

Manchester High School

January 14, 2009

The Budget Hearing for the 2009-2010 tax budget was held at 5:30 p.m. prior to the organizational meeting.

The Manchester Local School District Board of Education meets in organizational session on Wednesday, January 14, 2009 at 6:30 p.m. at Manchester High School. Mr. Richard Foster, Board President Pro-tempore presides over the meeting.

01-09 Call to Order, Moment of Reflection and Pledge of Allegiance

Mr. Roy Cooper, present; Mr. Richard Foster, present; Mr. Terry Himes, present; Ms. Fredricka Jenkins, present; Mrs. Kathleen Stacy, present.

A Moment of Reflection is observed followed by the Pledge of Allegiance led by Mr. Stan Jennings.

02-09 Resolution to Approve Agenda

The Board approves the agenda as presented.

Motion: Ms. Jenkins

Second: Mr. Cooper

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes.

The President Pro-tempore declares the motion carried.

03-09 Open Nominations for 2009 Board President

The Board hereby opens the floor for nominations for the 2009 Board President position as prescribed by ORC 3313.14.

Motion: Mrs. Stacy

Second: Mr. Himes

Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes.

The President Pro-tempore declares the motion carried.

Mr. Himes nominates Mr. Foster.

04-09 Close Nominations for 2009 Board President

The Board hereby closes the floor for nominations for 2009 Board President.

Motion: Mr. Cooper

Second: Ms. Jenkins

Roll Call: Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes.

The President Pro-tempore declares the motion carried.

05-09 Election of 2009 Board President

The Board hereby votes for Mr. Richard Foster for 2009 Board President.

Motion: Mr. Himes

Second: Mrs. Stacy

Roll Call: Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, abstain; Mr. Himes, yes; Ms. Jenkins, yes.

The President Pro-tempore declares the motion carried.

Manchester High School

January 14, 2009

Mr. Richard Foster is elected Board President for 2009 and now assumes the duties of Board President.

06-09 Board President Oath of Office

The Board Treasurer administers the Board President Oath of Office to Mr. Richard Foster.

07-09 Open Nominations for 2009 Board Vice-President

The Board hereby opens the floor for nominations for the 2009 Board Vice-President position as prescribed by ORC 3313.14.

Motion: Mr. Himes

Second: Mr. Cooper

Roll Call: Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.

The President declares the motion carried.

Mr. Cooper nominates Mrs. Stacy.

08-09 Close Nominations for 2009 Board Vice-President

The Board hereby closes the floor for nominations for 2009 Board Vice-President.

Motion: Ms. Jenkins

Second: Mr. Himes

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes.

The President declares the motion carried.

09-09 Election of 2009 Board Vice-President

The Board hereby votes for Mrs. Kathleen Stacy for 2009 Board Vice-President.

Motion: Mr. Cooper

Second: Mrs. Jenkins

Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, abstain; Mr. Cooper, yes; Mr. Foster, yes.

The President declares the motion carried.

Mrs. Kathleen Stacy is elected Board Vice-President for 2009 and now assumes the duties as Board Vice-President.

10-09 Board Vice-President Oath of Office

The Board Treasurer administers the Board Vice-President Oath of Office to Mrs. Kathleen Stacy.

11-09 Resolution to Authorize Ohio School Boards Association Membership

The Board hereby authorizes the 2009 membership in the Ohio School Boards Association pursuant to ORC 3313.87 and the Legal Assistance Fund Consultant Service Contract pursuant to ORC 3313.171.

Motion: Mr. Foster

Second: Mr. Cooper

Roll Call: Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes;

Manchester High School

January 14, 2009

Mr. Himes, yes.
The President declares the motion carried.

12-09 Resolution to Set 2009 Regular Board Meetings

The Board hereby sets the 2009 regular meetings as prescribed by ORC 3313.15 on the second and fourth Wednesday of the month at 6:30 p.m. with the location to be determined at Manchester High School or at the townships' meeting places.

Motion: Mr. Cooper
Second: Mr. Himes
Roll Call: Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes;
Ms. Jenkins, yes.
The President declares the motion carried.

13-09 Resolution to Establish Service Fund

The Board hereby establishes a service fund as per O.R.C. 3315.15 in the amount of \$10,000 to be used in paying the expenses of Board Members incurred in the performance of Board duties and authorizes the Treasurer to make payment from the fund upon receipt of expenses from Board Members.

Motion: Mr. Foster
Second: Mrs. Stacy
Roll Call: Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes;
Mrs. Stacy, yes.
The President declares the motion carried.

