

August 16, 2017

The Washington Local Board of Education met in regular session pursuant to the rules in the Administration Building, 3505 West Lincolnshire Boulevard on August 16, 2017 at 6:00 p.m. The following members were present:

Mr. Eric Kiser	Also, Dr. Susan Hayward, Superintendent,
Mrs. Patricia Carmean	Mr. Brian Davis, Assistant Superintendent,
Mr. David Hunter	and Mr. Jeffery Fouke, Treasurer.
Ms. Lisa Canales	
Mr. James Langenderfer	

The National Anthem and other musical selections, under the direction of Gary Gorton and Sarah Sponsler, were performed by the Whitmer String Quartet.

National Anthem:

It was moved by Mr. Kiser and seconded by Mrs. Carmean to accept the Treasurer's recommendation that the Board of Education approve the minutes of the regular meetings of June 21 and June 28, 2017 as presented.

Minutes:
011-8/17

Yes: Mr. Kiser, Mrs. Carmean, Mr. Hunter, Ms. Canales, Mr. Langenderfer (5)

The Board was presented with the following reports for June and July:

Financial Reports & Investments:
012-8/17

- (1) Summary of Cash Balances, Revenue, General Fund Revenue Detail and Expenses for the Month
- (2) Cash Report of All funds
- (3) Schedule of Checks Written
- (4) Summary of Investments and Earnings

It was moved by Mr. Kiser and seconded by Mr. Langenderfer to accept the Treasurer's recommendation that the Board of Education approve Financial Reports and Investments as presented.

Yes: Mrs. Carmean, Mr. Hunter, Ms. Canales, Mr. Langenderfer, Mr. Kiser (5)

It was moved by Mr. Langenderfer and seconded by Mr. Kiser to accept the Treasurer's recommendation that the Board of Education approve the following payments of legal fees as presented:

Payment of Legal Fees:
013-8/17

Bricker & Eckler	June Services	\$2,249.34
Spengler Nathanson	June Services	\$1,273.09

Yes: Mr. Hunter, Ms. Canales, Mr. Langenderfer, Mr. Kiser, Mrs. Carmean (5)

Amendment
to Admin.
Services for
Self-funded
Health
Benefit
Plan:
014-8/17

It was moved by Ms. Canales and seconded by Mr. Kiser to accept the Treasurer's recommendation that the Board of Education approve the amendment to the Administrative Services Agreement with Paramount Insurance Company for the Self-Funded Health Benefit Plan, effective July 1, 2017, as presented:

**AMENDMENT TO
PARAMOUNT INSURANCE COMPANY ADMINISTRATIVE SERVICES
AGREEMENT FOR SELF-FUNDED HEALTH BENEFIT PLAN**

This Amendment is entered into and effective this 1st day of July, 2017 ("Effective Date"), by and between Paramount Insurance Company ("Paramount") and Washington Local Schools ("Plan Sponsor").

Whereas, Paramount and Plan Sponsor entered into a Paramount Insurance Company Administrative Services Agreement for Self-Funded Health Benefit Plan on or about July 1, 2017 ("Services Agreement").

Whereas, Paramount and Plan Sponsor mutually desire to amend the Services Agreement as set forth herein;

Now, therefore, in order to effect the parties' desires, the Service Agreement is hereby amended as follows:

1. Claims Processing and Payment (Section II, D1) is hereby amended such that Paramount will retain 40% of the manufacturers' drug rebates which Paramount receives from Paramount's Pharmacy Benefit Manager and which are generated from the Plan Sponsor's drug utilization using the Paramount Commercial Select Formulary. Paramount will pass the remaining 60% to the Plan Sponsor based on pharmacy claims with dates of service July 1, 2017 and later.
2. Plan Sponsor's portion of the rebates will be provided to Plan Sponsor by Paramount on a quarterly basis, within 100 days of the end of each quarter, provided Paramount has received the requisite information and payment from its Pharmacy Benefit Manager.

