

**BRADFORD EXEMPTED VILLAGE BOARD OF EDUCATION  
JANUARY 11, 2017  
REGULAR SESSION**

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**      Time:\_\_\_\_\_p.m.

Dr. Swabb \_\_\_\_\_ Mrs. Brewer \_\_\_\_\_ Mr. Lavey \_\_\_\_\_  
Mrs. Smith \_\_\_\_\_ Mr. Roberts \_\_\_\_\_  
Vote:\_\_\_\_\_

**III. ADOPTION OF THE AGENDA**

- A. Additions and Deletions to Agenda
- B. Approval of the Agenda

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

Lavey\_\_\_\_\_ Smith\_\_\_\_\_ Roberts\_\_\_\_\_ Swabb\_\_\_\_\_ Brewer\_\_\_\_\_

Vote:\_\_\_\_\_

**IV. BOARD PRESIDENT’S REPORT: Dr. Scott Swabb**

- A. Welcome
- B. Review of Agenda

**V. STUDENT ACHIEVEMENT: Mrs. Carolyn Smith**

A. Elementary Student Recognition

Dustina Cunan would like to recognize Treyton Sloan. Treyton is 8yrs old and lives at home with his mother and father. He enjoys pizza, playing soccer and most importantly, riding his dirt bike. At school Treyton loves math because he likes to add different numbers together. Treyton and I talk a lot about his newly build garage and the stages of the building process. At school Treyton is an extremely hard worker. He is always committed to trying and doing his absolute best. Treyton’s kind, caring and friendly character make him a role model for classmates. We can always count on Treyton to provide assistance to others in the classroom and to be a kind listener. Treyton tackles new challenges seriously and with a positive attitude. If I could even just clone Treyton once, well maybe fifty times, I would.

Jamie Sink would like to recognize Caylee Bates for her hard work and great citizenship. Caylee tries hard and does her best work every day. She volunteers and pays attention in class. She had a huge improvement in her STAR Reading and Math test from August to December. Caylee is friendly to all her classmates. At home Caylee enjoys playing with her little sister, Cori. She also enjoys reading books and jumping on her trampoline. She is a role model for all her classmates.

B. MS/HS Student Recognition

Angela Szary is nominating Rebecca Sowers, the daughter of Matthew Sowers, because of her strong work ethic and positive attitude. She is always kind, patient, and considerate of others. She always demonstrates respectful

behavior towards all of her peers and teachers. Rebecca is always a delight and a positive peer model in all of my classes, Math, Reading, and Language Arts. I have never heard her complain about school or completing work given to her. She always gives 100% effort and is accepting of new challenges without hesitation. She cares about her learning by coming to class with a smile, being prepared, and always asks questions when she does not understand new material. Even though Rebecca can be shy, I know I can always count on her to take on the leadership roles when working with her peers in a small group and simply just helping out another student when asked. I believe Rebecca will continue to grow as a student, leader, and be a positive role model among her peers. I wish more would take on her attributes. I am very glad to have her in my classes this year!

Laura Sneed would like to take the time to recognize Isabella Hamilton, a 6th grader at Bradford Junior High. Isabella is the last of the four Hamilton siblings to walk through my classroom door, and I couldn't be more thrilled to finally have her in class. She is a positive role model, both inside and outside of the classroom. Isabella is the type of person who would give a stranger the shirt off her back...even if that was the only shirt she owned. She possesses all of the characteristics of someone who would make a great friend and citizen; she's trustworthy, honest, and kind. I can always count on her, whether it be to run an errand for me or help a struggling classmate. In her spare time, Isabella plays softball, basketball, and she is very active in her church. As far as academics go, Isabella holds herself accountable for achieving high academic standards. Currently, Isabella holds a 4.0 GPA, which she has maintained for several years running. I can't wait to see what great things are in store for Isabella. It is truly an honor to have her as one of my "kids." It is because of these reasons I have nominated Isabella to be recognized for the month of January. Congratulations!

