RECORD OF PROCEEDINGS

Minutes of New Richmond Exempted Village Board of Education Meeting

Held Market Street School 6:00 p.m. July 14, 2014

The New Richmond Exempted Village Board of Education met in regular session at 6:00 p.m. on July 14, 2014, at Market Street School, 212 Market Street, New Richmond, Ohio 45157, with the following members present:

Kim Hayden, President
Kevin Walriven, Vice-President
Kristin Bennett
Anthony Farmer

Adam C. Bird, Superintendent, and Teresa S. Napier, Chief Financial Officer, were also present.

2014-173 Moved by Mrs. Bennett, seconded by Mr. Farmer, to enter into executive session for the purpose of consideration of the appointment, employment, dismissal, promotion, demotion or compensation of a public employee; in accordance with Ohio Revised Code 121.22(1). Roll call: Mrs. Hayden, yea; Mr. Walriven, yea; Mr. Farmer, yea; Mrs. Bennett, yea. Motion carried.

Mrs. Hayden declared the regular meeting moved into executive session at 6:01 p.m.

Mrs. Hayden declared the executive session adjourned and the regular meeting reconvened at 7:18 p.m.

2014-174 Moved by Mr. Walriven, seconded by Mr. Farmer, to approve the agenda as presented. Roll call: Mrs. Bennett, yea; Mrs. Hayden, yea; Mr. Farmer, yea; Mr. Walriven, yea. Motion carried.

2014-175 Moved by Mr. Farmer, seconded by Mrs. Bennett, to approve the following:

A. Approval of Minutes

It is recommended that the Board of Education approve the minutes of the June 11, 2014 Personnel and Negotiations Committee meeting, the June 16, 2014 Special meeting, the June 19, 2014 Personnel Committee meeting, the June 20, 2014 Personnel and Negotiations Committee meeting, the June 23, 2014 Facilities Committee meeting, the June 30, 2014 Curriculum Committee meeting and the June 30, 2014 Regular meeting.

B. Approval of Financial Report

It is recommended that the Board of Education approve the financial report which includes: receipts, cash position, expenditures and investments for the month ending June 30, 2014, as per attached.

C. Disposal of Equipment

It is recommended that the Board of Education approve disposal of the following and authorize the sale of disposed items to Follett Corporation:

Mathematics
Glencoe Algebra II = 145 textbooks

French
Glencoe Bon Voyage 1 = 21 textbooks
Glencoe Bon Voyage 2 = 38 textbooks
Glencoe Bon Voyage 3 = 29 textbooks
Glencoe Aboard 2 = 1
Glencoe Tresors dutemps = 7
Glencoe Bon Voyage 1A = 9 textbooks

Spanish
Glencoe Buenviaje 1 = 88 textbooks
Glencoe Buenviaje 2 = 75 textbooks
Glencoe Buenviaje 3 = 46 textbooks

K-6 Mathematics
Pearson Envisions Math = 200 per grade

Roll call: Mrs. Hayden, yea; Mr. Walriven, yea; Mrs. Bennett, yea; Mr. Farmer, yea. Motion carried.

2014-176 Moved by Mr. Farmer, seconded by Mr. Walriven, to approve bus routes and stops and all district maintained turn-arounds.

Roll call: Mrs. Bennett, yea; Mrs. Hayden, yea; Mr. Walriven, yea; Mr. Farmer, yea. Motion carried.

2014-177 Moved by Mrs. Bennett, seconded by Mr. Walriven, to approve the Alternate Meal Policy as follows:

ALTERNATE MEAL POLICY
NEW RICHMOND EXEMPTED VILLAGE SCHOOL DISTRICT

- Due to ODE regulations:
  - A student approved for free lunch **cannot** be placed on the alternate meal program. Free students **must** be allowed to take any meal regardless of whether they have a negative balance or an unpaid returned check.
  - A student approved for reduced lunch or on paid status, **who has money for the meal on the day he/she is purchasing,** must be permitted to take any meal regardless of whether he/she has a negative balance or an unpaid returned check. **An alternate meal may only be served if the student does not have money for lunch that day.**

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PROCESS TO IMPLEMENT THE ALTERNATE MEAL AT ALL SCHOOLS EXCEPT NEW RICHMOND HIGH SCHOOL

