

RECORD OF PROCEEDINGS
Minutes of the Bright Local Board of Education Meeting
Held on January 11, 2017 at 6:30 pm

Tax Budget Hearing

The annual tax budget hearing was held from 6:30 pm to 6:45 pm.

ORGANIZATIONAL MEETING

Call to Order

President Pro Tempore Ames called the meeting to order and Mr. Drewyor called roll. Present for roll call were Mr. Ames, Mr. Cox, Mrs. Hauke, Mr. Hern and Mrs. Wright.

#001-2017 Approval of Board Agenda

It was moved by Mr. Cox and seconded by Mrs. Wright to adopt the agenda for the January 11, 2017 Board of Education Organizational Meeting as presented. Roll call: Mr. Cox – yes, Mrs. Wright – yes, Mrs. Hauke – yes, Mr. Hern – yes, Mr. Ames – yes. Motion carried.

#002-2017 Election of President

Mr. Hern nominated Mrs. Wright. There were no other nominations

It was moved by Mr. Hern and seconded by Mr. Cox to elect Mrs. Wright Board of Education President. Roll Call: Mr. Hern – yes; Mr. Cox – yes; Mrs. Hauke – yes; Mrs. Wright – yes; Mr. Ames – yes. Motion carried.

The Treasurer administered the Oath of Office to Mrs. Wright.

#003-2017 Election of Vice-President

Mrs. Wright nominated Mrs. Hauke. There were no other nominations.

It was moved by Mrs. Wright and seconded by Mr. Hern to elect Mrs. Hauke Board of Education Vice-President. Roll Call: Mrs. Wright – yes; Mr. Hern – yes; Mr. Cox – yes; Mrs. Hauke – abstain; Mr. Ames – yes. Motion carried.

The Treasurer administered the Oath of Office to Mrs. Hauke.

#004-2017 Appointment of OSBA Voting Delegate

It was moved by Mrs. Hauke and seconded by Mr. Ames to appoint Mrs. Wright the District's OSBA voting delegate for 2017. Roll Call: Mrs. Hauke – yes; Mr. Ames – yes; Mr. Cox – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#005-2017 Appointment of OSBA Academic Liaison

It was moved by Mrs. Hauke and seconded by Mr. Ames to appoint Mr. Cox the District's OSBA Academic Liaison for 2017. Roll Call: Mrs. Hauke – yes; Mr. Ames – yes; Mr. Cox – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#006-2017 Appointment of OSBA Legislative Liaison

It was moved by Mrs. Hauke and seconded by Mr. Ames to appoint Mr. Hern the District's OSBA Legislative Liaison for 2017. Roll Call: Mrs. Hauke – yes; Mr. Ames – yes; Mr. Cox – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#007-2017 OSBA Small District Network Membership and Delegates

It was moved by Mrs. Wright and seconded by Mr. Cox to approve the district's membership in the OSBA Small District Network and to appoint Mr. Ames and Mrs. Hauke the District's delegates for 2017. Roll Call: Mrs. Wright – yes; Mr. Cox – yes; Mr. Hern – yes; Mr. Ames – yes; Mrs. Hauke – yes. Motion carried.

#008-2017 Schedule of Regular Board of Education Meetings

It was moved by Mr. Cox and seconded by Mr. Hern to approve the 2017 Regular Board of Education Meeting Schedule as presented. Roll Call: Mr. Cox – yes; Mr. Hern – yes; Mrs. Hauke – yes; Mr. Ames – yes; Mrs. Wright – yes. Motion carried.

