

Upper Arlington Board of Education
City Chamber Offices, 3600 Tremont Road
September 11, 2018 – 6:00pm

CALL TO ORDER

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

Members absent: Ms. Robin Comfort

Administrative officials present: Dr. Paul W. Imhoff, Superintendent; Mr. Andrew L. Geistfeld, Treasurer;
Dr. Kathy Jenney, Associate Superintendent; Ms. Karen Truett Director of Communications;
Mr. Lucas Ratliff, Assistant Treasurer

ROLL CALL

APPROVAL OF AGENDA

Ms. Royer moved, Mr. McKenzie seconded to approve the agenda as amended. **18-93**

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

NAYS: None

PLEDGE OF ALLEGIANCE

Ms. Mohr asked for a moment of silence for the events that occurred 17 years ago

APPROVAL OF MINUTES

Ms. Royer moved, Mr. McKenzie seconded to approve the August 21, 2018 minutes **18-94**

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

NAYS: None

COMMUNICATIONS TO THE BOARD

None

PUBLIC PARTICIPATION

None

ITEMS FOR INFORMATION

Superintendent's update

Dr. Paul Imhoff commented on various achievements and activities at the buildings.

Dr. Kathy Jenney gave a 2018-19 staffing update. Certificated staff changes included: 38 new hires, 23 resignations/retirements, 22 internal transfers, 10 leaves of absences and 5 returns from leaves. Administrator changes included 4 new hires and 2 resignations.

Dr. Imhoff gave a master facility design phase update including sharing renderings of the 5 elementary buildings and the high school.

Dr. Imhoff also gave an update on the capital campaign related to the Facilities Master Plan.

Treasurer's Report

Mr. Andrew Geistfeld reviewed the financial statements as of August 31, 2018.

CONSENT AGENDA

Ms. Royer moved the Board approve the following consent agenda action items as recommended by the Superintendent

Student Field Trips

School	Group	Location	Trip Dates
UAHS	Girls Water Polo	McDowell High School, Pennsylvania PA	August 31, 2018
UAHS	Choir 10-12 th Grade	Pennsylvania, PA and New York City, NY	March 27-31, 2019
UAHS	Community School	Centerburg, Ohio	September 24-25, 2018

Facilities Master Plan Capital Campaign naming rights spaces and amounts – Exhibit A-1

Investment Report for August 2018 – Exhibit B-1

Financial Statement for the month ending August 31, 2018 – Exhibit B-2

FY2019 Permanent Appropriations by Fund – Exhibit B-3

2019-2020 Tuition Rates

- a. Annual Rate - \$14,893.68
- b. Daily Rate - \$83.67

Return of Advances

Advance From	Advance To	Amount	
Jones Class 2022 (200-9925)	General Fund (001)	\$1,195.16	
Federal IDEA Grant (516-9018)	General Fund (001)	\$63,254.45	
Federal Title III Grant (551-9018)	General Fund (001)	\$4,050.50	
Federal Title I Grant (572-9018)	General Fund (001)	\$8,775.71	
Federal II-A Grant (590-9018)	General Fund (001)	\$10,137.58	
Federal IV-A Grant (599-9018)	General Fund (001)	\$895.03	
<u>Purchases in Accordance with O.R.C. 5705.41(D)(1)</u>			
Vendor	Item Purchased	Fund	Amount
EZ-Pay	Fiscal Technology	Multiple Funds	\$8,940.00
Liberty Mutual	Deductible	General Fund	\$5,000.00

Purpose and Intent Statement for FY19 and continuing – Exhibit B-4

Certified Staff

Issuance of Contracts

Name	Assignment	Training/Step	FTE	Type of Contract
Diana Durbin-Koehler	Teacher	MA20/5	.6	1 year limited contract for the 2018-2019 school year

Leave of Absence

Name	Position	Amount of Leave	Reason	Effective Date
Caren Wildman	Teacher	1.0	Unpaid Childcare	09/27/2018-11/02/2018

