

Upper Arlington Board of Education
City Chamber Offices – 3600 Tremont Road
October 15, 2019 – 6:00pm

Exhibit IV-2
November 19, 2019

CALL TO ORDER

Members present: Ms. Nancy Drees, Ms. Stacey Royer, Mr. Scott McKenzie, Ms. Carol Mohr, Ms. Marjory Pizzuti
Absent:

Administrative officials present: Dr. Paul W. Imhoff, Superintendent; Mr. Andrew Geistfeld, Treasurer; Dr. Kathy Jenney, Associate Superintendent; Dr. Andy Hatton, Associate Superintendent; Mr. Chris Potts, Chief Operating Officer; Ms. Karen Truett, Director of Communications

ROLL CALL

APPROVAL OF AGENDA

Mr. McKenzie moved, Ms. Pizzuti seconded to approve the agenda as published **19-116**
AYES: Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Pizzuti and Ms. Royer
NAYS: None

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

Ms. Mohr moved, Ms. Drees seconded to approve the September 10, 2019, September 13, 2019 and September 17, 2019 minutes **19-117**
AYES: Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Pizzuti and Ms. Royer
NAYS: None

COMMUNICATIONS TO THE BOARD

The board recognized the 10 National Merit Semifinalists for this year.

PUBLIC PARTICIPATION

None

ITEMS FOR INFORMATION

Superintendent's update

Dr. Imhoff reviewed district highlights for the month.

Annual report to the Board: Tremont Elementary School

Tremont Elementary School was represented by Principal Jim Buffer, Assistant Principal, Patrick Hurley, Library Media Specialist Kristin Bugnitz, and UAEA Representative and Intervention Specialist Amelia Smith-All.

Mrs. Bugnitz presented a student produced video showing 5th graders in Mrs. Kidwell's class programming robots using code. The robots demonstrated various skills, and students shared the process of learning while overcoming obstacles.

Mrs. Smith-All presented a slide show highlighting the K-5 professional development session from the previous day. Staff took a deep dive into the strategic plan and identified the characteristics of an ideal learner. The District Teaching and Learning Team will use this information as we collaboratively create a vision for how we best prepare students for life after graduation.

Mr. Buffer shared that the in-service work was incredibly successful, and that staff was able to see how their work fits directly into the district vision of educating and caring for the "whole child"

Safety Update

Dr. Imhoff shared all buildings will hold full scaled drills this fall and planning continues for a major drill the summer of 2020. Dr. Jenney and Dr. Hatton will share their take-a-ways from the Social Emotional Learning (SEL) conference they attended at the next board meeting.

Strategic Plan Update

Dr. Imhoff updated the board on the various meetings that have occurred related to developing the profile of a learner. He also reminded the board of the America to Me screenings beginning October 21 at Hastings.

Human Resource Update

Dr. Jenney gave her annual staffing update. This included the District hired 37 new staff this year due to enrollment growth, 25 resignations/retirements and 7 leaves of absences. The District filled 6 administrative positions, including two coordinators added this year in the Student Services Department.

Dr. Jenney shared the job description for a new Coordinator of Operational Technology position that will be posted soon.

Dr. Jenney reviewed two policy revisions: Student Clubs and Activities (2430) and Equal Access for Non-District Sponsored Student Clubs and Activities (5730).

Owner’s Representative Update

Mr. Mike Hilton, District’s owner’s representative from Turner Construction, provided his monthly status report related to the building construction projects and related pictures.

Treasurer’s Update

Mr. Geistfeld reviewed the financial activity through September 2019 and other agenda items including: FY20 appropriations and the funding of the Owner Controlled Insurance Program (OCIP) Fund.

