

## RECORD OF PROCEEDINGS

**Minutes of: Danbury Local Board of Education**

**Regular Meeting**

**Held: In the District Library at 5:30 P.M.**

**December 19, 2018**

The Pledge of Allegiance was recited.

Roll Call: Present – Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad, Mr. Mackey  
Others present – Cari Buehler, Shane Baumgardner

### ADOPT AGENDA

It was moved by Mr. Dunfee, seconded by Mrs. Rinaldo that the Board adopt the agenda, as amended, for the December 19, 2018 Regular Meeting.

**212-18** Roll Call: Yes – Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad, Mr. Mackey, Mr. Dunfee.  
Motion carried.

### APPROVAL OF MINUTES

It was moved by Mrs. Rinaldo, seconded by Mrs. Conrad that the reading of the minutes for the November 14, 2018 Regular Meeting and December 12, 2018 Special Meeting be waived and approval of said minutes be granted.

**213-18** Roll Call: Yes – Mr. Sowers, Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo.  
Motion carried.

### EXECUTIVE SESSION

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board move into executive session for the purpose of personnel employment. Mrs. Buehler and Mr. Baumgardner were invited to attend.

**214-18** Roll Call: Yes – Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers.  
Motion carried.

Time into Executive session: 5:34 p.m.

Time out of Executive session: 6:26 p.m.

### TREASURER'S REPORT

#### A) PAYMENT OF BILLS

I certify that the payment of bills in the amount of \$1,616,185.38 has been presented and that the money required for the payment of these obligations at the time of execution of this certificate was lawfully appropriated, in the treasury, or in the process of collection free from any encumbrances.

\_\_\_\_\_ Treasurer

#### B) FINANCIAL REPORT

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Board approve the financial report for November 2018.

**215-18** Roll Call: Yes – Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad.  
Motion carried.

#### C) APPROVAL OF ADVANCE DRAWS AND INVESTMENTS

It was moved by Mr. Dunfee, seconded by Mrs. Rinaldo that the Board give approval to seek advance draws from the Ottawa County Auditor as needed during 2019 and to invest monies not immediately needed for current school operation in accordance with district's investment policy.

**216-18** Roll Call: Yes – Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad, Mr. Mackey.  
Motion carried.

## RECORD OF PROCEEDINGS

**Minutes of: Danbury Local Board of Education**

**Regular Meeting**

**Held: In the District Library at 5:30 P.M.**

**December 19, 2018**

### SUPERINTENDENT'S REPORT

MOU updates  
 Ohio Guidestone updates  
 Google Surveys (counselor & administrator)  
 Guidance counselor – Student Support Specialist  
 Safety plan updated  
 FEMA drill coming in the spring  
 Update on 15 min “super” conversations  
 January board meeting scheduling and future dates  
 District meal tomorrow  
 Art Department ornament  
 Core Value Assembly  
 ID badges

### OLD BUSINESS

#### A) VOLUNTEERS

It was moved by Mrs. Rinaldo, seconded by Mrs. Conrad that the Board approve the following volunteers as listed:

Jamie Sells

**217-18** Roll Call: Yes – Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad, Mr. Mackey, Mr. Dunfee.  
 Motion carried.

#### B) UNCOMPENSATED LEAVE

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board approve the following uncompensated leave as listed:

Linda Brooks – Feb 7, 8, 11-13, 2019

**218-18** Roll Call: Yes – Mr. Sowers, Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo.  
 Motion carried.

#### C) BOARD POLICY

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Board approve the third reading of the following policies as listed:

BDDG, Minutes  
 DBD, Budget Planning (Five-Year Forecast)  
 DECA, Administration of Federalism | Grant Funds  
 DJ, Purchasing  
 DJB, Petty Cash Accounts  
 DJC, Bidding Requirements  
 DJF, Purchasing Procedures  
 DJF-R, Purchasing Procedures  
 DJH, Credit Cards  
 EBBA, First Aid  
 EFF, Food Sale Standards  
 EFG, Wellness Program  
 GA, Personnel Policies Goals  
 GBI, Staff Gifts and Solicitations  
 GCB-1, Professional Staff Contracts and Compensation Plans (Teachers)  
 GCB-2, Professional Staff Contracts and Compensation Plans (Administrators)  
 GCD, Professional Staff Hiring  
 GDB, Support Staff Contracts and Compensation Plans  
 IGDF, Student Fundraising Activities  
 IGDJ, Interscholastic Athletics  
 JECBB, Interdistrict Open Enrollment (Joint Vocational School Districts)

