

**BRADFORD EXEMPTED VILLAGE BOARD OF EDUCATION  
NOVEMBER 16, 2017  
REGULAR SESSION 6:30 PM**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**ROLL CALL**      Time: 6:35 p.m.

Dr. Swabb	<b>P</b>	Mrs. Brewer	<b>P</b>	Mrs. Smith	<b>P</b>	Mr. Reindel	<b>P</b>	Mr. Besecker	<b>P</b>
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**BOARD PRESIDENT'S REPORT: Dr. Scott Swabb**

- A. Welcome
- B. Review of Agenda

**ADOPTION OF THE AGENDA**

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

Motion: Maria Brewer; Second: Louis Reindel

Mrs. Smith	<b>I</b>	Dr. Swabb	<b>I</b>	Mr. Besecker	<b>I</b>	Mrs. Brewer	<b>I</b>	Mr. Reindel	<b>I</b>
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***Motion passes 5-0  
Resolution No 145-2017***

**APPROVAL OF MINUTES**

- A. October 26, 2017 - regular meeting

Motion: Carolyn Smith; Second: Scott Besecker

Mrs. Smith	<b>I</b>	Dr. Swabb	<b>I</b>	Mr. Besecker	<b>I</b>	Mrs. Brewer	<b>I</b>	Mr. Reindel	<b>I</b>
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***Motion passes 5-0  
Resolution No 146-2017***

## C. Student Spotlight

### **From 3rd grade teacher, Mr. Grillo**

*I would like the Board of Education to recognize Keith Gaines for his continued hard work. I have Keith in my math and social sciences classes and I have become very impressed with how hard he works, even when things don't always come easy. Since the beginning of the school year I have noticed tremendous growth from Keith. His attitude in the classroom has been great, he smiles when it's time to learn something new, he volunteers to answer questions and join classroom discussions more frequently, and when it's time to get to work he gets right down to business. I truly believe that something has clicked inside of Keith, and as long as he keeps working hard, we will continue to see progress throughout the year.*

### **From 3rd grade teacher, Ms. Hoehne by Mr. Grillo**

*Jasmine Brown is currently a third grade student and is the daughter of Chris and Michelle Brown. She likes to read a variety of different stories and play board games. I would like to recognize Jasmine for her positive, hard-working attitude at school, as well as her commitment to her school-work at home. Jasmine is an excellent role model for her peers within the classroom and is always willing to offer assistance to others. Even if others are not as respectful to Jasmine, she continues keeping a peaceful attitude and shows respect to everyone. Jasmine was on the Honor Roll for the first quarter of the school year due to her excellence in her academics and commitment to schooling. I have high hopes that Jasmine will continue excelling throughout the rest of her life.*

### **From HS by Sharon Moore**

*I would like to recognize Noah Hamilton for Bradford's November student of the month. Noah won the billboard contest sponsored by the Miami County Public Health Department, the Safe Communities Coalition and Lisa Cano, State Farm. Noah won \$500 which he is saving for college. And thanks to Noah, all 9th to 12th graders received free pizza (25 jumbo pizzas) from Clark's Pizza House and they had 1 hour of interactive activities.*

*Noah is part of the publications' class. He has written newspaper articles and participated in the Reader Shows. Noah plays baseball for Bradford and enjoys watching the Reds play. He has been accepted into the National Honor Society and will be inducted next month. Noah just started working at Chick-fil-A in Troy.*

*Noah is also a member of the Community Chapel Youth Group. Noah plans to attend Mount Vernon Nazarene University and major in Youth Ministries. Noah is the son of Mark and Tammy Hamilton. He has an older brother, Collin, a younger brother, Corie and younger sister, Isabella.*

### **From MS by Matt Triplett**

*I would like to recognize Trevor as our Middle School Spotlight of the month for November. Trevor had a class assignment from Mrs. Moore to send a letter to staff member. He sent the letter to Mr. Triplett asking if he could play the National Anthem on his guitar for our Veteran's Day assembly along with many other questions to get to know Mr. Triplett more as a person. Mr. Triplett told Trevor he would love to have him play. This past Tuesday we had Chief Master Sergeant John Snow of the United States Air Force speak to our students in honor of Veteran's Day. Before each assembly, Trevor played the National Anthem on his guitar and is doing a great job. It makes us proud to have such an outstanding student that has the courage to play individually in front of 200+ of his peers.*