**VI. STAFF SPOTLIGHT - none**

**VII. LEGISLATIVE LIAISON OFFICER: Mr. John Lavey**

**VIII. SCHOOL BOARD RECOGNITION PROCLAMATION**

WHEREAS, it shall be the mission of the Bradford Exempted Village School District to provide all students with the best possible education; and

WHEREAS, the school board sets the direction for our community's public schools by envisioning the community's education future; and

WHEREAS, the school board sets policies and procedures to govern all aspects of school district operation; and

WHEREAS, the school board keeps attention focused on progress toward the school district's goals and maintains a two-way communications loop with all segments of the community; and

WHEREAS, serving on a school board requires an unselfish devotion of time and service to carry on the mission and business of the school district; and

WHEREAS, the school board must respond on behalf of the community to the educational needs of students; and

WHEREAS, the school board voluntarily accepts the above-mentioned responsibilities;

NOW, THEREFORE, BE IT RESOLVED that I, Ken Miller, do hereby proclaim January 2017 as School Board Recognition Month in Bradford, Ohio. I encourage all citizens to publicly and privately thank our school board members for their dedicated service to our children.

**IX. ADMINISTRATIVE REPORTS**

- A. Mr. Ken Miller, Superintendent
  - 1. Board Appreciation
  - 2. Overview
- B. Mrs. Tracy Trogdon, Elementary Principal
  - 1. Overview
- C. Mr. Chris Abke, Secondary Principal
  - 1. Overview
- D. Mr. John McGiffin, Athletic Director/Transportation Director
  - 1. Overview

**X. PUBLIC PARTICIPATION**

**XI. FINANCIAL REPORT FROM THE TREASURER: Ms. Dawanna Cron**

- A. Consent Calendar (items 1 through 5) 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 Calendar Agenda items.

Motion: \_\_\_\_\_ Second \_\_\_\_\_  
 Smith \_\_\_\_\_ Roberts \_\_\_\_\_ Swabb \_\_\_\_\_ Brewer \_\_\_\_\_ Lavey \_\_\_\_\_  
 Vote: \_\_\_\_\_

- 1. Approve Meeting Minutes:  
December 21, 2016 Regular Meeting
- 2. Financial Journal . December, 2016
- 3. Check Register . December, 2016
- 4. Forecast updates . December, 2016
- 5. Approve the following donations:
  - \$6,000 from Covington Eagles (\$1,000 for scholarship and \$5,000 for OneCall Now and other items as needed
  - \$1,932.51 from Bradford Church of the Brethren for the Cafeteria to help students with unpaid charges . as needed
  - \$400 from Anna Bier Art Gallery for High School Art

*END OF CONSENT AGENDA*

**XII. OLD BUSINESS**

- A. None

**XIII. NEW BUSINESS**

- A. Consent Calendar (items 1 through 3) 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 Calendar Agenda items.

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

Roberts\_\_\_\_\_ Swabb\_\_\_\_\_ Brewer\_\_\_\_\_ Lavey\_\_\_\_\_ Smith\_\_\_\_\_

Vote:\_\_\_\_\_

1. Employment

- a. Certificated Personnel . One (1) Year Substitute Contract for the 2016-2017 school year:

Rick Brewer  
Lucas McCabe

- b. Classified Personnel - One (1) Year Limited Non-Teaching Contract for the 2016-2017 school year:

Samantha Cartonia, Special Education Aide, effective January 3, 2017

2. The Superintendent recommends approval of the revised 2016-2017 School Calendar. January 13, 2017 to release at 1:30 instead of 1:00.

3. The Superintendent recommends approval of the following uses of Board Funds:

- Meeting and conference registration (ex. Capital Conference and OSBA Regional Meetings) including associated costs for the Student Achievement.
- Meals and hotel costs related to above (must turn in receipts).
- Distinguished Alumni recognition and reception.
- Retirement recognition and reception.
- Flowers and cards from Board of Education to staff for personal illness or death in immediate family.
- Any purpose deemed vital to the success of the organization.

*END OF CONSENT AGENDA*

4. Discussion about the New or Revised Bylaws, Policies, and Guidelines (first reading):

**Volume 34 Number 2 Update**

**Policies**

- 2460-03 . Independent Educational Evaluations (New)  
4162 . Drug and Alcohol Testing of CDL License Holders (Revised)  
5112 . Entrance Requirements (Revised)  
5200 . Attendance (Revised)  
5223 . Release Time for Religious Instruction (Revised)  
5320 . Immunization (Revised)  
7300 . Disposition of Real Property/Personal Property (Revised)  
9270 . Equivalent Education Outside the Schools (Home Schooling) (Revised)