## RECORD OF PROCEEDINGS

**Minutes of: Danbury Local Board of Education**

**Regular Meeting**

**Held: In the District Library at 5:30 P.M.**

**December 19, 2018**

JED, Student Absences and Excuses  
 JFCF, Hazing and Bullying (Harassment, Intimidation and Dating Violence)  
 JFCJ, Weapons in the Schools  
 JG, Student Discipline  
 JGD, Student Suspension  
 JGDA, Emergency Removal of a Student  
 JGE, Student Expulsion  
 JHCA, Physical Examinations of Students  
 JP, Positive Behavioral Intervention and Supports (Restraint and Seclusion)

**Other**

BB, School Board Legal Status  
 EBC, Emergency Management and Safety Plans  
 IGD, Co-curricular and Extracurricular Activities  
 JFC, Student Conduct (Zero Tolerance)  
 KH, Public Gifts to the District  
 KI, Public Solicitations in the Schools

And the first reading of the following policies as listed:

DGA, Authorized Signatures (Use of Facsimile Signatures)  
 GBH, Staff-Student Relations (Also JM)  
 JHH, Notification of Sex Offenders  
 JM, Staff-Student Relations (Also GBH)

**Other**

GBE, Staff Health and Safety  
 GBE-R, Staff health and Safety  
 GBP, Drug Free Workplace  
 JFCF, Hazing and Bullying (Harassment, Intimidation and Dating Violence)  
 JFCF-R, Hazing and Bullying (harassment, Intimidation and Dating Violence)

**219-18** Roll Call: Yes – Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers.  
 Motion carried.

**COMMITTEE REPORTS**

- A.** Audit and Finance – met 12.13.18
- B.** Board Policy – met 11.28.18
- C.** Building and Grounds – no report
- D.** Cafeteria/Transportation – no report
- E.** Public Relations – no report

**NEW BUSINESS**

**A) SUPPLEMENTAL**

It was moved by Mr. Dunfee, seconded by Mrs. Rinaldo that the Board approve the following supplemental contract as listed for 2018-2019 school year. Employment is contingent on Pupil Activity Validation and BCI/FBI check:

Stephen Andres – High School Track & Field Head Coach

**220-18** Roll Call: Yes – Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad.  
 Motion carried.

It was moved by Mrs. Rinaldo, seconded by Mrs. Conrad that the Board approve the following as our Winter Sports Supervisor (1/2):

Tim Heffernan

**221-18** Roll Call: Yes – Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad, Mr. Mackey.  
 Motion carried.

## RECORD OF PROCEEDINGS

**Minutes of: Danbury Local Board of Education**

**Regular Meeting**

**Held: In the District Library at 5:30 P.M.**

**December 19, 2018**

### B) SUBSTITUTES

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board approve the following substitute as listed:

James Knight – bus driver

**222-18** Roll Call: Yes – Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad, Mr. Mackey, Mr. Dunfee.  
Motion carried.

### C) PERSONNEL

It was moved by Mr. Mackey, seconded by Mr. Dunfee that the Board hire Shawn Kreager as a full time bus driver.

**223-18** Roll Call: Yes – Mr. Sowers, Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo.  
Motion carried.

### D) DONATIONS

It was moved by Mr. Dunfee, seconded by Mrs. Rinaldo that the Board approve the following donations as listed:

Danbury Lapel pins donated by Miss Mercedes  
PYAL - \$100 (Baseball)  
Guy and Rose Tibbels - \$25  
Tom and Susan Hartman - \$15 (Basketball)  
L. Clark - \$100 (Basketball)  
Anonymous Cash - \$75 (Basketball)

**224-18** Roll Call: Yes – Mrs. Conrad, Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers.  
Motion carried.

### E) COMPENSATION

It was moved by Mrs. Rinaldo, seconded by Mrs. Conrad that the Board approve the non-represented employees matrix and base increase as recommended.

**225-18** Roll Call: Yes – Mr. Mackey, Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad.  
Motion carried.

### DISCUSSION ITEMS

2019 Meeting Dates and committee assignments

### ADJOURNMENT

It was moved by Mrs. Conrad, seconded by Mr. Mackey that the Board adjourn until the Organizational and Regular Board of Education Meeting which will be held on January 9, 2019. The meeting will start at 5:30 p.m. Executive Session, 6:30 p.m. Regular Session and will take place in the district library.

**226-18** Roll Call: Yes – Mr. Dunfee, Mrs. Rinaldo, Mr. Sowers, Mrs. Conrad, Mr. Mackey.  
Motion carried.

TREASURER

BOARD PRESIDENT