

THE MINUTES OF THE REGULAR SESSION OF THE
XENIA COMMUNITY SCHOOLS BOARD OF EDUCATION

July 16, 2018

Roll Call The Xenia Community Schools Board of Education met in regular session on the sixteenth day of July, 2018 at 6:30 p.m. at the Xenia Community Schools Board of Education, 819 Colorado Drive, Xenia, Ohio. The meeting was called to order by the Board President, Mrs. Cheryl D. Marcus, Ed. S., and the roll was answered as follows: Mrs. Cheryl D. Marcus, Ed. S., present; Robert P. Dillaplain, M.D. MPA, present; Mrs. Pamela Callahan, present; Mrs. Jennifer Marietta, Esq., present; and Mr. William Spahr, present.

Pledge of Allegiance Mrs. Marcus led the audience in the Pledge of Allegiance.

PUBLIC PARTICIPATION

Citizens Address the Board/General Matters No citizens addressed the Board.

BOARD BUSINESS

A.
162-18
Approve Board Policies Mrs. Marcus requested that B.O.E. Policy 7450-Property Inventory be pulled for discussion from the following list of policies to be approved before there was a motion.

Mr. Spahr moved, seconded by Dr. Dillaplain to approve the following revised B.O.E. Policies:

po2271 – College Credit Plus Program (revised)
po4121 – Criminal History Record Check (revised)
po4162 – Drug and Alcohol Testing or CDL License Holders and Other Employees who Perform Safety Sensitive Functions (revised)
po5111 – Eligibility of Resident/Nonresident Students (revised)
po5112 – Entrance Requirements (revised)
po7530 – Lending of the Board-Owned Equipment (revised)
po7530.02 – Staff Use of Personal Communication Devices (revised)
po7542 – Access to District Technology Resources and/or Information Resources from Personal Communication Devices
po7543 – Utilization of the District's Website and Remote Access to the District's Network (revised)
po8600 – School Safety (revised)
po8600.04 – Bus Driver Certification (revised)
po9141 – Business Advisory Council (revised)

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A.
163-18
Amend Board
Policy 7543

Mr. Spahr moved, seconded by Dr. Dillaplain to amend B.O.E. Policy 7543 – Utilization of the District’s Website and Remote Access to the District’s Network; to delete the words “is encouraged” at the end of the first sentence of the first line of the description, on page 33.

Vote: Spahr Aye, Dillaplain Aye, Callahan Aye, Marcus Aye, Marietta Aye.
The President declared the motion passed.

A.
162-18
Approve Amended
B.O.E. Policies

Mr. Spahr moved, seconded by Dr. Dillaplain to approve the following amended revised B.O.E. Policies:

po2271 – College Credit Plus Program (revised)
po4121 – Criminal History Record Check (revised)
po4162 – Drug and Alcohol Testing or CDL License Holders and Other
Employees who Perform Safety Sensitive Functions (revised)
po5111 – Eligibility of Resident/Nonresident Students (revised)
po5112 – Entrance Requirements (revised)
po7530 – Lending of the Board-Owned Equipment (revised)
po7530.02 – Staff Use of Personal Communication Devices (revised)
po7542 – Access to District Technology Resources and/or Information
Resources from Personal Communication Devices
po7543 – Utilization of the District’s Website and Remote Access to the
District’s Network (revised)
po8600 – School Safety (revised)
po8600.04 – Bus Driver Certification (revised)
po9141 – Business Advisory Council (revised)

Vote: Spahr Aye, Dillaplain Aye, Callahan Aye, Marcus Aye, Marietta Aye.
The President declared the motion passed.

B.
164-18
Approve
Representative and
Hearing Officer for
State and Federal
Programs (July-
December 2018)

Mrs. Marietta moved, seconded by Mrs. Callahan to approve representative and Hearing Officer for state and federal programs (July – December 2018):

Ohio K-12 Network		Bryan Shirey
E-Rate		Bryan Shirey

Vote: Marietta Aye, Callahan Aye, Dillaplain Aye, Marcus Aye, Spahr Aye.
The President declared the motion passed.