14-09 Resolution to Approve 2009 Standing Authorizations

The Board hereby approves the following list of standing authorizations for 2009:

1. Authorize the Treasurer to secure advances against tax collections as prescribed by ORC 321.24 from the County Auditor when funds are available and payable to the District.
2. Authorize the Treasurer to invest interim and inactive funds whenever funds become available as pursuant to board policy and ORC 135.
3. Authorize the Treasurer to modify appropriations and advance money from fund to fund as needed. Modifications must then be presented to the Board for approval.
4. Authorize the Treasurer to pay all bills within the limits of the appropriations resolution as prescribed by ORC 3313.18 as bills are received and when the merchandise has been received in good condition or services performed are acceptable.
5. Authorize the Superintendent to employ such substitute personnel as needed. Such employment(s) are to be presented for approval by the Board at the next meeting.
6. Authorize the Superintendent to act as purchasing agent for the District to make purchases within limits of the appropriation measure pursuant to ORC 5705.41 and 5705.412.
7. Authorize the Superintendent and Treasurer to utilize the firm of Bricker & Eckler Attorneys at Law and/or the County Prosecutor in accordance with

Manchester High School

January 14, 2009

ORC 3313.203 and 3313.47 when personnel, contractual, fiscal, construction, and negotiation opinions are required.

8. Authorize the Superintendent to approve professional day requests for licensed and classified employees for state meetings, workshops and events in an amount not to exceed the limits in the annual appropriations, board policy and negotiated contracts.
9. Authorize the Superintendent to represent the Board in dealing with all matters relative to Local, State and Federal Programs.
10. Authorize the Superintendent to dispose of fixed assets under the value of \$10,000 as per Board policy pursuant to ORC 3313.41.
11. Authorize the Superintendent and Treasurer to enter into and/or accept/participate in Federal, State or Local Grants or agreements and authorize the Treasurer to appropriate funds for the grants awarded.

Motion: Mr. Cooper

Second: Ms. Jenkins

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes;
Mr. Cooper, yes.

The President declares the motion carried.

15-09 Resolution to Appoint a Legislative Liaison

The Board hereby appoints Mrs. Kathleen Stacy to act as the Board's Legislative Liaison for 2009.

Motion: Ms. Jenkins

Second: Mr. Cooper

Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes;
Mr. Foster, yes.

The President declares the motion carried.

16-09 Resolution to Appoint Student Achievement Liaison

The Board hereby appoints Ms. Fredricka Jenkins to act as the Board's Student Achievement Liaison for 2009.

Motion: Mrs. Stacy

Second: Mr. Cooper

Roll Call: Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes;
Mr. Himes, yes.

The President declares the motion carried.

17-09 Resolution to Re-establish/Establishes Board Committees

The Board hereby re-establishes and continues the existing board committees for calendar year 2009 as follows:

Audit Committee – Mrs. Stacy, Mr. Himes
Investment Committee – Ms. Jenkins, Mr. Foster
Budget Committee – Mr. Himes, Mr. Foster
Policy Committee – Ms. Jenkins, Mr. Foster
Facilities Committee – Mr. Himes, Mr. Foster
Extra-Curricular Committee – Mr. Cooper, Ms. Jenkins
CTC Committee – Mr. Cooper, Mrs. Stacy

Manchester High School

January 14, 2009

Negotiation Committee – Mrs. Stacy, Mr. Cooper

Motion: Mr. Himes

Second: Mrs. Stacy

Roll Call: Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes;
Ms. Jenkins, yes.

The President declares the motion carried.

18-09 Resolution to Adopt 2009-2010 Tax Budget

The Board hereby adopts the 2009-2010 tax budget to be submitted to the Adams County Budget Commission.

Motion: Ms. Jenkins

Second: Mr. Cooper

Roll Call: Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes;
Mrs. Stacy, yes.

The President declares the motion carried.

19-09 Reports & Recognition of Board and Visitors

1. Superintendent's Report – Mr. Robert Ralstin reports the following:
 - Literacy and math consultants will be starting in January. They will work two days a week and will be paid from Title I Intervention funds.
 - Josh Cracraft has been interviewing webmaster companies to improve functionality and create a new look for the district's web site.
 - The policy committee will be reviewing the student grading and incentive programs.
 - Mr. Ralstin and Mrs. Ballengee met with Dr. John Stanford to discuss deregulation and state foundation funding.
 - Mr. Stan Jennings addresses the Board concerning the adult education classes that will be offered at Manchester High School and administrated by the Scioto Career Technical Center. Adult classes in medical technology and industrial technology will be offered in March. The possibility of future secondary satellite programs is being studied.
 - Mr. Ralstin will be meeting with parents on January 15th to gather information from parents concerning secondary CTC programming.

2. Treasurer's Report – Mrs. Karen Ballengee reports the following:
 - The OSBA Board Leadership program will be held May 1-2, 2009.
 - The vocational advisory committee will meet on January 15th.
 - Attended the Governor's Conversation on Education concerning the state foundation funding formula.