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: Tuesday, November 19, 2019 at 4:00pm, district central office

Student Field Trips

School	Group	Location	Trip Dates
UAHS	Broadcasting 11th and 12th grade students	New York	March 24-March 28, 2020
UAHS	Men’s Water Polo Tournament	Cathedral Prep HS Erie, Pennsylvania	October 11- October 12, 2019
UAHS	Men’s Water Polo Tournament	Rockford HS Rockford, Michigan	October 18- October 19, 2019
UAHS	Men’s Water Polo State Tournament	Mason HS Mason, Ohio	October 26- October 27, 2019

Investment Report September 2019 — Exhibit B-1

Financial Statement for the month ending September 30, 2019 — Exhibit B-2

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

Vendor	Item Purchased	Fund	Amount
Bridgeway Academy	Student Services	General Fund	\$3,827.64
Equipt LLC	Wellington	Auxiliary Service Fund	\$4,000.00
Steffens-Schultz	Construction Tremont (diffusers, valve, air vents)	Bond Fund	\$6,346.20

Amend FY2020 Appropriations by Fund — Exhibit B-3

Owner Controlled Insurance Program (OCIP) – Self Insurance Fund

- Approve \$500,000 to be paid from the construction fund to the Owner Controlled Insurance Program (OCIP) – Self Insurance Fund (027-9017) for claim activity.

Certified StaffSalary/Contract Increment Adjustments

Name	From	To	Step
Kelli Axner	BA+15	MA	5
Jackie Beem	MA+10	MA+20	15
Janielle Bevington	MA+30	MA+40	9
Mark Boesch	MA+30	MA+40	19
Kim Brown	MA+20	MA+30	19
Tim Casey	MA+10	MA+20	28
Kendra Chandler	MA+10	MA+20	6
Cynthia Deliman	MA+20	MA+30	17
Sara Dross	MA+10	MA+20	14
Richard Duarte	MA+30	MA+40	16
Elizabeth Egbert	MA	MA+10	12
Nicholas Garner	MA	MA+10	9
Andrea Garvey	BA+15	BA+30	18
Steve Gdovin	BA+15	BA+30	19
Melissa Haines	MA+10	MA+20	14
Darrion House	MA+10	MA+20	9
Kristin Jentgen	MA+10	MA+20	16
Nicole Kennedy	BA	BA+15	2
Jessica Kocak	MA+30	MA+40	7
Lauren Kowalski	MA+20	MA+30	17
Samantha Kruger	BA	BA+15	3
John Kulina	BA+15	BA+30	18
Michelle Main	MA+30	MA+40	18
Dawne McGuire	MA+10	MA+20	13
Amy Meyer	MA+30	MA+40	15
Jennifer Meyer	MA+20	MA+30	14
Amy Miller	MA+20	MA+30	21
Mark Nagel	MA+30	MA+40	21
Heather Opel	MA+10	MA+20	7
Jodi Palmer	MA+20	MA+30	21
Stacy Pilutti	MA	MA+10	8
Brad Piunno	MA+20	MA+30	10
Lauren Piunno	MA	MA+10	7
Doug Rinehart	MA+30	MA+40	25
Kristin Santilli	BA+15	BA+30	9
Christopher Savage	MA+10	MA+20	18
Brian Shininger	MA+10	MA+20	9
Brian Shipley	MA+20	MA+30	26
Katie Shough	MA+10	MA+20	7
Amelia Smith	BA+30	MA	7
Matthew Solarz	MA+30	MA+40	13
Caroline Stieg	MA+20	MA+30	9
Laurie Sutherin	MA+20	MA+30	14
Lina Taylor	BA	BA+15	10
Allison Tomlin	MA+10	MA+20	10
Adele Vergis	MA	MA+10	9

Salary/Contract Increment Adjustments (continued)

Name	From	To	Step
Jordan Walker	MA	MA+10	8
Jill White	MA+10	MA+20	20
Jennifer Whitt	MA+10	MA+20	8
Richard Wickiser	MA	MA+10	26
Kristin Wilhelmsen	MA	MA+10	15
Kim Wilson	MA	MA+10	10
Eric Wylie	MA+20	MA+30	27
Jessica Zimpher	MA+20	MA+30	13

Leave of Absence

Name	Position	Amount of Leave	Reason	Effective Date
Jennifer Whitt	Teacher	1.0	Childcare	10/21/2019 -12/06/2019

