

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

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**Wednesday, October 19, 2016  
Regular Board Meeting  
7:00 p.m.**

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

**1. Welcome/Opening**

**Subject**           **A. Roll Call**  
Meeting            Oct 19, 2016 - Regular Board Meeting  
Category           1. Welcome/Opening  
Access             Public  
Type                Procedural  
Yea - Mr. Cluxton (arrived at 7:18 pm)  
Absent - Mrs. Huff  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

Also in attendance was Dr. Linda Naylor-Superintendent, Jeff Rowley-Treasurer, Martha Jacobs, Col. James Clark, SgtMjr Kokensparger, Pam Sebastian, Debbie Mitchell, Cheryl and Kenny Roberts, Kelly Caudill, Dana Adams, Mike Scanlan, Susie Skinner-HS Principal, Melody Dragoo, John Schwierling, Tim Brown and few guest

**Subject**           **B. Pledge of Allegiance**  
Meeting            Oct 19, 2016 - Regular Board 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."

**Subject**           **C. Call for additions, deletions, or revisions to the agenda**  
Meeting            Oct 19, 2016 - Regular Board Meeting  
Category           1. Welcome/Opening

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Access Public

Type Action

**2. Executive Session****Subject A. Motion and Second**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 2. Executive Session

Access Public

Type Action

Recommended Motion and Second to enter into Executive (See attachment)  
Action

There being not items for discussion requiring executive session, the regular meeting continued.

**3. Public Comments/Visitors****Subject A. Public Comments**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 3. Public Comments/Visitors

Access Public

Type Information

- Dana Adams and Kelly Caudill were present to discuss their sadness and disapproval over recent actions of individuals at the recent Ripley sponsored Cross Country Meet, where the senior banners for the High School Soccer team that were hanging on the field fence were taken down, some being damaged, and the blue cups place in the fence recognizing the soccer seniors were rearranged to spell X-Country. Mrs. Adams read a prepared statement on behalf of the parents and coaches who put together the money and efforts for these senior banners and team recognition. Mrs. Adams noted that since they started this practice a few years ago, they have always invited the other teams to participate in this senior recognition as well. She further noted that on October 14th, they were notified that Cross Country was upset over not being notified about the Senior Recognition and Banners. She stated that last year Cross Country was invited to participate and choose not to. She noted that this year, Cross Country was invited to the Senior Recognition night at the home soccer game, but that Cross Country chose not to participate. The groups issue was not with the banners being removed for the meet, but rather that no one contacted them about being removed, and several of the senior banners were damaged in the process.
  - Mr. Wilson noted that neither the Athletic Director nor Mrs. Skinner were made aware of what had transpired until the following day.
  - Mr. Sims wanted to know if Mrs. Skinner had contact the Coaches. Mrs. Skinner noted that she was waiting to gather all the information regarding the matter, and that they would be contacted about setting up a meeting to discuss.
  - Mrs. Adams noted that they were simply looking for an explanation/apology, and restitution for the damaged senior banners
  - Mr. Sims assured them that the matter would be discussed with those involved, and they were to be reimbursed for the cost of their losses.

**4. Superintendent's Reports****Subject A. Presentation by MCJROTC**

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Category 4. Superintendent's Reports

Access Public

Type Information

Col. James Clark and SgtMjr Kokensparger, Ripley MCJROTC instructors, were given the floor to make a special presentation. They presented Susie Skinner, High School Principal with a Eagle Trophy representing Ripley MCJROTC as being recognized as the Director's School of Distinction in Region 3 of the Marine Corps JROTC Program which consist of approximately 50 local school districts. Col. Clark thanked not only Mrs. Skinner, but Dr. Naylor and the entire board for their continued support of the program. Col. Clark noted that each program is judged on several different areas including cadet grades in school, discipline, physical fitness, sharp shooting scores, extracurricular events and activities, and community involvement. This achievement is just one step below the highest honor, which is the Navy School of Honor.

**Subject B. Superintendent's Monthly Report**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 4. Superintendent's Reports

Access Public

Type Information

**Superintendent Report for October 2016****Vision, Continuous Improvement and Focus of District Work**

- On Wednesday, October 19, I met with Dr. Kevin Boys, President of SSCC, regarding the possibility of District strategic planning sessions. She noted that she would have more information coming up in New Business.