3. Principals' Reports
Mr. William Nichols reports the following:
 - Parent/Teacher conferences were well attended on Monday.
 - MES will be conducting a K-9 penny drive for the police dog Nouska.
 - MES is ready for the historic Presidential Inauguration on January 20th. The ceremony will be viewed in each classroom through the Promethean boards.
 - The literacy and math consultants will be meeting with the MES teachers.

Mr. Jeff Stricklett reports the following:
 - Parent/Teacher Conference was held on Monday and was well attended.
 - OAT and OGT tutoring will begin after school in February

Manchester High School

January 14, 2009

- Mrs. Romona Applegate and Mrs. Sandina Alexander have been selected to present at Ohio Council Teachers of English Language Arts Spring Conference.
 - The chemistry class will be traveling to Southern State Community College on January 30th to work in the science lab.
 - The Manchester Local Science Fair will be held on January 27th at 8:30 a.m.
4. Director of Special Programs' Report
Mr. Mike Cluxton reports:
-ABLE has 10 participants and orientation for new participants is scheduled.
-The Adult Education program is working with Southern State College.
-The Wellness program has started off well with 20 staff members and the Walking Club is averaging 25 participants.
-Preschool has 39 students enrolled.
-Learn and Serve programs are being integrated into the curriculum. The 3rd grade is picking up trash around the school facility and the 5th grade is collecting yarn for senior citizens. The National Honor Society is helping tutor in the Elementary. High School Senior Seminar Students are participating in a Big Brother and Big Sister program with the Junior High students. The Junior Beta Club is recycling.
5. Supervisor of Facilities and Transportation's Report
Mr. Scott Kirk reports:
The staff continues to participate in HVAC training.
Mr. Kirk and Ms. McDonald are scheduled to attend school transportation training.
During the Christmas break the 2nd floor of the elementary went through extensive cleaning by the custodian staff.
Dyaminx Engineering is evaluating the elementary back punch list.
Cleaning inservice and OSHA training has been scheduled for the custodians.
6. Recognition of Visitors
Mrs. Christy Bailey addresses the Board concerning the lack of communication between the school and parents. She did not receive notification that school would be dismissing early on December 19th.

20-09 Resolution to Approve December 10, 2008 Board Meeting Minutes

The Board hereby approves the regular board meeting minutes of December 10, 2008.

Motion: Mr. Himes

Second: Mrs. Stacy

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes;

Mr. Cooper, yes.

The President declares the motion carried.

21-09 Resolution to Accept December, 2008 Financial Reports

The Board hereby accepts the December, 2008 financial cash, investment, cash flow, receipts, expenditures and appropriation reports.

Manchester Local Board of Education

Organizational

Manchester High School

January 14, 2009

Fund Types	December Revenues	December Expenditures	Total Revenue Fiscal Yr to Date	Total Expenditures Fiscal Yr to Date	Ending December Balance
General	215,647	771,722	6,488,184	6,227,774	2,460,010
Special Revenues	130,522	127,154	691,495	705,886	168,145
Debt Service	2,736	149	2,163,537	2,371,321	2,183,768
Building	1,250	107,207	9,312	2,045,225	269,022
Agency	6,704	6,192	50,519	27,164	49,162
Trust	25	0	10,718	7,338	28,446
Total	\$356,884	\$1,012,424	\$9,413,765	11,384,708	5,158,553

Motion: Mrs. Stacy
 Second: Mr. Himes
 Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes.
 The President declares the motion carried.

22-09 Resolution to Approve Construction Change Order

The Board hereby approves a construction change order # 2 with Sidewinder Electric Company Inc. in the amount of \$3,084.34.

Motion: Mr. Foster
 Second: Mr. Cooper
 Roll Call: Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes.
 The President declares the motion carried.

23-09 Resolution to Accept Donations

The Board hereby accepts donations from the Manchester American Legion VFW in the amount of \$1,000 for a flag pole and from First State Bank in the amount of \$100 for Neediest Kids of All fund.

Motion: Mr. Cooper
 Second: Ms. Jenkins
 Roll Call: Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, abstain; Ms. Jenkins, yes.
 The President declares the motion carried.

24-09 Resolution to Approve Payment of Invoice

The Board hereby approves the payment of an invoice from R & R Contractors in the amount of \$18,779 for equipment rental.

Motion: Mr. Himes
 Second: Mr. Cooper
 Roll Call: Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes.
 The President declares the motion carried.

25-09 Resolution to Approve MOM Lease

The Board hereby approves entering into a five (5) year lease agreement with Modern Office Methods, Inc. to provide nine (9) copiers, maintenance and toner at a monthly cost of \$3,681.89 and authorizes Superintendent Ralstin and Treasurer Ballengee to enter into the contract.

