

RECORD OF PROCEEDINGS
Regular Meeting
February 25, 2019

	<p>The Shelby City Schools, Board of Education met in regular session on Monday February 25, 2019 at 7:30 p.m. in the Lecture Hall, Shelby Senior High School, 1 Whippet Way, Shelby Ohio.</p> <p>1. The following board members were present; Lorie White, Mark Fisher, Randy Broderick and Scott Rose. Administrative personnel present included Tim Tarvin, Superintendent, Paul Walker, Assistant Superintendent and Elizabeth Anatra, Treasurer.</p> <p>2. Mrs. White advised those present that anyone wishing to address the Shelby City Board of Education on school matters may do so by being recognized by the chairperson. Persons are requested to identify themselves and give their address before speaking. A maximum of thirty minutes is established for public input. If there are several speakers, each one should be concise and limit remarks to three minutes.</p> <p>2.1 Visitors were recognized.</p> <p>2.1.1 A request was made that anyone wishing to comment on any agenda item notify the president so that an opportunity to speak on the item during discussion could be given. There were no requests to speak.</p> <p>2.1.2 A request was also made that anyone wishing to comment or make suggestions on items not on the agenda notify the president so that a time now or later in the agenda could be assigned for discussion. There were no requests to speak.</p> <p>2.2 Additions or corrections to the agenda were requested. Mr. Tarvin noted that the contract with Rockmill Financial had been moved up in the agenda.</p>
<p>Approve Minutes: January 7, 2019</p> <p>Approve December 2018 and January 2019 Financial Reports</p> <p>Accept Donations</p>	<p>3. <u>Approve Minutes and Financial Reports</u></p> <p style="text-align: center;">7-19</p> <p>A motion was made by Mr. Fisher and seconded by Mr. Broderick to approve the Treasurer's recommendations for the following items:</p> <p>3.1 Approving the minutes of the regular & organizational meetings on January 7, 2019</p> <p>3.2 Approve Financial Reports for December 2018 and January 2019</p> <p>3.3 Donation and grants, accept with thanks the following:</p> <ul style="list-style-type: none"> • \$1,000 donation from the Russell & Mary Gimbel Foundation to Shelby High School for band uniforms • \$500 donation from Mr. & Mrs. Troy Baker to Shelby Middle School • \$25,000 in kind donation of 3D Printers from iPSG International Products <p>Vote Yes; Mr. Fisher, Mr. Rose, Mr. Broderick and Mrs. White.</p>
<p>Approve Contract with David Conley for Municipal Advisory Services</p> <p>Update Revenue Estimates and Budget Appropriations</p>	<p>4. <u>Financial Information</u></p> <p style="text-align: center;">8-19</p> <p>A motion was made by Mr. Fisher and seconded by Mrs. White to approve the Treasurer's recommendations for the following items:</p> <p>4.1 Approve a contract with David Conley for Municipal Advisory Services to be provided by Rockmill Financial at an initial cost of \$25,000.</p> <p>4.2 Update Revenue estimates and budget appropriations at fund level as follows:</p> <p><u>Revenue Estimates:</u></p> <ul style="list-style-type: none"> • \$50,000 increase to Fund 001; General Fund • (\$5384) Decrease to Fund 007; Scholarships • \$4000 increase to Fund 018; Principal's Fund • \$500 increase to Fund 019; Local Grants • \$300 increase to Fund 022; Trust & Flower funds • \$70,132 increase to Fund 200 Student Activity Accounts • \$15,600 increase to Fund 300; Athletics, Music and Art • \$2000 increase to Fund 401; Auxiliary Services • \$10,113 increase to Fund 499; Misc State Grant • \$34,342 increase to Fund 516; IDEA Grant • \$14,259 increase to Fund 572; Title I Grant • \$9769 increase to Fund 587; IDEA Early Childhood Grant

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<p><i>Motion 8-10 Continued</i></p> <ul style="list-style-type: none"> • \$7138 increase to Fund 590; Title IIA Grant <p><u>Budget Appropriations:</u></p> <ul style="list-style-type: none"> • \$11,000 increase to Fund 001; General Fund • \$13,000 increase to fund 006; Food Service • \$4997 increase to Fund 007 scholarships • \$17,000 increase to Fund 009; Supplies • \$4,000 increase to Fund 018; Principal’s Funds • \$500 increase to Fund 019; Local Grants • \$450 increase to Fund 022; Trust & Flower Funds • \$100,775 increase to Fund 200; Student Activity Funds • \$17,750 increase to Fund 300; Athletics, Music & Art • \$336 increase to Fund 401; Auxiliary Services • \$10,113 increase to Fund 499; Misc State Grant • \$50,983 increase to Fund 516; IDEA B Grant • \$14,267 increase to Fund 572; Title I Grant <p>Vote Yes: Mr. Broderick, Mr. Rose, Mr. Fisher and Mrs. White</p> <p>5. Superintendent’s Report</p> <p>5.1 Mr. Tarvin reviewed the Mid-Year Bullying Report. He discussed the definition of bullying and the reporting process. Principals were present to respond to questions.