

# RECORD OF PROCEEDINGS

## Minutes of the Plymouth-Shiloh Local Board of Education - Regular Meeting

6:30 PM

February 12,

2018

in the Board Room of the Administrative Office Building

Roll Call: Doug Hamman - present  
Deb Noble - present  
Angela Hall - present  
John Hart - present  
Casey Rogers - present

### BOARD'S RECOMMENDATIONS:

1. **Communications/Visitors** Mrs. Reeder thanked the board for building the track and discussed the next steps in the athletic complex. She has been working with the Guard to try and build restrooms at the football field. This project will need to be competitively bid, but hopefully since it is a small project there would be limited interest. Mrs. Schwamberger asked if the boosters had detailed plans, a project estimate, and a copy of the booster's most recent bank statement in order to proceed. Mrs. Reeder will forward the application to Mrs. Schwamberger for review and asked if we would be able to complete several sections. Dr. Metcalf inquired to the status of the concession stand and Mrs. Reeder stated they are working on a punch list in order to get the concession stand up to code for water and electric.
2. Deb Noble moved, seconded by Casey Rogers, to approve the following

#### **School Calendar**

Approve the 2018-2019 School Calendar

#### **Business Advisory Council      **Resolution #4-2018****

Approve the Mid-Ohio Education Service Center Resolution for a Business Advisory Council

#### **Purchase of Equipment**

Approve the purchase of a John Deere 4066R utility tractor from Shearer Equipment at \$37,649.45 and trade of the 2011 John Deere 4520 for \$17,500

Vote: Yeas; Noble, Rogers, Hamman, Hall, Hart. Nays; none. Motion carried.

### SUPERINTENDENT'S RECOMMENDATIONS:

1. Upon the recommendation of Superintendent Metcalf, John Hart moved, seconded by Angela Hall, to approve the following:

#### **Degree Change**

Approve the degree change for Angela Stadler from BA+30 to MA effective February 1, 2018

#### **Employment**

Approve a 210 day contract for Lana Kennard as Elementary Secretary, step 0, effective January 29, 2018, and for payment on a time card basis for training at her per diem for days in January

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### Supplementals

Approve the following supplemental positions:

Assistant Varsity Track Coach – Jacob Beckner	0 years of experience
Assistant Varsity Track Coach – Stephanie Lewis	0 years of experience

Approve the following for the 7th grade boys' basketball tournament to be paid:

Tournament Manager - \$100  
Ticket Takers - Hourly Minimum Wage  
Announcer - Hourly Minimum Wage  
Clock Operator - Hourly Minimum Wage  
Custodian - Hourly Custodial Rate

Approve the following for the wrestling tournament to be paid:

Tournament Manager - \$450  
Athletic Trainer - \$200  
Scorekeeper - \$30 per session  
Clock Operator - \$30 per session  
Announcer - \$150  
Ticket Takers/Sellers - \$30 per session  
Pass Gate - \$15 per session  
Custodian - Hourly Custodian Rate  
Security - \$20 per hour Village Rate  
Bout Board Manager - \$250  
Weight Masters - \$15 per session  
Boppers - \$25 per session

### Volunteers

Approve the following as volunteer coaches:

Baseball Assistant – John Gillum  
Softball - Junior Irvin, Steve Goon, Mike Miller

### Classified Substitutes

Approve Amy Zender as a Classified Substitute



### Classified Retirement

Approve the resignation for the purposes of retirement for Brenda Schwamberger, effective May 1, 2018

### Tutor

Approve the following as 3<sup>rd</sup> grade reading tutors at a rate of \$22.00 per hour, Monday and Wednesday's. The following dates are: February 26<sup>th</sup> and 28<sup>th</sup>, March 5<sup>th</sup>, 7<sup>th</sup>, 14<sup>th</sup>, 19<sup>th</sup>, 21<sup>st</sup>, 26<sup>th</sup>, and April 4<sup>th</sup>, 9<sup>th</sup>, and 11<sup>th</sup>

Bonnie Stine, Jill Balas, Amy Shaffer, and Conner Nelson

### Early Graduation

Approve the early graduation of Makayla Saunders as of 1/26/2018

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The discussion focused on the procedures in securing workers for tournaments, their approval in the minutes, and who distributes payroll documents. Positions are approved rather than individuals due to the difficulty the Athletic Directors have had in getting workers. In the past, they haven't known the specific individuals until the week of the tournament. Mr. Hamman directed that payroll paperwork for tournaments will go through the athletic department.

