

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_



Wednesday, November 15, 2017  
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: Nov 15, 2017 - Regular Meeting  
Category: 1. Welcome/Opening  
Access: Public  
Type: Procedural  
Yea - Mr. Cluxton  
Yea - Mrs. Huff  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

Also in attendance was James Wilkins II –Superintendent, Jeff Rowley-Treasurer, Chris Young, Aric Fiscus, Jerod Michael, John Schwierling, Jerry Kelley, Kathy Kelley, and a few guest

Subject: B. Pledge of Allegiance  
Meeting: Nov 15, 2017 - 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  
Meeting: Nov 15, 2017 - Regular Meeting  
Category: 2. Public Comments/Visitors  
Access: Public  
Type: Information  
No one had signed in to address the board.

**3. Administrative Report**

Subject: A. James Wilkins, Superintendent Monthly Update

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Meeting Nov 15, 2017 - Regular Meeting

Category 3. Administrative Report

Access Public

Type Information, Report

**Subject B. Chris Young, High School Principal**

Meeting Nov 15, 2017 - Regular Meeting

Category 3. Administrative Report

Access Public

Type Information

R.U.L.H. High School  
Board Report  
November 15, 2017

- Thank you again to all the veterans who participated in our program on Thursday, November 9th. The student body was well behaved and the cadets, choir, and band were outstanding. Thanks again to our guest speaker, Sergeant Major Otis Kokensparger.
- Congratulations once again to Cadet Brian Dunn for winning the Legion of Valor Bronze Cross Award
- The Night at the Nest for Winter Sports will be held on Tuesday, November 21st at 7:00 PM
- Sophomores will be taking a field trip to the Southern Hills CTC on Tuesday, November 21st
- Juniors and any Senior wanting to retest were administered the ASVAB on Tuesday, November 14th
- Juniors, Seniors, and Advanced English 10 students are participating in an ACT Writing Pilot on Wednesday, November 15th and Thursday, November 16th.
- The RULH School Pantry is planning to provide Thanksgiving meals to all families involved in the program... approximately 65
- The HS Girls Basketball Preview is Friday, November 17th & the HS Boys Basketball Preview is Friday, November 24th
- The HS Boys Basketball Teams and Cheerleaders will be participating in a Foundation Game at Western Brown High School
- Seniors will be having a Thanksgiving Feast on Tuesday, November 21st at 10:30 AM
- No Shave November Fundraiser is underway

**Subject C. Jerod Michael - Middle School Principal**

Meeting Nov 15, 2017 - Regular Meeting

Category 3. Administrative Report

Access Public

Type Information

RULH Middle School  
Board Report  
November 2017

I felt the PD day was very good and informational. We are trying to use DataMap and work on using UDL in our daily instruction. The DataMap team did a great job in presenting and the middle school team took that back and utilized it to look at data trends in our students.

Basketball season is in full swing. We are proud of all of our young people that tied out and made the teams. We have a 7th and 8th grade boys team and we have an 8th grade girls team.

Veterans day activities and assembly was held a bit different than the other schools this year. We had each grade level make cards, letters, poems and signs for veterans. We delivered the cards, letters and poems to veteran's home and put them in their rooms.

"Real money real world" came in to do a presentation for our 8th graders. This program was a huge success for our students. I was hearing students talk about it for days after.

The AAA reward trip set off to a Cincinnati Cyclones game. There were 80 students on this trip that earned the right to go. I have had many positive reports coming in from teachers about their behavior on this trip.

The Night at the Nest for Winter Sports will be held on Tuesday, November 21st at 7:00 PM

**Subject D. Aric Fiscus - Elementary School Principal**

Meeting Nov 15, 2017 - Regular Meeting

Category 3. Administrative Report

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Access Public

Type Information

RULH Elementary  
Board Report  
November 2017

Reading Improvement and Monitoring Plans for those students who are off-track or in danger of not scoring at the proficient level on state tests have been sent home. We have 110 RIMPs in place.

The fall administration of the Third Grade ELA AIR test was given to students on October 24 through October 27. Results should be in prior to Christmas break. Students who did not achieve the promotion number will be given the Terra Nova prior to the spring administration of the Third Grade ELA AIR test.

Our first nine weeks PBIS incentive "Green Party" was held on November 3. 149 students were eligible to participate. Mr. Fiscus also had his hair painted green that day due to the fact that the building achieved it first nine weeks' goal of 500 AR points.

RULH Elementary held its annual Veterans' Day program on November 10. Breakfast was served to veterans in attendance. The program was attended by the entire student body who sang a song together for the veterans led by Mrs. Brown. Many members of the community also attended. Many thanks to the RULH High School MCJROTC and Master Gunnery Sergeant Phillips for their assistance with the program.