Revision – Leave of Absence

Name	Position	Amount of Leave	Current	Revised
Christina O’Neill	Teacher	1.0	08/26/2019 – 10/18/2019	08/26/2019 – 10/29/2019

Home Instruction Tutors

Name	Position	Rate of Pay
Doug Amtsberg	Home Instruction Tutor	\$33.89 p/hour
Julia Gomez	Home Instruction Tutor	\$33.89 p/hour
Valerie Kearney	Home Instruction Tutor	\$33.89 p/hour
Tony Naska	Home Instruction Tutor	\$33.89 p/hour
Bridgette Scaggs	Home Instruction Tutor	\$33.89 p/hour
Matt Solarz	Home Instruction Tutor	\$33.89 p/hour

Classified Staff

Initial Appointment

Name	Position	Step	Effective Date
Christa Abbott	Nutritional Services Cashier	2	10/02/2019
<ul style="list-style-type: none"> 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 Resignation/Retirement

Name	Position	Reason	Effective Date
James Amato	Nutritional Services Cashier	Retirement	11/01/2019

Other Staff

Initial Appointment*

Name	Position	Rate of Pay	Effective Date
Emerson Baird	SACC Student Assistant	\$10.50 p/hour	09/25/2019
Tessa Bishop	SACC Program Aide	\$12.12 p/hour	08/13/2019
James Coletta	Door Monitor	\$13.09 p/hour	09/24/2019
Emma Davidson	SACC Student Assistant	\$10.50 p/hour	09/25/2019
Patricia Everson	SACC Assistant Supervisor	\$13.39 p/hour	10/15/2019
Anne Gerlach	Study Hall Aide	\$13.62 p/hour	10/07/2019
Deborah Hodson	SACC Student Assistant	\$10.50 p/hour	09/16/2019
Margaret Myers	SACC Student Assistant	\$10.50 p/hour	09/16/2019
Jonathan Orth	SACC Student Assistant	\$10.50 p/hour	09/25/2019
Natalie Parsons	SACC Student Assistant	\$10.50 p/hour	09/16/2019

Initial Appointment* (continued)

Name	Position	Rate of Pay	Effective Date
Katie Pointer	SACC Student Assistant	\$10.50 p/hour	09/16/2019
Jackson Poor	SACC Student Assistant	\$10.50 p/hour	09/12/2019
Ethan Rose	SACC Student Assistant	\$10.50 p/hour	10/02/2019
Gretta Schreiber	SACC Student Assistant	\$10.50 p/hour	09/25/2019
Gillian Turnbull	SACC Student Assistant	\$10.50 p/hour	09/16/2019

*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.

Change of Status

Name	Current Position	New Position	Rate of Pay	Effective Date
Erin Howard	SACC Assistant Supervisor	SACC Supervisor	\$15.45 p/hour	09/26/2019
Tylea Taylor	SACC Assistant Supervisor	SACC Supervisor	\$15.45 p/hour	09/26/2019

Acceptance of Resignation/Retirement

Name	Position	Reason	Effective Date
Stephanie Brown	Educational Aide	Resignation	09/13/2019
Patricia Everson	Educational Aide	Resignation	10/11/2019
Latisha Griffith	SACC Curriculum Specialist	Resignation	09/06/2019
Nancy Hughey	SACC Program Aide	Resignation	09/27/2019
Vincent Pickett	Study Hall Aide	Resignation	09/27/2019

Burbank Early Childhood School Employee Handbook — Exhibit C-1

Volunteers

Name	Position	Building	Supervisor
Thomas Cooper	Boys Wrestling	High School	Matt Stout
Clair Droppelman	Club Fencing	High School	Spencer Smith
Tricia Honeycutt	Girls Basketball	High School	Christopher Savage
Ronit Majumdar	Boys Wrestling	High School	Matt Stout
Todd Saltus	Boys Swimming	High School	Michael DeBear
Louis Sauter	Boys Wrestling	High School	Matt Stout
Caitlin Spangler	Girls Swimming	High School	Dan Peterkoski
John Wanke	Boys Basketball	High School	Tim Casey