**Communication and Collaboration**

- I attended the Administrative Breakfast at the Brown County Fair on Tuesday, September 27 sponsored by the Brown County ESC and 40 Developmental Assets.
- I attended the National Honor Society induction ceremony on Friday, October 14.
- I have worked with several staff members on setting up their component on the new web page, and worked with Mr. Klepper and Mr. Curtis to finalize the page for release.
- On Monday, October 17, I attended the Legal Seminar at the Brown County ESC regarding new attendance regulations.

**Policies and Governance**

- I attended the Hopewell Region 14 Governing Board meeting on Thursday, September 22, 2016. This was followed by a meeting with the two state school board candidates, which was followed by a session with the new Meta Solutions CFO and CEO to provide an update on the Meta/SCOCA merger.
- I facilitated a meeting of the RULH administrative team on Thursday, September 22.
- I met with OAPSE representatives in regards to interpretation of the contract for lead cook pay.
- I met with a group to debrief the events of Friday, October 7.

**Instruction**

- On Tuesday, October 4 and October 11, I met with the Acceleration Committee and several high school students and their parents to review their request to graduate early.
- On Monday, October 10, I met with the PD Committee to discuss plans for the remaining in-service days during this school year.

**Resources**

- I interviewed applicants for substitutes on Tuesday, October 18.

**5. Financial Reports & Resolutions**

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**Subject A. Minutes**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 5. Financial Reports & Resolutions

Access Public

Type Action

Recommended To approve the minutes from the September 21, 2016 regular meeting as presented.  
Action

File Attachments  
[Regular Board Meeting September 21 2016 draft 1.pdf \(1,372 KB\)](#)

Executive Content

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

**Subject B. Financial Reports**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 5. Financial Reports & Resolutions

Access Public

Type Action

Recommended To approve the Financial Reports as presented for the month ending September 30,  
Action 2016.

Attached is a month to month comparison of Sept 2015 to Sept 2016 showing the reduction in the District's monthly Electrical Use Charges as a result of the recently completed HB264 Energy Savings Program.

File Attachments  
[Utility Report 2016-2017.pdf \(1,350 KB\)](#)

Admin Content

Please see the following financial reports for the month ending September 30, 2016:

- A1 - Cash Reconciliation
- A2 - Financial Summary Report by Fund
- B - Summary Check Listing
- D - General Fund Appropriation Summary Report
- F - Utility Report (see Public Content)

Administrative File Attachments  
[B CHECKS ALL SEPT16.PDF \(23 KB\)](#)  
[A2 FINSUMM SEPT16.PDF \(39 KB\)](#)  
[A1 CSHREC SEPT16 signed.pdf \(20 KB\)](#)  
[D APPSUM BOARD SEPT16.PDF \(6 KB\)](#)

Executive Content

Please see the following financial reports for the month ending September 30 2016:

- 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

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F - Utility Report (see Public Content)

I have also attached my monthly detail Treasurer Report which gives a month-to-month comparison and explanation.

- Executive File Attachments
- [C CHEKPY BOARD SEPT16.PDF \(51 KB\)](#)
  - [B CHECKS ALL SEPT16.PDF \(23 KB\)](#)
  - [A1\\_CSHREC SEPT16 signed.pdf \(20 KB\)](#)
  - [E RECRPT SEPT16.PDF \(19 KB\)](#)
  - [D APPSUM BOARD SEPT16.PDF \(6 KB\)](#)
  - [A2 FINSUMM SEPT16.PDF \(39 KB\)](#)
  - [Treasurer Detail Report for October 19 2016.pdf \(103 KB\)](#)

**Subject C. 5 Year Forecast and Assumptions**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 5. Financial Reports & Resolutions

Access Public

Type Action

Recommended To approved the October 2016 5 Year Forecast as presented.  
Action

Attached is the a draft of the RULH School District 5 year Forecast and Assumptions/Notes to be file with ODE pending board review and approval.

