

The North Fork Board of Education met in **Regular** session on Monday, April 20, 2020, at Newton Elementary School, 6645 Mt. Vernon Road, Newark, Ohio 43055.

The Pledge of Allegiance was led by Mr. Hartley.

The following members were present: Mrs. Barbara Bruce, Mrs. Farrah Cooperider, Mr. Andy Hollenback, Mr. Bernard Snow.

The meeting was called to order by President Cooperider at 6:00 p.m.

## **RECOGNITIONS**

- Mr. Hartley recognized the parents for doing a fabulous job with all of the changes they are facing.
- Mrs. Bruce recognized the staff for their efforts during this challenging time.

## **REPORTS:**

1. **Superintendent's** – Mr. Hartley  
Coronavirus - School Closing Update – Per Governor DeWine's announcement, we will not be back in the buildings for the remainder of the school year. Future Plans – Looking at an alternative plan for graduation. Prom, Alumni Banquet, and Hall of Honors are activities that may not happen.
2. **Treasurer's** – Mrs. Breehl  
Board Report
3. **Legislative Update** – None

## **WORK SESSION**

NEOLA Additions/Revisions

### **Second Reading**

- 1520 Employment of Administrators (Administration)
- 2464 Gifted Education and Identification (Program)
- 3120 Employment of Professional Staff (Professional Staff)
- 3120.04 Employment of Substitutes (Professional Staff)
- 3120.05 Employment of Personnel in Summer School and Adult Education Programs (Professional Staff)
- 3120.08 Employment of Personnel for Co-Curricular/Extra-Curricular Activities (Professional Staff)
- 4120 Employment of Classified Staff (Classified Staff)

(Continued)

- 4120.08 Employment of Personnel for Co-Curricular/Extra Curricular Activities (Classified Staff)
- 4124 Employment Contract (Classified Staff)
- 4162 Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety-Sensitive Functions (Classified Staff)
- 5460 Graduation Requirements (Students)
- 5460.02 Students At-Risk of Not Qualifying for a High School Diploma (Students)
- 6107 Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures (Finances)

### **HEARING OF THE PUBLIC**

Public comment was requested and the following responded:

- None

### **AGENDA ADJUSTMENTS**

- Page 11 – 4<sup>th</sup> paragraph – Change “this school year” to “the 2019-2020 school year.”

### **OLD BUSINESS**

- None

### **NEW BUSINESS**

#### **2020-04-0040**

Mrs. Bruce moved, seconded by Mr. Hollenback, to waive the reading of and approve the minutes of the March 16, 2020, Regular Meeting.

Yea: Mrs. Bruce, Mr. Hollenback, Mrs. Cooperider, Mr. Snow - 4

Nay: - 0

The president ruled the motion carried.

#### **2020-04-0041**

Mr. Snow moved, seconded by Mrs. Cooperider, that the Board approve the following personnel actions:

**Certified**

2.1 Approve the following certificated staff members to be awarded one-year limited contracts for the 2020-2021 school year; compensation to be as per the NFEA Negotiated Agreement.

Megan Alexander	Amanda Fitz	Sheldon Hill	Katherine Soko
Clarissa Bush	Abigail Franks	Cassidy Rexrode	Jamie Taylor
Minna Crowthers	Chandra Gardner	Shawn Sapp	Jennifer Trost
			Bethany Watson

2.2 Approve the following certificated staff members to be awarded two-year limited contracts for the 2020-2021 school year; compensation to be as per the NFEA Negotiated Agreement.

Alexandra Keith          Charles Rowley          Jodie Smith

2.3 Approve the following certificated staff members to be awarded three-year limited contracts for the 2020-2021 school year; compensation to be as per the NFEA Negotiated Agreement.

Brittany Carruthers	Jeffery Hindel	Brittany McVey	Leah Swan
Cameron Drake	Jeremy Krausz	Tami Mowery	Christopher Trost
Laura Ewing	Ashley Lange	Allisha Rauch	Allison Walton
Susan Fairbanks	Jamie Liston	Emily Rowley	Jennifer Wygle
Julie Grant	Jennifer McKnight	Kimberly Stalling	Abigail Yinger

2.4 Approve the following certificated staff members to be awarded continuing contracts for the 2020-2021 school year; compensation to be as per the NFEA Negotiated Agreement.

