

VANDALIA-BUTLER CITY SCHOOLS  
BOARD OF EDUCATION MEETING  
March 21, 2017  
6:00 P.M. - Regular Meeting  
Butler High School

**AGENDA**

This is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There will be a time for public participation during the meeting as indicated in the agenda.

**A. OPENING OF MEETING**

**A.1. President Pro Tempore calls meeting to order**

**A.2. President Pro Tempore calls on Treasurer/CFO to take the roll**

ROLL CALL: Cupp\_\_\_\_\_Kilsheimer\_\_\_\_\_Moorman\_\_\_\_\_ Washburn\_\_\_\_\_

**A.3. Pledge of Allegiance**

**A.4. Additions and/or Changes to Agenda**

A.4.1. \_\_\_\_\_

A.4.2. \_\_\_\_\_

A.4.3. \_\_\_\_\_

**A.5. Approval of Additions and or Changes to Agenda**

It is recommended that the Board of Education approve the additions and or changes to the agenda.

Motion: \_\_\_\_\_Second\_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp\_\_\_\_\_Kilsheimer\_\_\_\_\_Moorman\_\_\_\_\_ Washburn\_\_\_\_\_

**A.6. Vacancy of Board Member/Board President Position**

The Vandalia-Butler Board of Education acknowledges the vacancy of the Board Member/Board President position due to the death of Bruce E. Sucher, eff. 3/10/2017.

Motion: \_\_\_\_\_Second\_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp\_\_\_\_\_Kilsheimer\_\_\_\_\_Moorman\_\_\_\_\_ Washburn\_\_\_\_\_

**A.7. Executive Session**

**A.7.1. It is recommended that the Board of Education adjourn to executive session to consider the appointment of a public employee at \_\_\_\_\_ p.m.**

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**A.7.2. Declaration of return from executive session at \_\_\_\_\_ p.m.**

**A.8. Appointment of Board Member**

Due to the vacancy of Vandalia-Butler Board Member Mr. Bruce E. Sucher, and in compliance with Ohio Revised Code Section 3313.11, the Vandalia-Butler Board of Education appoints \_\_\_\_\_ to serve the unfinished term of Bruce E. Sucher through December 31, 2017.

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**A.9. Treasurer will administer the oath of office to the newly appointed Board Member**

**A.10. Nominations for the Vandalia-Butler Board of Education President for the remainder of calendar year 2017:**

**A.10.1. Nominations for the President of the Vandalia-Butler Board of Education will be taken:**

\_\_\_\_\_

**A.10.2. Motion to close nominations for the President.**

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**A.10.3. Roll Call for the President:**

\_\_\_\_\_ for President

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**B. PUBLIC COMMENTS ON VOTING ISSUES**

**B.1. The President will recognize anyone wishing to address the Board of Education on issues that will be voted on this evening. Speakers are requested to identify themselves and their topic.**

**C. SUPERINTENDENT’S REPORT**

**C.1. High School Happenings: Senior Kickline Captains**  
• Torree Romano  
• Avery Gunderson  
• Kate Hausfeld

**D. TREASURER/CFO’S REPORT**

**D.1. Approval of Financial Report**

It is recommended that the Vandalia-Butler Board of Education approve the January 2017 financial report as presented at the March 14 work session.

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**D.2. Donation**

It is recommended that the Vandalia-Butler Board of Education accept the following donation:

D.2.1. \$500.00 from Premier Health on behalf of an anonymous donor to the vocal music department

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**D.3. Approval of Extension Agreement**

It is recommended that the Vandalia-Butler Board of Education authorize the Treasurer/CFO to enter into a contract extension agreement with the Auditor of State for annual audit services, for the period July 1, 2016 through June 30, 2021, not to exceed \$18,000 annually, as recommended by the Treasurer/CFO.

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**E. INSTRUCTION**

**E.1. Approval of New Course at Butler High School**

It is recommended that the Vandalia-Butler Board of Education approve the addition of a new course, **Calculus**, at Butler High School beginning in the 2017-2018 school year.