#009-2017 Advertisement of District Meetings & Other Business

It was moved by Mr. Cox and seconded by Mr. Ames to advertise district meetings and other business in the Times Gazette, Highland County Press, C103, WSRW, WVNU, the district's website and via OneCall. Roll Call: Mr. Cox – yes; Mr. Ames – yes; Mrs. Hauke – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#010-2017 Establishment of Service Fund

It was moved by Mr. Cox and seconded by Mr. Ames to establish a service fund in the amount of \$7500 for the Bright Local School Board. Roll Call: Mr. Cox – yes; Mr. Ames – yes; Mrs. Hauke – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

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#011-2017 Standing Authorizations Involving the Treasurer

It was moved by Mr. Ames and seconded by Mr. Hern to approve standing authorizations involving the treasurer as a group:

- A. **Authorization of Investments**
Authorize the Treasurer of the Bright Local Board of Education to invest all interim and inactive funds as prescribed by the Ohio Revised Code.
- B. **Authorization to Invest in Commercial Paper and Bankers' Acceptances**
Authorize the Treasurer of the Bright Local Board of Education to invest in Commercial Paper and Bankers' Acceptances as permitted by Section 135.142 of the Ohio Revised Code, and subject to the restrictions therein.
- C. **Authorization for Tax Advances**
Authorize the Treasurer of the Bright Local Board of Education to request from the County Auditor school tax advances, when applicable, for the calendar year 2017.
- D. **Appoint Treasurer as Designee to Receive Public Records Training for Board Members**
Appoint the Treasurer of the Bright Local Board of Education as the designee of all five members of the Board of Education to receive Public Records Training in accordance with Ohio Revised Code 109.43(B) and 149.43(E)(1).
- E. **Authorization for Payment of Bills**
Authorize the Treasurer to pay all bills within the limits of the appropriations resolutions as bills are received and when the merchandise has been received in good condition.

Roll Call: Mr. Ames – yes; Mr. Hern –yes; Mrs. Hauke – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#012-2017 Standing Authorizations Involving the Superintendent

It was moved by Mr. Hern and seconded by Mr. Ames to approve standing authorizations involving the treasurer as a group:

- A. **Authorization to apply for all available State and Federal Funds and Grants**
Authorize the Superintendent of the Bright Local School District to apply for available State and Federal Funds and Grants.
- B. **Authorization as Purchasing Agent**
Appoint the Superintendent of the Bright Local Schools as purchasing agent for the Bright Local School District and to direct the Superintendent to use a system which will insure the quality of purchases in an efficient manner for the operation of the school district.
- C. **Authorization for the Securing of Temporary/Emergency Personnel**
Authorize the Superintendent of the Bright Local School District to secure temporary/emergency personnel as necessary to ensure orderly operations, safety and security. Such temporary/emergency personnel will require a confirmation vote of the Board of Education at the Board's next regular meeting if they are to remain employed.
- D. **Board Resolution Authorizing Superintendent to Accept Resignations**
Authorize the Superintendent of the Bright Local School District to accept resignations as presented in the following Resolution.

RESOLUTION

Authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board commence on January 11, 2017 and remain in effect until the 2018 Organizational Board Meeting.

- E. **Board Resolution Authorizing Superintendent to Hire Staff between Board Meetings**
Authorize the Superintendent of the Bright Local School District to hire staff between board meetings as presented in the following Resolution.

RESOLUTION

Authorize the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

The authorization provided by this resolution shall remain in effect until withdrawn by formal action of this Board commence on January 11, 2017 and remain in effect until the 2018 Organizational Board Meeting.

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F. Authorization to Approve Open Enrollment Requests, Grandparent Law Transfer Requests and Tuition Waivers

Authorize the Superintendent to take action as appropriate regarding open enrollment requests, grandparent law transfer requests, and tuition waivers on the Board's behalf, pursuant to Board policy and Ohio law.

G. Prevailing Wage Coordinator

Identify the Superintendent as Prevailing Wage Coordinator for the Bright Local School District.

H. Compliance Officer

Appoint the Superintendent as Compliance Officer for all other State and local laws, regulations, and policies that the Bright Local School District must meet for operations and funding.

Roll Call: Mr. Hern – yes; Mr. Ames –yes; Mrs. Hauke – yes; Mr. Cox – yes; Mrs. Wright – yes. Motion carried.