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APPROVAL OF MINUTES

- A.
165-18
Approval of June
11, 2018 Regular
Meeting
- Dr. Dillaplain moved, seconded by Mr. Spahr to approve the minutes of the regular meeting and executive session held June 11, 2018.
- Vote: Dillaplain Aye, Spahr Aye, Callahan Abstain, Marcus Aye, Marietta Aye.
The President declared the motion passed.
Mrs. Callahan abstained due to absence from the meeting.
- B.
166-18
Approval of June
25, 2018 Special
Meeting
- Mrs. Marcus moved, seconded by Mr. Spahr to approve the minutes of the special meeting held June 25, 2018.
- Vote: Marcus Aye, Spahr Aye, Callahan Abstain, Dillaplain Abstain, Marietta Aye.
The President declared the motion passed.
Mrs. Callahan and Dr. Dillaplain abstained due to absence from the meeting.

FINANCIAL REPORTS/REQUESTS

- A.
167-18
Approve June 2018
Financial Report
- Upon recommendation of the Treasurer, Dr. Dillaplain moved, seconded by Mr. Spahr to approve the financial report for June 30, 2018, as attached.
- Vote: Dillaplain Aye, Spahr Aye, Callahan Aye, Marcus Aye, Marietta Aye.
The President declared the motion passed.
- B.
Finance Committee
Update
- Mr. Soltis reported on the following topics discussed during the June Finance Committee meeting:
- May financials and May Five-Year Forecast
 - Aramark contract renewal
 - Fiscal year end processes and the impact on finances
 - GFOA awards to Treasurer's Office (CAFR/PAFR)
 - Medicaid settlement
 - Update on property tax complaint hearings
 - Growth in income tax revenues
 - Projected BWC Rebate (since received)
- C.
168-18
Acceptance of
Donated Items
- With grateful appreciation and upon recommendation of the Treasurer, Mrs. Callahan moved, seconded by Mrs. Marietta to accept the following donations:
- Lowe's donation of six-6 foot tables total value \$300.00 to Xenia Virtual Academy

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- C.
168-18
Acceptance of
Donated Items
(Continued)
- To McKinney Vento:
- Generous donation of (2) \$25.00 Kroger gift cards from Constance Miller
 - Generous donation of gently used clothing with an estimated value of \$400.00 from Eric and Kelly Soltis
 - Generous donation of gently used clothing from Mandy Beam
 - Generous donation of gently used clothing from Kirstin Puckett

Vote: Callahan Aye, Marietta Aye, Dillaplain Aye, Marcus Aye, Spahr Aye.
The President declared the motion passed.

NEW BUSINESS

- A.
169-18
Approve
Certificated
Personnel Changes
- Mrs. Marietta moved, seconded by Mr. Spahr to approve the change of assignment, employment, and resignation for certificated personnel, as attached.

Vote: Marietta Aye, Spahr Abstain, Callahan Aye, Dillaplain Aye, Marietta Aye.
The President declared the motion passed.
Mr. Spahr abstained due to being related to an employee included in this motion.

- B.
170-18
Approve Classified
Personnel Changes
- Mr. Spahr moved, seconded by Mrs. Marietta to approve the change in assignment, employment, and resignation for classified personnel, as attached.

Vote: Spahr Aye, Marietta Aye, Callahan Aye, Dillaplain Aye, Marcus Aye.
The President declared the motion passed.

- C.
171-18
Approve Resolution
Adopting a
Calamity Day
Alternative Make-
Up Plan
- Mrs. Marietta moved, seconded by Mrs. Marcus to approve a Resolution Adopting a Calamity Day Alternative Make-Up Plan, as attached.

Vote: Marietta Aye, Marcus Aye, Callahan Aye, Dillaplain Aye, Spahr Aye.
The President declared the motion passed.

- D.
172-18
Approve 2018-2019
School Fees
- Dr. Dillaplain moved, seconded by Mrs. Callahan to approve the 2018-2019 school fees, as attached.

Vote: Dillaplain Aye, Callahan Aye, Marcus Aye, Marietta Aye, Spahr Aye.
The President declared the motion passed.

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E.
173-18
Approve Student
Code of Conduct

Mrs. Marcus moved, seconded by Mr. Spahr to approve the Student Code of Conduct, as attached.

E.
174-18
Approve
Amendments to
Student Code of
Conduct

Mrs. Marietta moved, seconded by Mr. Spahr to approve the following amendments to the Student Code of Conduct, as follows:

- Page 456, under Students must **not** wear:
 1. Remove “Inappropriately tight (tights, leggings, and yoga pants) or loose fitting clothing”, from the list.
 2. Remove “are sleeveless” from the sentence “Tops that are sleeveless, expose the midriff, or are low cut and expose cleavage.”
- Page 451, under LOCK DOWN POLICY for ALL students
 1. Add the words “or permitted by staff” to the end of the first sentence.

