

**GRAHAM LOCAL SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT  
7790 WEST US HIGHWAY 36  
SAINT PARIS, OH 43072-9496**

**GRAHAM LOCAL BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
MAY 15, 2017  
6:00 p.m.**

**MEETING LOCATION: GRAHAM HIGH SCHOOL**

**I. CALL TO ORDER AND ROLL CALL (Pledge of Allegiance)**

Mr. Ludlow \_\_\_\_\_ Mr. Pine \_\_\_\_\_ Mr. Prince \_\_\_\_\_ Mr. Setty \_\_\_\_\_ Ms. Uhl \_\_\_\_\_

**II. ADOPTION OF AGENDA**

Mr. Ludlow \_\_\_\_\_ Mr. Pine \_\_\_\_\_ Mr. Prince \_\_\_\_\_ Mr. Setty \_\_\_\_\_ Ms. Uhl \_\_\_\_\_

**III. CURRICULUM/DISTRICT PERSONNEL REPORTS**

- A.
- B.
- C.

**PUBLIC PARTICIPATION**

- A.
- B.
- C.

**IV. BOARD RECOGNITION**

**Graham High School Kudos:**

Thank you to student leaders Erica Atwood, Thomas Frost, Robyn Riley and Makenna Parker for organizing United Service Day 2017. With the help of Mrs. Smith, Mrs. Jarzab and many others, they all showed a very well put together community event.

Congratulations to Mrs. Trenor and the crew of “Guys and Dolls” for such a great show!

Thanks to Angie Howell, John Tullis, Donna Jarzab and Sam Noble for organizing yet another FIP (Formative Instructional Practices) instructional day. The teachers have consistently shown they like to hear their peers teaching during these PD days.

Kudos to the following staff and students for their participation in the state National History Day Competition: Mrs. Carrie Traylor, Mr. Andy Predmore, Adrian Blanken, Alleigha Botner, Matt Case, Holly Kamper, Weslie Long, Owen McGuffey, Luke Miller, Nadia Ritter, Andrew Robeson, Lane Smith and Sam Stickley.

**Graham Middle School Kudos:**

April Students of the Month: 6<sup>th</sup> Grade – Rose Pullins and Ben Parke  
7<sup>th</sup> Grade – Trinity Goudy and Alex Foulks  
8<sup>th</sup> Grade – Ashlyn Blanken and Lee Artis

May Students of the Month: 6<sup>th</sup> Grade – Landree Bacher and Owen McGuire  
7<sup>th</sup> Grade – Paityn Dowty and Zackery Vanscoy  
8<sup>th</sup> Grade – Emmalee Cecil and Lake Stairwalt

Gail Wilson, Polly Trenor, Justin Cooper, Brent Perkins, Steve Angel and Lynnette Roeth for coordinating and planning the “Evening with the Arts” event held on Tuesday, May 9.

**Graham Elementary Kudos:**

Thank you to Don Burley, Kristie Purtee and Emily Smith for all their work in preparing for the Service Learning Day.

Thank you Chad Lensman for his work in guiding the students in the land lab.

Thank you to Megan Peltier and Carrie Traylor for arranging to bring HS and MS to help with elementary students on service day.

Thank you to Jennifer Harvey for all of her work with the Literacy Foundation: Read, Imagine, Soar!

Thank you to Mrs. Vicki Kueterman for her dedication and years of service to Graham Elementary students.

**Graham Athletic Kudos:**

April Athletes of the Month: Logan Black – Baseball and Roxie Conn – Track and Field

CBC Athlete of the Month for April – Kavan Sarver and for May – Kayla Tullis.

**Other:**

Recognition of United Service Day Planning Committee Students. Thanks to Emily Smith, Don Burley, Donna Jarzab, Megan Peltier and our principals for their assistance with this day. Thanks to our community partner the United Way, Chamber, YMCA and Lions. Thanks to all the sponsors and donors for their connections with us that day.

Recognition of Katie Setty for her Battelle’s Distinguished Educator Award for 2017.