- The alternate meal policy is effective for any student owing $5.00 or more in charges.
- The cashier will generate and mail the attached letter to students owing $5.00 or more. See below for detailed instructions on generating these letters in Meals Plus. In addition, an application for the free and reduced price lunches should be included with the letter for any student not currently approved for the program
- **Begin serving the alternate meal to the student one week after the letter is mailed to the parent.** This provides the parent with an opportunity to pay the negative balance or make payments arrangements before the student is served an alternate meal.
    - Each school will maintain a list of students who are notified, the effective date the alternate meal is scheduled to begin, and a record of the date the charge is paid in full. A log is attached to use for tracking this information. This list should be provided to the cashier and the employee assigned to identify the students in line. In order for this to work effectively students must be identified in line before they are served a regular meal
        - The Alternate Meal should be available for the students as a "grab and go" option so they do not have to feel uncomfortable asking for the meal.
        - Prior to the effective date of the alternate meal, the student should be notified of the following information:
            - What the alternate meal consists of:
                - Peanut Butter or Cheese Sandwich
                - Two Vegetables
                - One 8 oz. carton of Milk
            - It is the student's responsibility to ask the server for the alternate meal or take it as a grab-n-go option, until the balance has been paid in full.
            - The student should monitor his/her balance by checking with the cashier or a parent.
- Please note we are not directly telling parents this policy only applies to students owing $5.00 or more. We are concerned if we share this information, payment of negative balances will not be a priority to them until they exceed a $5.00 charge.

IDENTIFYING THE STUDENTS PRIOR TO THE ENTRÉE SERVING LINE

- Our first priority is to avoid embarrassing students or drawing unnecessary attention to them while in line. Please remember, students should not be penalized due to financial hardship or lack of response on their parent's part.

- Students should be pulled aside, away from classmates, and provided an explanation as to why they are receiving an alternate meal. Students should NOT be informed while in line with their friends and classmates.

- If you fail to identify the student prior to him/her being served the regular meal, do NOT take the meal away. Allow him/her to go through the line, charge the regular meal price and begin the alternate meal the next day. **We do not want the student to view this as a punishment.**

WHAT TO SERVE – Either meal may be offered

Peanut Butter in a cup (2 oz.)
2 slices of bread
1- 8 ounce carton of milk
1-2 side veggies OR fruit

Alternate Menu to be served when student has a nut allergy:

Cheese (2 oz.)
2 slices of bread
1- 8 ounce carton of milk
1-2 side veggies OR fruit

The cashier should verify **and require** the student to take a complete meal (3 components). This requirement is necessary since the meal will ring and tally on the CN7 as a reimbursable meal.

- Alternate Meal cost for NREVSD is $1.00

FREQUENTLY ASKED QUESTIONS

- May students with a negative balance purchase ala carte items if they have cash in hand to pay for them?
  - Students with a negative balance may **not** purchase a la carte items. Do **not** take the money a student brings for a la carte and use it to pay his/her account.
- What if a student with a negative balance has a milk allergy?
  - In the event a child with a charge has a milk allergy, allow him/her to take an alternate beverage such as juice or water.

Roll call: Mrs. Hayden, yea; Mr. Farmer, yea; Mr. Walriven, yea; Mrs. Bennett, yea. Motion carried.

2014-178 Moved by Mr. Farmer, seconded by Mr. Walriven to approve the Elementary Schools' Handbook.

Roll call: Mrs. Bennett, yea; Mrs. Hayden, yea; Mr. Walriven, yea; Mr. Farmer, yea. Motion carried.

2014-179 Moved by Mr. Walriven, seconded by Mr. Farmer, to approve the New Richmond High School Athletic Handbook.

Roll call: Mrs. Bennett, yea; Mrs. Hayden, yea; Mr. Farmer, yea; Mr. Walriven, yea. Motion carried.

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2014-180 Moved by Mr. Walriven, seconded by Mrs. Bennett, to approve rescission of the following action item numbers:

1. 2014-155 #3, employment of Anthony Goodrich, certified employee.
2. 2014-169 #2, employment of Margie Massie, certified employee.

Roll call: Mr. Farmer, yea; Mrs. Hayden, yea; Mrs. Bennett, yea, Mr. Walriven, yea. Motion carried.

2014-181 Moved by Mrs. Bennett, seconded by Mr. Farmer, to accept the following resignations:

1. William J. Barnette, substitute certified employee, effective close of business July 31, 2014, for the purpose of retirement.

2. Kathryn Paul, certified substitute employee, effective close of business March 12, 2014, for the purpose of retirement.

Roll call: Mr. Farmer, yea; Mrs. Hayden, yea; Mr. Farmer, yea; Mrs. Bennett, yea. Motion carried.

2014-182 Moved by Mr. Farmer, seconded by Mr. Walriven, to approve employment of the following:

A. Certified Employee

1. Andrea Belmont, New Richmond Middle School, , full-time, 185 days, one year limited contract, BA salary step 0, 122 semester hours.