#013-2017 Appointment of Coordinator – Title I, Title VI, Section 504

It was moved by Mr. Cox and seconded by Mr. Ames to appoint Lisa Beresford as Coordinator of Title I, Title VI, and Section 504 for the Bright Local School District.

Roll Call: Mr. Cox – yes; Mr. Ames –yes; Mrs. Hauke – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#014-2017 Appointment of Education Management Information (EMIS) Coordinator

It was moved by Mr. Ames and seconded by Mr. Cox to appoint Cathy Forsythe as Education Management Information (EMIS) Coordinator for the Bright Local School District.

Roll Call: Mr. Ames – yes; Mr. Cox –yes; Mrs. Hauke – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#015-2017 Establishment of Records Commission for 2017

It was moved by Mr. Cox and seconded by Mr. Ames to establish the School District Records Commission composed of the Board of Education President, the Treasurer, and the Superintendent for the calendar year 2017.

Roll Call: Mr. Cox – yes; Mr. Ames –yes; Mrs. Hauke – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#016-2017 Approval of Board Representation to the Highland Tax Incentive Review Council

It was moved by Mr. Cox and seconded by Mr. Hern to identify Mrs. Hauke, Vice-President of the Bright Local Board of Education, as representative on the Highland County Tax Incentive Review Council.

Roll Call: Mr. Cox – yes; Mr. Hern –yes; Mrs. Hauke – yes; Mr. Ames – yes; Mrs. Wright – yes. Motion carried.

#017-2017 Approve the 2017-18 Tax Budget

It was moved by Mr. Cox and seconded by Mrs. Hauke to approve the 2017-2018 tax budget as presented.

Roll Call: Mr. Cox – yes; Mrs. Hauke –yes; Mr. Ames – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried.

#018-2017 Adjournment

It was moved by Mr. Cox and seconded by Mr. Ames to adjourn the meeting.

Roll Call: Mr. Cox – yes; Mr. Ames –yes; Mrs. Hauke – yes; Mr. Hern – yes; Mrs. Wright – yes. Motion carried. President declared meeting adjourned at 7:00 pm.

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REGULAR MEETING

Call to Order

President Wright called the meeting to order and Mr. Drewyor called roll. Present for roll call were Mr. Ames, Mr. Cox, Mrs. Hauke, Mr. Hern and Mrs. Wright.

Recognitions

- Maggie Carr – 2016 Wendy’s High School Heisman Winner
- Lexi Jones – “Write in Red” Sr. High School Winner
- Katelyn Everhart – “Write in Red” Jr. High Winner

Public Participation

There was none

PRESENTATIONS

Southern Hills Career & Technical Center Report

Steve Cox updated the Board on vocational school activities. Construction on the adult education building is on-going. The school now has 700 adult education students.

Bright Elementary Report

Mike Bick updated the Board on happenings around the school, including a list of important dates and events. Changes have been made in the morning routine to allow students to go to their classrooms before 9:00 am.

Whiteoak JH/HS Report

Brian Ruckel updated the Board on staff professional development including the use of short cycle assessments and ensuring the high school/jr. high are applying the proper course rigor.

#019-2017 Treasurer’s Report and Recommendations

It was moved by Mr. Cox and seconded by Mr. Ames to approve resolutions/recommendations as a group:

- A. MINUTES
Approval of the Board of Education minutes of the December 21, 2016 regular meeting.
- B. FINANCIAL REPORTS
Approval of financial reports for the month of December 2016 as presented.
- C. AMENDED CERTIFICATE AND APPROPRIATION MODIFICATIONS
Approve the FY17 amended certificate and appropriation modifications as presented.
- D. VISION INSURANCE RENEWAL
Approve renewal for CY17, vision insurance with Medical Mutual at a monthly rate of \$5.03 for all eligible employees.