</p> <p>5.2 Mindy Rowlands, Shelby Middle School teacher and the Eco-Warriors gave a review of their activities related to ecology and the environment. Twenty-two students from every grade level at the middle school participate in this group. A presentation was given by the students on electronics recycling, one of the most popular programs. Mr. Tarvin thanked Ms. Rowlands and the Eco-Warriors.</p> <p>5.3 David Conley, Municipal Advisor to the district presented his thoughts on financing options for the district. He noted that since the November election demand for OFCC funding has exceeded the funds currently available to the commission. Shelby is among the next eight districts to be funded. The state has kept Shelby on the list even though the bond issue did not pass in November. If funds become available to the district from OFCC, the district will need to produce the local share. Given the election results cash or lease-purchase financing are the only options. Use of cash would deplete the district’s reserves leaving a lease-purchase financing (COPs) as the only other options. In such an agreement the district controls the design and construction of the project and a bank acts as ‘landlord’ collecting lease payments from the district. Should the board not make provision for regular payments of the lease the building could be subject to repossession. If payments are made in full ownership would transfer to the board at the end of the lease.</p> <p>Assuming a \$10,500,000 finance amount annual payments would be about \$685,000 for a period of 30 years. Current projections indicate an average approximate General Fund surplus of \$700,000 per year for the next five years. This assumes additional revenue from the Rover pipeline and does not include expenditure increases for employee raises. Any deviation of revenues or expenditures could result in deficit spending.</p> <p>Mr. Conley explained that if the district experiences severe deficit spending the General Fund balance is important. The current balance of approximately \$11 million provides a reasonable cushion. Current projections show the balance growing to nearly \$14 million. Depending on actual results however, continued use of the general fund balance could put pressure on operations especially over the thirty year life of the lease under consideration. If general fund revenues are not adequate to cover both operating expenses and any lease payments a future operating levy might be required to stabilize the district. Proceeding with COPs financing also carries a political risk. The financing does not require voter approval. If residents are not happy with a decision to proceed the district may experience difficulty in renewing the existing Emergency Levy. Failure to renew could cost the district up to \$950,000 in annual tax revenue. Residents could also move to repeal other taxes currently being received by the district. Any loss of revenue could significantly limit the district’s ability to pay the COPs or to continue to operate at</p>	<p>Mid-Year Bullying Report</p> <p>Eco-Warriors Presentation</p> <p>David Conley Presentation on Financing Options for the District</p>
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	<p>current levels.</p> <p>Not proceeding with COPs financing also carries some risk, primarily that of a loss of the potential State matching grant for building a new PreK – 8 school. Given the current funding status of the OFCC future funding may not exist. As a result the district could be faced with expensive maintenance on the existing buildings. Another factor is the possibility of inflation which would result in higher interest rates and building costs in the future.</p> <p>In conclusion Mr. Conley noted that if the decision to proceed is made the district might consider issuing COPs for a longer term (30 years) with the option to prepay after five years. This would provide for a lower annual payment and the ability to retire all or a part of the lease if financial conditions are favorable.</p>