Vote: Yeas; Hart, Hall, Hamman, Noble, Rogers. Nays; none. Motion carried.

2. **Volunteers** Deb Noble moved, seconded by Casey Rogers, to approve the Doug Hamman as a volunteer baseball coach. Vote: Yeas; Noble, Rogers, Hall, Hart. Abstained; Hamman. Nays; none. Motion carried.
3. **Other** Superintendent Dr. James Metcalf, discussed the softball diamond and its need of repair estimated at \$9,900. Dr. Metcalf also checked with legal counsel regarding several issues for the board. He stated that each board member may be assigned a school district email and they may vote on the union contract as long as a relative is not part of the union leadership or on the negotiating team. Discussions were held regarding classified staff members and blizzard bag days. Dr. Metcalf stated that in an effort to keep the classified comparable in their work hours, staff members were working full shifts on calamity days. This policy will be revisited in order to eliminate full shifts on calamity days. Questions were raised regarding custodial staffing/pay for athletic tournaments. Aesop (substitute software) is initiated by the Athletic Director and substitutes sign up to work tournaments. When no substitutes are available, regular staff members may opt to work and receive overtime. Dr. Metcalf asked the boards direction for staff members who might want to rehire/retire for the district. Mr. Hamman stated that applicants would need to recycle through the seniority process.

### TREASURER'S RECOMMENDATIONS:

4. Upon the recommendation of Treasurer, Brenda Schwamberger, John Hart moved, seconded by Casey Rogers, to approve the following:

#### **Minutes & Financial Information:**

Approve Minutes of the January 4, 2018 organizational meeting and the January 4, 2018 regular meeting

Approve the Monthly Expenditures and Financial Reports. Total Expenditures for the month of December were \$811,008.29

Approve the Monthly Expenditures and Financial Reports. Total Expenditures for the month of January were \$771,106.93

#### **Budgetary**

Approve the purpose statement and budget for boys' varsity baseball

Vote: Yeas; Hart, Rogers, Hamman, Noble, Hall. Nays; none. Motion carried.

5. **Other** Treasurer, Brenda Schwamberger, discussed the OSBA Legislative Platform and the opportunity for staff members to secure grant funding for field trips to the Historical Society. The board also asked about getting the web page updated, however that task is not currently staffed.

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6. **Executive Session** Deb Noble moved, seconded by Angela Hall, to go into executive session to discuss employment. Vote: Yeas; Noble, Hall, Hamman, Hart, Rogers. Nays; none. Motion carried.
7. **Adjourn Executive Session** Casey Rogers moved, seconded by John Hart, to adjourn the executive session. Vote: Yeas; Rogers, Hart, Hamman, Noble, Hall. Nays; none. Motion carried.
8. **Reconvene Regular Meeting** Angela Hall moved, seconded by John Hart, to reconvene the regular meeting. Vote: Yeas; Hall, Hart, Hamman, Noble, Rogers. Nays; none. Motion carried.
9. **Other** Mrs. Schwamberger presented the reports for the cafeteria, athletic, dental self -insurance and general fund. Mrs. Schwamberger noted that the cafeteria fund suffers financially when the district has an outbreak of flu and calamity days. Mrs. Hall suggested that we explore the possibility of using Sodexo to benefit the cafeteria, however Mrs. Schwamberger stated that would not be appropriate at this time. Mrs. Schwamberger also noted that the district's general fund is in a solid financial position at this time thanks to capacity aide in the state funding formula.
10. **Adjournment** Doug Hamman adjourned the regular meeting.

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Brenda Schwamberger, Treasurer

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Doug Hamman, President