

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held _____ 20____



Wednesday, June 12, 2019
Regular Meeting
7:00 pm

RIPLEY UNION LEWIS HUNTINGTON
LOCAL SCHOOL DISTRICT BOARD MEETING
1317 S. Second St.
Ripley, Ohio

1. Welcome/Opening

Subject **A. Roll Call**

Meeting Jun 12, 2019 - Regular Meeting

Category 1. Welcome/Opening

Access Public

Type Procedural

Yea - Absent

Yea - Mr. Oberschlake

Yea - Mr. White

Yea - MrWilson

Yea - Mr. Cluxton

Also in attendance was James Wilkins II –Superintendent, Jeff Rowley-Treasurer, Michele Rau-Culinary Supervisor, Col. Craig Palmer-New ROTC Senior Instructor, Ms. Natalie Wagner-New Vo Ag Instructor, Ms. Kody Gilkerson_New Varsity/JV Volleyball Coach, John Schwierling, and Linda Beckelhimer and Joanna Dugan from Southern Hills Bank.

Subject **B. Pledge of Allegiance**

Meeting Jun 12, 2019 - Regular Meeting

Category 1. Welcome/Opening

Access Public

Type Procedural

"I pledge allegiance to the flag of the United States of America,
and to the republic for which it stands, one nation under God,
indivisible, with liberty and justice for all."

2. Public Comments/Visitors

Subject **A. Public Comments**

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ 20____

Meeting Jun 12, 2019 - Regular Meeting
Category 2. Public Comments/Visitors
Access Public
Type Information
In order to address the board, please sign in.

3. Administrative Report

Subject A. James Wilkins, Superintendent Monthly Update
Meeting Jun 12, 2019 - Regular Meeting
Category 3. Administrative Report
Access Public
Type Information, Report

Superintendent's Report – Jamie Wilkins

Vision, Continuous Improvement and Focus of District Work

- Mr. Wilkins began by asking Mrs. Linda Beckelhimer and Joanna Dugan to come forward as representatives of Ripley Branch of Southern Hills Community Bank. Mr. Wilkins presented them a framed certificate recognizing them as a Business Honor Roll recipient from the Ohio School Board Association for 2019. Southern Hills Community Bank has proven themselves to be a community partner of RULH Schools, by being a financial sponsor of such things as our recent high school gym scorers table, advertising sponsor of athletics, contributed to the food pantry, and have had employees who serve on various committees throughout the District. On behalf of RULH Schools we would like to thank Southern Hills Community Bank for their continued support of our students, our school, and our community.
- I would like to now introduce **Ms. Natalie Wagner**, who I am recommending as our new high school agriculture teacher. I would also like to introduce **Lt. Colonel Craig Palmer**, who I am recommending as our new Senior Marine Corps JROTC Officer. Finally, I would like to introduce **Ms. Kody Gilkerson**, who I am recommending as the new varsity/jv girls volleyball coach.
- Mrs. Williams and Mr. Rowley have been working on the monetary portion of the CCIP.
- **Mr. Young, Mr. Michael, Mr. Fiscus and Mr. Rowley attended professional development at the Brown County ESC on Friday, June 7th.** There was an administrative legal update (provided by Ennis and Britton) and a professional development presentation on cyber security and safe school initiatives.
- **Mr. Young, Mr. Michael, Mr. Fiscus, Mr. Curtis, Mrs. Williams and I attended the Hopewell/Region 14 Administrator's Conference at Fall Creek in Hillsboro on Tuesday, June 11th.** There were many good ideas presented at the conference.

Communication and Collaboration

- **The Insurance Consortium Meeting was held on Friday, June 7th at the Brown County Educational Service Center.** Health Insurance premiums are anticipated to go up 5% for the 2019-20 school year.
- **I am in the process of scheduling speaking engagements at local civic organizations for fall of 2019.** I plan to speak about the renewal of the Permanent Improvement Levy and the great happenings in the RULH School District.

Policies, Governance, and Compliance

- **I attended the SHAC Board of Directors Meeting on Tuesday, May 28th, at the Old Y restaurant in Mowrystown.** I proposed to the board that we change the league reclassification term to two years (from the current three-year term). The proposal passed.

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- I met with the principals and Mrs. Williams on Monday, June 3rd, in regards to the Student, Staff, Athletic and Coaches Handbooks for the 2019-2020 school year. I emailed the various handbooks (with proposed changes and additions) to the board of education members last week. I am recommending the handbooks for board approval tonight.
- I attended the Hopewell/Region 14 Governing Board of Directors meeting at Fall Creek (prior to the administrator conference on Tuesday, June 11th).

Instruction

- Staffing for the 2019-2020 school year is primarily completed (barring any departures from this point forward). We currently have one anticipated opening on the teaching staff (an intervention teacher at the middle school). Additionally, we currently have a teacher aide and a bus driver vacancy.
- Preliminary state test scores came in for the 2018-19 school year. I will discuss those in further detail at the July BOE meeting (after they have been finalized by ODE).