**Guidelines**

2460.03 . Independent Education Evaluations (New)  
2623.02 . Midyear Promotion for Third Grade Students Retained due to  
Performance on English Language Arts Assessment (New)  
4162A . Memorandum to CDL License Holders Regarding the District's Drug-  
Testing Program (Revised)  
5111 . Admission to the District (Revised)  
5112 . Admission to Kindergarten (Revised)  
5320 . Immunization (Revised)  
8310A . Public Records (Revised)  
8310E . Records Retention and Disposal (Revised)  
8330 . Student Records (Revised)  
8310 F4 . Application for One-Time Records Disposal (Delete)  
8310 F5 . Schedule of Records Retention and Disposition (Delete)  
8310 F6 . Certificate of Records Disposal (Delete)

### **Special Release EDGAR Collection January 2016**

#### **Policies**

1130 . Conflict of Interest (Revised)  
3113 . Conflict of Interest (Revised)  
4113 . Conflict of Interest (Revised)  
6110 . Grant Funds (Uniform Grant Guidance) (Revised)  
6111 . Internal Controls (New)  
6112 . Cash Management of Grants (New)  
6114 . Cost Principles . Spending Federal Funds (New)  
6116 . Time & Effort Reporting (New)  
6325 . Procurement . Federal Grants/Funds (New)  
6550 . Travel Payment Reimbursement (Revised)  
7310 . Disposition of Surplus Property (Revised)  
7450 . Property Inventory (Revised)  
8500 . Food Services (Revised)

### **Special Update March 2016**

#### **Guidelines**

3120C . Pre-Employment Interview Questions  
4120C . Pre-Employment Interview Questions

### **Volume 35 Number 1 Update**

#### **Policies**

0100 . Definitions (Replacement)  
0167.1 . Use of Electronic Mail/Text Messages (Revised)  
0169.2 . Open Meetings/Sunshine Law (Revised)  
1530 . Evaluation of Principals and Other Administrators (Revised)  
1619 . Group Health Plans (New)  
3419 . Group Health Plans (Revised)  
4419 . Group Health Plans (Revised)  
1619.01 . Privacy Protection of Self-Funded Group Health Plans (Revised)  
3419.01 . Privacy Protection of Self-Funded Group Health Plans (Revised)  
4419.01 . Privacy Protection of Self-Funded Group Health Plans (Revised)  
1619.02 . Privacy Protection of Self-Funded Group Health Plans (Revised)  
3419.02 . Privacy Protection of Self-Funded Group Health Plans (Revised)  
4419.02 . Privacy Protection of Self-Funded Group Health Plans (Revised)  
1619.03 . Patient Protection and Affordable Care Act (New)  
3419.03 . Patient Protection and Affordable Care Act (New)  
4419.03 . Patient Protection and Affordable Care Act (New)  
2460 . Special Education (Revised)

- 3223 . Standards-Based School Counselor Evaluation (Revised)
- 5830 . Student Fund-Raising (Revised)
- 6605 . Crowdfunding (New)
- 8330 . Public Records (Revised)
- 9700 . Relations with Special Interest Groups (Revised)

**Guidelines**

- 1530 . Standards-Based Principal Evaluation System (Revised)
- 1619 . Employee-Sponsored Wellness Program (New)
- 3419 . Employee-Sponsored Wellness Program (New)
- 4419 . Employee-Sponsored Wellness Program (New)
- 1621 . Federal Group Health Continuation (COBRA) (New)
- 3421 . Federal Group Health Continuation (COBRA) (Replacement)
- 4421 . Federal Group Health Continuation (COBRA) (Replacement)
- 1623A . Prohibition Against Disability Discrimination in Employment (Revised)
- 3123A . Prohibition Against Disability Discrimination in Employment (Revised)
- 4123A . Prohibition Against Disability Discrimination in Employment (Revised)
- 2623B . Security Provisions for Statewide Assessments (Revised)
- 3220A . Evaluation of Staff (Delete)
- 6470 . Stale Dated Checks Procedure (New)
- 8330 . Student Records (Revised)

**Special Release-Tech Update-Phase 1**

**Policies**

- 7540 . Technology (Revised)
- 7540.01 . Information & Technology Collection (Revised)
- 7540.02 . Web Content, Services and Apps (Revised)

**Guidelines**

- 7540A . Staff and Student Training Regarding the Internet (New)
- 7540.02 . Web Content and Functionality Specifications (Revision)

**XIV. ADJOURNMENT**

Motion: \_\_\_\_\_ Second \_\_\_\_\_  
 Smith \_\_\_\_\_ Roberts \_\_\_\_\_ Swabb \_\_\_\_\_ Brewer \_\_\_\_\_ Lavey \_\_\_\_\_  
 Vote: \_\_\_\_\_