Revision of Leave of Absence

Name	Position	Amount of Leave	Current Effective Date	Revised Effective Date
Sarah Benedetti	Teacher	1.0	08/10/2018 – 10/12/2018	08/10/2018 – 11/02/2018
Katherine Brownfield	Teacher	.5	09/10/2018 – 11/01/2018	09/24/2018 – 10/31/2018

Home Instruction Tutor

Name	Position	Rate of Pay
Denise Alderman	Home Instruction Tutor	\$33.23 p/hour
Steve Colahan	Home Instruction Tutor	\$33.23 p/hour
Andrea Helfrich	Home Instruction Tutor	\$33.23 p/hour
Nicole Holder	Home Instruction Tutor	\$33.23 p/hour
Georgia Kostoglou	Home Instruction Tutor	\$33.23 p/hour
Abby Larson	Home Instruction Tutor	\$33.23 p/hour
Beth McFarland	Home Instruction Tutor	\$33.23 p/hour
Dorothy Sutton	Home Instruction Tutor	\$33.23 p/hour
Karl Kirkpatrick	Home Instruction Tutor	\$33.23 p/hour
Angela McCubbin	Home Instruction Tutor	\$33.23 p/hour
Grant Riesen	Home Instruction Tutor	\$33.23 p/hour
Matt Scheibeck	Home Instruction Tutor	\$33.23 p/hour
Brian Shininger	Home Instruction Tutor	\$33.23 p/hour
Kelli Wilcox	Home Instruction Tutor	\$33.23 p/hour

Memorandum of Understanding with Upper Arlington Education Association — *Exhibit C-2*

Classified Staff

Initial Appointment

Name	Position	Step	Effective Date
Matthew Moore	High School Cook	1	09/04/2018
Dora White	Receptionist	3	09/17/2018

Change of Status

Name	Current Position	New Position	Effective Date
Wendell Stout	2 nd Shift Custodian	2 nd Shift Head Custodian	08/29/2018

Other Staff

Appointment of Other Staff

Name	Position	Rate of Pay	Effective Date
Elizabeth Bolen	BECS Lead Teacher	\$18.38 p/hour	09/10/2018
Drew Chupka	Study Hall Aide	\$12.78 p/hour	09/10/2018
Sydney Danklef	SACC Program Aide	\$9.84 p/hour	08/28/2018
Allison Frullo	Teaching Assistant	\$15.06 p/hour	09/06/2018
Lily Gabriel	SACC Program Aide	\$9.55 p/hour	08/28/2018
Nicole Geer	Study Hall Aide	\$13.99 p/hour	09/04/2018
Nicholas Komjati	Study Hall Aide	\$13.30 p/hour	08/22/2018
Ellen McDaniel	SACC Program Aide	\$9.84 p/hour	08/28/2018
Marissa McLaughlin	Study Hall Aide	\$\$12.78 p/hour	08/14/2018
Sarah Larsen-Miller	Educational Aide	\$12.78 p/hour	08/27/2018
Rachel Weaver	Teaching Assistant	\$14.03 p/hour	08/30/2018
Ethan Wright	SACC Program Aide	\$9.84 p/hour	08/22/2018

Change of Status

Name	Current Position	New Position	Effective Date
Matthew Morley	\$12.78 p/hour	\$13.30 p/hour	08/14/2018

Revision of Resignation/Retirement

Name	Current Status	New Status	Effective Date
Judith Murphy	Resignation	Retirement	05/30/2018

Acceptance of Resignations/Retirements

Name	Position	Reason	Effective Date
Fran Alexander	SACC Program Aide	Resignation	08/01/2018
Jackson Baber	SACC Program Aide	Resignation	08/01/2018
Lindsay Belli	SACC Program Aide	Resignation	08/01/2018
Maxwell Gunn	SACC Program Aide	Resignation	08/01/2018
Samah Kashkeesh	SACC Program Aide	Resignation	08/01/2018
Regina Mercy	BECS Substitute Teacher	Resignation	8/27/2018
Tracy Prinster	SACC Program Aide	Resignation	08/01/2018
Lindsey Rindler	SACC Program Aide	Resignation	08/01/2018
Hannah Sacchini	SACC Program Aide	Resignation	08/01/2018
Abbey Simila	SACC Program Aide	Resignation	08/01/2018
Chloe Terrior	SACC Program Aide	Resignation	08/01/2018
Naomi Trimble	SACC Program Aide	Resignation	08/01/2018
Madison Wrightsel	SACC Program Aide	Resignation	08/01/2018
Rachel Zeman	SACC Program Aide	Resignation	08/01/2018

