

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10148

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

**RECORD OF PROCEEDINGS**  
**Minutes of the Bright Local School District Board of Education**  
**Regular Meeting held**  
**February 17, 2021 at Whiteoak High School**  
**6:00 P.M.**

**Welcome/Opening**

**Attendees:**

- o Steve Cox, Board Member
- o John Gillespie, Board Member
- o Tammy Hauke, Board Member
- o Jobey Lucas, Board Member
- o Angie Wright, Board Member
- o Michael Bick, Superintendent
- o Jeff Rowley, Treasurer
- o Lisa Beresford, Special Education Coordinator
- o Jason Isles, High School Principal
- o Debbie Robertson, Food Service Director

**Call to Order**

President, Angie Wright, called the meeting to order at 6:00 pm. Mrs. Wright announced that the meeting is being recorded by audiotape

**Roll Call**

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea

**Pledge of Allegiance** was presented.

**Public Comments/Special Recognition**

Mr. Bick wished to first recognize Debbie Robertson for receiving the School Hero Award from CORAS for her tireless work on organizing the preparation and delivery of meals during the COVID closure. Secondly, he wished to recognize Debbie and the entire Food Service Department for being awarded as one of the January 2021 Breakfast & Beyond “Super Star” school districts. Districts and/or schools receive “Super Star” distinction and a medallion from the Ohio School Breakfast Challenge for their excellence, innovative and collaborative work to increase access to school meals during the pandemic. This was due to the 90+% of students, over 300 just at the elementary for Breakfast being served.

**Adoption of Board Agenda**

**Resolution - #027-2021** It was moved by Mr. Gillespie to adopt the agenda for the February 17, 2021 Board of Education regular meeting as presented. Mr. Cox, seconded the motion.

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### Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea  
Motion Carried.

### III. Administrative/Committee Reports

#### Superintendent's Report:

A. Mr. Bick informed the board of the following items:

- As reported to the buildings and grounds committee, after his contact with the neighbor next to the church, the gentlemen had taken care of having his propane tank moved off the school property, and has made some modifications to his building structure so that it was no longer on school property.
  - He noted that he would be contacting the owner Caleb Parson to thank him for the efforts made.
  - Mr. Bick also noted that he would be moving forward with the plans to put up a fence to help better designate the school property line in that area.
- Mr. Bick reported that he had once again been contacted about having the Paws Camp, which is scheduled for May 12-14, 2021. This is the 6<sup>th</sup> grade camp that goes to the Amelia Christian Camp, which he is approving as being a very positive experience for those who attend. He told the organizers to go ahead with the plans, in hope that the camp would be able to go forward in light of the COVID situation.
  - Mr. Rowley asked for reference what Paws Camp is? Mr. Bick noted that it was an overnight camp, where all 6<sup>th</sup> grades attend, and they have a serious agenda covering bullying, drugs, and touch base with issues, including self-esteem that age group deals with.
  - Mrs. Wright noted that if you go in the building the week after those students have attended, you can really tell a difference.
- Mr. Bick gave an update on the number to snow days. Currently the District has had 5 snow days. That is calamity days we do not get credit on. He made the decision to release early last Wednesday in light of the delayed start turned out to be the right call. The following days (Thursday/Friday) were remote learning days. So far we are good on the number of days for our seniors; we have 4:28 days remaining before we have to start making up. The Elementary has 17 days remaining.

#### Other Administrator/Committee Reports

A. **Southern Hills Career and Tech Center Report presented by Mr. Steve Cox:**

- a. Mr. Cox reported that drivers education course being offered at the CTC was a good deal for the Districts, only charging \$50 per student, some schools are getting booster support to cover the other \$250. Also the CDL course is going like gangbusters, as well as any of the adult education classes centered on the medical fields, and merger with Grant has been a good thing.