*Trevor has also played in the Pumpkin Show competition and loves to play the piano as well. According to Trevor, he like to play an instrument. After high school he hopes to become a musician. Trevor is the son of Greg and Shanna Nance.*

#### D. Staff Spotlight

##### ***Sharon Moore by Matt Triplett***

*I would like to recognize Mrs. Moore as this month's Staff Spotlight for the month of November. Without Mrs. Moore, the previous two students wouldn't have accomplished what they already have this school year. Mrs. Moore has been a staff member in the district for the past 16 years. There are countless stories and awards that she has been a part of throughout her time at Bradford High School. If you ask any student, I'm sure they would place Mrs. Moore somewhere in their top 3 favorite teachers in the Bradford School District.*

*Mrs. Moore works during the summer months off, as shown by finding the State Farm billboard contest Noah won, she pushes students out of their comfort zone to achieve their highest potential in the case of Trevor (although he seemed pretty comfortable). On any given day I can walk into the classroom and her students are always engaged from working on the Roader Show to inputting formulas into a Google Sheet. They are always working hard.*

*I'll end it with this, when I asked a student what he thought of Mrs. Moore as a teacher he said, "I see her not as a teacher, but a life teacher that I can learn life skills from. She teaches us everything we need to know, but she goes even beyond that by teaching us skills that we real use the rest of our life." As a district I don't think we could have asked for a better response.*

##### ***Tina Schmitz by Michelle Lavey***

*Tina Schmitz is an intervention specialist who has a heart and passion for teaching, actually bigger than any that I have ever seen. She works with her students and makes all the learning that they do relative to real life situations. She knows that many of the skills that we take for granted, such as asking questions to people and doing daily activities like making appointments, are difficult for her students. She makes sure to teach these skills as often as possible.*

*Recently she had a bat party where the students made their classroom into a bat cave and they presented the facts that they have learned. It was amazing all the information they had learned and shared appropriately with adults. As a matter of fact, her class has just planned and are making a meal to celebrate the veterans on staff. They want to learn more about the armed forces divisions. She is a teacher that students will always remember.*

## **ADMINISTRATIVE REPORTS**

### **A. Joe Hurst, Superintendent**

Track Update – The next track meeting will be at 5:00 p.m. on the same day as the board meeting in Mr. Schwieterman's room.

Board Email Addresses - Email addresses are in packet for website – please assure that appropriate addresses are listed on the website

Graduation Requirements - Changes in graduation requirements with 18 points required on the end of year exams along with various other conditions. Review of policy must be made to determine which graduates are allowed to walk across the stage.

OSBA was a good learning event and there is great appreciation and respect for the work done by school board members.

B. Mrs. Michelle Lavey, Elementary Principal

Parent/Teacher Conferences had a 92% Attendance rate

Bat Party in Tina Schmitz's room was a very successful event

Baking Club met with 41 students in attendance

C. Mr. Matt Triplett, Secondary Principal

Staff In-service was conducted by the Miami County Sheriff's Drug Unit

Letter of Intent – Johnny Fike signs Letter of Intent with Notre Dame College/Cross Country & Track.

Veteran's Day Presentation – Chief Master Sargent John Snow presented to the students

Billboard Party – Luncheon took place on 11/15/17. The award recipients from Bradford included: Zane Jones, Andrew Moyer, and Jonathon Richardson-Welch.

Real Success Luncheon took place on 11/15/2017 sponsored by the Darke County Educational Service Center

Engagement – Engagement by student & staff has been taking place throughout the building

Upcoming Events – Band Craft Show 11/18/17, Thanksgiving Break 11/22/17-11/26/17, GBB first game on 11/24/17 @ Greenville 3 pm, BBB vs. Middletown Christian first game on 12/1/17, Spelling Bee 12/7/17, Can Food Drive, Elementary Christmas Musical 12/11/17.

D. Mr. Bob Daugherty, Dean of Students

Washington DC Trip – 35 staff, students & parents left last week for a trip to Washington D.C. Behavior was wonderful on the trip. Laying of the Wreath at Tomb of Unknown Soldier – was by Macy Bubeck, Jenna Shellabarger, Karissa Weldy, & Maddie Simons.