3. Plan Sponsor shall have the right to audit rebate payments once annually during the term of the Services Agreement. Should Plan Sponsor elect to perform an audit the payment of rebates to Plan Sponsor pursuant to this Amendment, Plan Sponsor shall be required to utilize a third-party auditor approved by Paramount in Paramount's sole discretion. Any approved auditor shall execute Paramount's confidentiality agreement prior to conducting an audit. Paramount agrees that it will make available for review information reasonably necessary to complete the audit, as determined by Paramount, within a commercially reasonable time frame; provided, however, there shall be no review by Plan Sponsor, and only the approved third-party auditor shall have access to such information. At the conclusion of the audit, the approved third party auditor shall provide Paramount with a copy of the proposed audit report, and Paramount will have a reasonable opportunity to comment on any such report before it is finalized. Upon finalization of audit results and agreement between Plan Sponsor and Paramount on any identified financial discrepancies, payments and/or reimbursements determined to be necessary shall be paid by the appropriate party within thirty (30) days of execution of an appropriate release document covering the audit period. Plan Sponsor shall be responsible for all reasonable expenses of the audit.

4. Except as set forth immediately above, the Service Agreement remains unchanged and in full force and effect.

Yes: Ms. Canales, Mr. Langenderfer, Mr. Kiser, Mrs. Carmean, Mr. Hunter (5)

It was moved by Mr. Langenderfer and seconded by Mr. Kiser to accept the Treasurer's recommendation that the Board of Education approve the resolution revising the OASBO Section 457 Plan, as presented:

Resolution/
Revision to
OASBO
Section 457
Plan:
015-8/17

WHEREAS, the Washington Local School District (the "District") previously adopted and maintains an "eligible deferred compensation plan" under Section 457(b) of the Internal Revenue IRC ("IRC") through the Ohio Association of School Business Officials ("OASBO") OASBO 457 Deferred Compensation Plan (the "Plan"); and

WHEREAS, in prior years, OASBO has maintained a Plan Provider Agreement with Voya Retirement Insurance and Annuity Company ("Voya"), pursuant to which Voya has provided (i) group annuity contracts that meet the requirements of IRC Section 457(g)(3) ("Provider Contracts"), and (ii) assistance with certain aspects of Plan administration; and

WHEREAS, the Plan provides that it may be amended from time to time by OASBO; and

WHEREAS, OASBO has amended and restated the terms of Plan and the Plan Provider Agreement, effective as of April 1, 2017; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Washington Local School District, Lucas County Ohio, that:

Resolution/
Revision to
OASBO
Section 457
Plan-:
Continued

Section 1. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 2. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 3. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

Yes: Mr. Langenderfer, Mr. Kiser, Mrs. Carmean, Mr. Hunter, Ms. Canales (5)

Increase
Capital
Assets
Threshold:
016-8/17

It was moved by Mr. Kiser and seconded by Mrs. Carmean to accept the Treasurer's recommendation that the Board of Education approve the increase of Capital Assets threshold for reporting purposes under Generally Accepted Accounting Principles (GAAP), effective July 1, 2017:

Furniture, Fixtures and Equipment defined as personal property not attached to land, buildings or improvements and which remains movable with a useful life of five years or more at ~~\$2,500~~ \$5,000.

Furniture, Fixtures and Equipment under Capital Lease with a useful life of five years or more at ~~\$2,500~~ \$5,000.

Buildings and Building Additions consisting of structures erected above or below ground for the purpose of sheltering persons or property at \$10,000.

Building Improvements that increase the service potential of a building, expand area, increase safety, improve climate control, improve handicapped accessibility and/or extend the useful life of the structure threshold at \$10,000.

All land, which generally includes both surface and content of the land.

Land Improvements consist of land attachments with limited lives, including driveways, fences, parking lots, playgrounds, irrigation systems, athletic courts or tracks at \$10,000.

All vehicles. Vehicles include all over the road and licensed vehicles as well as school buses.

Construction in Progress is used for the temporary segregation and accounting of expenditures related to the construction of capital assets prior to occupancy or use at \$10,000.

Yes: Mr. Kiser, Mrs. Carmean, Mr. Hunter, Ms. Canales, Mr. Langenderfer (5)

The Treasurer recommends that the Board of Education appoint a delegate for the 2017 OSBA Capital Conference, scheduled November 12 – 14, 2017.