Substitutes

Name	Position	Rate of Pay	Effective Date
Anita Calhoun	BECS Permanent Building Substitute	\$14.50 p/hour	09/04/2018
Quinton Graham	BECS Substitute Teacher	\$100.00 p/day	08/29/2018
Rosemarie Kandel	Educational Aide Substitute	\$12.78 p/hour	08/27/2018
Hillary Newlin	Educational Aide Substitute	\$12.78 p/hour	09/10/2018
Kristen Tabesh	SACC Substitute	\$13.00 p/hour	08/31/2018

Volunteers

Name	Position	Building	Supervisor
Kamil Abdullah	Field Hockey Coach	UAHS	Sarah Greaves
Chris Frey	Football Coach	UAHS	Joel Cutler
Brian Marshall	Girls Grew Coach	UAHS	Lauren Peck
Sarah Murray	Field Hockey Coach	UAHS	Sarah Greaves

Supplemental Contracts

Position	Employee	School	Amount	
Summer Supervision-Cheerleading	Christine Hayes	UAHS	\$225.00	
Band Concerts	Jon Parker-Jones	Jones	\$2,539.00	%
Fall Production Director	Kate Widing	Jones	\$4,207.00	**
Fall Production Musician-Pit Guitar	Tino Benedetti	Jones	\$500.00	**
Fall Production Director, Technology	Anthony Aleshire-Stype	Jones	\$500.00	**
Department Chair Science	Frank Tuttle	UAHS	\$1,900.00	%
6th Grade Camp – High School Advisor	Nick Gardner	Jones	\$300.00	
Talent Show (1/3)	Gretchen Zunic	Jones	\$666.70	
Talent Show (1/3)	Christopher Lape	Jones	\$666.70	
Talent Show (1/3)	Julia Gomez	Jones	\$666.70	
Department Chair Language Arts	Zack Prout	Hastings	\$500.00	
Building Webmaster	Stacie Caruso	Barrington	\$1,100.00	
Building Webmaster	Jill Merkle	Greensview	\$1,100.00	
Building Webmaster	Paula Eschbach	Tremont	\$1,100.00	
Building Webmaster	Jeff Stevenson	Wickliffe	\$1,100.00	
Building Webmaster	Shannon Hemmelgarn	Windermere	\$1,100.00	
Building Webmaster	Kerri Schill	Hastings	\$1,100.00	
Building Webmaster	Michelle Lombardi	Jones	\$1,100.00	
Building Webmaster	Scott Wittenberg	UAHS	\$1,100.00	
Building Webmaster	Stacie Caruso	Barrington	\$1,100.00	
LPDC Committee	Steve Colahan	UAHS	\$1,500.00	
Andros Island Advisor (Summer 2018)	Jill Dutton	UAHS	\$200.00	
Student Council Co-Advisor	Kasey Althouse	Greensview	\$952.00	
% -Correction from previously approved amount/hours				
**Funded through source other than general fund				

Pupil Activity Program Contracts

Position	Employee	School	Amount	FTE	
Football Assistant Coach	Steve Gehlert	UAHS	\$2,550.93	1	**
Summer Supervision- Cheerleading	Katherine Rapp	UAHS	\$225.00	1	
Tennis Assistant Coach	Ann Marks	UAHS	\$4,452.50	1	
Mock Trial Co-Chair	Jane Hubbard	UAHS	\$600.00	1	
Boys Assistant Soccer Coach	Geovanny Salinas	UAHS	\$1,227.46	.4	**
**Funded through source other than general fund					

Redaction of previously issued contracts

Position	Employee	School
Boys JV Golf Coach	Andrew Wohlgamuth	UAHS
Department Chair Language Arts	Star Simpson	Hastings
Talent Show	Cynthia Luce	Jones
Spring Musical Instrumental Director	Todd Fessler	UAHS
Boys Assistant Soccer Coach	Erik Barbon	UAHS
Student Council Co-Advisor	Erin McGuire	Greensview
Math Liaison	Julie Eirich	Wickliffe

