

# NORTH FORK LOCAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING AGENDA



Mrs. Lori Stradley, President  
Mrs. Barbara Bruce, Vice President  
Mrs. Farrah Cooperider, Member  
Mr. James Quinif, Member  
Mr. Bernard L. Snow, Member

Mr. Scott Hartley, Superintendent  
Mrs. Tonya Mickley, Treasurer

Meeting Date: May 16, 2016  
Building Tour: 6:00 P.M.  
Meeting Time: 6:30 P.M.

**Meeting Location:**  
Utica Elementary School  
367 Church Street  
Utica, Ohio 43080

## 0169.1 Public Participation at Board Meetings

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by the following principles:

Any person or group wishing to place an item on the agenda shall register their intent with the Superintendent no later than ten (10) days prior to the meeting and include: name and address of participant; group affiliation, if and when appropriate; and, topic to be addressed. Such requests shall be subject to the approval of the Superintendent and the Board President.

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at all public meetings of the Board and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business.
- B. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name and group affiliation, if and when appropriate.
- C. Each statement made by a participant shall be limited to five (5) minutes duration, unless extended by the presiding officer.
- D. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- E. The presiding officer may:
  - 1. prohibit public comments that are frivolous, repetitive, and/or harassing;
  - 2. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, off-topic, antagonistic, obscene, or irrelevant;
  - 3. request any individual to leave the meeting when that person does not observe reasonable decorum;
  - 4. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - 5. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
- F. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, unless extended by a vote of the Board.

To enhance communications, the Board of Education invites you to place your comments below and send them to the North Fork Local School District at:

District Administrative Office  
312 Maple Avenue, P. O. Box 497  
Utica, Ohio 43080-0497

Attn: Board of Education

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Please allow two to three weeks to answer your question or email the Redskin Messenger.

R.C. 3313.20

Revised 05/17/10

Revised 01/08/07

Revised 6/8/98

Revised 11/18/02

**BOARD OF EDUCATION  
NORTH FORK LOCAL SCHOOL DISTRICT  
May 16, 2016  
REGULAR MEETING 6:30 P.M. UTICA ELEMENTARY SCHOOL**

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CALL TO ORDER

TIME: \_\_\_\_\_

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PLEDGE OF ALLEGIANCE

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ROLL CALL

Bruce \_\_\_\_\_ Cooperider \_\_\_\_\_ Quinif \_\_\_\_\_ Snow \_\_\_\_\_ Stradley \_\_\_\_\_

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**BOARD OF EDUCATION  
NORTH FORK LOCAL SCHOOL DISTRICT  
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RECOGNITIONS

**2015-2016 Retirees**

Anita Caplin – 32 years at North Fork

Sherry Hageman – 14 years at North Fork

**It is recommended that the Board go into Executive Session, pursuant to Ohio Revised Code Section 121.22(G)(1), for the purpose of discussing the dismissal of an employee or official.**

Time: \_\_\_\_\_

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

**The Board will now return to open session.**

Time: \_\_\_\_\_

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

REPORTS:

1. Superintendent's
2. Treasurer's
3. Committees'
  - a. Communications
  - b. Finance
4. Legislative Update

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**WORK SESSION**

1. NEOLA Additions/Revisions

**First Reading**

- 2460.03 Independent Educational Evaluations (Program)
- 4162 Drug and Alcohol Testing of CDL License Holders (Classified Staff)
- 5112 Entrance Requirements (Students)
- 5200 Attendance (Students)
- 5223 Released Time for Religious Instruction (Program)
- 5320 Immunization (Students)
- 5330.03 Procurement and Use of Asthma Inhalers in Emergency Situations (Students)
- 7300 Disposition of Real Property/Personal Property (Property)
- 9720 Equivalent Education Outside the Schools (Home Schooling) (Relations)