	<p>6. Personnel</p> <p style="text-align: center;">9-19</p>
<p>Accept Resignation: A. Eldridge Power of Pen S. McCoy</p>	<p>A motion was made by Mr. Fisher and seconded by Mr. Broderick to approve the Superintendent's recommendations for the following items:</p> <p>6.1 Accepting the resignation of Abigail Eldridge, Power of the Pen, effective the end of the 2018-2019 school year. Mrs. Eldridge is still employed by the district as a teacher.</p> <p>6.2 Accepting the resignation of Stephanie McCoy, Teacher and Yearbook Advisor, effective at the end of the 2018-2019 school year.</p>
<p>Approve Re-Employment: S. Harvey</p>	<p>6.3 Approving to re-employ Scott Harvey, Director of building and Grounds, for a period of five years, beginning March 1, 2019 and ending February 29, 2024. Salary as Director of Buildings and Grounds. Salary Step is set for the full five year period at step 0 of the administrative scale for Maintenance Coordinator as calculated for the current year. Step 0 is \$53,906 effective March 1, 2019.</p>
<p>Renew Superintendent Contract</p>	<p>6.4 Renew the Superintendent's contract for a five year period beginning August 1, 2019 and ending July 31, 2024.</p>
<p>Employ Certified: R. Mahaney A. Craig G. Gallaway</p>	<p>6.5 Employing the following certified staff members effective the 2019-2020 school year:</p> <p>6.5.1 Rob Mahaney, School Social Studies Teacher, Shelby High School, MA, 7 years experience. Salary according to schedule.</p> <p>6.5.2 Ashlee Craig, Intervention Specialist, Shelby Middle School, MA, 5 years experience</p> <p>6.5.3 Greg Gallaway, Intervention Specialist, Shelby Middle School / Shelby High School, BA, 3 years experience.</p>
<p>Employ Classified: L. Holland</p>	<p>Pending FBI/BCI background check, verification of credentials and completion of requirements.</p> <p>6.6 Employing the following classified staff member effective January 22, 2019:</p> <p>6.6.1 Lisa Holland, 186 Day Sweeper, Shelby High School, 8 hours per day, 1 year experience. Salary according to schedule.</p>
<p>Approve Transitional Duty Plan</p>	<p>6.7 Approve a plan of transitional duty to be offered to DeeDee Dawson</p>
<p>Increase Sub Aide Rate</p>	<p>6.8 Increasing the substitute aide rate from \$8.55 to \$9.25 per hour</p> <p>6.9 Employing Grace Randall as summer 2019 technology support at a rate of \$9.00 per hour, 20 hours per week.</p>
<p>Employ Summer 2019 Tech Support</p>	<p>6.10 Granting salary step increases due to increased training to the following certified staff member, effective the second semester of the 2018-2019 school year:</p>
<p>Grant Salary Increases</p>	<p>6.10.1. Stacey Barnes, changing from MA to MA+15</p> <p>6.10.2. Alison Mayer, changing from MA to MA+15</p> <p>6.10.3. Katie Wiles, changing form BA to MA</p> <p>6.10.4. Cheylin Yetzer, changing from MA to MA+15</p>
<p>Approve Tutor: L. Carsner</p>	<p>6.11 Approving Liana Carsner as a tutor for a homebound student, no more than 5 hours per week, paid at the curriculum rate for the remainder of the 2018-2019 school year.</p> <p>Pending FBI/BCI background checks and completion of requirements.</p>
<p>Employ Through MOESC: K. Cain</p>	<p>6.12 Employ through MOESC:</p> <p>6.12.1 Kimberlie Cain as ASP Clerk at Sacred Heart School effective February 4, 2019 through June 30, 2019 replacing Shannon Tesso who resigned from the same position effective January 7, 2019.</p> <p>Pending FBI/BCI background checks and completion of requirements.</p>

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<p><i>Motion 9-19 Continued</i></p> <p>6.13 Extending the following supplemental contracts for the 2018-2019 school year:</p> <table border="1"> <thead> <tr> <th><u>Name</u></th> <th><u>Supplemental Contact</u></th> <th><u>Index</u></th> <th><u>Exp</u></th> </tr> </thead> <tbody> <tr> <td>Jen Walter</td> <td>Asst. Girls 7th/8th Track Coach</td> <td>.04</td> <td>6</td> </tr> </tbody> </table> <p>Pending completion of requirements and formation of a team</p> <p>6.14 Extending the following supplemental contracts for the 2019-2020 school year:</p> <table border="1"> <thead> <tr> <th><u>Name</u></th> <th><u>Supplemental Contact</u></th> <th><u>Index</u></th> <th><u>Exp</u></th> </tr> </thead> <tbody> <tr> <td>Rob Mahaney</td> <td>Head Varsity Boys Football Coach</td> <td>.16</td> <td>11</td> </tr> </tbody> </table> <p>6.15 Adding the following names to the substitute/tutor lists for the 2018-2019 school year: <u>Certified Substitute/Tutor List:</u> MOESC