Administrative Staff

Issuance of Contract

Name	Position	Type of Contract
Julie Eirich	Acting Principal - Wickliffe Progressive Elementary 222 day contract, \$94,128	09/10/2018-07/31/2019

Acceptance of Gifts and Donations

School/Activity	Donor	Item	Value
Burbank Early Childhood School			
Playground	Burbank Early Childhood PTO	Cash	\$20,000.00
Upper Arlington High School Athletics			
Field Hockey	Upper Arlington Field Hockey	Cash	\$2,859.94
Football	Upper Arlington High School Football Association	Cash	\$2,933.57
Girls Soccer	UAHS Girls Soccer Parents Fund	Cash	\$1,412.58

Approval to Sell/Dispose/Donate Equipment

Description of Asset /quantity	Building/ Department	Tag-Serial Number	Reason
Media Center books (22)	St. Andrew		Outdated
Canciones Level 1, Book 1 and 2 (117)	St. Andrew		Outdated
Animales Level 2, Book 1 and 2 (159)	St. Andrew		Outdated
Globe	St. Andrew		Condition
KEN-A-VISION Microprojector	St. Andrew	HB993	Condition
Algebra textbooks (42)	St. Andrew		Condition
Math Connects: Course 1, 2, 3 (289)	St. Andrew		Outdated
Media Center materials (931)	Barrington		Outdated/Condition
Books in School Store (905)	UAHS		Outdated/Condition

In Lieu of Transportation

This resolution to declare transportation impractical for certain identified students is presented pursuant to the requir. Ohio Revised Code Chapter 3327 and the procedures set forth by the Ohio Department of Education. The resolution follows careful evaluation of all other available options prior to consideration of impracticality.

The Superintendent of Schools, Mr. Paul Imhoff, recommends that the board of education adopt the following resolu

WHEREAS the student(s) identified below have been determined to be residents of the Upper Arlington City School District, and eligible for transportation services; and

WHEREAS after careful evaluation of all available options, it has been determined that it is impractical to provide transportation for these students(s) to their selected school (s); and

WHEREAS the following factors as identified in Revised Code 3327.02 have been considered:

1. The time and distance required to provide transportation
2. The number of pupils to be transported
3. The cost of providing transportation in terms of equipment, maintenance, personnel, and administration
4. Whether similar or equivalent service is provided to other pupils eligible for transportation
5. Whether and to what extent the additional service unavoidably disrupts current transportation schedules
6. Whether other reimbursable types of transportation are available; and

WHEREAS the option of offering payment-in-lieu of transportation is provided in Ohio Revised Code: Therefore be it

RESOLVED that the Upper Arlington City Schools Board of Education hereby approves the declaration that it is impractical to transport the student identified herein and offers the parent(s)/guardian(s) of students named below payment-in-lieu of transportation.

	Children of the following parents	School(s) selected	Reason for Impractical
1.	Mr. and Mrs. Toumi	Noble Academy	# of students
2.	Mr. and Mrs. Dauki	Columbus Preparatory Academy	# of students
3.	Ms. Kylie Hobbs	Tree of Life Christian School	# of students
4.	Mr. and Mrs. Healy	The Learning Spectrum	# of students
5.	Mr. and Mrs. Meyers	Bishop Watterson	# of students
6.	Mr. and Mrs. Miller	Tree of Life Christian School	# of students
7.	Mr. and Mrs. Mulpas	Worthington Christian	# of students
8.	Mr. and Mrs. Schilling	St. Andrew School	# of students
9.	Mr. and Mrs. Butz	St. Andrew School	# of students
10.	Ms. Ling Yang	The Metro School	# of students

The Superintendent or his designee is directed to provide notice of this resolution to the parent(s)/guardian(s) of the students(s) listed above.