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**E.2. Approval of New Course at Butler High School**

It is recommended that the Vandalia-Butler Board of Education approve the addition of a new course, **Probability & Statistics**, at Butler High School beginning in the 2017-2018 school year.

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**E.3. Summer BASE Camp 2017 Fees**

The following fee structure is recommended for approval for the Vandalia-Butler Summer Aviator BASE Camp 2017. (No increase in registration or additional children in family rate, only in first child rate. This is the first increase in 6 years.)

**Registration Fee Per Family:**

Yearly registration is required - \$50.00

**First Child in Family:**

Five-Day Week - \$120.00  
Four-Day Week - \$100.00  
Three-Day Week - \$ 80.00

**Additional Children in Family:**

Five-Day Week - \$ 90.00  
Four-Day Week - \$ 75.00  
Three-Day Week - \$ 60.00

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**F. PERSONNEL**

**Superintendent Bradley C. Neavin recommends the Vandalia-Butler Board of Education approve the following Personnel items:**

**F.1. Resignations**

- F.1.1. Emily Boggs, Helke Girls on the Run head co-coach, eff. 2/28/2017
- F.1.2. Marcy Groover, 2-hour cook, eff. 3/17/2017
- F.1.3. Andrea Willford, cafeteria monitor, eff. 4/28/2017

**F.2. Employment of Classified Staff**

F.2.1. Patricia Parizo, 2-hour cook, eff. 3/13/2017

**F.3. Approval of Home Instruction Tutor**

F.3.1. Sheila Dean, eff. 2/20/2017

**F.4. Request for Non-Compensatory Leaves of Absence**

F.4.1. Courtney Pennington, teacher, from March 28, 2017 through April 14, 2017

F.4.2. Jessica Burns, preschool intervention specialist, for the 2017-2018 school year

**F.5. Approval of Substitutes**

(pending certification and licensure)

**F.5.1. Substitute Teacher**

F.5.1.1. Kelly Ballard, eff.3/3/2017

**F.5.2. Substitute Food Service**

F.5.2.1. Marcy Groover, eff. 3/20/2017

**F.6. Approval of Supplemental/Extracurricular Noncertificated Staff for 2016-2017**

(pending certification and permit)

F.6.1. William Bihn, tennis head coach – boys (second tier stipend)

F.6.2. Henry Owings, softball middle school coach (second tier stipend)

F.6.3. Ashley Trupp, Helke Girls on the Run head coach (shared stipend)

**F.7. Employment of Summer Latchkey Facilitators for 2017**

F.7.1. Jezekah Aroca

F.7.2. Kathleen Bowman

F.7.3. Beth Green

F.7.4. Lelia Jackson

F.7.5. Josie King

F.7.6. Lynn Ratliff

F.7.7. Diane VanHoose

F.7.8. Julie Anspach

F.7.9. Alec Jordan Greer

(Continued)

**Employment of Summer Latchkey Facilitators for 2017 (continued)**

- F.7.10. Corina Kreill
- F.7.11. Madeline Kreill
- F.7.12. Jocelyn Martin
- F.7.13. Autumn Ratliff
- F.7.14. Madison Scherer
- F.7.15. Taylor Thompson

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**G. BUILDING AND GROUNDS**

**H. TRANSPORTATION**

**I. FOOD SERVICE**

**J. STUDENT SERVICES**

**J.1. Student Code of Conduct/Student Handbooks**

Superintendent Bradley C. Neavin recommends that the Vandalia-Butler Board of Education approve the 2017-2018 Student Code of Conduct/Student Handbooks for:

- Butler High School
- Morton Middle School
- Smith Middle School
- Demmitt Elementary School
- Helke Elementary School

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**J.2. Approval of Preschool Parent Handbook**

It is recommended that the Vandalia-Butler Board of Education approve the 2017-2018 Preschool Parent Handbook.

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**K. BOARD ACTIVITY**

**K.1. New, Revised and Deleted Board Policies**

It is recommended that the Vandalia-Butler Board of Education adopt the following new, revised and deleted board policies listed. This is the second reading.