B. **High School Principal report by Mr. Jason Isles:**

- a. Excited about our Celebrations:

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- i. Winter sports are winding down. Bowling Team 1st Ever League Championship Jake Ward SO 2nd Overall 4 pins from Champion Coleman Hofer 4th overall
  - 1. Mrs. Wright asked if we have a Bowling Banner for wall? Mr. Isles said he did not believe we did, but we would have to get one.
  - ii. Boys Basketball League Champions TBA
  - iii. 7th Grade Boys BBK 2 seed in Tourney
- b. Benchmark Testing Complete
- c. Hudl Focus Camera has been a great success, and useful in coaching as well.
- d. ESports team has 25 Individuals Varsity and JV teams. Participating in Rocket League/Madden/FIFA/Super Smash Brothers/Fortnite/Overwatch
  - i. NFHS sanctioned and \$600,000 scholarship money available.
- e. Remote Learning Platform APEX 7-12 Letters sent to students who failed for the quarter or semester. 5 students removed from the program and mandated to return to school.
  - i. Fun Fact 1,670 Different Courses for our students with 271 Students Enrolled
  - ii. 20ish students left doing remote learning
  - iii. Benefits of APEX need to be considered for yearly purchasing.
- f. ACT Test Scheduled for Feb 23rd at Church. Reward Incentives are currently being developed
- g. 3 Year PD partnership with Brown County ESC Feb 23rd 10th grade students being Introduced to ACT Test
- h. Mass quarantine students are minimal. Students are continuing education through APEX/Google Classroom and Paper Copies during remote learning phase
- i. Prepared for Success- Still Moving Forward. Spring Stop the Bleed and CPR will be administered after state testing
- j. NIMS Training ongoing-Health/ELA
- k. Walkthroughs/Evaluations have been minimal, but going well
- l. Vape Sensors up and running- Doing Well/ In need of 2 more for locker room
- m. Mentor program back up and running amazing reports from parents in regards to Mentors.
- n. All PBIS modules are completed. District Implementation and Roll out will occur beginning of next year. Signage and Matrix will be developed with staff input
- o. One Needs Assessments is scheduled to be completed by JH/HS Teams
- p. The Scheduling Committee has met and currently working on plans for student scheduling.
- q. Discussion of Graduation and Senior Banquet in Discussion. Multiple sessions with Guests/alternative locations etc
- r. My expectation is 54/54 Wildcats will graduate. Plenty of work left to do but the outcome looks bright!
- s. Final push for Intervention/Testing Strategy's/Looking at Benchmark Testing to identify gaps
- t. Weight Room Upgrades coming! Equipment/Paint/Flooring - Will be state of the art! Best in the league

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- u. Hot Topics \*\*Coming up Teacher Awards/scholarships/prom/state testing/AD & Band and Choir Position. We have had as many as 25 applicants for AD position, and 8-10 applicants for Band/Choir position. John Combs is willing to help out with AD position as long as it is on an assistant status only.

### C. Elementary Principal Report presented by Ty Stephens:

- a. Breakfast/Lunch Update
  - \* Highest percentage of kids ever eating. We plan to stick with this plan even after the guidelines are lifted.
- b. Safety
  - \* drills (fire 1-27)..went very smooth...all kids accounted for
  - \* close door but leave it unlocked in case it's an active shooter who pulled the fire alarm (discuss Parkland shooting in Florida)
  - \* stress accountability (take attendance outside and inside)
  - \* Don Rabold drill????? Cancelled from 11-24 and I am waiting to hear from him for a new date
  - \* parent volunteer program is going well..only those on list coming in to read, etc...all must have background check, etc
- c. PBIS update (Lisa)...completed module 5....next step is to assemble team and program will be implemented by November 2021
- d. PD-full day on 12-18 @ 8:00
  - \* McGraw Hill, Pearson, National Geographic, teachers pay teachers\* wonders. We discussed new reading curriculums. Still waiting for more materials from Wonders company. Once we get this material, all reading teachers and myself are going to discuss options.
- e. OTES update
  - \* All teachers who are on full cycle are scheduled or completed. Going well, love seeing the engagement in the rooms. All teachers will have another walk through (informal).
- f. Maintenance
  - \* cleaning/sanitation \*computer lab (clean out once restrictions are lifted)--Angie Bogart is currently using \*
- g. Virtual learning
  - \* quarantine issues-picking up work in office is going smooth
  - \* use of technology-Google meets have been excellent.
  - \* this week teachers will be using a lot of different ways to connect with students (Google Classroom, Emails, Zoom, Google meet, Remind app, Facebook class page, etc)
- h. State Tests/Readiness Assessments
  - \* 3rd grade scores from fall testing was 40% (above state average of 36%)
  - passage about an average year...4pts over state average
  - \* HB still in court. Plan to test as usual in the spring. Dates have been scheduled and teachers have been planning