Manchester High School

January 14, 2009

Motion: Mrs. Stacy

Second: Mr. Cooper

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes;
Mr. Cooper, yes.

The President declares the motion carried.

26-09 Resolution to Approve an Electric Help Agreement

The Board hereby approves entering into an Electric Help Agreement with Modern Office Methods, Inc. in the amount of \$1,650.00 to run two 220 lines to the two Pro 906 EX copiers.

Motion: Mrs. Stacy

Second: Mr. Cooper

Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes;
Mr. Foster, yes.

The President declares the motion carried.

27-09 Resolution to Approve Provider Agreement with Southern Ohio ESC

The Board hereby approves entering into a provider contract with Southern Ohio ESC for math coaching services for grades 3 through 6 to be paid with Title I Intervention funds effective January 12, 2009 through April 24, 2009.

Motion: Mr. Cooper

Second: Ms. Jenkins

Roll Call: Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes;
Mr. Himes, yes.

The President declares the motion carried.

28-09 Resolution to Enter Executive Session

The Board enters executive session at 8:37 p.m. as per O.R.C. 121.22 for the purpose of (G-1) the consideration of employment, compensation and evaluation of personnel.

Motion: Mr. Himes

Second: Mrs. Stacy

Roll Call: Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes;
Ms. Jenkins, yes.

The President declares the motion carried.

29-09 Resolution to Re-Enter Public Session

The Board re-enters public session at 8:55 p.m. after (G-1) consideration of employment, compensation and evaluation of personnel as per O.R. C. 121.22.

Motion: Mr. Cooper

Second: Ms. Jenkins

Roll Call: Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes;
Mrs. Stacy, yes.

The President declares the motion carried.

30-09 Resolution to Employ Substitute Teacher

The Board hereby approves employing the following substitute teacher upon the nomination from South Central Ohio Educational Service Center Superintendent,

Manchester High School

January 14, 2009

Lowell Howard for the 2008-2009 school year to be paid at the daily rate of \$100.00 per day for days actually taught.

Long-term – Ryan Malone

Motion: Ms. Jenkins

Second: Mr. Cooper

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes;
Mr. Cooper, yes.

The President declares the motion carried.

31-09 Resolution to Employ Security

The Board hereby approves the employment of Nicholas Bush as security help for the remainder of the 2008-09 school year as per the recommendation of Superintendent Ralstin.

Motion: Mr. Cooper

Second: Mr. Foster

Roll Call: Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes;
Mr. Foster, yes.

The President declares the motion carried.

32-09 Resolution to Employ Classified Substitutes

The Board hereby approves the employment of Kim Bradford for the remainder of the 2008-09 school year as classified substitutes to be paid at step zero in the classification worked as per recommendation of Superintendent Ralstin.

Motion: Mr. Cooper

Second: Mrs. Stacy

Roll Call: Ms. Jenkins, yes; Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes;
Mr. Himes, yes.

The President declares the motion carried.

33-09 Resolution to Employ Custodian – Michael Arthur

The Board hereby approves the employment of Michael Arthur on a one year limited classified contract effective January 20, 2009 for the remainder of the 2008-09 school year with the hourly rate set at step zero.

Motion: Mr. Foster

Second: Mrs. Stacy

Roll Call: Mrs. Stacy, yes; Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes;
Ms. Jenkins, yes.

The President declares the motion carried.

34A-09 Resolution to Accept Resignation

The Board hereby accepts the resignation of Safety Patrol Advisor, Vanessa Baldwin as of January 9, 2009.

Motion: Mrs. Stacy

Second: Mr. Cooper

Roll Call: Mr. Cooper, yes; Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes;
Mrs. Stacy, yes.

The President declares the motion carried.

Manchester High School

January 14, 2009

34B-09 Resolution to Approve Safety Patrol Gatlinburg, TN Trip

The Board hereby approves the Safety Patrol trip to Gatlinburg, TN on June 8, 9, 10, 2009 at no cost to the Board of Education.

Motion: Mr. Cooper

Second: Ms. Jenkins

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes;
Mr. Cooper, yes.

The President declares the motion carried.

35-09 Resolution to Adjourn

The Board hereby adjourns at 9:04 p.m.

Motion: Mr. Himes

Second: Mr. Cooper

Roll Call: Mr. Foster, yes; Mr. Himes, yes; Ms. Jenkins, yes; Mrs. Stacy, yes;
Mr. Cooper, yes.

The President declares the motion carried.

SIGNED BY:

Richard K. Foster, President

ATTESTED BY:

Karen K. Ballengee, Treasurer