**Second Reading**

- 1130 Conflict of Interest (Administration)
- 3113 Conflict of Interest (Professional Staff)
- 4113 Conflict of Interest (Classified Staff)
- 6110 Grant Funds (Finances)
- 6111 Internal Controls (Finances)
- 6112 Cash Management of Grants (Finances)
- 6114 Cost Principles – Spending Federal Funds (Finances)
- 6116 Time and Effort Reporting (Finances)
- 6325 Procurement – Federal Grants/Funds (Finances)
- 6550 Travel Payment & Reimbursement (Finances)
- 7310 Disposition of Surplus Property (Property)
- 7450 Property Inventory (Property)
- 8500 Food Services (Operations)

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**HEARING OF THE PUBLIC**

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**BOARD OF EDUCATION  
NORTH FORK LOCAL SCHOOL DISTRICT  
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**AGENDA ADJUSTMENTS**

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**OLD BUSINESS**

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**NEW BUSINESS**

- I. **It is recommended that the Board waive the reading of and approve the minutes of the April 18, 2016 Regular Meeting.**

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

- II. **It is recommended that the Board approve and certify the attached list of seniors for graduation on May 22, 2016, providing that all requirements set forth by the North Fork Board of Education and the State Department of Education have been met.**

(Item 2A)

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

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NORTH FORK LOCAL SCHOOL DISTRICT  
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**III. It is recommended that the Board approve the following personnel actions:**

**Certified**

- 3.1 Approve the Licking County Educational Service Center Certificated Substitute List No. 11 for the 2015-2016 school year.

(Item 3A)

- 3.2 Accept a letter of resignation from Mark McClain, high school social studies teacher, effective at the end of the 2015-2016 school year.

(Item 3B)

- 3.3 Accept a letter of resignation from Melessa Fireovid, junior high math teacher, effective at the end of the 2015-2016 school year.

(Item 3C)

- 3.4 Approve Christine Breckenridge to be awarded a one-year limited contract for the 2016-2017 school year; compensation to be as per the NFEA Negotiated Agreement.

- 3.5 Approve the employment of Emily Rowley in the position of elementary teacher on a one-year limited contract for the 2016-2017 school year pending proper certification and background checks; compensation to be at Step 5 of the Bachelor's scale of the NFEA Negotiated Agreement. (\$38,219.00)

(Item 3D)

- 3.6 Approve the employment of Tamra Londot in the position of elementary teacher on a one-year limited contract for the 2016-2017 school year pending proper certification and background checks; compensation to be at Step 2 of the Bachelor's scale of the NFEA Negotiated Agreement. (\$33,818.00)

(Item 3E)

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- 3.7 Approve the employment of Allison Walton in the position of elementary teacher on a one-year limited contract for the 2016-2017 school year pending proper certification and background checks; compensation to be a Step 1 of the Bachelor's scale of the NFEA Negotiated Agreement. (\$32,351.00)

(Item 3F)

- 3.8 Approve the employment of Brittany McVey in the position of elementary teacher on a one-year limited contract for the 2016-2017 school year pending proper certification and background checks; compensation to be a Step 3 of the Master's scale of the NFEA Negotiated Agreement. (\$39,918.00)

(Item 3G)

- 3.9 Approve the employment of Julie Grant in the position of high school math teacher on a one-year limited contract for the 2016-2017 school year pending proper certification and background checks; compensation to be a Step 1 of the Bachelor's scale of the NFEA Negotiated Agreement. (\$32,351.00)

(Item 3H)

**Extra Service/Supplemental**

- 3.10 Approve the following volunteers for the 2015-2016 school year:

Robert Buckenberger      Brandi Crowe      Kari Kelly      Traci Wilson

- 3.11 Accept a letter of resignation from Doug Leaman as Class Trip Coordinator (6<sup>th</sup> Grade, UE) for the 2015-2016 school year.