Mr. Rowley gave a brief presentation of some the key changes planned into the October 2016 5 Year Forecast which included:

- A noted reduction in *Other Revenue* between 2017 and 2018 due to a reduction in E-Rate funding of \$52,024, and removal of an insurance claim reimbursement from 2017 of \$10,904. Also a reduction in planned revenue from tuition and open enrollment due to drops in enrollment.
- A noted reduction in *Other Revenue* between 2018 and 2019 due to a continued decline in E-Rate funding of \$55,770.
- An increase noted in *Personal Services Expenditures* between 2018 and 2019 due note only to regular salary step increases, but due to fact we have 3 Teachers and 2 OAPSE employees eligible for retirement with a potential leave earned payout of \$98,000 and \$15,000 respectively.
- An increase noted in *Personal Services Expenditures* between 2019 and 2020 due to 1 Teacher being eligible to retire and the payment of super severance to the 3 retirees from 2019 at \$15,000 each, and due to 3 additional OAPSE employees being eligible to retire.
- Capital Outlay Expenditures as follows in 2017:
  - Purchase of another 2 buses - \$197,500
  - Replacement of Security gate(s) at ES - \$13,000. To be covered by insurance claim.
  - Paving of rear parking lot at HS - \$68,000
  - Resurfacing of running track - \$86,000
  - Concrete work at ES and MS for storage building and softball field side walk.
  - Resurfacing/Seeding of HS soccer field - \$12,000
  - 3 New storage buildings - \$6,800
  - HS Greenhouse - \$24,000
- Capital Outlay Expenditures in 2018:
  - HS HVAC unit replacements/updates/Preventative Maintenance - \$80,000
  - Purchase of another 1 bus - \$90,000
- Capital Outlay Expenditures in 2019:
  - HS HVAC unit replacements/updates/Preventative Maintenance - \$80,000
  - Purchase of a Bus and a new Van - \$120,000

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File Attachments

[Five Year Forecast Draft Oct16.pdf \(73 KB\)](#)

[Forecast Assumptions RULH Draft Oct16.pdf \(125 KB\)](#)

**Subject D. Used Van Purchase**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 5. Financial Reports & Resolutions

Access Public

Type Information

A used Transportation Van to serve as a back-up vehicle for our regular route van, and to also serve as a small group transportation unit was purchased from Jerry Haag Motor's at a total cost of \$17,500. This van is the same year, make and model as our current van. A 2013 Chevy Express 1500, 8 Passenger Van with 79,556 miles. The van was inspected by our Bus Mechanic Greg Applegate and Sub Bus Driver Charles Hauke and deemed to be in excellent operating condition. The original asking price of the van was \$19,999.

No bidding was required of this van due to the fact that a price negotiation of such a used vehicle would not result in any substantial savings to the District. The 8 Passenger Vans are difficult to find used due to the fact that many school Districts are looking for them so that the driver does not have to have a special operator's license.

**Subject E. Motion and Second**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 5. Financial Reports & Resolutions

Access Public

Type Action

Recommended Action **(Resol. #10-16-128)** Mr. Cluxton moved and Mr. Wilson seconded upon the recommendation of the treasurer to approve the minutes, financial reports, 5 Year Forecast, and financial resolutions as presented.

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Yea - Mr. Cluxton 4-Yea 0-Nay  
N/A - Mrs. Huff Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

**6. Facilities and Transportation**

**Subject A. Motion and Second**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 6. Facilities and Transportation

Access Public

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Type Action

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

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

No items for discussion were presented.

**7. Education /Curriculum/ Instruction**

**Subject A. Motion and Second**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 7. Education/Curriculum/Instruction

Access Public

Type Action

Recommended \_\_\_\_\_ moved and \_\_\_\_\_ seconded upon the recommendation of the treasurer to approve the Education/Curriculum/Instruction resolutions as presented.

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

No items were presented for discussion.

**8. Personnel - Resignations**

**Subject A. Deidre Polley - Resignation as HS cashier**

Meeting Oct 19, 2016 - Regular Board Meeting Category

8. Personnel - Resignations

Access Public

Type Action

Recommended Action To approve and accept the resignation from Deidre Polley as HS cashier effective 10/14/2016.

**Subject B. Motion and Second**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 8. Personnel - Resignations

Access Public

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Type Action

Recommended Action **(Resol. #10-16-129)** Mr. Cluxton moved and Mr. Wilson seconded upon the recommendation of the superintendent of schools to approve the above personnel-Resignations resolutions as presented.