Jennifer Fondriest

**Extra Service/Supplemental**

2.5 Employ Simon Elliott on an Extra Service Contract for summer computer cleaning under the supervision of the Technology Supervisor, effective May 18, 2020, not to exceed 40 hours per week; total hours not to exceed 400 hours at the rate of \$10.00 per hour.

2.6 Employ Jordan Williams on an Extra Service Contract for summer computer cleaning under the supervision of the Technology Supervisor, effective May 18, 2020, not to exceed 40 hours per week; total hours not to exceed 400 hours at the rate of \$10.00 per hour.

2.7 Approve extended service time for the 2020-2021 school year:

- High School Guidance Counselor – 20 days
- Middle School Guidance Counselor – 15 days
- Middle School-Sr. High Guidance Counselor – 15 days
- Vo Ag Teacher – 30 days
- CBI Teacher – 10 days
- Technology Staff and Student Training Coordinator – 40 days
- Technology Coordinator – 40 days
- High School Computer Science Teacher – 20 days

**Classified**

2.8 Approve the following classified staff members to be awarded one-year limited contracts for the 2020-2021 school year; compensation to be as per the OAPSE Negotiated Agreement.

Susan Hatch

2.9 Approve the following classified staff members to be awarded two-year limited contracts for the 2020-2021 school year; compensation to be as per the OAPSE Negotiated Agreement.

Edward Bolen	Becky Green	Barton Hufford	James Wilfong
Leigh Ann Dickson	Beth Haines	Bradford Hufford	Melissa Woodard
Sylina Elliotte	Daisy Hazlett	Courtney Nichols	Melissa Wray
		Debra West	Brandon Wygle

2.10 Accept a letter of resignation from Karl Fred Ford, mechanic, effective the end of the day, May 28, 2020, for the purpose of retirement.

**Administrative**

2.11 Accept a letter of resignation from Kim Grindle, Accountant, effective September 1, 2020, for the purpose of retirement.

2.12 Approve Stephanie Kimpel as Director of Curriculum and Assessment effective July 1, 2020, through June 30, 2023; compensation to be at step 10 of the MS Principal/Dir. of Student Services salary schedule.

Yea: Mr. Snow, Mrs. Cooperider, Mrs. Bruce, Mr. Hollenback - 4

Nay: - 0

The president ruled the motion carried.

**2020-04-0042**

Mrs. Bruce moved, seconded by Mr. Snow, that the Board approve the following financial actions:

- 4.1 Approve the financial and reconciliation reports for the Month of March, 2020.
  
- 4.2 Approve bills as presented for March, 2020, and payment of bills with “Then and Now” certificates.
  
- 4.3 Authorize the Treasurer and Superintendent to issue purchase orders in accordance with Board Policy 6400. This list will be made a part of the minutes.
  
- 4.4 Approve an 8% liability insurance rate increase for the 2020-2021 policy term with Argonaut/Trident Insurance Company
  
- 4.5 Renew the OASIS Trust Dental Program with no increase for 2020-2021.
  
- 4.6 Approve the Jamf Pro renewal quote for software for the iPads and Apple TVs.

Yea: Mrs. Bruce, Mr. Snow, Mrs. Cooperider, Mr. Hollenback - 4

Nay: - 0

The president ruled the motion carried.

**2020-04-0043**

6.1 Mr. Hollenback moved, seconded by Mr. Snow to approve the adoption of the following policy revisions/additions/deletions:

- 1520 Employment of Administrators (Administration)
- 2464 Gifted Education and Identification (Program)
- 3120 Employment of Professional Staff (Professional Staff)
- 3120.04 Employment of Substitutes (Professional Staff)
- 3120.05 Employment of Personnel in Summer School and Adult Education Programs (Professional Staff)
- 3120.08 Employment of Personnel for Co-Curricular/Extra-Curricular Activities (Professional Staff)
- 4120 Employment of Classified Staff (Classified Staff)
- 4120.08 Employment of Personnel for Co-Curricular/Extra Curricular Activities (Classified Staff)
- 4124 Employment Contract (Classified Staff)
- 4162 Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety-Sensitive Functions (Classified Staff)
- 5460 Graduation Requirements (Students)
- 5460.02 Students At-Risk of Not Qualifying for a High School Diploma (Students)
- 6107 Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures (Finances)

Yea: Mr. Hollenback, Mr. Snow, Mrs. Cooperider, Mrs. Bruce - 4

Nay: - 0

The president ruled the motion carried.