Resources

- On Tuesday, June 4th, 2019, Mr. Rowley and I met with Mr. Jim Frazier in regards to services contracted from Brown County Educational Service Center for the 2019 – 2020 school year.
- On Wednesday, June 12th, Mr. Rowley and I spoke with Ms. Francie Wolgin (from Interact for Health) in regards to the proposed RULH school based health center. Primary Plus (from Maysville, Kentucky) has inquired about potentially collaborating with RULH on the school based health center. Mr. Rowley, Ms. Wolgin, and I are meeting with Primary Plus representatives on Thursday, June 27th. Primary Plus wants to view our allotted space prior to formally requesting that HealthSource allow them to locate in their territory.
- The extra drainage around the high school track has been completed (other than the trenched areas being sodded). Mr. Rowley and I spoke with Joe Steager (Heiberger Paving) in regards to the appropriate repairs being made to the track (now that the additional draining has been installed). Mr. Steager is going to visit Ripley in the next month to determine the level and extent of repairs needed to the track. The repairs could involve injecting glue into the protruding areas of the track and/or cutting damaged portions of the track out and patching those areas.
- Mr. Rowley, Mr. Michael, and I are meeting with a playground equipment representative on Friday, June 14th. The elementary playground is aging, and the middle school playground area could use upgrades. The playground improvements will be one of several focus areas for the renewal of the permanent improvement levy.

Subject B. Michele Rau, Food Service Coordinator

Meeting Jun 12, 2019 - Regular Meeting

Category 3. Administrative Report

Access Public

Type Information, Report

Mrs. Rau was present to present to the board the year end report of the Food Service operations for the 2018-19 School year.

TO: R-U-L-H Board of Education
From: Michele Rau, Child Nutrition Director
Re: 2019-2020 Food Service Report
Date: June 12, 2019

A. Farm to School Initiative

Held _____ 20 _____

- 1. The Ohio Farm to School Initiative is part of the USDA national network. Ohio's Farm to School Initiative provides youth, pre-K through college, with access to nutritious meals while supporting local farmers and communities. This program is intended to provide children with fresh, locally grown or raised food, and to educate them about many aspects of agriculture and their community.
 - a. The Goal is for the Greenhouse classes to grow fresh lettuce, tomatoes and herbs for the high school cafeteria 2018-2019 school year did not occur. My hope is that during the 2019-220 school year that we can make this goal a reality.

B. School Breakfast and Lunch Program Compliance/M meal Components and Nutrition Standards of a la carte food and beverages sales: Smart Snacks in Schools

- 1. **Approve** NSLP Breakfast meal Components RULH School District for the 2019-2020 school year.
 - a. See Google docs Breakfast/Lunch Components.
- 2. **Approve** NSLP Lunch meal Components for RULH School District for the 2019-2020 school year.
 - a. See Google docs Breakfast/Lunch Components.
 - b. reference link; <https://www.fns.usda.gov/school-meals/fr-121218>
- 3. **Approve** NSLP Nutritional Standards of a la carte food and beverage and Smart Snacks sold in school for 2019-2020 school year.
 - a. See Google docs Smart Snack guidelines.

C. ODE and Child Nutrition Program

- 1. ODE audited and reviewed RULH Child Nutrition/Food Service Operations will occur again during the Spring of the 2019-2020 school year.
- 2. RULH applied for Community Eligibility Provisions, RULH Schools only had one building qualify for CEP but at the lowest rate of reimbursement.
 - a. See Google docs CEP
- 3. Receive 2018-2019 School Equipment Grant. High School will be receiving a new Combi Oven to be installed the Summer of 2019.
- 4. RULH Elementary School received the **Gold and Rising Star** level for achieving a school breakfast total ADP* of 70 percent to 79 percent. (gold level) and 30 percent higher than the previous school year. (rising star level).

D. Professional Standards for School Nutrition Professionals

- 1. **Approve** Requirements for School Nutrition Professionals for 2019-2020 set forth by NSLP:
 - a. At least 8 hours of food safety training is required either not more than five years prior to their starting date or completed 30 days of the employee's start date
 - b. Directors: 12 hours of annual continuing education. This in addition to the food safety training.
 - c. Managers: 10 hours of annual continuing education.
 - d. All other staff: at least 6 hours of annual continuing education
 - e. Part-Time Staff: Each year 4 hours of annual continuing education, regardless of the number of hours worked (<20 hours week). This would include cashiers and subs.
- 2. For the 2019-2020 school year we purchased the online School Food Handler training program to meet professional foodservice training for food-service staff. The program also tracks the hours and training categories to meet the professional standards of USDA/ODE.

E. Policies

- 1. Wellness Policy survey was conducted with staff for the 2018-2019 school year.
 - a. 2019-2020 School Wellness Committee members are: Physical Education teachers Mr. Scott and Mr. Woodward; School Nurse- Mrs. Manning; parents Mrs. Michael and Kacey Massie; Child Nutrition Director and FCS teacher- Mrs. Rau; FCS Middle School Teachers- Mrs. Skaggs; Elementary School Teacher- Mrs. Scott and Superintendent Jamie Wilkins. The committee met twice during the 2018-2019 school year. The Wellness committee has also applied for a grant from Action for Healthy Kids
 - b. The RULH School Wellness Committee will meet once a quarter during the 2019-2020 school year for a minimum of 1 hours in length for each meeting.
- 2. RULH Charge Policy
 - a. **Recommend** and approve to make a change to the RULH charge policy from \$10.00 to two meal charges at the school listed price.