Delegate nominee: Mr. Hunter **Nominated by: Mr. Kiser**

Yes: Mr. Kiser, Mrs. Carmean, Mr. Hunter, Ms. Canales, Mr. Langenderfer (5)

Delegate nomination: David Hunter

Delegate -
OSBA 2017
Capital
Conference:
017-8/17

The Treasurer recommends that the Board of Education appoint an alternate for the 2017 OSBA Capital Conference, scheduled November 12 – 14, 2017.

Alternate nominee: Mr. Kiser **Nominated by: Mr. Hunter**

Yes: Mr. Kiser, Mrs. Carmean, Mr. Hunter, Ms. Canales, Mr. Langenderfer (5)

Alternate nomination: Eric Kiser.

Alternate -
OSBA 2017
Capital
Conference:
018-8/17

Dr. Hayward invited the community to participate in the Community Engagement Night at Whitmer High School – South Gym, September 12, 2017, 6:00 – 7:00 pm.

It was moved by Mr. Kiser and seconded by Ms. Canales to accept the Superintendent’s recommendation, Per Policy 6320, the following requests be approved by the Board of Education:

Purchases
Over
\$25,000:
019-8/17

A. Annual Estimate of Blanket Purchase Orders

Request from Deb Warren, Nutrition Services Supervisor
Blanket requests that exceed \$25,000

<u>Vendor</u>	<u>Monthly Blanket</u>	<u>Annual Estimate</u>
Carstens, J.E. Co.	\$14,000.00	\$140,000.00
Gordon Food Services	\$68,000.00	\$680,000.00
J-Cups Pizza	\$20,000.00	\$200,000.00
Nickles Bakery	\$3,750.00	\$37,500.00
Pepsi	\$2,500.00	\$25,000.00
Premiere Produce	\$6,000.00	\$60,000.00
TPC Food Service	\$13,500.00	\$135,000.00
Toft Dairy	\$20,000.00	\$200,000.00
Smart Systems	\$3,146.00	\$31,460.00
Wichman	\$7,000.00	\$70,000.00

B. Heinemann

Request from Katherine Spenthoff, Director of Curriculum & Instruction
Fountas & Pinnell Leveled Literacy Intervention System (LLI)
Supplemental literacy intervention for grades K-3
Purchase Total..... \$124,890.40

Yes: Mrs. Carmean, Mr. Hunter, Ms. Canales, Mr. Langenderfer, Mr. Kiser (5)

It was moved by Ms. Canales and seconded by Mr. Langenderfer to accept the Superintendent’s recommendation that the Board of Education adopt Government Resolutions as presented:

- IDEA – B Special Education
- Title I IASA Title I Authorization
- Title II A Improving Teacher Quality

Special Education, IDEA-B

WHEREAS, Special Education, IDEIA-B provides 100% non-matching funds for the purpose of strengthening and improving the quality of education in the elementary and secondary schools; and,

WHEREAS, the Administration of the Washington Local School District has prepared an application for said Special Education, IDEA-B monies.

BE IT THEREFORE RESOLVED, that the Board of Education of the Washington Local School District does hereby authorize, and direct Neil Rochotte, Director of Student Services, to transact as its agent all the necessary business thereto.

IASA TITLE I AUTHORIZATION

WHEREAS, Title I, Part A (Title I) of the Elementary and Secondary Education Act, as amended (ESEA), formerly Chapter I of the Elementary and Secondary Education Act of 1965, provides 100% non-matching funds for special programs, for economically disadvantaged school children; and,

WHEREAS, the Administration of the Washington Local School District has developed an application under IASA Title I for the purpose of operating remedial programs for qualified school children in grades 1-6, who have special needs;

BE IT THEREFORE RESOLVED, that the Board of Education of the Washington Local School District hereby approves the application for said monies under said program; and,

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes and directs Katherine Spenthoff, Director of Curriculum and Instruction, to act as its agent in transacting all business necessary to the application and implementation of said program.