**2020-04-0044**

6.2 Mr. Snow moved, seconded by Mrs. Bruce that the Board approve the Early Childhood Disabled Preschool Contract Amendment with the Licking County Educational Service Center for FY21.

Yea: Mr. Snow, Mrs. Bruce, Mrs. Cooperider, Mr. Hollenback - 4

Nay: - 0

The president ruled the motion carried.

**2020-04-0045**

- 6.3 Mr. Snow moved, seconded by Mr. Hollenback that the Board approve the Early Education Services for Children with Disabilities Contract with the Licking County Educational Service Center for FY21.

Yea: Mr. Snow, Mr. Hollenback, Mrs. Bruce, Mrs. Cooperider - 4

Nay: - 0

The president ruled the motion carried.

**2020-04-0046**

- 6.4 Mrs. Bruce moved, seconded by Mr. Snow, that the Board approve the General Services Contract with the Licking County Educational Service Center for FY21.

Yea: Mrs. Bruce, Mr. Snow, Mrs. Cooperider, Mr. Hollenback - 4

Nay: - 0

The president ruled the motion carried.

**2020-04-0047**

- 6.5 Mr. Snow moved, seconded by Mr. Hollenback, that the Board approve Addendum I to the Special Education contracts with the Licking County Educational Service Center for FY21. All other provisions of said contracts shall remain in full force.

Yea: Mr. Snow, Mr. Hollenback, Mrs. Bruce, Mrs. Cooperider - 4

Nay: - 0

The president ruled the motion carried.

- 6.6 Mr. Snow moved, seconded by Mrs. Cooperider that the Board approve the following Memorandum of Understanding:

**Memorandum of Understanding**

**Certified Employee Evaluation**

This Memorandum of Understanding is entered into by and between the North Fork Local School District Board of Education (Board) and the North Fork Education Association (Association) this 20<sup>th</sup> day of April, 2020.

WHEREAS, the Board and Association have entered into Collective Bargaining Agreements (CBA) which are effective from July 1, 2017 through June 30, 2020 and July 1, 2020 through June 30, 2023; and

WHEREAS, the Governor of Ohio signed HB 197 into law on March 27, 2020 which permits modifications to the requirements under Ohio Rev. Code 3319.111 for the evaluation of teachers; and

WHEREAS, the Board has determined that it is impossible or impracticable to complete all evaluations for the 2019-2020 school year; and

WHEREAS, the parties have entered into certain agreements with respect to the evaluation procedures for bargaining unit members that affects the parties CBA, and in that regard, desire to memorialize their agreements pertaining to same; and

WHEREAS, the parties intend to amend their current CBA as set forth hereinafter, and further intend that all remaining sections of the CBA, that are not inconsistent herewith, shall remain in full force and effect.

NOW THEREFORE, IT IS HEREBY AGREED by and between the Board and the Association that the following language shall constitute their Agreement as it relates to this matter:

1. Any bargaining unit member who was missing an evaluation component required by the CBA or Ohio Rev. Code (e.g., observation/walkthrough/student growth measure) on March 16, 2020 shall be considered to have an incomplete evaluation for the 2019-2020 school year.
2. Any bargaining unit member with an incomplete evaluation during the 2019-2020 school year shall be subject to a complete evaluation cycle during the 2020-2021 school year or as set forth in the CBA, in compliance with the requirements of the CBA and Ohio Rev. Code. The Student Growth Measure (SGM) for all OTES 1.0 teachers being evaluated in the 2020-2021 school year shall be student learning objectives (SLO) or other locally determined and mutually agreed upon student assessment(s).



3. Any bargaining unit member who has an incomplete evaluation for the 2019-2020 school year shall retain their previous evaluation rating until they have completed a full evaluation cycle, as defined by the CBA and Ohio Rev. Code.

4. No bargaining unit member may be nonrenewed in the 2019-2020 school year unless the member has a complete evaluation for the 2019-2020 school year.

5. Any bargaining unit member whose evaluation cycle contained all the components required by the CBA and Ohio Rev. Code, as it existed on March 16, 2020 shall be considered a complete evaluation. The employee shall not be subject to an evaluation in the 2020-2021 school year, except as required by the CBA or Ohio Rev. Code. The Board retains its right to make employment decisions using the summative evaluation rating, pursuant to the terms of the CBA and Ohio Rev. Code and shall do so no later than June 1, 2020.