Substitutes*

Name	Position	Rate of Pay	Effective Date
Krista Barr	BECS Teacher	\$95.00 p/day	09/26/2019
Brayden Buoni	Substitute Custodian	\$17.28 p/hour	09/26/2019
Patricia Everson	Substitute Secretary	\$16.73 p/hour	10/15/2019
Josh Judd	Substitute Custodian	\$17.28 p/hour	10/01/2019
Elizabeth Mueller	Health Aide	\$20.21 p/hour	09/24/2019

*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.

Nutritional Services Substitute

- The hourly pay rate for substitutes working 10 consecutive work days or more in the same position will increase on day 11 to the hourly pay rate at step 1 for the respective position in the OAPSE salary schedule.

Supplemental Contracts

Position	Employee	School	Amount	
Dept. Chair-Media Specialist	Michelle Lombardi	Jones	\$500.00	
Dept. Chair-Media Specialist	Kerri Schill	Hastings	\$500.00	
Student Council-Spilt	Nick Judy	Jones	\$1,950.00	%
Student Council-Spilt	Laurie Sutherin	Jones	\$1,950.00	%
Wellness Coach	Nancy Rapport	District	\$2,000.00	
LPDC Coordinator	Katie Benton	Barrington	\$1,500.00	

Supplemental Contracts (continued)

Position	Employee	School	Amount	
Service Learning Building Leader	Leah Miller	UAHS	\$1,000.00	
Fall Production Stage Director	Sarah Santilli	Jones	\$4,308.00	
Yearbook	Elizabeth Egbert	Hastings	\$3,273.00	%
RE Mentor	Christopher Hayes	District	\$1,000.00	
RE Mentor	Amy Tomasko	District	\$250.00	
Math Counts Advisor-Split	Kelli Leinbaugh	Hastings	\$878.00	%
Math Counts Advisor-Split	Lauren Piuanno	Hastings	\$878.00	%
Fall Follies-Pit	Ed Zunic	UAHS	\$295.66	**
Fall Follies-Pit	David Monseur	UAHS	\$295.66	**
Fall Follies-Pit	Amy Leacock	UAHS	\$295.66	**
AESOP Coordinator	Nancy Prescott	District	\$800.00	
Literary Magazine	Dameion Wagner	UAHS	\$1,904.00	
Speech and Debate Assistant	Adele Vergis	UAHS	\$1,000.00	
Speech and Debate Assistant	Kevin Lehr	UAHS	\$800.00	
Speech and Debate Assistant	Rose Aly	UAHS	\$700.00	
Freshman Class Advisor	Gretchen Zunic	UAHS	\$2,539.00	
Sophomore Class Advisor	Dameion Wagner	UAHS	\$2,804.00	
Junior Class Advisor-Split	Mark Boesch	UAHS	\$1,803.00	
Junior Class Advisor-Split	Jordan Walker	UAHS	\$1,137.50	
Senior Class Advisor	Kelly Scott	UAHS	\$3,606.00	
Mock Trial Co-Chair	Adele Vergis	UAHS	\$600.00	
Robotics Club	Curt Bixel	UAHS	\$1,500.00	
Science Olympiad	Brian Wenger	UAHS	\$1,500.00	
Strings Assistant Director	Nora Calvert	ES/MS	\$1,950.00	
Strings Assistant Director	Jordan King	ES/MS	\$1,950.00	
Band Director	Kolin Redman	Hastings	\$2,139.00	
Orchestra Assistant Director	Gretchen Zunic	UAHS	\$2,600.00	
Orchestra Assistant Director	Chris Lape	Jones	\$1,254.00	
Choir Assistant Director	Amy Leacock	Hastings	\$2,139.00	

