments of personnel are specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records and receipt of all other necessary documentation.

Acceptance of Gifts and Donations

School/Activity	Donor	Item	Value
Upper Arlington High School			
Bear Paws	Upper Arlington Education Foundation	Cash	\$100.00
Arlingtonian	Michael J. Fitzpatrick	Cash	\$2,500.00
Bear Den	Michael J. Fitzpatrick	Cash	\$2,500.00
UA Idea Day	The Morin Family	Cash	\$250.00
UA Idea Day	Laura and Jared Moore	Cash	\$1,000.00
UA Idea Day	Kelly Cantwell	Cash	\$250.00
UA Idea Day	Andy Mills, Elford Realty, LLC	Cash	\$1,000.00
Upper Arlington High School Athletics			
Boys Lacrosse	Upper Arlington Men's Lacrosse	Cash	\$2,090.24
District			
Legacy Fund	Dale and Gloria Heydlauff	Cash	\$50,000.00

Approval to Sell/Dispose/Donate Equipment

Description of asset/quantity	Building/ Department	UACSD Tag and/ or Serial Number ISBN (if applicable)	Reason
Hitachi CP-X305 (2)	Windermere	103444, 103330	No longer working

Mrs. Comfort seconded to approve the consent agenda action items.

**19-33**

AYES: Ms. Comfort, Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Royer

NAYS: None

**OTHER**

Mr. McKenzie moved the Board to approve the following contract agenda action items as recommended by the Superintendent:

Contracts

- Grant of Perpetual Easement with City of Upper Arlington at Guilford Road and Andover Road — *Exhibit IX-1*.
- Contract with Tremco/WTI for Burbank Early Childhood School Re-Roofing in an amount of \$599,683.31.

Ms. Comfort seconded to approve the contract agenda action items.

**19-34**

AYES: Ms. Comfort, Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Royer

NAYS: None

**MOTION TO GO INTO EXECUTIVE SESSION**

Ms. Drees moved, Ms. Comfort seconded to go into executive session in accordance with ORC 121.22(G)(1) to consider the appointment, employment, promotion and/or compensation of public employees at 5:12pm **19-35**

AYES: Ms. Comfort, Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Royer

NAYS: None

The board returned to regular session at 5:45pm

**ADJOURNMENT**

At 5:46 pm Ms. Drees moved, Ms. Comfort seconded to adjourn. **19-36**

AYES: Ms. Comfort, Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Royer

NAYS: None

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Treasurer

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Board President