6. The Board and Association agree to extend the implementation of OTES 2.0 until the 2021-2022 school year. The terms and conditions of employment and/or the modification or deletion of current CBA provisions impacted by the implementation of OTES 2.0 shall remain a subject of negotiation between the Board and Association.

The parties agree the terms of this MOU are not intended to create a case precedent or form the basis of a past practice between or among the parties.

This MOU shall automatically expire at such time as all bargaining unit members who had an incomplete evaluation under the terms of this agreement have received a summative evaluation rating pursuant to the provisions of the CBA and Ohio Rev. Code.

Yea: Mr. Snow, Mrs. Cooperider, Mrs. Bruce, Mr. Hollenback - 4

Nay: - 0

The president ruled the motion carried.

**2020-04-0049**

- 6.7 Mr. Snow moved, seconded by Mr. Hollenback that the Board approve the following Resolution:

**CONTINGENCY PLAN  
FOR THE 2019-2020 SCHOOL YEAR  
IN THE EVENT SCHOOL IS CLOSED  
FOR MORE THAN THE HOURS PERMITTED UNDER BOARD POLICY AND STATE  
LAW**

**WHEREAS**, Ohio Revised Code §3313.48 mandates that a school district must be open for instruction with pupils in attendance for a minimum number of hours each school year; and

**WHEREAS**, Board Policy further requires that the District be open for instruction each school year for a minimum of 910 hours for students in grades kindergarten through six, and 1001 hours for students in grades seven through twelve; and

**WHEREAS**, R.C. §3313.482 authorizes a board of education to adopt a plan that permits students to make up and complete hours of instruction via online/remote learning in the event that schools are closed to students for a disease epidemic or other reasons, and the Board has adopted a plan for the 2019-2020 school year; and

**WHEREAS**, House Bill 197 (2020), which was enacted on March 27, 2020 in response to the COVID-19 pandemic health emergency, authorizes the North Fork Local School District Board of Education (“Board of Education”) to adopt a plan to provide for online learning opportunities for students to make up/complete an unlimited number of hours in lieu of attendance on days when buildings are not open to students during the 2019-2020 school year in compliance with any order issued by the Ohio Director of Health and/or a local board of health; and

**WHEREAS**, the North Fork Local School District Board of Education (hereafter the “Board”) has developed a contingency plan in accordance with R.C. §3313.482 under which district students will make up any time missed through online instruction/remote learning that caused the district to fall below the minimum number of hours of instruction required by section 3313.48 of the Ohio Revised Code and Board Policy; and

**WHEREAS**, the Board further authorizes licensed staff including intervention specialist to provide instructional support and related services within the scope of their practice by electronic delivery method or telehealth communication to district students, including students who receive special education and related services under an Individualized Education Plan or Section 504 Services Plan, while the Director of Health's order to close schools to students remains in effect.

**WHEREAS**, the Board desires to adopt the following modifications to the plan that is currently in place for the 2019-2020 school year.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the North Fork Local School District that:

### **SECTION I**

Pursuant to R.C. §3313.482 and House Bill 197 (2020), the Board of Education hereby authorizes the following plan to allow students of the North Fork Local School District to access and complete online/remote lessons in order to fulfill the required number of hours during the 2019-2020 school year:

- A. Each teacher shall develop a sufficient number of lessons as directed by the building administrator that should be equal to the amount of instructional time the student would receive for the days and hours of closure. A lesson shall be posted for each course that was scheduled to meet on a day that the school was closed.
- B. Teachers will submit the lessons to the building principal for approval on a biweekly basis. The building principal will certify that the lessons are equal to or greater than the amount of instructional time the student missed.
- C. As soon as practicable, the appropriate administrator will direct staff about how to make lessons available through a District approved website Office 365 or Progress Book or other technology portal approved through the technology department.
- D. The teacher will be responsible for posting the lessons online. The teacher shall designate the order in which the lessons are to be posted on the web portal or website if another employee is responsible for posting them on the teacher's behalf.
- E. Teachers will regularly assess the progress of students and will update or replace such lessons as necessary throughout the remainder of the school year based on the results of the assessments.
- F. Each student enrolled in a course for which a lesson or assignment is posted shall be granted a two-week period from the date of posting to complete the lesson/assignment. If the student does not complete the lesson/assignment within this time period, the student may receive an incomplete or failing grade unless the student provides a sufficient reason to the teacher justifying why they failed to complete the lesson/assignment.
- G. For students who experience difficulty accessing the online material or who do not have access to a computer. The Board of Education hereby authorizes "blizzard bags virtual learning packets" as needed, which are paper copies of the lessons/assignments posted. Teachers shall prepare electronic copies approximating the content of the online lessons and shall update such electronic copies when updating any of the online lessons. Staff will forward packet material to the administrator so that packets can be printed. Packets will be distributed per each building scheduled handout time. Printed copies of any graded lessons or assignments will be included in the virtual packets. Students utilizing this option will be granted two weeks from the date after picking them up to

