**BRADFORD EXEMPTED VILLAGE BOARD OF EDUCATION**

**NOVEMBER 21, 2023**

**REGULAR SESSION MEETING @ 6:30 PM**

**EXECUTIVE SESSION IF NECESSARY**

# CALL TO ORDER AND PLEDGE OF ALLEGIANCE ROLL CALL Time:

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| Dr.  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  | Mrs.  Hill |  |

## BOARD PRESIDENT’S REPORT: A. Welcome

*“This meeting 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 is a time for public participation during the meeting as indicated in the agenda.”*

*This meeting will be broadcasted. In person meeting will be held in Room 404.* **REVIEW OF AGENDA & APPROVAL OF MINUTES**

A. Additions and Deletions to Agenda  
 B. Approval of the Agenda   
  
Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Mrs.  Hill |  | Dr.  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  |

C. October 17, 2023 - Approval of Minutes of Regular Mtg

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Mrs.  Hill |  | Dr.  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  |

D. Student Spotlights -

**Sophia Wood - Nominated by Mrs. Frey**

I would like to recognize Sophia Wood for this month’s Student Spotlight. Sophia Wood is currently a third grade student at Bradford Elementary. She enjoys playing with her rabbit and visiting the library to find new books to read. She also likes doing gymnastics and cheering. I have nominated Sophia for board recognition because she is a constant representation of what it means to be Bradford’s Best. Sophia is a silent leader in our classroom, following all directions promptly without any complaints. Her model behavior helps create a positive and peaceful learning environment. Sophia also comes to school eager to learn and never gives up even when challenges arise. Her resilience and hard work has allowed her to reach goals and grow academically just within a few months. I have no doubt that Sophia will continue to strive for excellence in all that she chooses to do this year and beyond. Great Job Sophia & Congratulations!

**McKinlee Miller - Nominated by Mrs. Griffith**

I would like to recognize McKinlee Miller for this month’s Student Spotlight. McKinlee Miller is currently a third grade student at Bradford Elementary. Outside of school, she loves playing sports. She plays softball and basketball, and enjoys volleyball and golf. McKinlee also loves horses and working with arts and crafts. I have nominated McKinlee for board recognition because she is a great role model for the students of Bradford. McKinlee is kind, well-organized, and follows all expectations. She comes to school each day with a positive attitude and is always willing to help in the classroom, as well as her classmates. McKinlee gives her best effort in everything she does and is dedicated to being the best student she can be. Both her academic excellence and kindhearted personality are proof she is deserving of this recognition. I look forward to seeing more of McKinlee’s accomplishments this year and know she will continue to work hard and be successful in her future. Great Job McKinlee & Congratulations!

**Tevin Smith - Nominated by Mr. Koverman**

I would like to nominate Tevin Smith for this month’s Student Spotlight. Tevin is a hardworking 7th grader in my first period class. The 7th grade class is full of leaders. Tevin always stands out to me. He is always kind and respectful in my classroom. He answers questions, raises his hand, and comes in with a great attitude. Tevin is a kid that others can look up to and admire. His hard work and determination helped him obtain an A average in the 1st quarter. Great Job Tevin & Congratulations!

**Scarlet Stinson - Nominated by Mrs. Bolin**

I would like to recognize Scarlet Stinson for this month’s Student Spotlight. Scarlet is the daughter of Abby Hopkins and Brandon Stinson. She spends her free time walking her dog and participating in extracurricular activities like powerlifting and agricultural events for FFA. She is an excellent student who is always kind, respectful, and willing to help others, and she has a strong work ethic. Great Job Scarlet & Congratulations!

**ADMINISTRATIVE REPORTS** A. Mrs. Michelle Lavey, Elementary Principal -

B. Mr. Christopher Barr, MS/HS Principal -

C. Mr. Bob Daugherty, Assistant Principal -

D. Mrs. Chloe Thompson, Athletic Director/Transportation Director -

E. Mrs. Maria Brewer, Upper Valley CC update -

F. Mr. Joe Hurst, Superintendent -

G. Mrs. Carla Surber, Treasurer -

**PUBLIC PARTICIPATION -**

**FINANCIAL REPORT FROM THE TREASURER: Mrs. Carla Surber**

Consent Calendar (items 1 through 13). All matters listed under the Consent Calendar are

considered by the Board to be routine and will be enacted by the Board in one motion in

the form listed below. Members of the Board, staff, or the public may request specific items to

be removed from the Consent Calendar and be discussed and voted upon separately.