Roll call on above group of resolutions: Mr. Cox – yes, Mr. Ames – yes, Mr. Hern – yes, Mrs. Hauke – yes, Mrs. Wright – yes. Motion carried

#020-2017 Superintendent’s Report and Recommendations

It was moved by Mrs. Hauke and seconded by Mr. Ames to approve the following resolutions/recommendations as a group:

- A. BUS RULES & REGULATIONS AND TRANSPORTATION HANDBOOK
Approve the bus rules & regulations and Transportation Department handbook for FY17 as presented.
- B. WHITEOAK/BRIGHT HVAC REPAIRS
Approve the additional expenditure of \$18,660.00 to complete HVAC repairs at the Whiteoak and Bright buildings.
- C. FY18 SCHOOL CALENDAR
Approve the school calendar for FY18 as presented.
- D. BOARD POLICY UPDATES
Approve the updated board policies as presented.
- E. PERSONNEL ITEMS
Approval of the following personnel recommendations pursuant to the terms and conditions of the new employee’s individual contract and his/her job description. Said employment will be contingent upon (1) receipt of a satisfactory criminal record check, (2) receipt of licensure/certification from ODE (3) verification of experience and training, and (4) negative results on drug testing (as applicable).

1. Certified Substitutes
Rodney Captain
Kirstin Easterling
Heather Harmon
Kenni Scott

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2. Transfers FY18 School Year
Natasha Shelton -5th Grade
Janet Dunaway - Art
3. Certified Hire FY18 School Year
Ashton Watson- HS Spanish – 1 year
4. FMLA
Deborah Morgan- Goble – 3-6 months

Roll call on the above group of resolutions: Mrs. Hauke –yes, Mr. Ames –yes, Mr. Cox – yes, Mrs. Wright – yes, Mr. Hern – yes. Motion carried.

DISCUSSION/INFORMATIONAL ITEMS

Job Openings/Postings

Mr. Downing communicated expected job openings for the coming fiscal year and the processes being followed to fill open positions.

Energy Conservation Projects

Mr. Downing communicated that the final phase of the energy savings project, to repair the HVAC systems, has been started. Work at Bright Elementary is essentially complete. Work at Whiteoak should be done by the end of the year.

Whiteoak Roof Repair/Restoration

Mr. Drewyor presented bids/quotes to restore the worn out portions of the roof at Whiteoak Jr./Sr. High School. Other roofing systems are being investigated.

Superintendent Committees

Superintendent committees were discussed. The intent is that each committee will meet 2-3 times/year.

- o Finance – Mike Ames/Tammy Hauke
- o Building/Grounds – Stuart Cox/John Hern
- o Academics/Athletics/Curriculum – Stuart Cox/Angie Wright
- o Policy – Mike Ames/Tammy Hauke
- o Personnel – Angie Wright/John Hern

#021-2017 Whiteoak Bowling Team

It was moved by Mrs. Hauke and seconded by Mr. Ames to authorize the formation of Whiteoak boys and girls bowling teams and the contract with Highland Lanes as the teams' home facility.

Roll Call: Mrs. Hauke – yes, Mr. Ames – yes, Mr. Cox – yes, Mrs. Wright – yes, Mr. Hern – yes. Motioned carried.

#022-2017 Executive Session

It was moved by Mr. Ames and seconded by Mrs. Hauke to go into executive session to discuss the employment, dismissal, or discipline of a public employee. Mr. Downing and Mr. Drewyor were invited into the session.

Roll Call: Mr. Ames – yes, Mrs. Hauke –yes, Mr. Cox - yes, Mr. Hern – yes, Mrs. Wright – yes. Motion carried.

Time in: 8:10 pm

Time out: 8:35 pm

#023-2017 Adjournment

It was moved by Mr. Cox and seconded by Mr. Ames to adjourn. Roll Call: Mr. Cox –yes, Mr. Ames –yes, Mr. Hern –yes, Mrs. Hauke –yes, Mrs. Wright –yes. Motion carried.

The meeting adjourned at 8:40 pm.

President _____

Attest _____

Next Meeting of the Bright Local School District's Board of Education will be Wednesday, February 15, 2017 at 7:00 pm at Bright Elementary School.