E. Mr. John McGiffin, Athletic Director/Transportation Director

Discussed the new bus driver who is being hired which should help alleviate some of the problems with transportation and availability of drivers.

F. Mrs. Maria Brewer, Upper Valley CC update

Discussed the National Technical Honor Society where Bradford High School students, Kurt Hoover, HVAC/R Technologies, Maia Stump, Culinary Arts, and Bailey Wysong, Teacher Academy.were inducted. Kyle Mills returned from his trip to German American Apprenticeship Partner Program.

**PUBLIC PARTICIPATION - none**

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

Consent Calendar (items 1 through 10) 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, 2017
2. Check Register – October, 2017
3. Then & Now certification of bills that were obligated by employees of the district
  - a. Joseph Hurst for Business Cards 1-2 sided encumbered \$122.40 payable \$127.88
  - b. Meta Solutions for \$7365.76 encumbered \$0, annual core services
  - c. Park Inn Visa encumbered \$122.00, payable \$125.40
4. Approval of Permanent appropriations for necessary amendment.
5. Approval of Transfers and Advances for the month.

Advance 001 General Fund for \$ 1000 into 022 Athletic Tournament Account
6. Approval of new substitute teacher aides being able to perform duties in emergency situations before being board approved.
7. Approval of Resolution for the Ohio Deferred Compensation Program.

Adoption of a Plan under the Program by Eligible Employer

This Resolution has been approved as to form by the Ohio Attorney General.

WHEREAS, Ohio Revised Code Section 148 (the “Enabling Statute”) creates the Ohio Public Employees Deferred Compensation Board (the “Board”) and establishes the Ohio Public Employees Deferred Compensation Program (the “Program”) and a copy of the

uniform Plan Document for the Program has been provided to the appropriate officer(s) of the Bradford Exempted Village School District: and  
WHEREAS, the Bradford Exempted Village School District is an employer of "Eligible Employee(s)" (as defined by Ohio Revised Code Section 148.01(A)(1)), and thereby may adopt a Plan under the Program; and

WHEREAS, the Bradford Exempted Village School District desires to or is required to adopt the Plan under the Program for participation by "eligible employees." NOW THEREFORE, the Governing Body of the Bradford Exempted Village School District hereby resolves as follows:

The Bradford Exempted Village School District hereby adopts the Plan under the Program, and shall properly contract with any Eligible Employee who desires to participate in the Plan. The Bradford Exempted Village School District's Plan shall be the uniform Plan as promulgated by and as amended from time to time by the Board. The Board is hereby authorized to administer the Plan under the Program, and to do all things necessary or proper for the administration of the Plan, consistent with the Enabling Statutes and all the Rules and Regulations promulgated by the Board, whether by the Ohio Administrative Code or otherwise, and consistent with the Adoption Agreement executed by the Bradford Exempted Village School District. The Treasurer, Carla G. Surber, is hereby appointed the Responsible Official who is authorized and directed by the Governing Body to execute the Adoption Agreement. Consistent with the Adoption Agreement and the Rules and Regulations promulgated by the Board, the proper officials, officers, employees, and agents of the Bradford Exempted Village School District are authorized to provide the Board with any information it may properly require for the administration of the Plan under the Program.

ADOPTED at a meeting of the Governing Body on the date written below, and duly executed.

8. Recommend a contract with Meta Solutions for the Progress Book Suite in the amount of \$724.50 and for core services for Info Ohio for \$1400.70.
9. Recommend a contract for the 2015-2017 financial audit with the Ohio Auditor of State's Office for \$15,990.00.
10. Resolution for the FY2019 Tax Budget

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 2018, 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 2019, 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 2018; 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 effected 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.