Announcement of new Graham Soar Scholars Foundation: Clark State Representative Dr. Jo Blondin and Clark State guests will help us introduce the Board’s first generation scholarship program beginning with Class of 2022.

**V. APPROVAL OF MINUTES OF PRIOR MEETINGS (ATTACHED):**

**A. April 10, 2017, Regular Meeting**

Mr. Ludlow \_\_\_\_\_ Mr. Pine \_\_\_\_\_ Mr. Prince \_\_\_\_\_ Mr. Setty \_\_\_\_\_ Ms. Uhl \_\_\_\_\_

**VI. FINANCIAL CONSENT AGENDA:  
ADOPTION OF CONSENT CALENDAR – FINANCIAL**

Action by the Board of Education in “*Adoption of Consent Calendar*” at this point of the agenda means that Items A-D are adopted by one single motion unless a member of the Board or the Superintendent requests that any item be removed from the “*Consent Calendar*” and voted upon separately.

- A. The treasurer recommends the board to approve the financial reports for April 2017 (Attached)
- B. The treasurer recommends the board to approve increasing the appropriations for the following fund as indicated: Fund 018 increase appropriations by 25,000; Fund 022 increase appropriations by 500; and Fund 300 increase appropriations by 5,000
- C. The treasurer recommends the board to accept the following donations to Graham Local Schools (United Service Day):
  - 1. \$250.00 from Hillyard, Inc.
  - 2. \$100.00 from Virginia Stanley
  - 3. \$500.00 from Michael & Lisa O’Connor
  - 4. \$1,000.00 from Waibel Energy Systems
  - 5. \$500.00 from Weidmann Electrical Technology, Inc.
  - 6. \$200.00 from Wendy’s – Urbana
  - 7. \$50.00 from Christopher Winch
  - 8. \$200.00 from McKeever’s
  - 9. \$250.00 from PN2 LLC, East Lawn & Garden
- D. The treasurer recommends the board to approve the revised Five-Year Forecast for Graham Local School District. The forecast is required to be submitted to the Ohio Department of Education by May 31, 2017.

Mr. Ludlow \_\_\_\_\_ Mr. Pine \_\_\_\_\_ Mr. Prince \_\_\_\_\_ Mr. Setty \_\_\_\_\_ Ms. Uhl \_\_\_\_\_

**VII. PERSONNEL CONSENT AGENDA:  
ADOPTION OF CONSENT CALENDAR – PERSONNEL**

Action by the Board of Education in “*Adoption of Consent Calendar*” at this point of the agenda means that Items A-E are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the “*Consent Calendar*” and voted upon separately.

- A. RESIGNATION(S):
  - 1. Sheila Prill, Assistant Coach, Varsity Track, effective April 24, 2017
  - 2. Mystri Swiger, custodian, effective May 5, 2017
  - 3. Stephanie Watercutter, teacher, effective June 30, 2017
  - 4. Michelle Brinkman, teacher, effective July 31, 2017
  - 5. Barbara Kauffman, aide, effective July 31, 2017 (due to retirement)
  - 6. Andrew Woods, teacher, effective August 1, 2017
  - 7. Charles Ratcliff, teacher, effective August 20, 2017

**B. EMPLOYMENT – BEGINNING WITH THE 2016-17 SCHOOL YEAR:**

To employ the following persons for the positions indicated on contract as specified beginning with the 2016-17 school year at a salary in accordance with the appropriate Board-adopted salary schedule as recommended by the superintendent:

1. Certified Personnel – One-Year Limited Substitute Teaching Contract for the 2016-17 School Year: Leah Deardurff, substitute teacher, effective March 20, 2017
2. Certified Personnel – One-Year Limited Contract for Tutors for Individualized Services (Home Instruction/Intervention Tutors/Summer School Physical Education) for the 2016-17 School Year: Stephanie Watercutter, tutor, effective May 8, 2017
3. Certified Personnel – Additional Extended Service Contract for the 2016-17 School Year: Sandra Jacomet – Eight (8) additional days, Psychologist
4. Classified Personnel – One-Year Limited Substitute Contract for the 2016-17 School Year:
  - a. Lyndsey Henry, substitute secretary, effective January 6, 2017
  - b. Rebecca Peters, substitute aide, effective January 12, 2017
  - c. Bradley Baker, substitute aide, effective February 28, 2017
  - d. Nicole Lockard, substitute lunchroom worker, effective March 21, 2017
  - e. Shayla Smith, substitute secretary, effective March 30, 2017
  - f. Tracy Suchland, substitute bus driver, effective March 30, 2017
  - g. Emily Mefford, substitute aide, effective April 5, 2017
  - h. Melissa Woods, substitute aide, effective April 8, 2017
  - i. Thomas Merica, substitute secretary, effective April 18, 2017
  - j. Shayla Smith, substitute lunchroom worker, effective April 18, 2017
  - k. Melissa Woods, substitute lunchroom worker, effective April 20, 2017
  - l. Tiffany Maxson, substitute bus driver, effective April 26, 2017
  - m. Larissa Cassanova, substitute lunchroom worker, effective May 5, 2017
5. Volunteers for the 2016-17 School Year:
  - a. Vicki Dillow, VOLUNTEER, Graham Elementary Trout Release
  - b. Christel Dingus, VOLUNTEER, Graham Elementary Field Trip
  - c. Nathan Jenkins, VOLUNTEER, Graham Elementary Field Trip
  - d. Thomas Merica, VOLUNTEER, Tech Support
  - e. Megan Purk, VOLUNTEER, Graham Elementary
  - f. Brandy Riley, VOLUNTEER, Graham Elementary Field Trip
  - g. Kimberly Taylor, VOLUNTEER, Graham Elementary Field Trip

**C. NON-RENEWALS FOR THE 2017-18 SCHOOL YEAR OF 2016-17 CONTRACTS:**

1. Certified Personnel – One-Year Limited Substitute Teaching Contracts: Zaid Almansoori, John Beck, Kimberly Berg, Chelsea Black, Meredith Blumhorst, Margaret Bolinger, Marvin Brautigam, Jennifer Bryant, Kelsey Cahoon, Carolyn Carlson, Taran Clapp, Abby Cohn, Cynthia Crabtree, Jordan Cunningham, Leah Deardurff, Holly Dickert, Larry Gleeson, Jennifer Gooddard, Peggy Harper, Wayne Harris, James Hoffman, Kathleen Holden, David Jenkins, Polly Jordan, Sheryl Kitchen, Daniel Liggett, Andrea Little, Heather Martin, Kelsie McBride, Trudy Mohr, Sara Moore, Jessica Nieman, Elizabeth Parke, Emma Pelfrey, Emily Pence, Sheila Prill, Emily Purk, Jason Randolph, Jana Riegel, Tina Rose, Shirley Runkle,

Callie Ryan Jacobs, Barbara Schlaegel, Bethany Smith, Richard Stokes, Christopher Strickland, Melinda Swartz, Celia Tabor, Tracy Teepe, Stephen Vasant, Gina Verlaney, Judith Walker, Terry Whetstone, Carolyn Wiant, Betty Zerkle and Darcie Zirkle.

It is recommended by Superintendent Kirk Koennecke, Graham Local Schools, that the above list of certified personnel (substitute teachers) **NOT BE RE-EMPLOYED** on contract for the 2017-18 school year, pending their re-application and approval.

2. Certified Personnel – One-Year Limited Contract for Tutors for Individualized Services (Home Instruction/Intervention Tutors and/or Summer Programs):  
Lisa Bowman, Jodi Carr, Leah Christian, Jordan Cunningham, Diana Emery, Nancy Flory, Steven Grasso, Tracy Merica, Samantha Noble, Brent Perkins, Ali Peterson, Andrew Predmore, Katherine Setty, Emily Staley, John Tullis, Kara Van Fossen, Danielle Wall, Dawn Wallace, Stephanie Watercutter, Amy Weinert, Brett West and Austin Wick

It is recommended by Superintendent Kirk Koennecke, Graham Local Schools, that the above list of certified personnel (home instruction/intervention tutors and/or summer programs) **NOT BE RE-EMPLOYED** on contract for the 2017-18 school year, pending their re-application and approval.