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Yea - Mr. Cluxton 4-Yea 0-Nay  
 N/A - Mrs. Huff Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**9. Personnel - Substitute Staff/Positions****Subject A. Employment of Deidre Polley - Classified Sub List**

Meeting Oct 19, 2016 - Regular Board Meeting  
 Category 9. Personnel - Substitute Staff/Positions  
 Access Public  
 Type Action

Recommended Action To approve Deidre Polley to be added to the Classified Sub List in the following classifications for the 2016-17 school year: Secretary (ES & MS only), Cafeteria (ES & MS only) and Bus Monitor.

**Subject B. Employment of Lori Blackburn - Substitute bus driver**

Meeting Oct 19, 2016 - Regular Board Meeting  
 Category 9. Personnel - Substitute Staff/Positions  
 Access Public  
 Type Action

Recommended Action To approve the employment of Lori Blackburn to the Classified Substitute List as a sub bus driver for the 2016-17 school year pending certification/licensure.

**Subject C. Employment of Melissa Johnson - Classified Substitute List**

Meeting Oct 19, 2016 - Regular Board Meeting  
 Category 9. Personnel - Substitute Staff/Positions  
 Access Public  
 Type Action

Recommended Action To approve Melissa Johnson to be added to the Classified Sub List in the following classifications for the 2016-17 school year: Secretary, Cafeteria and Custodian.

**Subject D. Motion and Second**

Meeting Oct 19, 2016 - Regular Board Meeting  
 Category 9. Personnel - Substitute Staff/Positions  
 Access Public



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Type Action

Recommended Action **(Resol. #10-16-130)** Mr. Cluxton moved and Mr. White seconded upon the recommendation of the superintendent of schools to approve the above personnel-Substitute Staff/Positions resolutions as presented.

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Yea - Mr. Cluxton 4-Yea 0-Nay  
 N/A - Mrs. Huff Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**10. Administrative/Advisory****Subject A. MOU with OAPSE regarding work in different classifications**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action To approve the Memorandum of Understanding with OAPSE regarding pay for full time staff members working in different classifications effective July 1, 2016 and expiring June 30, 2017.

**Subject B. Motion and Second**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 10. Administrative/Advisory

Access Public

Type Action

Recommended Action **(Resol. #10-16-131)** Mr. Wilson moved and Mr. White seconded upon the recommendation of the superintendent of schools to approve the above Administrative/Advisory resolutions as presented.

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Yea - Mr. Cluxton 4-Yea 0-Nay  
 N/A - Mrs. Huff Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

**11. Old Business****Subject A. Tom Cluxton Ag Wing Sign**

Meeting Oct 19, 2016 - Regular Board Meeting

Category 11. Old Business

Access Public

Type Discussion

Dr. Naylor introduced further discussion and ideas regarding the honoring of Tom Cluxton as one of the founding members of the Ripley High School Vo Ag Department. Previous discussion included naming the

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Vo Ag Depart, and to create a special sign or placard recognizing him. Dr. Naylor had taken some of the previous recommendations and suggestions and put together some preliminary proposals for what the sign might look like using some of the images that were relatable to Mr. Cluxton, including cows, tractors, etc. Mr. Jeff Cluxton noted that he liked some of the signs Dr. Naylor had proposed, and said that just using his name - Tom Cluxton - would be fine as he really didn't have a fixed nickname that people knew him by.

As Mrs. Jacobs from the paper had not been at some of the previous meetings where discussion was held, Mr. Wilson brought here up to date on the plans being made to recognize Mr. Cluxton to the Ripley Ag Dept. after his recent passing.

Mr. Jeff Cluxton again wished to thank everyone, on behalf of the entire Cluxton Family, for all the kinds words, thoughts, and special recognition for his father and his hard work.

## 12. New Business

### Subject      A. SHCTC Board appointee

Meeting      Oct 19, 2016 - Regular Board Meeting

Category     12. New Business

Access       Public

Type          Discussion

Dr. Naylor noted that Mr. Kratzer, Superintendent of the Southern Hills CTC has requested our District's appointee to the CTC Governing Board, and would like to have all of them in place before the January 2017 meeting.