F. Finances

Held _____ 20____

1. History of Revenue and Expenditures

		Begin Balance	Receipts	Expenditures	End Balance	Future Income
2016-2017	GRAND TOTALS:	88,804.59	370,686.95	507,524.12	-48,032.58	
2017-2018	GRAND TOTALS:	94.60	298,666.58	348,356.13	-49,594.95	
2018-2019	GRAND TOTALS:	0	385,159.46	470,496.19	-85,336.72	\$30,157

* NOTE: The ending balances doesn't reflect the final payments and payroll for May and June.

2. Meal Prices

- a. **Recommend** and approve Universal Breakfast for all RULH Schools for 2019-2020 school year.
- b. **Recommend** and approve meal price increase from \$2.90 to \$3.00 for the 2019-2020 school year for HS and MS lunch.
- c. **Recommend** and approve a price increase for ES lunch from \$2.85 to \$2.95.
- d. **Recommend** and approve adult meal price increase from to \$3.50 to \$3.65 for 2019-2020 school year.
- e. Reduced price at all buildings would remain at \$.40 unless changed in the new reimbursement chart from USDA for 2019-2020 school year.
- f. Milk and juice will remain at .50 cents.

* New reimbursement rates to schools for the 2019-2020 school year will not be available till early July

G. New Implementations

- 1. Installed a salad bar at the middle school and at the high school during the 2018-2019 school year. Student are offered fresh fruits and vegetables with each meal. The salad bar is also sold as a separate meal option or as a side component. During the 2019-2020 school year we will be implementing the salad bar for staff at the elementary school.
- 2. Increase the meal choice options at the high school, middle school and elementary school for breakfast from 1 choice to two choices.
- 3. Increase meal choices at the high school and middle school. High school provided 4 Entree options and 1-2 Deli Box options. The middle school provided 3 entree options and 1 Deli Box option. Plans are to increase Deli-Box option to wrap choices during the 2019-2020 school year at the high school and to increase the middle school entree option to 4 choices.
- 4. Provided sampling of products at the middle school and high school. Beverage options were tested at the high school and frozen slushy machine at the middle school. During the 2019-2020 school year we will be installing a frozen slushy machine that meets the fruit choice option at the middle school. It will be available for breakfast and as a la carte at lunch time with possible implementation at the high school later in the school year.
- 5. Goal is to bring in more sampling of products during the 2019-2020 school year.
- 6. Blue Jay Catering provided catering services for several events held during the 2018-2019 school year. The catering services profited around \$1300.00. The catering program for events held within the schools will continue during the 2019-2020 school year.
- 7. Join the EPC to increase options for buying items at lower prices.
- 8. Join the SWEPC to purchase commodities items.

4. Financial Reports & Resolutions

Subject	A. Minutes
Meeting	Jun 12, 2019 - Regular Meeting
Category	4. Financial Reports & Resolutions
Access	Public
Type	Action

Recommended Action To approve the minutes from the May 22, 2019 regular meeting as presented.
See draft copy of minutes attached for your review.

File Attachments

Held _____ 20____

May 22 2019_regular minutes.pdf (1,283 KB)

Executive Content

Please review draft minute records below, and advise of any noted additions or corrections.

Subject B. Financial Report

Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action Approve Financial reports as presented for the month ending May 31, 2019

Admin Content

Please see the following financial reports for the month ending May 31, 2019:

- A1 - Cash Reconciliation
- A2 - Financial Summary Report by Fund
- B - Summary Check Listing
- D - General Fund Appropriation Summary Report
- F - Utility Report

Administrative File Attachments
A1_CSHREC_MAY19_signed.pdf (32 KB)
A2_FINSUMM_MAY19.PDF (13 KB)
B_CHECKS_ALL_MAY19.PDF (10 KB)
D_APPSUM_BOARD_MAY19.PDF (6 KB)
F_Utility Report_2018-2019.pdf (103 KB)

Executive Content

Please see the following financial reports for the month ending May 31, 2019:

- A1 - Cash Reconciliation
- A2 - Financial Summary Report by Fund
- B - Summary Check Listing
- C - Vendor Detail Check Listing
- D - General Fund Appropriation Summary Report
- E - Summary Receipt Listing
- F - Utility Report
- G - Investment Ledger (as of 5/1/19 to include settlement from 4/29/19 that closed on 5/1/19)

I have also attached my monthly Detail Treasurer Report which gives a month to month comparison and explanations.

Executive File Attachments
A1_CSHREC_MAY19_signed.pdf (32 KB)
A2_FINSUMM_MAY19.PDF (13 KB)
B_CHECKS_ALL_MAY19.PDF (10 KB)
C_CHEKPY_BOARD_MAY19.PDF (55 KB)
D_APPSUM_BOARD_MAY19.PDF (6 KB)
E_RECRPT_MAY19.PDF (20 KB)
F_Utility Report_2018-2019.pdf (103 KB)
G_Investment Portfolio_053119.pdf (71 KB)
Treasurer Detail Report for Jun 12 2019.pdf (99 KB)

Subject C. Budgetary Additions and Modifications

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Meeting Jun 12, 2019 - Regular Meeting
Category 4. Financial Reports & Resolutions
Access Public
Type Action
Recommended Action To approve the budgetary revenue and appropriation modifications as presented by the Treasurer.