Vote: Marietta Aye, Spahr Aye, Callahan Aye, Dillaplain Aye, Marcus Aye.
The President declared the motion passed.

E.
173-18
Approve Amended
Student Code of
Conduct

Mrs. Marcus moved, seconded by Mr. Spahr to approve the amended Student Code of Conduct, as attached.

Vote: Marcus Aye, Spahr Aye, Callahan Aye, Dillaplain Aye, Marietta Aye.
The President declared the motion passed.

F.
175-18
Approve Student
Athletic Handbook

Mr. Spahr moved, seconded by Mrs. Callahan to approve the Student Athletic Handbook, as attached.

Vote: Spahr Aye, Callahan Aye, Dillaplain Aye, Marcus Aye, Marietta Aye.
The President declared the motion passed.

G.
176-18
Approve Payments

Mrs. Marcus moved, seconded by Mrs. Callahan to the following payments:

\$32,636.00 – Apple Computer, Inc.
\$4,198.11 – Hamilton County ESC
\$122,116.60 – Greene County ESC

Vote: Marcus Aye, Callahan Aye, Dillaplain Aye, Marietta Aye, Spahr Aye.
The President declared the motion passed.

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- H.
177-18
Approve Julian &
Grube, Inc. for
CAFR Preparation
- Mr. Spahr moved, seconded by Mrs. Marietta to approve Julian and Grube, Inc. in preparing the District's Comprehensive Annual Financial Report (CAFR), as attached.
- H.
178-18
Amend Julian &
Grube, Inc. for
CAFR Preparation
- Mrs. Marietta moved, seconded by Mrs. Callahan to amend approving Julian and Grube, Inc. in preparing the District's Comprehensive Annual Financial Report (CAFR), to include selecting the two (2) year option.
- Vote: Marietta Aye, Callahan Aye, Dillaplain Aye, Marcus Aye, Spahr Aye.
The President declared the motion passed.
- H.
177-18
Approve Amended
Julian & Grube, Inc.
for CAFR
Preparation
- Mr. Spahr moved, seconded by Mrs. Marietta to approve the amended resolution for Julian and Grube, Inc. in preparing the District's Comprehensive Annual Financial Report (CAFR), as attached.
- Vote: Spahr Aye, Marietta Aye, Callahan Aye, Dillaplain Aye, Marcus Aye.
The President declared the motion passed.
- I.
179-18
Approve Julian &
Grube, Inc. for
PAFR Preparation
- Mrs. Callahan moved, seconded by Mrs. Marietta to approve the two (2) year option (inserted before the motion) for Julian and Grube, Inc. in preparing the District's Popular Annual Financial Report (PAFR), as attached.
- Vote: Callahan Aye, Marietta Aye, Dillaplain Aye, Marcus Aye, Spahr Aye.
The President declared the motion passed.

SUPERINTENDENT'S REPORT

- Dr. Lofton remarked, that in light of the SHP Leading Design Assessment, that he, and SHP concurs, has identified two priorities that the District needs to focus on. He asked Mr. Shirey, Director of Business and Technology, to present to the Board the following priorities:
 1. Benner Field House
 2. Xenia High School parking lot
- Dr. Lofton also reported that the summer edition of the "Buccaneer Bulletin" went out to the community at the end of June. In the future, it would go out four (4) times a year.

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ANNOUNCEMENTS

- A. Xenia Community Schools Open Houses
- Arrowood – August 16, 2018 – 6:00 p.m.-7:00 p.m.
 - Cox – August 16, 2018 – 5:00 p.m.-6:30 p.m.
 - McKinley – August 16, 2018 – 6:30 p.m.-7:15 p.m.
 - Preschool – August 21, 2018: AM Preschool – 9:15 a.m.
PM Preschool – 12:45 p.m.
Young Five Kindergarten – 6:00 p.m. - 7:00 p.m.
 - Shawnee – August 16, 2018 – 6:00 p.m.-7:00 p.m.
 - Tecumseh – August 16, 2018 – 6:00 p.m.-7:00 p.m.
 - Warner – Grade 6 – August 15, 2018 – 5:00 p.m.-6:30 p.m./parents and students meeting in the gym
Grade 7 & 8 – August 15, 2018 – 6:30 p.m.- 8:00 p.m.
 - Xenia High School Freshman Students Orientation (students new to the district) – August 14, 2018 – 9:00 a.m.-12 p.m.
 - Xenia High School Open House for grades 9th – 12th and their parents – August 16, 2018 – 4:00 p.m.-7:30 p.m.
 - August 15, 2018 – New Teacher Orientation – 7:30 a.m.
- B. First Day of Classes for Students – August 20, 2018