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- i. TBT-reviewing interventions, using formative assessments (ODE practice), ways to bring up those at risk kids (tutoring)
    - \*teachers are discussing in TBT meetings ways to use star data to bring up "at risk kids"
    - \*tutoring update-We have had one 5th/6th grade session so far. Tutoring is every Thursday from 3:30-4:30 through the first week of April.
  - j. Important Dates
    - \*Tutoring- 5th and 6th is February 4th -April 1. 3rd and 4th is March 4th-April 1
    - \*February 2nd- academic awards assembly
    - \*February 11-DLT meeting (changed from February 4th) \*
    - \*February 15th-No School in honor of Presidents Day
    - \*February 17th-School Board meeting at the high school at 6:00
    - \*February 25th-BLT meeting
  - k. School Accomplishments
    - \*staying open \*pee wee basketball/cheerleading
    - \* 36 students enrolled in PLP; Started with 85.
- D. Nurses Report presented by Michelle Ryan:**
- a. Clinic Visits –
    - i. 204 Elementary Students
    - ii. 20 Middle/High School Students
    - iii. 5 Staff
  - b. Education and Health Visits – UC nursing students are doing their Community Health clinicals at Bright Local every Thursday from 8-2 beginning January 21<sup>st</sup> – April 15<sup>th</sup>.
  - c. Planning – Schedule Dr. Ballard to present the Real Eyes program to grades Preschool, Kindergarten, 1<sup>st</sup> and 3<sup>rd</sup>.
- E. Food Services Report presented by Debbie Robinson:**
- a. There have been a lot of adjustments and revisions being made to orders due to the calamity days, and virtual learning days.
  - b. Last Wednesday, when the District had the unexpected early dismissal, with the help of teachers, staff, administrators, they were able to serve 620 in less than one hour. Evening meal packs are up to 375 for the past 3 weeks.
  - c. America Dairy Association saw the story on what we are doing, and they donated 16 cooler bags to use in delivery of meals.
  - d. There has been a lot of positive talk about the continuation of the free meal program for all students next year as well, and we hope that happens.
  - e. Work has started on providing a special meal for the ACT testing, which the church has graciously offered their facility for the testing.
- F. Maintenance/Facility Report:**
- a. No report presented, but Mrs. Wright asked the Superintendent to talk with Mr. Knoblauch about getting handrails installed on the bleachers at the Elementary

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School. Some of the parents and grandparents are struggling to get up and down. Mr. Bick said we may already have them, but they just are not being put out in the provided brackets.

#### G. Transportation Report:

- a. No report presented, but Mr. Bick wanted to thank Lynn in all the work he has done, and help he has provided him during the scheduling and determination of snow days. He said Lynn had reported to him that currently all the busses are running.

#### H. Special Education Report presented by Lisa Beresford:

- a. Free Store Food Bank continues to send us a lot of items. March 2<sup>nd</sup> will be the next Free Store pop-up at the Elementary School as a drive-through.
- b. IEP/Parent meetings continue to be held virtually, and so far that is going very well, and parent participation has been very good as well with these.
- c. Hillsboro Elks provide the District with a \$700 grant to help with Transitioning Activities for students with disabilities.
- d. For Pre-school, we are already taking names of students on a waiting list for next school year. Our Pre-school play date, which is when we work with parents to complete the mountain of paper work for registration will be Friday, April 30th.