Admin Content
Due to large volume of transaction resulting from year-end budgetary closeouts, additions and modifications are being provided in the document attached for your review.

Administrative File Attachments
Budget Modifications_061219.pdf (167 KB)

Subject D. Approve Intrafund Transfers
Meeting Jun 12, 2019 - Regular Meeting
Category 4. Financial Reports & Resolutions
Access Public
Type Action
Recommended Action Approve the following intrafund transfers of funds as recommended by the treasurer:
- To Transfer \$57.60 from the Class of 2016 to the Class of 2017, to cover the negative fund balance remaining:
200-7200-910-907H-000000-003-00-000 (\$57.60)
200-5100-911L-000000-003 \$57.60
- To Transfer \$95.22 from the District Athletic Fund to the Varsity Volleyball fund, to cover the negative balance remaining:
300-7200-910-9300-000000-003-00-000 (\$95.22)
300-5100-9303-000000-003 \$95.22

Subject E. Final 2018-19 Amended Certificate of Estimated Resources
Meeting Jun 12, 2019 - Regular Meeting
Category 4. Financial Reports & Resolutions
Access Public
Type Action
Recommended Action To approve the Final Amended Certificate of Estimated Resources for the 2018-19 fiscal year as presented and authorize its submission to the Budget Commission.

Admin Content
See Final Amended Certificate attached in the amount of \$19,983,758.16 (Total incl Beginning Fund Balance of \$6,881,089.84). This represents a change from the last Amended Certificate adopted on 12/19/18 \$189,932.69.

Administrative File Attachments
AMDCERT_FINAL_18-19.PDF (7 KB)

Held _____ 20 _____

Subject F. Final 2018-19 Appropriation Resolution

Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action To approve the Final Fiscal Year-end 2018-19 Appropriation Resolution as presented and authorize its filing with County Auditor.

Admin Content
See Final 18-19 Appropriation Resolution attached in the amount of \$13,963,856.16. This represents a change of \$259,110.46 from the last appropriation resolution adopted 12/19/18.

Administrative File Attachments
APPRES_FINAL_18-19.PDF (34 KB)

Subject G. Temporary Amended Certificate of Estimated Resources - 2019-20

Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action To approve the proposed temporary Fiscal Year 19-20 Estimated Resources to be filed with the County Auditor in the amount of \$12,991,315.34.

Admin Content
Attached is the proposed Certificate of Estimated Resources for the 19-20 Fiscal Year beginning July 1, 2019.

Final revisions will be made to funds once a final State Budget is approved and final State Foundation Funding report is received, and once all activity budgets have been prepared by the advisors/coaches, and after new federal program funding has been allocated for FY20.

Administrative File Attachments
AMDCERT_TEMP_19-20.pdf (92 KB)

Subject H. Temporary Appropriation Resolution - 2019-20

Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action To approve the Temporary Fiscal Year 2019-20 Appropriations as presented in the amount of \$14,253,485.21.

Admin Content
Attached is the proposed Temporary Appropriation Resolutions measure for the 19-20 Fiscal Year beginning July 1, 2019.

Held _____ 20____

Final revisions will be made to funds once a final State Budget has been approved and the final State Foundation Funding report is received, and once all activity budgets have been prepared by the advisors/coaches, and after new federal program funding has been allocated for FY20.

Administrative File Attachments
APPRES_TEMP_19-20.PDF (32 KB)

Subject **I. Super Blanket PO's 19-20**

Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action To approve the list of "super" blanket purchase orders for the 2019-20 fiscal year as recommended by the treasurer.

Admin Content
See attached listing.

Administrative File Attachments
Blanket List_2019-20_FINAL.pdf (125 KB)

Subject **J. Hamilton Clermont Coop Annual Service Agreement FY20**

Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action To approve the annual agreement for services provided by HCC between July 1, 2019 and June 30, 2020 for the amount of \$21,062.29.

Admin Content
Said Services from Contract attached include, but are not limited to:

Fiscal Services (USAS, USPS, EIS) - \$3,416.20
Progress Book Suite - \$12,648.93
EMIS - \$1,545.00
Library Services/INFOhio Basic - \$3,452.16

Administrative File Attachments
Ripley Union Lewis Huntington Annual Services for FY20.pdf (707 KB)

Subject **K. VoIP Contract - 5 year- META Solutions**

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Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action To approve a 5 year contract agreement with META Solutions for the provision of VoIP Services at a rate of \$1,872.12/mo or \$22,465.44 per year.

Executive Content
See agreement attached.

Executive File Attachments
META Solutions_VoIP Contract.pdf (511 KB)

Subject L. Membership in EPC Purchasing Coop

Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action To approve a resolution to become a member of the Southwestern Ohio Educational Purchasing Council, a Regional Council of Government under Chapter 167 of the Ohio Revised Code for the financial benefit to the district in cooperative purchasing of various educational and food service products.