return completed lessons/assignments to their assigned building unless due date times are given by the teacher. If the student does not complete the lesson/assignment within this time period, the student will receive an incomplete or failing grade unless the student provides a sufficient reason to the teacher justifying why they failed to complete the lesson/assignment.

H. Licensed staff including intervention specialists may provide instructional support and related services within the scope of their practice by electronic delivery method or telehealth communication to any district students, including students who receive services under Individualized Education Plans or Section 504 Services Plans, while the Director of Health's order to close schools to students remains in effect.

I. The District intends to meet its obligation to provide all students, including children with disabilities, equal access to curriculum and services during an extended school closure in accordance with state and federal law. Each building will notify parents about who they may contact if students are unable to access or participate in the program remotely because of a disability-related or other reason so that the District can explore alternative methods of instruction and possible accommodations.

J. This plan includes the written consent of the teacher's employee representative as designated under division (B) of section 4117.04. Such consent is on file in the official file of the Board of Education and is hereby incorporated into this plan as if specifically rewritten.

## **SECTION II**

Should circumstances warrant a change in the plan during the 2019-2020 school year, this contingency plan may be amended by the Superintendent at any time in his or her discretion.

## **SECTION III**

**IT IS FOUND** that all formal action of this Board of Education concerning or related to the adoption of this Resolution was adopted in an open meeting of this Board, and all deliberations of this Board that resulted in such formal action were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

Yea: Mr. Snow, Mr. Hollenback, Mrs. Bruce, Mrs. Cooperider - 4

Nay: - 0

The president ruled the motion carried.

### **2020-04-0050**

6.8 Mrs. Bruce moved, seconded by Mr. Snow, that the Board approve the adoption of the following policy revisions and/or deletions:

3217 Weapons (Professional Staff)  
4217 Weapons (Classified Staff)  
7217 Weapons (Property)

Yea: Mrs. Bruce, Mr. Snow, Mrs. Cooperider, Mr. Hollenback, Mr. Snyder - 5

Nay: - 0

The president ruled the motion carried.

**2020-04-0051**

Mr. Snow moved, seconded by Mrs. Bruce, that the Board go into Executive Session, pursuant to Ohio Revised Code Section 121.22(G)(1), for the purpose of discussing:

The appointment of an employee or official; specifically appointing a board member.

**Time: 6:31 p.m.**

Yea: Mr. Snow, Mrs. Bruce, Mrs. Cooperider, Mr. Hollenback - 4

Nay: - 0

The president ruled the motion carried.

**The Board returned to open session at 8:03 p.m.**

**2020-04-0052**

Mrs. Bruce moved, seconded by Mr. Snow, that the Board appoint Debra Paxton to the North Fork Board of Education to fill the unexpired term of Jason Snyder who resigned effective April 3, 2020; this term will be effective April 21, 2020 through December 31, 2021.

Yea: Mrs. Bruce, Mr. Snow, Mrs. Cooperider, Mr. Hollenback - 4

Nay: - 0

The president ruled the motion carried.

***The Oath of Office was administered to Mrs. Paxton by Mrs. Breehl.***

**SUPERINTENDENT'S REPORT/INSTRUCTION:**

- Middle School Boiler
- Lunch Program

**HEARING OF THE PUBLIC**

Public comment was requested and the following responded:

- None

Mr. Snow moved, seconded by Mr. Hollenback, that the meeting be adjourned.

Yea: Mr. Snow, Mr. Hollenback, Mrs. Bruce, Mrs. Cooperider - 4


Nay: - 0

The president ruled the motion carried.

Time: 8:10 p.m.

Next Meeting: May 18, 2020  
Location: Utica Senior High School  
260 Jefferson Street  
Utica, Ohio 43080  
Time: 6:00 p.m. Meeting

  
Farrah Cooperider, President

  
Kellie Breehl, Treasurer