#### IV. Financial Report and Resolutions (Treasurer)

- A. **MINUTES** - Mr. Rowley recommended approving the draft of the minutes from the January 6<sup>th</sup> Organizational Meeting and the January 6<sup>th</sup>, Regular meeting as presented.

- B. **FINANCIAL REPORTS** - Mr. Rowley presented the following financial reports for the period ending January 31, 2021:

- 1) Treasurer's Summary Report
- 2) A1 – Cash Reconciliation
- 3) A2 – Cash Balance Report (FINSUM)
- 4) B – Disbursement Summary (All Checks)

- a. Mr. Cox asked about the disbursement to Lana Fairchild, and if that was the final payment. Mr. Rowley noted that the FY20 audit has not yet been completed, which she is accountable for, so Mr. Bick and I have agreed to maintain her services, and allow her to use electronic files and laptop to facilitate the completion of the audit.

- 5) C – Appropriation Summary\_General Fund Only
- 6) D – Receipt Listing

#### C. REVENUE AND APPROPRIATION MODIFICATIONS

- i. See attached E reports.

#### D. DONATIONS

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- Accept donation of Artery Flute in the amount of \$340.00 from the Boosters for the music department.
- Accept the donation of Softball pitching machine and one dozen softballs in the amount of \$3,594.40 for the High School softball team.
- Accept the donation of weight room supplies/equipment in the amount of \$1,876.21 for the weight room.
- Accept the donation of \$3,010 from various people to the SchoolStore.com for Elementary School fundraiser. (see attached list)
- Accept donation of hand sanitizer for the students and staff in the amount of \$200 from Hillsboro Kroger's.

#### E. DEBT REFUNDING

- Authorize the Treasurer to enter into a placement agreement and a lease purchase agreement with Hilltop Securities for the purpose of seeking proposal on the refinancing of the 2018 Master Equipment Lease Agreement payment schedule (see documents attached).

#### • INFORMATION/OTHER ITEMS

- Mr. Rowley noted that he has scheduled a meeting on February 22 with the Administrators, Tech Coordinator, Food Service Coordinator, Counselor, and School Nurse to discuss and set an initial budget for the ESSER II Funding Allocation plan, which we are set to receive just over \$960,000.
- Mr. Rowley noted that he believes the allowable cost items for the ESSER II Fund will allow us to pay for the full HVAC control project fully out of these funds as opposed to having to finance that project. The federal government air has added an opinion for expenses related to the educational environment air quality. Mr. Rowley believes that by improving temperature and moisture control, plus adding some ionizing units it would all be covered under this allowable line item.
- Mr. Wright asked if a monthly report could be provided showing where each of the federal funds was being spent to ensure we are fully and properly expending all those funds. Mr. Rowley said he would

**Resolution #028-2021** - It was moved by Mr. Cox upon the recommendation of the treasurer to approve the minutes and financial report financial report as presented. Mr. Gillespie, seconded the motion.

#### Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea  
Motion Carried.

#### V. Facilities and Transportation (Superintendent)

- A. To accept and approve the Paving and Parking Lot sealing bid proposal in its entirety from Robert's Paving as recommended by the Buildings and Grounds committee in the

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combined amount of \$147,936.00. This will be completed this summer. Mr. Rowley had shown the funds were available in the Classroom Facilities.

B. To accept and approve the bid proposal from Palmer Farms for the 2021 and 2022 calendar years as the lowest, best bid.

a. Mrs. Wright asked if this service contract covered the weekends as well when games are going on. One coach had complained to her about them not coming when a game was going on. Mr. Bick stated that their services do cover a weekend, and the issue may have been a lack of communication between the coach and Mr. Knoblauch who makes the arrangements with Palmer farms.