(Item 3I)

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- 3.12 Approve the following supplemental position for the 2015-2016 school year:

<u>Name</u>	<u>Position</u>	<u>Level</u>	<u>Step</u>	<u>Amount</u>
Teresa McCoy	Class Trip Coordinator (6 <sup>th</sup> Grade UE)	4	0	\$2,041.00

- 3.13 Employ Connie Elliott on an Extra-Service Contract for a summer paint crew, effective June 6, 2016, not to exceed 40 hours per week; total hours not to exceed 520 hours at the rate of \$10.00 per hour.
- 3.14 Employ Eric Mitchell on an Extra-Service Contract for a summer paint crew, effective June 6, 2016, not to exceed 40 hours per week; total hours not to exceed 520 hours at the rate of \$10.00 per hour.
- 3.15 Employ Daisy Hazlett on an Extra-Service Contract for a summer paint crew, effective June 6, 2016, not to exceed 40 hours per week; total hours not to exceed 520 hours at the rate of \$10.00 per hour.
- 3.16 Approve the following individual to provide a Summer School Program at Utica Junior High School from June 6 through June 24, 2016; compensation to be at the Home Instruction Tutor's rate of the NFEA Negotiated Agreement, payable by timesheet. (\$25.00/hr.)
- Jennifer Fluty
- 3.17 Approve Lisa Ritzer to receive a stipend in the amount of \$3,000.00 for the 2016-2017 school year for serving as the Virtual Learning Academy coordinator, per the NFEA Negotiated Agreement, Article 7, Paragraph III B.
- 3.18 Approve Stephanie Kimpel to receive a stipend in the amount of \$3,000.00 for the 2016-2017 school year for serving as District Test Coordinator.

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- 3.19 Approve the following teachers as Virtual Learning Academy Instructors for the 2016-2017 school year; compensation to be paid per the NFEA Negotiated Agreement, Article 7, Paragraph III, A:

Jayme Blackstone	Ted Londot	Mark Rakoczy	Kayla Shomaker
Lillian Buchman	John Maher	Lisa Ritzer	Josh Spung
Marsha Hayden	Teresa McCoy	Mary Schraer	Aubry Vonck

**Classified**

- 3.20 Approve the following employees to be included on the Classified Substitute List for the 2016-2017 school year:

Faith Bruckelmyer	Kenneth E. Hall	Mary L. Klick	Virginia A. Ritchey
Mark L. Clutter	Nancy E. Hall	Janel Lewis	Margaret Slabaugh
Diane M. Collier	Bridgette R. Hatley	Teri L. Long	Diana S. Smith
Elizabeth M. Davis	Daisy J. Hazlett	Jessica D. Matthews	Judith L. Spence
Laura D. Droke	Krista D. Hottinger	Robert T. Moone	Kendall L. Spray
Mary J. Fogle	Tonya S. Hufford	Cathy L. Pattison	Sean Stevens
Rebecca L. Green	Jennifer J. Imbody	Suzanne Radabaugh	Lori T. Terry
		Lisa M. Ramirez George	Amberlyn D. Walker

**Administrative**

- 3.21 Accept a letter of resignation from Randy Nielsen, Utica Elementary Principal, effective the end of the 2015-2016 school year.

(Item 3J)

- 3.22 Approve Jayme Blackstone in the position of Director of Student Services; compensation to be at Step 7 of the JH Principal & Coord. of District Services scale of the Administrative Salary Schedule. (\$61,247.00)

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y N A
Cooperider	Y N A
Quinif	Y N A
Snow	Y N A
Stradley	Y N A

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**IV. Items pulled out for separate consideration.**

4.1 \_\_\_\_\_  
\_\_\_\_\_

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

4.2 \_\_\_\_\_  
\_\_\_\_\_

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

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**V. It is recommended that the Board approve the following financial actions:**

5.1 Approve the financial reports for the Month of April, 2016--SM-2, financial report by fund, revenue accounts by fund/receipt code, budget accounts by fund/function object, check payment register, and investment transaction report and appropriation adjustments.