The Superintendent recommends approval of all Consent Agenda items:

1. Financial Journal – October 2023

2. Check Register – October 2023

3. Then & Now certification of bills that were obligated by employees of the district:

Lasting Impressions - Encumbered $0, Payable $50.00, Thompson, C

McVay’s Dairy & Ice Cream - Encumbered $388.00, Payable $416.00, Didier, D

Zapp Bag - Encumbered $209.98, Payable $211.90, Skinner, M

Amazon - Encumbered $299.10, Payable $349.10, Hartzell, C

Darke County ESC - Encumbered $0, Payable $1,190.00, Kommer, M

Darke County ESC - Encumbered $0, Payable $928.33, Kommer, M

Miami County Deputies Association - Encumbered $0, Payable $735.00, Thompson, C

Board Works - Encumbered $0, Payable $189.00, Daugherty, B

Marshall’s Service - Encumbered $0, Payable $149.95, Thompson, C

4. Recommend approval of Transfers and Advances for the month:

5. Recommend approval of Permanent appropriations for necessary amendment.

6. Recommend acceptance of a donation from Gordon & DeSantis Orthodontics, LLC to go  
 for an award to Mrs. Reed.

7. Recommend acceptance of a donation from Darrell & Cathy Gambill in the amount of  
 $175.00 for the lunch program.

8. Recommend acceptance of an award of $3,600.00 by completing the Ohio K12 Network  
 Subsidy & Building Tech Data SY2024 application.

9. Resolution for the FY2025 Tax Budget

A RESOLUTION DECLARING THE INTENTION TO PROCEED UNDER THE  
 ALTERNATIVE TAX DOCUMENT FORMAT PROVIDED UNDER SECTION 5705.281 OF   
 THE OHIO REVISED CODE AND TO REFRAIN FROM THE PREPARATION OF A TAX   
 BUDGET FOR THE FISCAL YEAR 2025, AND AUTHORIZING AND DIRECTING THE   
 CHIEF FISCAL OFFICER OF THE BRADFORD EXEMPTED VILLAGE SCHOOL DISTRICT   
 TO PREPARE AND TO SUBMIT TO THE MIAMI COUNTY BUDGET COMMISSION SUCH   
 INFORMATION AND DOCUMENTS AS ARE NECESSARY INCIDENT TO SAID PROCESS   
 AND SUBMISSION, AND TO TAKE SUCH OTHER ACTIONS AS MAY BE REASONABLY  
 NECESSARY INCIDENT THERETO.

**WHEREAS**, Section 5705.281 of the Ohio Revised Code authorizes and empowers a county  
 budget commission, by an affirmative vote of a majority of its members, including an  
 affirmative vote by the auditor of the county, to waive the requirement that a taxing authority  
 of a subdivision or other taxing unit adopt a tax budget, as is provided under Section 5705.28  
 of the Ohio Revised Code, and require such taxing authority to provide such information as  
 may be required by the commission to perform its duties under Chapter 5705 of the Ohio  
 Revised Code, including dividing the rates of each of the subdivision’s or taxing unit’s tax  
 levies as provided under Section 5705.04 of the Ohio Revised Code; and

**WHEREAS**, pursuant to the terms and provisions of Section 5705.281 of the Ohio Revised   
 Code, the Miami County Budget Commission, by an affirmative vote of a majority of its  
 members, including an affirmative vote by the Auditor of Miami County, Ohio, has authorized  
 and permits the taxing authority of a subdivision or other taxing unit within Miami County,  
 Ohio, to refrain from adopting a tax budget, and has designated the information which the  
 said Budget Commission requires of each taxing authority of a subdivision or other taxing  
 unit to permit the Budget Commission to perform its duties under Chapter 5705 of the Ohio  
 Revised Code; and