Ms. Drees seconded to approve the consent agenda action items

18-95

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

NAYS: None

CONSTRUCTION

Mr. McKenzie moved the board approve the following construction actions items as recommended by the Superintendent

**RESOLUTION TO SELECTING EMOD TO PROVIDE MODULAR CLASSROOMS --
NEEDED DURING CONSTRUCTION AND AUTHORIZING THE CHIEF OPERATING OFFICER TO NEGOTIATE A
CONTRACT WITH EMOD**

The Superintendent recommends approval of EMOD as the vendor to provide modular classroom units needed at the Barrington and Tremont Elementary Schools sites during construction and requests authority for the Chief Operating Officer to negotiate an agreement with EMOD for the lease of the needed units.

Rationale:

1. A request for qualifications was issued by the Chief Operating Officer for the lease of modular classroom units needed at Barrington and Tremont Elementary Schools during construction; lease of modular classrooms is outside the scope of the statutory bidding requirements for school districts.
2. After review and evaluation of the qualifications received from three vendors, it was determined that EMOD was the most qualified vendor based upon its experience in the Central Ohio area and past experience with the District.
3. The total amount budgeted for modular classroom units is \$1,085,000 (\$490,000 for Barrington Elementary School and \$595,000 for Tremont Elementary School).

4. The Chief Operating Officer requests authority to negotiate an agreement with EMOD to provide, install, and remove the required modular classroom units for an amount not to exceed the total budget of \$1,085,000.

The Upper Arlington City School District Board of Education resolves as follows:

1. The Board selects EMOD as the vendor determined most qualified to provide the required modular classroom units during construction at the Barrington and Tremont Elementary School sites.
2. The Board authorizes the Chief Operating Officer to negotiate an agreement with EMOD to provide, install, and remove the required modular classroom units for an amount not to exceed \$1,085,000 and to bring the agreement to the Board for approval when finalized.

RESOLUTION SELECTING COMPANY FOR NEW CELL TOWER AT HIGH SCHOOL SITE AND AUTHORIZING THE CHIEF OPERATING OFFICER TO NEGOTIATE A LEASE

The Superintendent recommends approval of TowerCo as the company to provide, operate, and maintain the new cell tower on the high school site and requests authority for the Chief Operating Officer to negotiate a lease agreement with TowerCo for the construction, maintenance, and operation of the cell tower.

Rationale:

1. The Chief Operating Officer, working with Cell Site Capital, issued a request for proposals to 13 companies for the new cell tower at the high school site, and proposals were submitted by 5 companies.
2. After review and analysis of the proposals submitted by the 5 companies, Cell Site Capital prepared a report summarizing and analyzing the proposals submitted with its recommendation that the proposal submitted by TowerCo offered the lowest risk and highest long-term benefits to the District.
3. The proposal included monthly rent of \$3,000, with an annual escalation of 2.5%, revenue sharing with tenants, based upon 40% of revenue with the first tenant, 45% of revenue with the second tenant, and 50% of revenue with all additional tenants; and payment to the District of \$50,000 at the start of construction.
4. The Chief Operating Officer requests authority to negotiate and enter into a lease agreement on behalf of the Board with TowerCo to construct, operate, and maintain the new cell tower based upon the proposal submitted.

The Upper Arlington City School District Board of Education resolves as follows:

1. Based upon the recommendation of the Superintendent, the Board selects TowerCo as the contractor that submitted the proposal with the lowest risk and highest long-term benefits to the District for the new cell tower at the high school site.
2. The Board authorizes the Chief Operating Officer, working with Cell Site Capital, to negotiate a lease agreement with TowerCo based upon its proposal to construct, operate, and maintain the new cell tower at the high school site and to sign the lease agreement on behalf of the Board.

RESOLUTION APPROVING DEDUCT CHANGE ORDER TO CONTRACT WITH FRONTIER--
FOR THE TREMONT ATHLETIC FIELDS PROJECT AND AUTHORIZING A CONTRACT WITH CST UTILITIES FOR
INCOMPLETE WORK BASED UPON AN URGENT NECESSITY

Ms. Drees seconded to approve the construction action item

18-96

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

NAYS: None

ADJOURNMENT

At 6:35 p.m. Ms. Drees moved, Ms. Royer seconded to adjourn.

18-97

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

NAYS: None

Treasurer

Board President