

**BRADFORD EXEMPTED VILLAGE BOARD OF EDUCATION  
 OCTOBER 17, 2023  
 REGULAR SESSION MEETING @ 6:30 PM  
 EXECUTIVE SESSION IF NECESSARY**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**ROLL CALL**      **Time:**

Dr. Swabb		Mrs. Brewer		Mr. Besecker		Mr. Manuel		Mrs. Hill	
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**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: \_\_\_\_\_

Mr. Manuel		Mrs. Hill		Dr. Swabb		Mrs. Brewer		Mr. Besecker	
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C. September 19, 2023 - Approval of Minutes of Regular Mtg

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

Mr. Manuel		Mrs. Hill		Dr. Swabb		Mrs. Brewer		Mr. Besecker	
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D. Student Spotlights -

**Hazelynn Evans - Nominated by Mrs. Royer**

I would like to recognize Hazelynn Evans for this month’s Student Spotlight. Hazelynn is an all-around great student in my classroom. Hazelynn is six years old and the daughter of Jennifer and Matt. She has two sisters, Haven and Hadley. She enjoys playing with her dog, being in parades, and coloring. Blue is her favorite color, and she loves tuna fish. At school, she enjoys eating lunch because she gets to eat with her friends. Her favorite books are Elephant and Piggie books because Elephant

does not want to share his ice cream. When she grows up she would like to be a kindergarten teacher. Hazelynn is a great example of someone who follows the 5R's. She is responsible and respectful to her peers and adults. She always listens carefully and follows directions. She participates in class and puts forth her very best effort. One of the most noticeable qualities I have seen is her resilience. When she makes a mistake, she fixes it and goes on. Her positive attitude and determination will help her achieve any goal she sets. I am grateful that she is part of my class this year and can't wait to see what the future holds for her. Keep up the great work Hazelynn & Congratulations!

**Rowen Searles - Nominated by Mrs. Newton**

I would like to recognize Rowen Searles for this month's Student Spotlight. Rowen is a fantastic student in my classroom. Rowen is the son of Tisha and Corey of Bradford. He has one brother, Kenneth, and a sister Malayla. Rowen's favorite books are Elephant and Piggie because they are always funny. Rowen's favorite thing to do is play Minecraft with his dad, Corey. He also enjoys learning letters at school and he loves everything about school. Rowen's favorite dinosaur is a T-Rex because he enjoys being loud and they are loud like him. When he grows up he would like to be an astronaut because he wants to see how high he can jump on the moon. Great Job Rowen & Congratulations!

**Katelynn Price - Nominated by Ms. Meiring**

I would like to nominate Katelynn Price for this month's Student Spotlight. She is a very friendly and polite person who gives her all in everything she does. She is a member of the volleyball and softball teams and the Bradford High School Marching Band. Katelynn is a leader in the classroom too. She's always willing to help her classmates who are struggling. Great Job Katelynn & Congratulations!

**Lilly Canan - Nominated by Mr. Bandstra**

I would like to nominate Lilly Canan as this month's Student Spotlight. Lilly brings a positive attitude into my class each day. She works well with other students in my class and helps to create a positive classroom environment. Lilly also excels as a student and is very diligent in taking notes, asking questions, and being thorough in her assignments. Great Job Lilly & 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 - OSBA Conference
- G. Mrs. Carla Surber, Treasurer -