**WHEREAS**, it is the desire and intention of the Board of Education, as the taxing authority of  
 Bradford Exempted Village School District, to elect to refrain from adopting a tax budget for  
 the fiscal year 2025 and, in the alternative, to submit to the Budget Commission the  
 information and documents which it has indicated will be necessary in the absence of such  
 adoption; and NOW, THEREFORE, BE IT:

**RESOLVED,** by the Bradford Board of Education Miami County, Ohio, that:

1. The Bradford Board of Education of the Bradford Exempted Village School District  
 hereby declares the intention of the Bradford Board of Education to proceed under  
 the alternative tax document format provided under Section 5705.281 of the Ohio  
 Revised Code and to refrain from the preparation of a tax budget for the fiscal year  
 2025; and

2. The Board of Education of the Bradford Exempted Village School District hereby   
 authorizes and directs the Chief Fiscal Officer of the Bradford Exempted Village  
 School District to prepare and to submit to Miami County Budget Commission such  
 information and documents as are necessary incident to said process and  
 submission, and to take such other actions as may be reasonably necessary  
 incident thereto; and

3. The Bradford Board of Education of the Bradford Exempted Village School District  
 hereby finds and determines that all deliberations and actions related to the  
 foregoing were affected in open and public session and in full compliance with  
 Section 121.22 of the Ohio Revised Code, and otherwise as is provided by law.

10. Recommend approval of the Five Year Forecast.

11. Recommend approval to apply for the FY24 Ohio Attorney General’s School/Law  
 Enforcement Technology Linking Safety Grant in the amount of $30,000.00.

12. Recommend approval to apply for the 2024 EPC Wellness Grant Program in the amount  
 of $2,550.00.

13. Recommend approval to apply for the National School Lunch Program (NSLP) Equipment  
 Grant, purpose of 2023-2024 equipment assistance grant funding.

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Mrs.  Hill |  | Dr..  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  |

**OLD BUSINESS**

**NEW BUSINESS**

*Consent Items (items 1 through 12****).*** *All matters listed under the Consent Items are*

*considered by the Board to be routine and will be enacted by the Board in one motion in the*

*form listed below. Members of the Board, staff, or the public may request specific items to be*

*removed from the Consent Items and be discussed and voted upon separately.*   
  
The Superintendent recommends approval of all Consent Agenda Items pending completion of all necessary requirements including certifications/licensure and successful completion of criminal background checks:   
  
 1. Resignations/Employment/Job Descriptions:

A. Employment - Supplemental Assignments - One (1) Year Supplemental Contract for   
 the 2023-2024 school year:

Amend Resolution #033-2023, Nick Bandstra to be hired as a Varsity Head  
 Football Coach for the 2023-2024 school year.

Tracy Barhorst

Deb Wirrig

2. Recommend approval to an agreement between Lyndsay Richey Music Therapy Services  
 LLC and Bradford Exempted Village School District at a rate of $80.00 per 60 minute  
 Music Therapy Session. Mileage reimbursement is set at the IRS rate of $0.655 per mile  
 and may change in accordance with the law.

3. Recommend authorizing Southwestern Ohio Educational Purchasing Council, acting  
 jointly as a member of the Ohio School Consortium (“consortium”), to issue a request for  
 proposal for the purchase of competitive retail natural gas service from the lowest and  
 best bidder submitted to consortium and authorizing the board to purchase competitive  
 retail natural gas service from such bidders.

4. Recommend approval per The Board of Trustees of the Bradford Public Library to appoint  
 Sharon Moore to a term of office as Trustee of the Bradford Public Library beginning  
 January 1, 2024, and continue to December 31, 2030. Mrs. Moore will be replacing Tom  
 Helmick whose term is expiring on December 31, 2023.

5. Recommend approval of Section 125 Flexible Benefit Plan Adoption Agreement effective  
 January 1, 2024 and ends on December 31, 2024.

6. Recommend acceptance of a grant from Miami County Foundation in the amount of  
 $10,248.00 to be used for digital information center and spring sports complex concrete.