See Resolution attached.

File Attachments
Board Resolution to Join EPC Food Service_June 12 2019.pdf (10 KB)

Subject M. Motion and Second

Meeting Jun 12, 2019 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action **(Resol. #06-19-096)** Mr. Wilson moved and Mr. Oberschlake seconded upon the recommendation of the treasurer to approve the minutes, financial report, and financial resolutions as presented.

Yea - Mr. Cluxton Yea - 4 Nay - 0
Abs - Mrs. Huff Motion Carried - Y
Yea - Mr. Oberschlake
Yea - Mr. White
Yea - Mr. Wilson

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5. Facilities and Transportation

Subject	A. Sale of Used School Buses
Meeting	Jun 12, 2019 - Regular Meeting
Category	5. Facilities and Transportation
Access	Public
Type	Action
Recommended Action	To approve the sale by public auction by contract with Towler's Auction Service bus numbers #3, 5, 8 and 30 due there age, mileage, and cost to maintain/repair and therefore of no value to the District. Buses will be sold "as-is".
Towler's will advertise and display the buses on all their access sites and papers, and will receive a 10% commission on the sale price.	
<ul style="list-style-type: none">• Bus #3 - 2001 GMC Convent - #1GDM7T1C61J510531 - Tag#105648 - Diesel - 144,902 miles• Bus #5 - 2000 Blue Bird Trans - #1BAANCPA6YF090604 - Tag#103402 - Diesel - 169,961 miles• Bus #8 - 2001 Blue Bird Trans - #1BAAHCPA01F201046 - Tag#105650 - Diesel - 269,066 miles• Bus #30 - 2001 Blue Bird Trans - #1BAAHCPA71F201044 - Tag#105652 - Diesel - 145,248 miles	

Subject	B. Motion and Second
Meeting	Jun 12, 2019 - Regular Meeting
Category	5. Facilities and Transportation
Access	Public
Type	Action
Recommended Action	(Resol. #06-19-097) Mr. Oberschlake moved and Mr. Wilson seconded upon the recommendation of the transportation supervisor and treasurer of schools to approve the Facilities and Transportation resolutions as presented. --- --- --- Yea - Mr. Cluxton Yea - 4 Nay - 0 Abs - Mrs. Huff Motion Carried - Y Yea - Mr. Oberschlake Yea - Mr. White Yea - Mr. Wilson

6. Education /Curriculum/Instruction

Subject	A. Motion and Second
Meeting	Jun 12, 2019 - Regular Meeting
Category	6. Education/Curriculum/Instruction
Access	Public

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Type Action

Recommended Action__ moved and _____seconded upon the recommendation of the superintendent of schools to approve the Education/Curriculum/Instruction resolutions as presented.

_____ Mr. Cluxton _____ Yea _____ Nay

_____ Mrs. Huff _____ Motion Carried

_____ Mr. Oberschlake

_____ Mr. White

_____ Mr. Wilson

None presented at this time.

7. Personnel - Certified

Subject A. Natalie R. Wagner, Agricultural Teacher

Meeting Jun 12, 2019 - Regular Meeting

Category 7. Personnel - Certified

Access Public

Type Action

Recommended Action To approve Natalie R. Wagner as Agricultural Teacher and issue a 1 year contract effective August 1, 2019 at a salary of BA150 Step 0 pending verification

Subject B. Natalie R. Wagner - Contract for services

Meeting Jun 12, 2019 - Regular Meeting

Category 7. Personnel - Certified

Access Public

Type Action

Recommended Action To Approve a contract with Natalie R. Wagner for services prior to the start of the Teachers Limited Contract for CTE Agriculture Instructor. Said contract will be for no more than 10 days at her daily per diem rate as Teacher from June 17, 2019 to July 31, 2019.

Admin Content
See contract attached.

Administrative File Attachments
Vocational Ed AG_Consultant Agreement_Natalie Wagner.pdf (19 KB)

Subject C. Lt. Col. Michael Craig Palmer, MCJROTC Sr. Marine Instructor

Meeting Jun 12, 2019 - Regular Meeting

Category 7. Personnel - Certified

Access Public

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Type Action
Recommended Action To approve the employment of Lt. Col. Michael Craig Palmer as MCJROTC Senior Marine Instructor and award a 1 year 222 day contract at a wage set by the USMC for the 2019-20 school year.

Subject D. Motion and Second

Meeting Jun 12, 2019 - Regular Meeting

Category 7. Personnel - Certified

Access Public

Type Action

Recommended Action (Resol. #06-19-098) Mr. Wilson moved and Mr. Oberschlake seconded upon the recommendation of the superintendent of schools to approve the above personnel - certified resolutions as presented.

Yea - Mr. Cluxton Yea - 4 Nay - 0
Abs - Mrs. Huff Motion Carried - Y
Yea - Mr. Oberschlake
Yea - Mr. White
Yea - Mr. Wilson

8. Personnel - Academic/Fine Arts Supplementals/Extended Service

Subject A. Natalie R. Wagner, 50 Extended days

Meeting Jun 12, 2019 - Regular Meeting

Category 8. Personnel - Academic/Fine Arts Supplementals/Extended Service

Access Public

Type Action

Recommended Action To approve 50 extended days for Natalie R. Wagner, CTE Agricultural Teacher for the 2019-20 school year.