2. Joshua Durbin, New Richmond Middle School, full-time, 185 days, one year limited contract, BA+150 salary step 5, 156 semester hours.

3. Margie Massie, New Richmond Elementary School, full-time, 185 days, one year limited contract, M+30, salary step five (5), 216 semester hours.

B. Classified Employees

1. Michele Flood, New Richmond High School, full-time, 186 days, one year limited contract, paraprofessional salary step three (3), 6 ½ hours per day.

2. Shelley Glenn, New Richmond High School, full-time, 186 days, one year limited contract, paraprofessional salary step one (1), 6 ½ hours per day.

3. Theresa Moermond, Transportation, full-time, 186 days, one year limited contract, bus driver salary step four (4).

4. Bobbie Perry, New Richmond High School, full-time, 186 days, one year limited contract, paraprofessional salary step three (3), 6 ½ hours per day.

5. Gaylynn Robinson, New Richmond High School, full-time, 186 days, one year limited contract, paraprofessional salary step three (3), 6 ½ hours per day.

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C. Extended Days (2014-2015 School Year)

Certified Staff

1. Angela Gray, NRE/NRMS Guidance, Ten (10) days

Classified Staff

1. Julie Fetchak, NRHS Guidance, Twenty (20) days
2. Marsha Forsee, NRHS Secretary, Five (5) days

D. Supplementals

Lauren Bota, Monroe Yearbook Advisor, Pay Level 2
J. Patrick Crowley, 9-12 Science Department Chair, Pay Level 6
Angela Gray, NRE Student Council Co-Advisor, Pay Level 3
William Harris, 9-12 Social Studies Department Chair, Pay 6
Amy Hauserman, NRHS District Art Show Representative, $80.18 stipend
Amy Hauserman, Art Club Advisor, Pay Level 1
Kelly Langdon, NRE District Art Show Representative, $80.18 stipend
Sarah Lindsley, Monroe Music Director, Pay Level 6
Michael McKinley, Marching Band Director, Pay Level 7
Roger Nyam, French Club Advisor, Pay Level 1
Nicole Parker, 9-12 Language Arts Department Chair, Pay Level 6
Laura Prescott, Chemistry Club Advisor, Pay Level 1
Rylan Shebesta, 9-12 Math Department Chair, Pay Level 6
Sarah Swango, NRE Music Director, Pay Level 6
Sarah Swango, NRE Yearbook Advisor, Pay Level 2
Rebecca Woodard, NRE Student Council Co-Advisor, Pay Level 3

E. Certified Substitutes (2014-2015 School Year)

1. Nancy Ball
2. Melissa Wildey

F. Mentors ($200 stipend, 2013-2014 School Year)

Mentor	Resident Educator
Misty Cresap	Zachary Stock

G. Detention Monitors, Homebound Instructors and Intervention Tutors (2014/2015 School Year) (Homebound Instructors require pre-approval by the Superintendent.)

It is recommended that the Board of Education approve all certified employees and certified substitute employees to serve in these capacities during the 2014/2015 school year.

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H. Summer Professional Development
$100/day, upon Kronos verification

May 28 & 29, 2014 – K-5 Math and 4-12 ELA

Kathleen McGuire

August 6 & 7, 2014 – K-3 ELA

Carolyn Cone	Brittany Croswell	Lindsay Gilliespie
Shannon Helton	Jill Kennedy	Margie Massie
Frances Rich	Gina Tierney	

I. Bus Driver for Special Olympics (2013-2014 School Year)
June 27, 28 and 29, 2014, $130/day plus expenses

Melody Potter

Roll call: Mrs. Bennett, yea; Mrs. Hayden, yea; Mr. Walriven, yea; Mr. Farmer, yea. Motion carried.

2014-183 Moved by Mr. Walriven, seconded by Mrs. Bennett, to enter into executive session for the purpose of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of employment; in accordance with Ohio Revised Code 121.22(4). Roll call: Mrs. Hayden, yea; Mr. Walriven, yea; Mr. Farmer, yea; Mrs. Bennett, yea. Motion carried.

Mrs. Hayden declared the regular meeting moved into executive session at 8:10 p.m.

Mrs. Hayden declared the executive session adjourned and the regular meeting reconvened at 9:44 p.m.

2014-184 Moved by Mr. Farmer, seconded by Mr. Walriven to adjourn the regular meeting. Roll call: all yeas.

Mrs. Hayden declared the regular meeting adjourned at 9:44 p.m.

Kimberly Hayden, President

Teresa S. Napier, Chief Financial Officer