- K.1.1. BYLAWS 0100 – DEFINITIONS
- K.1.2. BYLAWS 0167.1 – USE OF ELECTRONIC MAIL/TEXT MESSAGES
- K.1.3. BYLAWS 0169.2 – OPEN MEETINGS/SUNSHINE LAW
- K.1.4. ADMINISTRATION 1530 – EVALUATION OF PRINCIPALS AND  
OTHER ADMINISTRATORS
- K.1.5. ADMINISTRATION 1619 – GROUP HEALTH PLANS
- K.1.6. ADMINISTRATION 1619.01 – PRIVACY PROTECTIONS OF SELF-  
FUNDED GROUP HEALTH PLANS
- K.1.7. ADMINISTRATION 1619.02 – PRIVACY PROTECTIONS OF FULLY  
INSURED GROUP HEALTH PLANS
- K.1.8. ADMINISTRATION 1619.03 – PATIENT PROTECTION AND  
AFFORDABLE CARE ACT
- K.1.9. PROGRAM 2460 – SPECIAL EDUCATION
- K.1.10. PROFESSIONAL STAFF 3220 – STANDARDS-BASED TEACHER  
EVALUATION
- K.1.11. PROFESSIONAL STAFF 3419 – GROUP HEALTH PLANS
- K.1.12. PROFESSIONAL STAFF 3419.01 – PRIVACY PROTECTIONS OF SELF-  
FUNDED GROUP HEALTH PLANS
- K.1.13. PROFESSIONAL STAFF 3419.02 – PRIVACY PROTECTIONS OF  
FULLY INSURED GROUP HEALTH  
PLANS
- K.1.14. PROFESSIONAL STAFF 3419.03 – PATIENT PROTECTION AND  
AFFORDABLE CARE ACT
- K.1.15. PROFESSIONAL STAFF 3420 – HEALTH INSURANCE BENEFIT  
**(DELETE POLICY)**
- K.1.16. CLASSIFIED STAFF 4419 – GROUP HEALTH PLANS

(Continued)



(Continued)

- K.1.17. CLASSIFIED STAFF 4419.01 – PRIVACY PROTECTIONS OF SELF-FUNDED GROUP HEALTH PLANS
- K.1.18. CLASSIFIED STAFF 4419.02 – PRIVACY PROTECTIONS OF FULLY INSURED GROUP HEALTH PLANS
- K.1.19. CLASSIFIED STAFF 4419.03 – PATIENT PROTECTION AND AFFORDABLE CARE ACT
- K.1.20. CLASSIFIED STAFF 4420 – HEALTH INSURANCE BENEFIT **(DELETE POLICY)**
- K.1.21. STUDENTS 5330.02 – PROCUREMENT AND USE OF EPINEPHRINE AUTO INJECTORS IN EMERGENCY SITUATIONS
- K.1.22. STUDENTS 5830 – STUDENT FUND-RAISING
- K.1.23. PROPERTY 7540 – TECHNOLOGY
- K.1.24. PROPERTY 7540.02 – WEB CONTENT, SERVICES AND APPS
- K.1.25. OPERATIONS 8330 – STUDENT RECORDS
- K.1.26. RELATIONS 9700 – RELATIONS WITH SPECIAL INTEREST GROUPS

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**L. PUBLIC PARTICIPATION – GENERAL COMMENTS**

**L.1. The President will recognize anyone wishing to address the Board of Education. Speakers are requested to identify themselves and their topic.**

**M. ACTION ITEMS**

**N. EXECUTIVE SESSION**

**N.1. It is recommended that the Board of Education adjourn to executive session to \_\_\_\_\_ at \_\_\_\_\_ p.m.**

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_

**N.2. Declaration of return from executive session at \_\_\_\_\_ p.m.**

**O. ADJOURNMENT**

It is recommended that the Vandalia-Butler Board of Education adjourn at \_\_\_\_\_ p.m.

Motion: \_\_\_\_\_ Second \_\_\_\_\_ Vote: Pass \_\_\_\_\_  
Fail \_\_\_\_\_

ROLL CALL: Cupp \_\_\_\_\_ Kilsheimer \_\_\_\_\_ Moorman \_\_\_\_\_ Washburn \_\_\_\_\_