Subject B. Holly Hayden - A+ Coordinator

Meeting Jun 12, 2019 - Regular Meeting

Category 8. Personnel - Academic/Fine Arts Supplementals/Extended Service

Access Public

Type Action

Recommended Action To rescind the contract issued at the May 22 board meeting to Holly Hayden for A+ Coordinator and re-issue a 1 year supplemental contract at the full stipend of \$4,000.00.

The contract issued during the May 22 meeting was issued at \$2,500.00 in error. The supplemental stipend should be \$4,000.00

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Subject	C. 2019-20 Academic/Fine Arts Supplementals
Meeting	Jun 12, 2019 - Regular Meeting
Category	8. Personnel - Academic/Fine Arts Supplementals/Extended Service
Access	Public
Type	Action
Recommended Action	To approve and award the Academic/Fine Art Supplemental Contracts for the 2019-20 school year as presented.

2019-20 Supplemental Positions				
Job #	First Name	Last Name	Supplemental Position	Salary (per agreement)
2020-037	Jennifer	Scott	Accelerated Reader Coordinator-ES	Category IX*
2020-037	Kelly	Saelens	Accelerated Reader Coordinator - ES	Category IX*
2020-038	Mary	Sonner	Art Fair - ES	Category XI*
2020-038	JoAnn	May	Art Fair - ES	Category XI*
2020-039	Jenny	Brown	Musical Director - ES	Category VII
2020-040	Mary	Sonner	Science Club-ES	Category X*
2020-040	Jennifer	Scott	Science Club-ES	Category X*
2020-041	Jennifer	Scott	Science/Academic Fair-ES	Category X*
2020-041	Mary	Sonner	Science/Academic Fair-ES	Category X*
2020-042	Mary	Sonner	Yearbook-ES	Category IX
2020-043	Mary	Sonner	A+ Coordinator-ES	\$2,500.00
2020-044	Mary	Sonner	Technology Assistant-ES	\$1,500.00
2020-048	Jennifer	Gilpin	Academic Team-MS	Category VIII
2020-049	Jessica	Kahrs	Musical Director - MS	Category VII
2020-052	Whitney	Lovejoy	7th grade Power of the Pen	Category X
2020-053	Whitney	Lovejoy	8th grade Power of the Pen	Category X
2020-056	Whitney	Lovejoy	Student Council - MS	Category XI
2020-058	Jessica	Kahrs	5 - 8 Youth Choir	Category XI
2020-060	Collin	Flannery	Technology Assistant - MS	\$1500.00
2020-061	Jasmine	Osman	Academic Ceremony-HS	Category XI
2020-062	James	Gilkison	Art Fair - HS	Category XI
2020-065	Tim	Brown	Musical Director - HS	Category VII
2020-066	Linda	Douglas	National Honor Society	Category X
2020-067	Patty	Ream	Newspaper-HS	Category X
2020-068	Janet	Dugan	Pep club	Category X
2020-069	Tammy	Pfeffer	Prom Sponsor	Category IV*
2020-070	Jamie	Hampton	Science Club - HS	Category X
2020-072	Linda	Douglas	Spanish Club	Category X
2020-074	Tammy	Pfeffer	Student Council - HS	Category IX
2020-075	Patty	Ream	Yearbook-HS	Category VII
2020-077	Patty	Ream	Technology Assistant-HS	\$1,500.00

*indicates salary to be divided by sponsors

Subject	D. Motion and Second
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Category 8. Personnel - Academic/Fine Arts Supplementals/Extended Service

Access Public

Type Action

Recommended Action **(Resol. #06-19-099)** Mr. Wilson moved and Mr. Oberschlake seconded upon the recommendation of the superintendent of schools to approve the above personnel - Academic/Fine Arts supplementals resolutions as presented.

Yea - Mr. Cluxton Yea - 4 Nay - 0

Abs - Mrs. Huff Motion Carried - Y

Yea - Mr. Oberschlake

Yea - Mr. White

Yea - Mr. Wilson

9. Personnel - Athletic Supplementals

Subject **A. Fall & Winter Athletic contracts for 2019-2020**

Meeting Jun 12, 2019 - Regular Meeting

Category 9. Personnel - Athletic Supplementals

Access Public

Type Action

Recommended Action Approve the following athletic contracts as listed pending licensure:

MIDDLE SCHOOL:					
Job #	Position	First Name	Last Name	Contract	
2020-004	Jr. High Girls Cross Country	Nicole	Fulton	1 year Pupil Activity Contract	
2020-005	7th grade Cheerleading Advisor	Amanda	Brannock	1 year Pupil Activity Contract	
2020-011	MS Athletic Director	Nicole	Fulton	1 year Pupil Activity Contract	

HIGH SCHOOL:					
Job #	Position	First Name	Last Name	Contract	
2020-016	JV Volleyball	Kody	Gilkerson	1 year Pupil Activity Contract	
2020-017	Varsity Volleyball	Kody	Gilkerson	1 year Pupil Activity Contract	

Subject **B. Motion and Second**

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Category 9. Personnel - Athletic Supplementals

Access Public

Type Action

Recommended Action **(Resol. #06-19-100)** Mr. Wilson moved and Mr. Oberschlake seconded upon the recommendation of the superintendent of schools to approve the above personnel - athletic supplementals resolutions as presented.