List Updated February 21, 2019</p> <p><u>Classified List:</u> Sandy Velarde, bus aide Sara Sites, crossing guard Kristie Faith, bus aide Kimberly High, bus aide Erika Putnam, custodian and bus aide</p> <p>6.16 Accepting the services of school volunteers for the 2018-2019 school year Vote Yes; Mr. Fisher, Mr. Broderick, Mr. Rose and Mrs. White</p> <p>7. <u>Routine:</u> None</p> <p>8. <u>Old Business:</u> None</p> <p>9 <u>New Business:</u></p> <p>9.1 Discussing the Shelby Middle School 8th grade field trip to Washington, DC October 2 – 5, 2019</p> <p>9.2 The following policies/regulations are to be reviewed for approval at the next regular board meeting:</p> <table border="1"> <tbody> <tr> <td>BCC</td> <td>Qualifications and Duties of the Treasurer</td> </tr> <tr> <td>JED</td> <td>Student Absences and Excuses</td> </tr> <tr> <td>JEE</td> <td>Student Attendance</td> </tr> <tr> <td></td> <td>Accounting</td> </tr> <tr> <td>JGD</td> <td>Student Suspension</td> </tr> <tr> <td>JGE</td> <td>Student Expulsion</td> </tr> <tr> <td>GCBE-R</td> <td>Professional Staff Vacations and Holidays</td> </tr> </tbody> </table> <p align="center">10-19</p> <p>A motion was made by Mr. Fisher and seconded by Mrs. White to approve the Superintendent’s recommendations for the following items:</p> <p>9.3 Approving travel plans for Track Team members to attend an event in New York City, March 6–9, 2019</p> <p>9.4 Renew Dental insurance with CoreSource. One year agreement at \$90.81/month with a premium holiday in March 2020. This represents an 8% decrease.</p> <p>9.5 Approve Flood Coverage:</p> <p>9.5.1 Bus Garage; \$500,000 building and \$500,000 contents with a \$1,250 deductible, premium \$3,323; an increase of \$230 from the previous year.</p> <p>9.5.2 Stadium Restroom; \$105,100 building with a \$2,000 deductible, premium \$1,685; an increase of \$226</p> <p>9.5.3 Stadium South Concession Stand; \$57,600 Building and \$10,000 contents with a \$2,000 deductible, premium \$2249; an increase of \$357.</p> <p>9.5.4 Stadium North Concession Stand; \$77,900 Building and \$9,000 contents with a \$2,000 deductible, premium \$2695; an increase of \$828.</p> <p>9.6 Specify as district procedure that the treasurer is to receive written statements from the superintendent or the superintendent’s designee that each teacher has filed with the superintendent (or designee) (1) the required reports and (2) a valid license to teach the subjects or grades taught, with the dates of validity.</p>	<u>Name</u>	<u>Supplemental Contact</u>	<u>Index</u>	<u>Exp</u>	Jen Walter	Asst. Girls 7 th /8 th Track Coach	.04	6	<u>Name</u>	<u>Supplemental Contact</u>	<u>Index</u>	<u>Exp</u>	Rob Mahaney	Head Varsity Boys Football Coach	.16	11	BCC	Qualifications and Duties of the Treasurer	JED	Student Absences and Excuses	JEE	Student Attendance		Accounting	JGD	Student Suspension	JGE	Student Expulsion	GCBE-R	Professional Staff Vacations and Holidays	<p>Extend Supplemental Contracts</p> <p>Approve Substitutes</p> <p>Accept Services of Volunteers</p> <p>Discuss 8th Grade Field Trip</p> <p>Review Policies / Regulations: BCC JED JEE JGD JGE GCBE-R</p> <p>Approve Track Field Trip</p> <p>Renew Dental Insurance</p> <p>Approve Flood Coverage</p> <p>Procedure for New Teacher Verification</p>
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<p>Approve Proposal for Dowds Roof Replacement</p> <p>Adopt 2019 Sliding Scale for Preschool</p> <p>Second Interviews for Treasurer Candidates: March 7th @ 5:15pm</p>	<p><i>Motion 10-19 Continued</i></p> <p>Reports are to be received upon hire and upon expiration/renewal of licensure.</p> <p>9.7 Approve proposal from Centennial/Gordian Group for initial design, drawings and specs for Dowds Roof Replacement at a cost of \$12,907</p> <p>9.8 Adopt 2019 Sliding Scale for Preschool Tuition Adjustments Vote Yes; Mr. Rose, Mr. Fisher, Mr. Broderick and Mrs. White</p> <p>10. <u>Other Non-Agenda Items:</u> It was noted that second interviews for Treasurer candidates will be held on Thursday, March 7th beginning at 5:15 pm.</p> <p>11. <u>Executive Session:</u></p> <p>12. <u>Adjourn:</u></p> <p>A motion was made at 9:16 p.m. by Mr. Broderick and seconded by Mrs. White. to adjourn the meeting. Vote Yes; Mr. Fisher, Mr. Rose, Mr. Broderick and Mrs. White</p> <p style="text-align:center">_____ Scott Rose, Board President</p> <p style="text-align:center">_____ Elizabeth Anatra, Treasurer</p>
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