We are excited to report that we administered the Terra Nova to students who had been retained due to not meeting the requirements of the Third Grade Reading Guarantee. Four of those students were able to achieve the necessary score and were moved into fourth grade this past Monday.

At the conclusion of his report, Mr. Wilkins acknowledged Mr. Fiscus being elected to the Lynchburg-Clay Athletic Hall of Fame due to his many years of coaching and service as AD at LC.

Subject **E. Pam Sebastian - Special Education Coordinator**

Meeting Nov 15, 2017 - Regular Meeting

Category 3. Administrative Report

Access Public

Type Information

**4. Financial Reports & Resolutions**Subject **A. Minutes**

Meeting Nov 15, 2017 - Regular Meeting

Category 4. Financial Reports &amp; Resolutions

Access Public

Type Action

Recommended Action Approve the minutes from the October 18, 2017 regular meeting, and the October 26, 2017 special meeting as presented.

See draft copy of minutes attached for your review.

## File Attachments

October 18 2017 regular minutes-draft .pdf (1,267 KB)

October 26 2017 regular minutes-draft .pdf (1,196 KB)

Executive Content

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

Subject **B. Financial Report**

Meeting Nov 15, 2017 - Regular Meeting

Category 4. Financial Reports &amp; Resolutions

Access Public

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**Recommended Action** Approve Financial reports as presented for the month ending October 31, 2017

**Admin Content**

Please see the following financial reports for the month ending October 31, 2017:

- 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\_OCT17\_Signed.pdf (20 KB)
- A2\_FI NSUMM\_OCT17.PDF (11 KB)
- B\_CHECKS\_ALL\_OCT17.PDF (24 KB)
- D\_APPSUM\_BOARD\_OCT17.PDF (6 KB)
- F\_Utility Report\_2017-2018 .pdf (66 KB)

**Executive Content**

Please see the following financial reports for the month ending October 31, 2017:

- 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

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

**Executive File Attachments**

- A1\_CSHREC\_OCT17\_Signed.pdf (20 KB)
- A2\_FINSUMM\_OCT17.PDF (11 KB)
- B\_CHECKS\_ALL\_OCT17.PDF (24 KB)
- C\_CHEKPY\_BOARD\_OCT17.PDF (56 KB)
- D\_APPSUM\_BOARD\_OCT17.PDF (6 KB)
- E\_RECRIPT\_OCT17.PDF (17 KB)
- F\_Utility Report\_2017-2018 .pdf (66 KB)
- Treasurer Detail Report for Nov 15 2017.pdf (84 KB)

**Subject** C. Amended Certificate of Estimated Resources #2

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 4. Financial Reports & Resolutions

**Access** Public

**Type** Action

**Recommended Action** Approve the Amended Certificate of Estimated Resources #2 totaling \$19,909,876 .95 as presented by the Treasurer.

**Executive Content**

See revised Amended Certificate attached, and worksheet explaining the changes by fund.

**Executive File Attachments**

- RULH\_AMEND CERT CHANGES\_NOV 2017\_2 .pdf (103 KB)
- AMDCERT\_BOARD\_2\_111517 .PDF (7 KB)

**Subject** D. Permanent Appropriation Resolution #2

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 4. Financial Reports & Resolutions

**Access** Public

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Recommended Action Approve the Permanent Appropriation Resolution #2 totaling \$13,283,792.69 as presented by the Treasurer.

Executive Content

See revised Appropriation Resolution attached and a worksheet showing the changes by fund.

Executive File Attachments

Approv Modifications\_Board\_No2\_2017-18 .pdf (62 KB)  
APPRES\_BOARD\_PERM2\_111517 .PDF (32 KB)

Subject **E. Motion and Second**

Meeting Nov 15, 2017 - Regular Meeting

Category 4. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action (Resol. #11-17-37) Mr. Cluxton moved and Mrs. Huff seconded upon the recommendation of the treasurer to approve the minutes, financial report, and financial resolutions as presented.

Yea - Mr. Cluxton Yea - 5 Nay - 0  
Yea - Mrs. Huff Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

**5. Facilities and Transportation**

Subject **A. Motion and Second**

Meeting Nov 15, 2017 - Regular Meeting

Category 5. Facilities and Transportation

Access Public

Type Action

Recommended Action \_\_\_\_\_ moved and \_\_\_\_\_ seconded upon the recommendation of the superintendent and treasurer of schools to approve the Facilities and Transportation resolutions as presented.

\_\_\_ Mr. Cluxton \_ Yea \_ Nay  
Mrs. Huff Motion carried  
Mr. Sims  
Mr. White  
Mr. Wilson

No items to discuss at this time.