TITLE II A – Improving Teacher Quality

Government
Relations-
Continued:

WHEREAS, Title II A, Teacher and Principal Training and Recruiting Fund, provides 100% non-matching funds for the purpose of increasing student academic achievement through strategies such as improving teacher and principal quality and increasing the number of highly qualified principals and assistant principals in schools; and

WHEREAS, the Administration of the Washington Local School District has prepared an application for said monies,

BE IT THEREFORE RESOLVED that the Board of Education of the Washington Local School District does hereby authorize, and direct Katherine Spenthoff, Director of Curriculum and Instruction, to transact as its agent all the necessary business thereto.

Yes: Mr. Hunter, Ms. Canales, Mr. Langenderfer, Mr. Kiser, Mrs. Carmean (5)

It was moved by Mr. Langenderfer and seconded by Mr. Kiser to accept the Superintendent’s recommendation that the Board of Education enter into Executive Session to:

Executive
Session:
021-8/17

- Consider the employment of a public employee or official.

Yes: Ms. Canales, Mr. Langenderfer, Mr. Kiser, Mrs. Carmean, Mr. Hunter (5)

The Board entered into Executive Session at 6:40 p.m. The meeting was reconvened at 7:05 p.m. and did, in fact:

- Consider the employment of a public employee or official.

All five board members are still in attendance.

It was moved by Mr. Kiser and seconded by Mr. Langenderfer to accept the Superintendent’s recommendation that the Board of Education approve, via consent motion, personnel items as presented:

Personnel:
022-8/17

1. RESIGNATIONS

A. Classified Personnel

1. Harold Cilley	Bus Driver	07/28/2017
	Transportation	Resignation

2. NOMINATIONS – 2016/17

A. Elementary Summer School Administrator

1. Dolores Swineford	\$ 2,000.00
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B. High School Summer School Program

June 19, 2017 – August 15, 2017

\$26.33/hr. through June 30, 2017

\$26.99/hr. effective July 1, 2017

As Needed Basis

1. Lauren Boudreaux
2. Eric Brown
3. Heather Densmore
4. Jodi Fryman-Reed
5. Brian Kaser
6. Karleigh Kocar
7. Vincent Maraughha
8. Leland Snyder
9. Nicholas Whetstone

C. Special Education Summer School Program

June 19, 2017 – August 15, 2017

\$26.33/hr. through June 30, 2017

\$26.99/hr. effective July 1, 2017

As Needed Basis

1. Molly Badovick
2. Marc Berryman
3. Eric Brown
4. Heather Chartier
5. Joni King
6. Matthew LaPoint
7. Mary Mallory
8. Jaime Melchert
9. James Nino
10. Heidi Ra

D. Physical Education Summer School Program

June 19, 2017 – August 15, 2017

\$26.33/hr. through June 30, 2017

\$26.99/hr. effective July 1, 2017

As Needed Basis

1. Tammie Adduci
2. Ryan Brown
3. Christina Dake
4. Joshua Scholl

3. NOMINATIONS – 2017/18

A. Certified Personnel

1. Cassandra Cozart	Title I – Shoreland Step 3, Trng. B.A.+18 (4.5)	\$ 46,318.00
2. Menyonn Daniels	Marketing – CTC Step 8, Trng. M.A. (5)	\$ 59,765.00
3. Samantha Merhi	Title I – Greenwood Step 1, Trng. M.A. (5)	\$ 44,077.00
4. Heather Premo	Business Mgmt. – CTC Step 8, Trng. M.A. (5)	\$ 59,765.00