Pupil Activity Program Contracts*

Position	Employee	School	Amount	
Boys Head Crew Coach	Eric Bleich	UAHS	\$3,535.35	**
Boys Assistant Crew Coach	Blaine Brown	UAHS	\$3,205.15	**
Boys Assistant Crew Coach	Edward Byrd	UAHS	\$3,868.15	**
Boys Assistant Crew Coach	Gregory Harvie	UAHS	\$8,591.00	**
Boys Assistant Crew Coach	Katie King	UAHS	\$3,205.15	**
Girls Assistant Crew Coach (.66 FTE)	Hannah Couture	UAHS	\$2,136.77	**
Girls Assistant Crew Coach	Kristina Hallof	UAHS	\$3,205.15	**
Girls Assistant Crew Coach	Johan McGuire	UAHS	\$3,205.15	**
Girls Assistant Crew Coach	Anna Can	UAHS	\$3,205.15	**
Girls Assistant Crew Coach	TJ Kennedy	UAHS	\$3,205.15	**
Girls Head Crew Coach	Lauren Peck	UAHS	\$5,951.00	**
Fall Follies-Lighting	Anthony Aleshire-Stype	UAHS	\$1,000.00	**
Fall Production Director	Anthony Aleshire-Stype	Jones	\$1,000.00	%
Mock Trial Co-Chair	Jane Hubbard	UAHS	\$600.00	

**Funded through source other than general fund

%-Correction from previously approved amount/hours

* 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.

Redaction of previously issued contracts

Position	Employee	School
LPDC Coordinator	Jane Reyer	Barrington
Service Learning	Molly Miely	Jones
Service Learning	Catherine Shapiro	Hastings
Service Learning Building Leader	Judy Deal	UAHS
Fall Production Stage Director	Patricia Grey Mendoza	Jones
Fall Production Music Pit Drums	Jacob Reed	Jones
Mentor	Deb Henwood	District
Mentor	Angela McCormick	District

Job description

Coordinator of Operational Technology — *Exhibit C-2*

Acceptance Of Gifts And Donations

School/Activity	Donor	Item	Value
Upper Arlington High School Athletics			
Crew	Upper Arlington Crew, Inc.	Cash	\$24,905.08
Crew	Upper Arlington Crew, Inc.	Cash	\$24,905.07
Upper Arlington High School			
Fall Follies	Upper Arlington Vocal Music Boosters	Cash	\$2,170.00
Big Table event bus	Upper Arlington Education Foundation	Cash	\$250.00
District			
Science Kits	Nutter Hardware	Science Kits	\$361.23
Legacy Fund	Lynn Anderson	Cash	\$1,000.00
Legacy Fund	Matthew and Sarah Backiewicz	Cash	\$500.00
Legacy Fund	Michael Fitzpatrick	Cash	\$10,000.00
Legacy Fund	James and Joan Flower	Cash	\$5,000.00
Legacy Fund	Ramya and Kanu Goyal	Cash	\$25,000.00
Legacy Fund	John and Emily Ness	Cash	\$25,000.00
Legacy Fund	John and Lynnette Payne	Cash	\$25,000.00
Legacy Fund	Schoedinger Family	Cash	\$80,000.00
Legacy Fund	Pam and Charles Snyder	Cash	\$5,000.00
Legacy Fund	UA Vocal Music Boosters, Inc.	Cash	\$25,000.00
Legacy Fund	Heidi and Jay Yurkiw	Cash	\$1,000.00

Approval To Sell/Dispose/Donate Equipment

Description of Asset/quantity	Building/Department	Tag-Serial Number	Reason
Math in Focus books and miscellaneous books	Teaching and Learning at Graf		Outdated
2 Coffee urns	High School	No Tag	Outdated and no longer used
Hobart Slicer (Model#H1612, SN#11-076-498)	High School	Tag# 100282	Outdated and no longer used
(8) Cafeteria Tables (139" long, no seats)	Jones	No Tag	Outdated and no longer used. Have been replaced
Hobart Mixer (Model# H600, SN# 1204916)	High School	Tag# 002548	Outdated and no longer used
Hobart Mixer (Model# D300, SN# 1386709)	High School	Tag# 002547	Outdated and no longer used
Miller Welder (Model# M-295, SN# 71-583182)	Graf	Tag# 001863	Outdated and no longer used
Windsor Walk-behind Floor Scrubber (Model-Sable, SN# 1000046170)	Greensview	Tag# 001436	Outdated and beyond reasonable repair
Clark Walk-behind Floor Scrubber (Model-Encore L Class, SN# DC1071)	Barrington	Tag# 100097	Outdated and beyond reasonable repair
Ford Van	District	VIN# IFMRE11W52HA44321	Severely rusted and beyond reasonable repair