5.2 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.

5.3 Approve the five-year forecast, as submitted by the Treasurer.

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- 5.4 Approve the "Certificate of the Total Amount from All Sources Available for Expenditures and Balances," and the FY2016 Appropriation, as presented. These documents will be included as a part of the minutes.

- 5.5 Approve the following insurance rates for Oasis Trust Dental:

CoreSource Insurance for dental monthly composite rate for the period 7/1/16 – 6/30/17:

Single Rate - \$45.53

Family Rate - \$99.60

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

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VI. *Items pulled out for separate consideration.*

6.1 \_\_\_\_\_

\_\_\_\_\_

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

6.2 \_\_\_\_\_

\_\_\_\_\_

Motion\_\_\_\_\_ Second\_\_\_\_\_

Carried/Failed \_\_\_\_ to \_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

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**VII. Other Board Action - It is recommended that the Board:**

7.1 Approve the adoption of the following policy revisions/additions/deletions:

- 1130 Conflict of Interest (Administration)
- 3113 Conflict of Interest (Professional Staff)
- 4113 Conflict of Interest (Classified Staff)
- 6110 Grant Funds (Finances)
- 6111 Internal Controls (Finances)
- 6112 Cash Management of Grants (Finances)
- 6114 Cost Principles – Spending Federal Funds (Finances)
- 6116 Time and Effort Reporting (Finances)
- 6325 Procurement – Federal Grants/Funds (Finances)
- 6550 Travel Payment & Reimbursement (Finances)
- 7310 Disposition of Surplus Property (Property)
- 7450 Property Inventory (Property)
- 8500 Food Services (Operations)

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

7.2 Approve the North Fork Local School District to renew its membership with the Ohio High School Athletic Association for the 2016-2017 school year and agree to abide by the rules and regulations set forth by the Ohio High School Athletic Association.

(Item 7A)

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

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- 7.3 Approve the Service Level Agreement with the Licking Area Computer Association for the period July 1, 2016 through June 30, 2017.

(Item 7B)

Motion_____	Second_____	Bruce	Y	N	A
		Cooperider	Y	N	A
Carried/Failed _____ to _____		Quinif	Y	N	A
		Snow	Y	N	A
		Stradley	Y	N	A

- 7.4 Approve the Full-Service Vending Agreement with the Pepsi-Cola Bottling Company of Columbus for the period of February 15, 2016 through February 16, 2021. A copy of this agreement will be included as a part of the minutes.

Motion_____	Second_____	Bruce	Y	N	A
		Cooperider	Y	N	A
Carried/Failed _____ to _____		Quinif	Y	N	A
		Snow	Y	N	A
		Stradley	Y	N	A

- 7.5 Approve the Service Agreement with the Knox Educational Service Center Governing Board for the 2015-2016 school year.

(Item 7C)

Motion_____	Second_____	Bruce	Y	N	A
		Cooperider	Y	N	A
Carried/Failed _____ to _____		Quinif	Y	N	A
		Snow	Y	N	A
		Stradley	Y	N	A

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- 7.6 Approve the proposal submitted by MT Business Technologies Inc. for district copier services at a cost of \$3,135.00 per month, with an approximate savings of \$385.00 per month.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

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Superintendent's Report / Instructions

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HEARING OF THE PUBLIC

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**VIII. It is recommended that the meeting be adjourned.**

Motion \_\_\_\_\_ Second \_\_\_\_\_

Carried/Failed \_\_\_\_\_ to \_\_\_\_\_

Bruce	Y	N	A
Cooperider	Y	N	A
Quinif	Y	N	A
Snow	Y	N	A
Stradley	Y	N	A

Time: \_\_\_\_\_

Next Meeting: June 20, 2016

Location: Utica Junior High School  
260 Jefferson Street  
Utica, Ohio 43080

Time: 6:00 p.m. Public Discussion  
6:30 p.m. Regular Meeting