**PUBLIC PARTICIPATION -**

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

Consent Calendar (items 1 through 18). 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 – September 2023
2. Check Register – September 2023
3. Then & Now certification of bills that were obligated by employees of the district:
  - VPP - Encumbered \$0, Payable \$336.96
  - Scholastic - Encumbered \$303.16, Payable \$307.12
  - Laura Sneed - Encumbered \$0, Payable \$100.00
  - Amazon - Encumbered \$82.99, Payable \$92.98
  - Backyard Team Apparel - Encumbered \$0, Payable \$390.00
  - Joe Thoma & Sons - Encumbered \$175.00, Payable \$210.00
  - Walmart - Encumbered \$100.00, Payable \$111.79
  - Skip Miller - Encumbered \$0, Payable \$34.95
  - Candy Labs Media - Encumbered \$0, Payable \$250.00
  - Candy Labs Media - Encumbered \$0, Payable \$59.86
  - Miami County ESC - Encumbered \$0, Payable \$5,000.00
  - Erate Funding for School Districts - Encumbered \$750.24, Payable \$903.77
4. Recommend approval of Transfers and Advances for the month:
  - Advance from General Fund to Washington DC trip 300-9002 the amount of \$10,000.00.
5. Recommend approval of Permanent appropriations for necessary amendment.
6. Recommend approval of a correction for stipends of \$250.00 per bus to clean, wash, and wax buses and \$75.00 to clean, wash, and wax van, per Resolution #057-2023:
  - Cross Country Team in care of Bradford Athletic Boosters pay \$500.00 for bus #14 and #2. Bus #13 is not available for stipend.
7. Recommend acceptance of a donation from Larry Brown in the amount of \$1,000.00 for the Toni Copley Memorial Scholarship.
8. Recommend acceptance of a donation from BD Transportation, Inc in the amount of \$2,000.00 to be used for scholarship fund.
9. Recommend acceptance of the following donations for the Bryant Byers Memorial Scholarship:
  - William & Darleen Van Der Giessen - \$1,000.00
  - Shindig Travel Services LTD. - \$150.00
  - Backyard Team Apparel - \$350.00
  - Carolyn Thobe - \$100.00
  - Proceeds made from a Wiffle Ball Tournament, Bake Sale, & Misc.Raffles - \$2,665.10
10. Recommend acceptance of a donation of \$8,000.00 from the Bradford Athletic Boosters to be used for broadcasting, training, and helmets for the football team.
11. Recommend acceptance of an anonymous donation of \$400.00 to be used for student lunch accounts.

12. Recommend approval of a depository agreement with Greenville National Bank.
13. Recommend a new fund as follows be set up for the district in order to manage the Early Childhood Preschool Grant:
 

439 Public School Preschool Authority: Current Budget Bill appropriation item 200-408 Purpose: A fund to assist school districts in paying the cost of preschool programs for three and three year olds. Classification: Governmental Fund Type, Special Revenue Fund
14. Recommend approval to have a change fund for the book fair in the amount of \$200.00.
15. Recommend approval of an amendment to Resolution #073-2023 to the petty cash fund for Roder Cafe from \$50.00 to \$100.00.
16. Recommend applying for the 2023 EPA Clean School Bus Rebate Program to secure funds for another EV bus (due by January 31, 2024)
17. Recommend applying for the Healthy Food Financing Partnerships Program (HFFI) grant to secure funds for a new dishwasher for the kitchen (due November 3, 2023).
18. Recommend an amendment to the district's uniform grant guidance to update federal threshold limits for various forms of procurement purchases. The intent of this change is to bring the document into current guidance.

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

Mr. Manuel		Mrs. Hill		Dr. Swabb		Mrs. Brewer		Mr. Besecker	
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**OLD BUSINESS**

**NEW BUSINESS**

*Consent Items (items 1 through 11). 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. Resignations -

- Austin Evans - 8th Grade Boys Basketball Coach (subject to written notification)
- Jeff Byram - 9th Grade Boys Basketball Coach (subject to written notification)

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

Ruth Estes -	Elementary Yearbook Advisor
Wanda Roberts -	Resident Educator Mentor
Nolan Case -	8th Grade Boys Basketball Coach
Athena Beachler -	Indoor Track Volunteer Coach
Ronnie Hoelscher -	Indoor Track Volunteer Coach
Erica Gaynor -	Head Girls Powerlifting Coach
Ryan Hudelson -	Head Boys Powerlifting Coach
Kyle Parker -	Assistant Powerlifting Coach
Alisha Apple -	Winter Site Supervisor
Cory Canan -	Winter Site Supervisor
Skip Miller -	Winter Site Supervisor
Austin Evans -	Reserve Boys Basketball Coach
Kegan Fair -	9th Grade Boys Basketball Coach
Jeff Byram -	Volunteer Boys Basketball Coach
Michayla Barga -	Varsity Assistant Girls Basketball Coach
Jeff Wirrig -	Volunteer JH Boys Basketball Coach

C. Amend Resolution 047-2023, Jay Hall contract from Head Varsity Boys Basketball Coach to Half-Time Head Varsity Boys Basketball Coach