7. Recommend approval of a Memorandum of Understanding with the Bradford Education

Association to temporarily increase the sick leave bank allowance.

8. Recommend approval of a Memorandum of Understanding with Council on Rural  
 Services Preschool and Bradford Exempted Village School District.

9. Recommend approval of a contract with M&T Excavating, LLC for snow removal at a rate  
 of $105.00 per hour per truck for the following 2023-2024 winter season.

10. Recommend approval of a contract with Shoreline Power Services Inc., assuming our third

estimate will be over their proposal, to install a generator panel for kitchen equipment in

the amount of $10,790.00. This will be fully funded by the Healthy Foods Grant.

11. Recommend approval under ORC 3319.10 for Brooke Fair employed as a   
 substitute teacher with an assignment to one specific teaching position in excess of 60  
 days to the minimum salary on the current adopted salary schedule as of November 17,  
 2023.

12. Recommend purchasing a Digital Information Center/KIOSK not to exceed $7,000 to be

funded through the Miami County Foundation and the Covington Eagle grants

*END OF CONSENT AGENDA*

***WHEREAS*** *this Board has posted the above positions as being available to employees of the District who hold education licenses, and no such employees meeting all of the Board’s qualifications have applied for, been offered, and accepted such positions, and*

***WHEREAS*** *this Board then advertised these positions as being available to licensed individuals not employed by this District, and no such people meeting all of the Board’s qualifications have applied for, been offered, and accepted such positions,*

*Be it THEREFORE RESOLVED, that the above non-licensed individuals be employed as noted.*   
  
Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Mrs.  Hill |  | Dr.  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  |

13. Recommend approval to purchase a Hobart dishwasher in the amount of $57,052.11,  
 from the Food Service Account as a Federal purchase meeting the requirements of  
 board policy and Bradford Procurement Procedures. Quotes were sought under the  
 small purchase method and evaluated under procurement rules .

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Mrs.  Hill |  | Dr.  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  |

14. Recommend approval to close out contract with Heibeger Paving, Inc, contingent on  
 meeting requirements as discussed with architect.

15. Recommend approval to close out contract with Southern Bleacher Company,   
 contingent on meeting requirements as discussed with architect.

16. Recommend approval to close out contract with Shoreline Power Services, Inc.,   
 contingent on meeting requirements as discussed with architect.

17. Recommend approval of a change order for Funderburgh Excavating deleting unused  
 Allowances 3, 4, and 5 from the original contract, deducting $33,675.00, contingent on  
 meeting requirements as discussed with architect.

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 18. Recommend approval of a change order for Southern Bleacher Company deleting  
 unused Allowance #10 from the contract, deducting $2,500.00.

19. Recommend approval of a change order for Shoreline Power Services, Inc. deleting  
 unused Allowance #11 from contract, deducting $5,500.00.

20. Recommend advertising for bids for construction of a STEM/food/restroom facility upon

the completion of building plans by Bruns Engineering.

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Mrs.  Hill |  | Dr.  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  |

**ENTER EXECUTIVE SESSION (IF NECESSARY)**

\_\_X\_ (G) (1) The appointment, employment, dismissal, discipline, promotion, demotion or   
 compensation of an employee or official, or the investigation of charges or complaints  
 against an employee, official, licensee or student requests a public hearing

\_\_\_\_\_ (G) (2) The purchase of property for public purposes or the sale of property at competitive  
 bidding

\_\_\_\_\_ (G) (3) Conferences with the board’s attorney to discuss matters which are the subject of  
 pending or imminent court action

\_\_\_\_\_ (G) (4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with   
 employees

\_\_\_\_\_ (G) (5) Matters required to be kept confidential by federal law or rules or state statutes

\_\_\_\_\_ (G) (6) Specialized details of off security arrangements

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Mrs.  Hill |  | Dr.  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  |

**ENTER EXECUTIVE SESSION at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

## EXIT EXECUTIVE SESSION at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADJOURNMENT**

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Mrs.  Hill |  | Dr.  Swabb |  | Mrs.  Brewer |  | Mr.  Besecker |  | Mr.  Manuel |  |

**TIME:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_