B. Intern School Psychologists

Reimbursed by the ODE
08/21/2017 – 06/06/2018

1. Brooke O'Henry		\$ 21,350.00
2. Shane Videan		\$ 21,350.00

C. Extra Duty Personnel

1. Amy Adams	#217L-15b Elem. Dept. Chair-Shoreland	\$ 3,680.00
2. Jessica Alexander**	#095-1 Cheerleader-Jr High Coach	\$ 2,576.00
3. Crystal Anderson	#169L-06a Elem. After School Act.-Hia	\$ 1,349.00
4. Crystal Anderson	#169L-06b Elem. After School Act.-Hia	\$ 1,349.00
5. Lucas Fannin**	#086-2a Volleyball-Jr High Coach	\$ 3,500.00
6. John Kazmaier	#086-1a Volleyball-Jr High Coach	\$ 4,305.00
7. Jaime Melchert	#094 Cheerleader-Freshman Coach	\$ 2,318.00
8. Michael Miklosek**	#086-4a Volleyball-Jr High Coach	\$ 3,500.00
9. Jessica Morse**	#086-3a Volleyball-Jr High Coach	\$ 3,500.00
10. Mark Pollauf**	#010-3b Football-Jr High Coach(44%)	\$ 2,105.00
11. Victoria Roper	#085-1a Volleyball-Freshman Coach	\$ 4,400.00
12. Jamie Squibb	#210-5 Department Chairman-CTC	\$ 4,784.00
13. Jenna Steele	#093 Cheerleader-Jr Varsity Coach	\$ 3,238.00
14. Lindsey Wagner	#084-1a Volleyball-Associate Coach	\$ 4,700.00
15. Emily Williams**	#084-1b Volleyball-Associate Coach	\$ 1,188.00
16. Emily Williams**	#085-1b Volleyball-Freshman Coach	\$ 384.00
17. Emily Williams**	#086-1b Volleyball-Jr High Coach	\$ 316.00
18. Emily Williams**	#086-2b Volleyball-Jr High Coach	\$ 916.00
19. Emily Williams**	#086-3b Volleyball-Jr High Coach	\$ 916.00
20. Emily Williams**	#086-4b Volleyball-Jr High Coach	\$ 916.00
21. Alexandra Wolfinger**	#095-2 Cheerleader-Jr High Coach	\$ 2,576.00

**Consultants

Personnel -
Continued:

**D. Extra Duty Index Volunteers
Accepting Services for Coaching**

1. Hayden Reamer

E. Substitute Certified Personnel

- | | |
|-----------------------------|-----------------------|
| 1. Wendy Arnold | 7. Dalynn Jackson |
| 2. Nicole Bores | 8. Jolene Kopena |
| 3. Amanda Dunne | 9. Mary Loy |
| 4. Margarette Emery Webster | 10. Joyce O'Brien |
| 5. Michael Espinosa | 11. Heather Satkowski |
| 6. Christian Hunsinger | 12. Rhonda Sayegh |

F. Substitute Classified Personnel

- | | |
|---------------------|--------------------|
| 1. Kelly Alspaugh | 6. Joyce O'Brian |
| 2. Amy Gresham | 7. Randi Palm |
| 3. Sharmiane Howell | 8. Annette Poulson |
| 4. Megan King | 9. Sara Rodriguez |
| 5. Alicia Laney | |

4. CHANGE OF CONTRACTS

A. Administrative Personnel

1. Jason Schreiner

From Teacher – Whitmer, Trng. 6 (SPEC),
Step 14 @ \$77,694 to Attendance Specialist,
Sched. 3, Step 1 @ \$65,217 + Educational
Stipend \$3,600 = \$68,817
Effective: **August 1, 2017**
2 yr. Contract

B. Certified Personnel

1. Dana Edmonds

CTC
From Trng. 5 (M.A.), step 20 @
\$82,177 to Trng. 5.5 (M.A.+18)
@ \$84,418
Effective: **2017/18 School Year**
2. Andrea Forche

Monac
From Trng. 5 (M.A.), step 15 @
\$75,453 to Trng. 5.5 (M.A.+15)
@ \$77,694
Effective: **2017/18 School Year**
3. Sara Ledzianowski

Jefferson
From Trng. 4 (B.A.), step 20 @
\$69,850 to Trng. 4.5 (B.A.+18)
@ \$75,453
Effective: **2017/18 School Year**

2. NOMINATIONS – 2017/18

A. Certified Personnel

- | | | | |
|----|----------------|--------------------------|--------------|
| 1. | Jamie Fletcher | Social Studies – Whitmer | \$ 44,077.00 |
| | | Step 1, Trng. (M.A.) 5 | |