BOARD UPDATE

- Mrs. Callahan reported that the Healthy Halloween Hustle will be doing a virtual 5K run during the month of October, reporting results online.
- Mrs. Marcus announced that the XCS Foundation will be holding their Caesars Creek fundraising event that helps support scholarships on August 30, 2018. Tickets can be purchased through any of the Board Members or XCS Foundation members.

GOOD OF THE ORDER

- Good of the Order
- Mr. Soltis reiterated that GFOA honored the District with two awards for the FY17 CAFR and PAFR. The District has received this award for the past two years. He was happy to report that the fiscal year end is finished and that, although they are in the new fiscal year, there is still a lot of work to be done to get the grants up and running and to be ready for the new school year.
 - Dr. Lofton reported that the District had a very successful summer school; however, there is still Boot Camp and Enrichment programs going on at the high school. He also mentioned that he was looking forward to the Board Retreat coming up July 20th.

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Good of the Order
(Continued)

- Mrs. Marietta mentioned that her daughter participated in summer school and that her son did Math Camp at Warner Middle School. As such, managing their schedules this summer was a challenge. She also commented that her daughter recently took the ACT at the high school, along with students from other districts. Her daughter had to teach some of the girls how to use the foot pedal sink, as they hadn't seen one of those before.
- Mr. Spahr commented that one of the things to keep in mind is that not all of the parents of Xenia students will have internet access at their homes in order to fill out forms online. He stated that other districts have made time available at their buildings for parents to come in and use the Wi-Fi to complete the forms and that Xenia may want to consider this idea in the future.
- Mrs. Callahan commented that, since she was not at the last meeting, she would like to welcome Mr. Shirey. She mentioned that she returned home in time to see the fireworks display on July 6th and that it is always her favorite time of the year when she sees the community coming together in celebration. A few months back, there was discussion regarding school safety; Mrs. Callahan remarked that she would still like to have a serious discussion on how to address safety in our schools.
- Dr. Dillaplain commented that the District may want to have some discussions with the City Council regarding the timing of upcoming levies for both entities. He also remarked on the safety issues and the recommendations SHP Leading Design has provided regarding the middle and high schools and what the District's priorities should be.

180-18
Recess to
Executive Session

Mrs. Marietta moved, seconded by Mr. Spahr to have the Xenia Community Schools Board of Education recess to Executive Session at 8:44 p.m. for the purpose of considering the appointment, employment, dismissal, discipline, promotion, or compensation of a public employee. O.R.C. 121.22 (G) (1)

Vote: Marietta Aye, Spahr Aye, Callahan Aye, Dillaplain Aye, Marcus Aye.
The President declared the motion passed.

Reconvened

The Xenia Community Schools Board of Education returned to regular session at 9:21 p.m.

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181-18
Adjourn

Mrs. Marietta moved, seconded by Mrs. Callahan that the regular meeting be adjourned.

Vote: Marietta Aye, Callahan Aye, Dillaplain Aye, Marcus Aye, Spahr Aye.

The President declared the meeting adjourned.
Meeting adjourned at 9:22 p.m.

Attest:

Signed:

Treasurer/CFO

President

THE MINUTES OF THE EXECUTIVE SESSION OF THE
XENIA COMMUNITY SCHOOLS BOARD OF EDUCATION

July 16, 2018

The Xenia Community Schools Board of Education met in executive session on July 16, 2018 at: 8:44 p.m. at the Xenia Board of Education, Xenia, Ohio.

The following people were present:

Mrs. Cheryl D. Marcus Ed. S., President
Robert P. Dillaplain, M.D. MPA, Vice-President
Mrs. Pamela Callahan, Member
Mrs. Jennifer Marietta, Esq., Member
Mr. William Spahr, Member
Mr. Eric Soltis, Treasurer/CFO

The purpose of executive session was to consider the appointment, employment, dismissal, discipline, promotion, or compensation of a public employee. O.R.C. 121.22 (G) (1)

The Board returned to regular session at 9:21 p.m.

Attest:

Signed:

Treasurer/CFO

President