**6. Education/Curriculum/Instruction**

Subject **A. Spanish Club Trip to Peru, June, 2019**

Meeting Nov 15, 2017 - Regular Meeting

Category 6. Education/Curriculum/Instruction

Access Public

Type Action

Recommended Action To approve a Spanish Club trip to Peru June 19 to June 27, 2019.

On June 19, 2019, the HS Spanish Club students will travel to Peru to explore famous historic sites, heritage and diversity of different cultures that have been studied in class. The date of this trip is June 19 to June 27, 2019.

Students will travel by bus to the airport, and will fly to Peru.

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Linda Douglas, Spanish teacher, will be head chaperone and in charge of the trip.

Approximate costs are \$3,000 per student which will be somewhat offset through fundraising. Remaining costs will be paid by students.

File Attachments  
Peru trip June, 2019.pdf (1,101 KB)

**Subject** B. Motion and Second

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 6. Education/Curriculum/Instruction

**Access** Public

**Type** Action

**Recommended Action** (Resol. #11-17-38) Mr. Cluxton moved and Mrs. Huff seconded upon the recommendation of the superintendent of schools to approve the Education/Curriculum/Instruction resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
Yea - Mrs. Huff      Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

**7. Executive Session**

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

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 7. Executive Session

**Access** Public

**Type** Action

**Recommended Action** \_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion to enter Executive Session for the purpose of: (See attachment)

No items requiring executive session at this time.

File Attachments  
Exec session language in detail.pdf (38 KB)

**8. Personnel - Classified**

**Subject** A. Employment of Stacy Fridley as a Paraprofessional

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 8. Personnel - Classified

**Access** Public

**Type** Action

**Recommended Action** To approve the employment of Stacy Fridley as a Paraprofessional at the Elementary School and issue a 1 year contract at Step O for the 2017-18 school year pending background checks. Ms. Fridley is proper licensed.

**Subject** B. Employment of Jennifer Dunn as a Paraprofessional

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 8. Personnel - Classified

**Access** Public

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Recommended Action To approve the employment of Jennifer Dunn as a Paraprofessional at the High School and issue a 1 year contract at Step 3 for the 2017-18 school year pending background checks. Ms. Dunn is properly licensed.

Subject C. Motion and Second

Meeting Nov 15, 2017 - Regular Meeting

Category 8. Personnel - Classified

Access Public

Type Action

Recommended Action (Resol #11-17-39) Mrs. Huff moved and Mr. Sims seconded upon the recommendation of the superintendent of schools to approve the above personnel-classified resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs .            Huff Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

### 9. Personnel - Substitutes

Subject A. Patricia Ellis as a Gate Worker

Meeting Nov 15, 2017 - Regular Meeting

Category 9. Personnel - Substitutes

Access Public

Type Action

Recommended Action To approve the placement on the Classified substitute list of Patricia Ellis as a Gate Worker for the 2017-18 school year.

Subject B. Motion and Second

Meeting Nov 15, 2017 - Regular Meeting

Category 9. Personnel - Substitutes

Access Public

Type Action

Recommended Action (Resol. #11-17-40) Mr. Cluxton moved and Mrs. Huff seconded upon the recommendation of the superintendent of schools to approve the above personnel-substitutes resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs . Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

### 10. Personnel - Supplementals

Subject A. Deedra Arthur as Co-Prom Sponsor

Meeting Nov 15, 2017 - Regular Meeting

Category 10. Personnel - Supplementals

Access Public

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**Recommended Action** To Approve the employment of Deedra Arthur as a Co-Prom Sponsor and issue a Supplemental contract for Prom Sponsor for the 2017-18 school year. Ms. Arthur will split the Prom Sponsor supplemental with Tammy Pfeffer. Mrs. Pfeffer was approved at the June 14, 2017 board meeting.

**Subject** B. Motion and Second

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 10. Personnel - Supplementals

**Access** Public

**Type** Action

**Recommended Action** (Resol. #11-17-41) Mrs. Huff moved and Mr. Cluxton seconded upon the recommendation of the superintendent of schools to approve the above personnel - supplemental resolutions as presented.

Yea - Mr. Cluxton      Yea - 5 Nay - 0  
 Yea - Mrs. Huff      Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**11. Personnel - Athletic**

**Subject** A. Employment of Martie Bradford as JV Cheerleading Coach

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 11. Personnel - Athletic

**Access** Public

**Type** Action

**Recommended Action** To approve Martie Bradford as JV Cheerleading Coach due to the resignation of Latessa Ellis at the October 18, 2017 board meeting and issue a Pupil Activity contract effective from October 19, 2017 to June 30, 2018. Said contract rate will be pro-rated based on the number of practices/events managed by each.