Mr. Cluxton moved that Mr. Sims remain as CTC Board appointee. Mr. Sims gave not indication of interest, and said that he would like to see someone else serve the District in that position.

Mr. White asked what the qualifications were for a person to serve as a CTC Board Member. Dr. Naylor noted that it did not have to be current RULH School Board member, but that it should be someone who is familiar with our District, our needs, and the operations of the CTC.

Dr. Naylor noted that she would get the qualifications information, and get it out to the board members.

### Subject      B. Strategic Planning

Meeting      Oct 19, 2016 - Regular Board Meeting

Category     12. New Business

Access       Public

Type          Information

Dr. Naylor had met with Dr. Boys, President of SSCC today about the process he used with Fairfield-Leesburg last year. Dr. Boys does this for free as community service to districts in the region served by SSCC.

He outlined a very simple process that he uses at the college and has facilitated with other groups. There are two planning sessions involved with volunteers from the community that represent the various stakeholder groups.

The first session is an evening community meeting. Some general ideas are collected around three questions that evening, and a team is recruited for a Saturday planning session.

The Saturday planning session is all day, 9 AM to 4 PM. Dr. Boys walks the groups through 3-4 very simple exercises that result in a vision statement and 8-10 Focus Areas.

This ends the group work. The Administrative Team and Board take this information, prioritize the Focus Areas, and select 3 to create goals from for the following year.

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Dr. Boys suggested that he begin with a presentation to the Board about what is involved. If we decide to pursue this process with Dr. Boys, he suggested scheduling the meetings in January/February, giving us time to create goals for 2017-2018. The only think Dr. Boys charges is a \$250 fee to cover consumables for the meeting.

Dr. Naylor asked if the Board would like him to come and make a presentation, and the entire group indicated that they would like Mr. Boys come to make a presentation.

**Subject** C. ZFX Flying for HS Musical  
**Meeting** Oct 19, 2016 - Regular Board Meeting  
**Category** 12. New Business  
**Access** Public  
**Type** Information

Mr. Tim Brown, High School Music and Band Director was present, and made a presentation of mechanical flying apparatus program that he would like to start using in some of the District's musical and play productions. He showed a short video of a production he was in charge of while with the Manchester School District where they used the apparatus. The apparatus would be leased from ZFX Flying Inc. out of Louisville Ky, and there staff would provide all the training to both staff and parents who wish to be a part of this. Insurance would be provided by ZFX Inc. Mr. Brown noted that something like this, which is not used by many of the other local schools in the area, would provide a big incentive to draw other students interested in theater to our District. Mr. Brown stated that this would be paid for by the Ripley Music Boosters.

Mrs. Dragoo noted her appreciation and recognition of the productions that Mr. and Mrs. Brown had directed for the District, and the fabulous job the kids had been doing. She felt like this would be something all the kids would get excited about, and would be a big boost to the music department for Ripley.

Executive File Attachments  
[ZFX School Information Packet2.pdf \(3,951 KB\)](#)

**Subject** D. Motion and Second  
**Meeting** Oct 19, 2016 - Regular Board Meeting  
**Category** 12. New Business  
**Access** Public  
**Type** Action  
**Recommended Action** **(Resol. #10-16-132)** Mr. Wilson moved, and Mr. Cluxton seconded to authorize Mr. Brown to move forward with the lease of a ZFX Flying apparatus from ZFX Flying Inc. to be used in musical and play productions at RULH Schools.  
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 Yea - Mr. Cluxton 4-Yea 0-Nay  
 N/A - Mrs. Huff Motion Carried - Y  
 Yea - Mr. Sims  
 Yea - Mr. White  
 Yea - Mr. Wilson

### 13. Adjourn

**Subject** A. Adjourn

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Meeting Oct 19, 2016 - Regular Board Meeting

Category 13. Adjourn

Access Public

Type Action

Recommended Action Mr. Cluxton moved and Mr. White seconded to adjourn the meeting at 8:10 pm.

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Yea - Mr. Cluxton 4-Yea 0-Nay  
N/A - Mrs. Huff Motion Carried - Y  
Yea - Mr. Sims  
Yea - Mr. White  
Yea - Mr. Wilson

  
Treasurer

  
Board President