D. Employment - Certified Personnel - One (1) Year Substitute Contract for the 2023-2024 school year:

Amanda Duncan  
Kiersten Finlay  
Zachary Williams- Henninger  
Anthony Takacs  
Brittany Johns

E. Employment - Classified Personnel - One (1) Year Substitute Contract for the 2023-2024 school year:

Tammy Solmni - Custodian, Cafeteria  
Candace Turner - Aide

2. Recommend approval of a 2-year contract with Erate Funding for School Districts, LLC (EFFSD) for the 2024-2025 fiscal year in the amount of \$2,400.00 with additional required fees.

**THIS AGREEMENT** is made this seventeenth day of October, 2023 by and between Bradford Exempted Village School District, of Bradford, Ohio, hereinafter referred to as Client and ERATE FUNDING FOR SCHOOL DISTRICTS, LLC, an Ohio limited liability company, of 245 Grant St., Troy, Ohio 45373, hereinafter referred to as EFFSD.

**NOW, THEREFORE**, the Client hereby engages the services of EFFSD, and in consideration of the mutual promises herein-contained, the parties agree as follows: Fees. In consideration for the services to be rendered by EFFSD, the Client shall pay EFFSD a "base fee" for the 2024-25 fiscal year of \$ 2400.00, which will be due 30 days after the invoice date. The term of this Agreement is ONE ONE   X  , TWO \_\_\_\_\_, or THREE \_\_\_\_\_ funding year at the above guaranteed rate.

In addition, if Client employs EFFSD to make an additional (second) application for “Category 2” funding for equipment, maintenance, or managed broadband services, Client agrees to pay EFFSD an additional fee of 4% of the “Category 2” funding awarded (calculated by using the Funding Commitment Decision Letter (FCDL) award amount), plus an additional service fee of \$300. This amount will be billed upon the issuance of the Category 2 Funding Commitment Decision Letter.

Client agrees to pay EFFSD for “on-site” representation regarding “Application Issues” under audit the amount of \$125 per hour plus expenses. In the event of an audit EFFSD will be available for on-site representation, if requested, at the rate of \$125 per hour plus expenses.

Should any invoice not be paid within 30 days after its due date, Client agrees to pay a finance charge of 1.5% per month on the outstanding balance.

3. Recommend adjustment for 80 participants in the amount of \$61,110.00 between K&K Tours, Inc. and Bradford EVSD to conduct a student tour of Washington DC originally approved on February 7, 2023, Resolution No. 020-2023, departing on Monday, November 6, 2023, at 6AM and shall tentatively return on Thursday, November 9, 2023 at 11:30PM.
4. Recommend approval of a career connections coordinator through the Miami County ESC for a \$5,000.00 commitment for the 23-24 school year.
5. Recommend approval of the fund raising structure for the track complex upon presentation by the Athletic Director.
6. Recommend approval of an overnight stay for up to 9 students to attend National FFA Convention in Indianapolis Indiana departing on November 1, 2023, and returning on November 3, 2023, using the school van.
7. Recommend approval of an amendment to the Student Wellness & Success Plan.
8. Recommend approval of the Statement of Work & Service Contracts with Miami County Education Service Center.
9. URGENT NECESSITY

WHEREAS, the Bradford Exempted Village School District Board of Education (hereafter the “Board” or “District”) has an interest in replacing and repairing sections of the refrigeration equipment, namely the walk-in cooler and walk in freezer in the Bradford Exempted Village School District Cafeteria due to a serious malfunction on October 14, 2023, while food was housed within the unit and the district had no alternatives of storage (“Project”); Bids were sought earlier in compliance due to multiple problems with the unit over the past three years. Bids had been requested based on rules with federal procurement rules.

WHEREAS, any compliance with the procedures for the advertisement of bids prescribed by Section 3313.46 of the Ohio Revised Code or Board of Education policies would delay the completion of the repair for food storage and inhibits the ability to feed children as a requirement of the district. NOW, THEREFORE, BE IT RESOLVED, pursuant to Section 3313.46 of the Ohio Revised Code, it is found and determined that there is an urgent necessity and need for the hiring and retention of a company to perform the aforementioned work at Bradford’s cafeteria to ensure the continuation of providing foods to school students.