*END OF CONSENT AGENDA*

Motion: Louis Reindel; Second: Maria Brewer

Mrs. Smith	I	Dr. Swabb	I	Mr. Besecker	I	Mrs. Brewer	I	Mr. Reindel	I
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***Motion Passes 5-0  
Resolution No 147-2017***

**OLD BUSINESS**

1. Third Reading and adoption of policy (as amended):

0120.1 “Employment of family members of Board Members”

Motion: Maria Brewer; Second: Scott Besecker

Mrs. Smith	I	Dr. Swabb	I	Mr. Besecker	I	Mrs. Brewer	I	Mr. Reindel	I
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***Motion Passes 5-0  
Resolution No 148-2017***

**NEW BUSINESS**

Consent Item (item 1 through 6) 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:

**Employment/Resignation**

1. Supplemental Assignments - One (1) Year Supplemental Contract for the 2017-2018 school year:

<b>Crystal Yingst</b>	IAT Team (Grades 6 -12)	\$1,100.00	
<b>Laura Sneed</b>	IAT Team (Grades 6 -12)	\$1,100.00	
<b>Cody Wilson</b>	7th Grade Boys Basketball	\$1,293.57	Step 0



2. Certified Personnel - One (1) Year Substitute Contract for the 2017-2018 school year:

<b>Courtney Condy</b>	
<b>Tori Martin</b>	
<b>Rickey Ary</b>	<b>Jason Hughes</b>
<b>Lisa Hart</b>	<b>Joyce Alette</b>
<b>Tiffany Barga</b>	<b>Lori Bensman</b>
<b>Robin Gunckle</b>	<b>Beverly Hughes</b>
<b>Mark Lewis</b>	<b>Susan Lutz</b>
<b>Lucas McCabe</b>	<b>Sharon Ropp</b>
<b>Rick Brewer</b>	

2. Classified Personnel - One (1) Year Substitute Contract for the 2017-2018 school year:

<b>Michelle Brown</b>	Substitute Cafeteria/Substitute Aide
<b>Donald Selanders</b>	Substitute Custodian /Substitute Maintenance
<b>Bethany Clark</b>	Substitute Aide

3. Approve non-paid days for **Alison Latino** for a full day on October 25, 2017 and a quarter (0.25) day for October 31, 2017
4. Approve 7 sick leave days from November 20, 2017-December 1, 2017 for **Shane Snyder** for paternity leave
5. Classified personnel - **Michelle Brown** for the open bus driver position (to and from Piqua for approximately 3 hours each day)

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 for the 2017-2018 school year.

*END OF CONSENT AGENDA*

Motion: Scott Besecker; Second: Louis Reindel

Mrs. Smith	I	Dr. Swabb	I	Mr. Besecker	I	Mrs. Brewer	I	Mr. Reindel	I
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***Motion Passes 5-0  
Resolution No 149-2017***

**Adoption of draft “Plan and policy for the identification and service of children who are gifted”**

Elaboration of actual policy – Mr. Hurst has been working with Kathy Burns of the Darke County ESC

Motion: Maria Brewer; Second: Scott Swabb

Mrs. Smith	I	Dr. Swabb	I	Mr. Besecker	I	Mrs. Brewer	I	Mr. Reindel	I
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***Motion Passes 5-0  
Resolution No 150-2017***

**Second reading of policy:**

2271	College Credit Plus Program (Revised)
2464	Gifted Education and Identification (Revised)
4120.05	Employment of Substitute Educational Aides (NEW)
5136	Personal Communication Devices (Revised)
5136.01	Electronic Equipment (Revised)
5200	Attendance (Revised)
5330	Use of Medications (Revised)
5530	Drug Prevention (Revised)
6233	Amenities for Participants at Meetings and/or Other Occasions (Revised)
6680	Recognition (Revised)
7300	Disposition of Real Property/Personal Property (Revised)
8600.04	Bus Driver Certification (Revised)
9141	Business Advisory Council (Revised)
7540.03	Student Technology Acceptable Use and Safety (Revised)
7540.04	Staff Technology Acceptable Use and Safety (Revised)
7540.05	District - Issued Staff Email Account (Revised)
7540.06	District - Issued Student Email Account (New)

## ADJOURNMENT

Motion: Maria Brewer; Second: Scott Besecker

Mrs. Smith	I	Dr. Swabb	I	Mr. Besecker	I	Mrs. Brewer	I	Mr. Reindel	I
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Time of adjournment: 7:19 PM

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Dr. Scott Swabb, President

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Carla G. Surber, Treasurer