Approval To Sell/Dispose/Donate Equipment (continued)

Description of Asset/quantity	Building/Department	Tag-Serial Number	Reason
Ford Van	District	VIN# IFMRE11W72HA44319	Severely rusted and beyond reasonable repair
Ford Van	District	VIN# IFMRE11W22HA47239	Severely rusted and beyond reasonable repair
Ford Van	District	VIN# IFMNE31L3XHA78183	Severely rusted and beyond reasonable repair
SpeedPro Floor Polisher (Model-Pioneer Eclipse SP24, SN# 48496)	High School	Tag# 001876	Outdated and beyond reasonable repair
Books (1,967)	School Store at UAHS		Outdated
Books (28)	St. Andrew		Outdated
Hitachi CP-X305	Graf	103236	
Hitachi CP-X2510	Graf	101712	Broken
Hitachi CP-X2514WN	Graf	103784	Broken
Apple MacBook Pro 13	Burbank	104181	Broken
Hitachi CP-X306	Graf	103431	Obsolete
Acer V223W 22"	Graf	101105	Broken
Dell Latitude E5430	Graf	111278	Broken
Dell Latitude E5430	Graf	115561	Obsolete
Dell Latitude E5430	Graf	115562	Obsolete
Hitachi CP-X305	Graf	103234	Obsolete
Samsung EX2220X	Graf	104321	Broken
Samsung EX2220X	Graf	104324	Broken
Lumens DC265	Graf	101807	Broken
Lumens DC260	Graf	101043	Broken
Apple iPad 9.7inch 6th Gen Wi-Fi 32GB	Graf	405606	Broken
Kodak Play Sport Camera	Barrington	111171	Broken
HP Compaq Pentium 4 Desktop PC	Barrington	006415	Obsolete
Dell Desktop PC	Barrington	004138	Obsolete/Broken
Kodak Play Sport Burton Edition video camera	Barrington	111188	Obsolete
Media Center Books (85)	Jones		Outdated, damaged
Library books (886)	St. Agatha		Outdated
Holt Rinehart Winston, Elements of Literature Intro Course (39)	St. Agatha		Outdated
Holt Rinehart Winston, First Course (11)	St. Agatha		Outdated
Houghton Mifflin English (42)	St. Agatha		Outdated
McGraw-Hill Ohio Science A Closer Look Lv. 4 (52)	St. Agatha		Outdated
McGraw-Hill Ohio Science A Closer Look Lv. 5 (46)	St. Agatha		Outdated
Write Source (63)	St. Agatha		Outdated

Approval to purchase transit vans

- Purchase of two (2) – 2020 Ford Transit Vans from Germain Ford in an amount not to exceed \$64,357.00

Mr. McKenzie seconded to approve the consent agenda action items.

19-118

AYES: Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Pizzuti and Ms. Royer

NAYS: None

EXECUTIVE SESSION

Ms. Pizzuti moved, Ms. Drees seconded to enter into executive session in accordance with ORC 121.22 (G) (1) to consider the appointment, employment, promotion and/or compensation of public employees at 7:00pm

AYES: Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Pizzuti and Ms. Royer **19-119**
NAYS: None

The board returned to regular session at 7:29pm

ADJOURNMENT

At 7:30pm Mr. McKenzie moved, Ms. Drees seconded to adjourn. **19-120**

AYES: Ms. Drees, Mr. McKenzie, Ms. Mohr, Ms. Pizzuti and Ms. Royer
NAYS: None

Treasurer

Board President