C. To accept and approve the Mowing and Landscaping Service Bid from All Ways Green Lawn and Turf for the 2021 and 2022 calendar years as the lowest, best bid.

**Resolution #029-2021** - It was moved by Mr. Cox upon the recommendation of the superintendent and building and grounds committee to approve the facilities and transportation resolutions as presented. Mr. Gillespie, seconded the motion.

#### Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea  
Motion Carried.

#### VI. Education/Curriculum/Instruction

- No items presented for discussion at this time.

#### VII. Personnel – (Superintendent)

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).

##### A. Administrative/Certified

- a. None at this time.

##### B. Classified

- a. To approve the requested transfer of Donna Holaday from the position of Head Cook to the open position of Bus Driver.

##### C. Substitutes

- a. To approve the following Classified Substitutes
  - i. To approve Cecil Resor – Substitute Bus Driver
- b. To approve the following Certified Substitutes
  - i. Carol Drummond

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- ii. Mary Roflow
- iii. Shawn Collins
- iv. Joseph Gruber

D. To approve the following Supplementals/Pupil Activity positions:

- a. Chris Veidt – Varsity Baseball Coach
- b. John Combs – JV Baseball Coach
- c. Angie Bogart – Varsity Softball Coach
- d. Travis Bogart – JV Softball Coach

E. To approve the following Volunteer Mentors to work in the mentor program, all have been finger printed and background checked.

- a. Steve Cox – Angie Wright – Tirrell Cumberland – Skye Cumberland – Deanna Risner – Diana Grooms – Linda Roush – Chris Gobin – Nancy Lucas – Christina Stevenson – Martie Bratton – Mike Brazelle – Patty Stutz

F. To approve the following Resignation

- a. Greg Lucas – Transportation – Effective February 28, 2021.

**Resolution #030-2021** - It was moved by Mr. Cox upon the recommendation of the superintendent to approve personnel resolutions as presented. Mr. Gillespie, seconded the motion.

**Roll Call**

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea  
Motion Carried.

**VIII. Administrative/Advisory**

- a. To approve the guidelines of House Bill 409 which allows School Districts to utilize Subs who do not have a 4 year degree, Mr. Bick is recommending they at least go through an interview process. He will be working with Principals to establish the district requirements of this.
- b. To approve Memorandum of Understanding with BTEA to modify section 12.04; supplementals of the collective bargaining agreement to add the supplemental position of E-Sports Advisor and schedule as follows:  
Category VII – Index .05 – spring payment period  
This is for purpose of the E-sports Supplemental contract for Mr. Holmes
- c. To approve Academic Calendar for the 2021-2022 school year. First Day of School, August 18, 2021.
- d. To approve the recognition of the Whiteoak Wildcats E-sports team through the Play Vs. platform.
- e. To approve the resolution for the District to become a participating member of the Unified Purchasing Cooperative of the Ohio River Valley for the expressed benefit of

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obtaining a better value in products and service purchase due to volume purchase pricing and open competitive competition. (See attached)

- f. To approve Memorandum of Understanding with BTEA & Teamsters to extend FCCRA. Legislation ended December 31, 2020, Board will extend to May 31, 2021

Resolution #031-2021 - It was moved by Mr. Cox upon the recommendation of the superintendent to approve administrative/advisory resolutions as presented. Mr. Gillespie, seconded the motion.

**Roll Call**

Mr. Cox – year; Mrs. Hauke – year; Mr. Gillespie – year; Mr. Lucas – year; Mrs. Wright – year  
Motion Carried.

IX. Executive Session – None

X. Old Business – None

XI. New Business – None

XII. Correspondence – None

XIII. Adjournment

President Wright declared the regular meeting adjourned at 7:13 pm.

Treasurer



Board President



Next meeting of the Bright Local School District's Board of Education will be Wednesday, March 17, 2021. The meeting will be at 6:00 pm at the Elementary School cafeteria.

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