**Subject** B. Elaine Manning as a Volunteer for Jr. High Girls B-ball

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 11. Personnel - Athletic

**Access** Public

**Type** Action

**Recommended Action** To approve Elaine Manning as an unpaid volunteer for Jr. High Girls Basketball for the 2017-18 school year.

**Subject** C. Corey Henschen as a Volunteer for High School Boys Basketball

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 11. Personnel - Athletic

**Access** Public

**Type** Action

**Recommended Action** To approve Corey Henschen as an unpaid volunteer for High School Boys Basketball for the 2017-18 school year.

**Subject** D. Motion and Second

**Meeting** Nov 15, 2017 - Regular Meeting

**Category** 11. Personnel - Athletic



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Access Public

Type Action

Recommended Action (Resol. #11-17-42) Mr. Sims moved and Mrs. Huff seconded upon the recommendation of the superintendent of schools to approve the above personnel - athletic resolutions as presented.

Yea - Mr. Cluxton    Yea - 5 Nay - 0  
 Yea - Mrs. Huff    Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**1.2. Administrative/Advisory**

Subject **A. Agreement with BCESC regarding Business Advisory Council**

Meeting Nov 15, 2017 - Regular Meeting

Category 12. Administrative/Advisory

Access Public

Type Action

Recommended Action To approve the joint resolution with the Brown County Educational Service Center regarding appointment of a Business Advisory Council.

This resolution will allow the Brown County Educational Service Center to oversee and organize the Business Advisory Council.

Subject **B. Revise Policy 3140 - Termination and Resignation**

Meeting Dec 5, 2017 - Regular Meeting

Category 12. Administrative/Advisory

Access Public

Type Action

Recommended Action To approve the 1st and final reading to revise/update policy 3140 - Termination and Resignation.

Policy 3140 is being revised to reflect that a resignation, once accepted by the Superintendent, may not then be rescinded. It previously stated that by the Board.

File Attachments  
 PO 3140.pdf (105 KB)

Subject **C. Revise Policy 4140 Termination and Resignation**

Meeting Nov 15, 2017 - Regular Meeting

Category 12. Administrative/Advisory

Access Public

Type Action

Recommended Action To approve the 1st and final reading to revise/update policy 4140 - Termination and Resignation.

Policy 4140 is being revised to reflect that a resignation, once accepted by the Superintendent, may not then be rescinded. It previously stated that by the Superintendent and/or Board.

File Attachments  
 PO 4140.pdf (105 KB)

Subject **D. Motion and Second**

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Category 12. Administrative/Advisory

Access Public

Type Action

Recommended Action (Resol. #11-17-43) Mr. Cluxton moved and Mrs. Huff seconded upon the recommendation of the superintendent of schools to approve the administrative/advisory resolutions as presented.

Yea - Mr. Cluxton Yea - 5 Nay - 0  
 Yea - Mrs. Huff Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**13. Old Business**

Subject A. Dedication of the Shelter House at ES

Meeting Nov 15, 2017 - Regular Meeting

Category 13. Old Business

Access Public

Type Discussion

Mr. Wilkins reported that he had spoken with Carol Sue Stivers at the Veterans Day program regarding dates for the dedication of the Shelter House. She is to give him some prospective dates by the end of November.

**14. New Business**

Subject A. New Business Items

Meeting Nov 15, 2017 - Regular Meeting

Category 14. New Business

Access Public

Type Information

- Mr. Wilkins noted that he and Mr. Young, and the AD's will be taking to and gathering proposals from different providers to obtain contracted Athletic Training and Physical Therapy for designated sporting events.
- Mr. Wilson and the board wish to extend condolences to the Family of Mike Hines who had coached soccer and baseball for RULH Schools for several years.

**15. Correspondence**

Subject A. Thank you card

Meeting Nov 15, 2017 - Regular Meeting

Category 15. Correspondence

Access Public

Type Discussion

Thank you card from Kathy Bright's family

**16. Adjourn**

Subject A. Adjourn

Meeting Nov 15, 2017 - Regular Meeting

Category 16. Adjourn

Access Public

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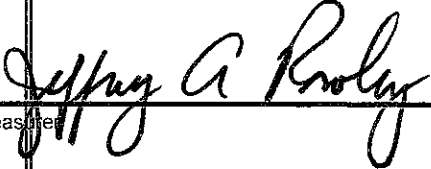
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Recommended Action

Mr. Cluxton moved and Mr. White seconded to adjourn the meeting at 8: 26 pm.

Yea - Mr. Cluxton    Yea - 5 Nay - 0  
Yea - Mrs. Huff    Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

Treasurer



Board President



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