B. Classified Personnel

- | | | | |
|----|--------------|--------------------------------|------------|
| 1. | Nathan Brown | Electrician – Maintenance | 08/28/2017 |
| | | 8 hrs./day | |
| | | Sched. G, Step 3 @ \$22.64/hr. | |

C. Substitute Certified Personnel

1. Samantha Pletcher
2. David J. Smith

D. Substitute Classified Personnel

1. Christine Hutson
2. Christine Meinks
3. Matthew Onweller
4. Miranda Rutkowski
5. David J. Smith

E. Professional Support Governing Board @ \$26.99/hr.

1. Lori Bosch
2. Daneen Cole
3. Paula Giovanoli
4. Christopher Hodnicki
5. Roxanne Ward

3. CHANGE OF CONTRACTS

A. Certified Personnel

- | | | | |
|----|---------------------|--|--|
| 1. | Jennifer Bicanovsky | Hiawatha | |
| | | From Trng. 5 (M.A.), step 15 @ | |
| | | \$75,453 to Trng. 5.5 (M.A.+18), step 15 | |
| | | @ \$77,694 | |
| | | Effective: 2017/18 School Year | |
| | | | |
| 2. | Danielle Boyd | Meadowvale | |
| | | From Trng. 5 (M.A.), step 16 @ | |
| | | \$77,694 to Trng. 5.5 (M.A.+18), step 16 | |
| | | @ \$79,935 | |
| | | Effective: 2017/18 School Year | |

3. Angela Hetrick-Goff Whitmer
From Trng. 5.5 (M.A.+18), step 20 @
\$84,418 to Trng. 6 (SPEC), step 20
@ \$86,659
Effective: 2017/18 School Year
4. Stacey Kessler McGregor
From Trng. 5.5 (M.A.+18), step 20 @
\$84,418 to Trng. 6 (SPEC), step 20
@ \$86,659
Effective: 2017/18 School Year
5. Heather Ulery Meadowvale
From Trng. 5 (M.A.), step 15 @
\$75,453 to Trng. 5.5 (M.A.+18), step 15
@ \$77,694
Effective: 2017/18 School Year

B. Intern School Psychologists
Reimbursed by the ODE

1. Brooke O'Henry From \$21,350.00 to \$23,514.37
Increase of Grant Funds
2. Shane Videan From \$21,350.00 to \$23,514.37
Increase of Grant Funds

C. Classified Personnel

1. Jaime Redd From Classroom Aide – Jackman (4 hrs./day) to
Classroom Aide – Jackman (7 hrs./day)
No change in Schedule, Step, or Hourly Rate
Effective: August 21, 2017
2. Sarah Rowland From Classroom Aide – Whitmer (4 hrs./day) to
Classroom Aide – Whitmer (7 hrs./day)
No change in Schedule, Step, or Hourly Rate
Effective: August 21, 2017

Yes: Mr. Kiser, Mrs. Carmean, Mr. Hunter, Ms. Canales, Mr. Langenderfer (5)

Change
Order
Addendum:
024-8/17

It was moved by Mr. Kiser and seconded by Mr. Langenderfer to approve the Superintendent’s recommendation that the Board of Education approve change orders for the 2017 Edgar Street Improvements and the Whitmer High School Security Vestibule projects, as presented:

A. Edgar Street Improvements:

Crestline Paving and Excavating\$ 19,988.50

B. Whitmer High School Security Vestibules:

Utopia Construction, Inc. \$ -5,000.00

Yes: Mrs. Carmean, Mr. Hunter, Ms. Canales, Mr. Langenderfer, Mr. Kiser (5)

Mr. Hunter announced that there would be a board meeting held Tuesday, August 22, 2017 at 5:30 p.m.

Adjournment:
025-8/17

It was moved by Mr. Kiser and seconded by Ms. Canales that this meeting be adjourned at 7:00 p.m.

Yes: Mr. Hunter, Ms. Canales, Mr. Langenderfer, Mr. Kiser, Mrs. Carmean (5)

Let the record show that an audio recording of this meeting has been made and is on file in the Office of the Treasurer.

Approved: _____
(President)

Attest: _____
(Treasurer)