BE IT FURTHER RESOLVED, that it is found and determined that compliance, if deemed

necessary, with the bidding procedure contained in Section 3313.46 of the Ohio Revised Code would delay the completion of the Project for an excessive period of time which would jeopardize the ability to provide nutritious student meals if the work is not commenced immediately.

BE IT FURTHER RESOLVED, in light of the foregoing, the Board of Education hereby expressly finds and declares that a case of urgent necessity exists for the prompt replacement and repairs of the walk-in cooler and walk in freezer equipment at the Bradford Cafeteria the continuation of nutritious meals and consequently, pursuant to the authority granted by section 3313.46 of the Revised Code, the Board of Education waives competitive bidding requirements and authorizes and directs the Superintendent and Treasurer to act immediately on the quotes that they have recently received and proceed with the urgently needed work as soon as possible.

Recommend approval of a contract with Prenger's Inc to replace the existing walk in cooler and walk in freezer equipment totaling \$10,551.00, which will be paid for under the Healthy Meals Incentives Grant.

10. Recommend approval of a contract with Waibel Energy Systems to repair boiler, price not to exceed \$7,700.00.
11. Recommend approval of additional services for charging stations to be completed by Shoreline Power Services in the amount of \$7,730.00.

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

Mr. Manuel		Mrs. Hill		Dr. Swabb		Mrs. Brewer		Mr. Besecker	
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12. Recommend approval to accept Alex Swabb's resignation as Reserve Basketball Coach, Resolution No. 048-2023.
13. Recommend approval to hire Alex Swabb as a Halftime Varsity Boys Basketball Coach.

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

Mr. Manuel		Mrs. Hill		Dr. Swabb		Mrs. Brewer		Mr. Besecker	
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**SECOND AND FINAL READING FOR THE FOLLOWING NEOLA POLICIES:**

Policies Recommended for the BOE (42.1 Fall 2023 Update)

- po0141.2 - Conflict of Interest
- po0164 - Notice of Meetings
- po2623.02 - Third Grade Reading Guarantee
- po3120.08 - Employment of Personnel for Co-Curricular/Extracurricular Activities
- po4120.08 - Employment of Personnel for Co-Curricular/Extracurricular Activities
- po5320 - Immunization
- po5330 - Use of Medications
- po5337 (NEW) - Care of Students with Active Seizure Disorders
- po6240 (NEW) - Board of Revision Complaints and Countercomplaints
- po6700 - Fair Labor Standards Act (FLSA)
- po7440 - Facility Security
- po8120 - Volunteers
- po8210 - School Calendar
- po8330 - Student Records
- po8600 - Transportation
- po8650 - Transportation by School Van
- po9160 - Public Attendance at School Events
- po9211 - District Support Organizations
- po9270 - Equivalent Education Outside the Schools & Participation in Extracurricular for Students Not Enrolled in the District

AGs Approved by the Superintendent (42.1 Fall 2023 Update)

- ag5320 - Immunization
- ag5340B - Health Emergencies and First Aide Care
- ag5410 - Promotion, Academic Acceleration, Placement, and Retention
- ag6700 - Fair Labor Standards Act (FLSA)
- ag8310A - Public Records
- ag8310E - Records Retention and Disposal
- ag8600 - Transportation
- ag8606 - Transportation for Special Education Students
- ag9270 - Procedure for Educating a Child at Home
- fm5320F1 - Vol. 42., No. 1 - August 2023 Replacement Confirmation of MMR Booster Vaccination

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

Mr. Manuel		Mrs. Hill		Dr. Swabb		Mrs. Brewer		Mr. Besecker	
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**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: \_\_\_\_\_

Mr. Manuel		Mrs. Hill		Dr. Swabb		Mrs. Brewer		Mr. Besecker	
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**ENTER EXECUTIVE SESSION at:** \_\_\_\_\_

**EXIT EXECUTIVE SESSION at:** \_\_\_\_\_

**ADJOURNMENT**

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

Mr. Manuel		Mrs. Hill		Dr. Swabb		Mrs. Brewer		Mr. Besecker	
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**TIME:** \_\_\_\_\_