Yea - Mr. Cluxton Yea - 4 Nay - 0

Abs - Mrs. Huff Motion Carried - Y

Yea - Mr. Oberschlake

Yea - Mr. White

Yea - Mr. Wilson

10. Administrative/Advisory

Subject A. Food Service - Lunch Prices for 2019-2020 school year

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action Approve meal prices for the 2019 - 2020 school year as listed below.

Universal Student breakfast (1st breakfast): Free

Second Student breakfast: \$1.85 **(10 cent increase)**

Full paid lunch prices: High School and Middle School \$3.00 **(10 cent increase)**

Elementary School \$2.95 **(10 cent increase)**

Adult breakfast: \$2.40 **(15 cent increase)**

Adult lunch: \$3.65 **(15 cent increase)**

Additional milk and/or juice: \$.50

Adult Salad Price per pound: \$5.00

File Attachments
2019-20 Price adjustment calculator.pdf (575 KB)
2019-20 Suggested Meal prices.pdf (49 KB)

Subject B. Food Service - Meal Components

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action Approve NSLP Breakfast and Lunch Meal Components RULH School District for the 2019-2020 school year.

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File Attachments
breakfast component.pdf (47 KB)
lunch component.pdf (45 KB)

Subject **C. Food Service - Smart Snacks**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action Approve NSLP Nutritional Standards of a la carte food and beverage and Smart Snacks sold in school for 2019-20 school year.

File Attachments
A Guide to Smart Snacks in School For School Year 2018-2019.pdf (2,098 KB)

Subject **D. Food Service - Professional Development**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action Approve Requirements for School Nutrition Professionals for 2019-2020 set forth by NSLP.

Professional Development Requirements for School Nutrition Professionals for 2019 - 2020 school year:

- a. At least 8 hours of food safety training is required either not more than five years prior to their starting date or completed 30 days of the employee’s start date
- b. Directors: at least 12 hours of annual continuing education. This in addition to the food safety training.
- c. Managers: 10 hours of annual continuing education.
- d. All other staff: at least 6 hours of annual continuing education
- e. Part-Time Staff: Each year 4 hours of annual continuing education, regardless of the number of hours worked (<20 hours week). This would include cashiers and subs.

Subject **E. Food Service - School Meal Charge Guidelines**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action Approve School Meal Charge Guidelines for 2019 - 2020 school year

File Attachments
Meal Charges Guidelines.pdf (126 KB)

Held _____ 20_____

Subject **F. Student Handbook - 2019-2020**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action 1st and final reading to approve the Student Handbook for the 2019-2020 school year.

Proposed changes to the Student Handbook

Page 14 Updated 5 parent calls/notes from year to semester

Page 15 Updated language regarding hours of total absences and non-credit status

Page 31 Updated meal prices for 2019-20 school year

Page 32 Revised charge limitations from \$10.00 to maximum of two meals

Page 33 Deleted last day to charge date

Page 43 Updated Valedictorian and Salutatorian guidelines

Page 65 Updated language regarding assignments if a student is suspended

Page 80 Added 2019-20 school calendar

File Attachments
2019-2020 Student Handbook Revision 6.3.19.Draft.pdf (671 KB)

Subject **G. Staff Handbook - 2019-2020**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action 1st and final reading to approve the staff handbook for the 2019-20 school year.

PROPOSED CHANGES TO STAFF HANDBOOK

Page 6 & 7 2019-2020 Calendar inserted

Page 9 Changing 5 parent calls/notes from per year to per semester

Page 11 Added statements regarding makeup assignments if a student is suspended

Page 12 Added Office Managed Behavior and Staff Managed Behavior

Page 13 Updated procedure to staff absence

Page 15 Changed when interims are issued

Page 16 Added that staff will add a minimum of one grade per week

Page 17 Updated cell phone usage for staff

Page 24 Updated Compliance Officer (Ken Stuckey)

Page 33 Updated Valedictorian and Salutatorian requirements and Early Graduation

Page 33 Updated tobacco language

Page 34 Updated Section I regarding electronic communication with students

Page 48 Added language regarding Shoes to Staff Dress and Grooming

File Attachments
Staff Handbook 2019-2020.6.3.19.DRAFT (2).docx (131 KB)

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Subject **H. Student-Athlete Handbook - 2019-2020**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action 1st and final reading to approve the Student-Athlete Handbook for the 2019-20 school year.

PROPOSED CHANGES TO STUDENT ATHLETE HANDBOOK

Page 12 Updated Facial hair regulations

File Attachments
Student Athlete Handbook Revision.6.3.19.DRAFT (1).docx (76 KB)

Subject **I. Coach Handbook - 2019-2020**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action 1st and final reading to approve the Coach Handbook for the 2019-2020 school year.

PROPOSED CHANGES TO COACH HANDBOOK

Page 13 Added language regarding means of communication to student athletes

File Attachments
Coaches Handbook Revision 6.3.19.DRAFT.doc (156 KB)

Subject **J. Resolution Declaring Necessity to Levy PI Renewal Tax**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action To approve for the purpose of levy renewal, a resolution to the County Auditor Declaring Necessity of Renewing a General Purpose Permanent Improvement Tax Levy in Excess of Ten Mill Limitation at a rate of 2.6 Mills for each one dollar of valuation for five years.

See resolution attached.

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File Attachments
RULH (PI Levy Renewal) Resolution of Necessity RML020719.pdf (18 KB)

Subject **K. Contract for services with the Brown County ESC**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action To approve and award the contract for services with the Brown County Educational Service Center for the 2019-2020 school year in the amount of \$414,238.

Admin Content
See contract attached.

Administrative File Attachments
Service Agreement_BCESC_RULH_19-20.pdf (147 KB)

Subject **L. Motion and Second**

Meeting Jun 12, 2019 - Regular Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action **(Resol. #06-19-101)** Mr. Oberschlake moved and Mr. White seconded upon the recommendation of the superintendent of schools to approve the above Administrative/Advisory resolutions as presented.

Yea - Mr. Cluxton Yea - 4 Nay - 0
Abs - Mrs. Huff Motion Carried - Y
Yea - Mr. Oberschlake
Yea - Mr. White
Yea - Mr. Wilson

11. Executive Session

Subject **A. Motion and Second to enter Executive Session**

Meeting Jun 12, 2019 - Regular Meeting

Category 11. Executive Session

Access Public

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Held _____ 20____

Type Action
Recommended Action _____ moved and
_____ seconded
the motion to enter Executive Session for the purpose of: (See attachment)

There were no matters requiring executive session at this time.

12. Old Business

13. New Business

Subject A. Resignation of Board Member Jeff White

Meeting Jun 12, 2019 - Regular Meeting

Category 13. New Business

Access Public

Type Information

Board Member Jeff White informed the board that this would be his last meeting as a school board member for RULH School District, due to he and his wife recently moving to her family farm in Kentucky. Mr. White noted that he appreciated and valued his time as a board member, and appreciated all the support he had received from the Board, and administrators that he has had to opportunity to serve with. He also wished to thank all the teachers and staff members who have and continue to serve RULH Schools and its students.

Mr. Wilkins then presented Mr. White with a framed certificate recognizing his 6 years of service as a school board member, and extended the entire board and districts gratitude for his dedication and commitment to meeting the needs of the students and the staff.

Discussion was then held on the steps that would need to be followed in finding a suitable replacement to fill the board seat of Mr. White. Mr. Rowley referred them to policy #0145 regarding the steps to be followed. After some discussion it was decided that a Special Board meeting would be held.

Subject B. Schedule Special Board Meeting.

Meeting Jun 12, 2019 - Regular Meeting

Category 13. New Business

Access Public

Type Action

Recommended Action To schedule a special board meeting at the high school lecture hall on July 1, 2019 to interview and select a candidate to fill the board vacancy seat of Mr. Jeff White.

Mr. Cluxton noted that a special board meeting would need to be held, but that it could not be held earlier than 10 days. After discussion among the members, and phone correspondence with Mrs. Huff it was determined that the special meeting would be held on July 1, 2019 at the high school lecture hall at 7pm. Each candidate would be scheduled for an interview at that meeting.

Mr. Wilkins stated that he would be causing to be posted on the district web page, Facebook, and twitter accounts and that Mr. Rowley would be posting in the local papers that the District would be seeking qualified candidates, and that all interest candidates shall submit a written letter of intent.

Subject C. Motion and Second

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Meeting Jun 12, 2019 - Regular Meeting

Category 13. New Business

Access Public

Type Action

Recommended Action **(Resol. #06-19-102)** Mr. Wilson moved and Mr. Oberschlake seconded upon the recommendation of the board to approve the scheduling of a Special Board Meeting on July 1, 2019.

Yea - Mr. Cluxton Yea - 4 Nay - 0

Abs - Mrs. Huff Motion Carried - Y

Yea - Mr. Oberschlake

Yea - Mr. White

Yea - Mr. Wilson

14. Correspondence

15. Adjourn

Subject A. Adjourn

Meeting Jun 12, 2019 - Regular Meeting

Category 15. Adjourn

Access Public

Type Action

Recommended Action Mr. Oberschlake moved and Mr. White seconded to adjourn the meeting at 9:00 pm.

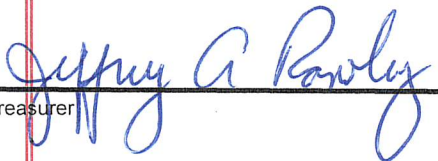
Yea - Mr. Cluxton Yea - 4 Nay - 0

Abs - Mrs. Huff Motion Carried - Y

Yea - Mr. Oberschlake

Yea - Mr. White

Yea - Mr. Wilson


Treasurer


Board President