**D. EMPLOYMENT – BEGINNING WITH THE 2017-18 SCHOOL YEAR:**

To employ the following persons for the positions indicated on contract as specified beginning with the 2017-18 school year at a salary in accordance with the appropriate Board-adopted salary schedule as recommended by the superintendent:

1. Certified Personnel – One-Year Limited Teaching Contract for the 2017-18 School Year: Christine Gooding, speech and language pathologist, effective for the 2017-18 school year.
2. Certified Personnel – One-Year Limited Supplemental Contract for the 2017-18 School Year:
  - a. Richard Randall, Strength Coach – Fall
  - b. Megan Kelly, Cheerleading, HS Head Football
  - c. Tracy Merica, Athletic Event Manager – Fall (MS)
3. Classified Personnel – One-Year Limited Contract for the 2017-18 School Year:
  - a. Jennifer Phlipot, occupational therapist assistant (.5), effective for the 2017-18 school year
  - b. Kristina Thornton, secretary, effective for the 2017-18 school year
4. Classified Personnel – One-Year Limited Supplemental Contract for the 2017-18 School Year: Tristan Bogan, Head Coach, Varsity Soccer – Girls

**E. RE-EMPLOYMENT – BEGINNING WITH THE 2017-18 SCHOOL YEAR:**

To re-employ the following persons for the positions indicated on contracts as specified beginning with the 2017-18 school year at a salary in accordance with the appropriate Board-adopted salary schedule as recommended by the superintendent:

1. Certified Personnel – Re-employment: One-Year Limited Contract for the 2017-18 School Year: Lauren Buell, Logan Carey, Renee Carnes, Emily Comer, Jennifer Donnersbach, Diana Emery, Melissa Erter, Julian Grasso, Steven Grasso, Karla Green, Victoria Huffman, Sandra Jacomet, Megan Kelly, Christopher Laslo, Kristine Laslo, Beth Maniaci, Erin Merritt, Megan Peltier, Charles Ratliff, Kristen Ruzicka, Callie Ryan Jacobs, Joshua Snyder, Scott Spriggs, Emily Staley, Emilee Tannyhill, Angela Thomas, Abbey Thompson, Kara Van Fossen, Michael Vlahos, Amy Weinert, Faith Weinert, Austin Wick, Raegan Wintrow and Amy Young
2. Certified Personnel – Re-employment: Two-Year Limited Contract for the 2017-18 School Year: Wendy Blosser, Jennifer Cantrell, Emilee Gieseke, Andrea Harsh, Amber Johnson, Danielle Kizer, Mariah Morris, Jessica Thomas and Polly Trenor
3. Certified Personnel – Re-employment: Five-Year Limited Contract for the 2017-18 School Year: Brian Ebersold, Lorraine Henman, Angella Howell, Kari Regier and Jessica Sticklely
4. Classified Personnel – Re-employment: One-Year Limited Contract for the 2017-18 School Year: Vicki Baker, Peggy Boring, Stuart Everett, Betty Fenton, Charles Metherd, Kimberly Pence, Loretta Rhodes, Ashlee Skinner and Roberta Thomas
5. Classified Personnel – Re-employment: Two-Year Limited Contract for the 2017-18 School Year: Nancy Massie
6. Classified Personnel – Re-employment: Continuing Contract for the 2017-18 School Year: Malea Gilreath, Julie Grimes, Shelley Herrmann, Jessi Hicks, Beverly Jackson, Sarah Laughman, Zachary Pillion, Kristie Purtee, Dawn Merritt, Melissa Moody, Elizabeth Nesbitt, Charity Turner, Amanda Wier

Mr. Ludlow \_\_\_\_\_ Mr. Pine \_\_\_\_\_ Mr. Prince \_\_\_\_\_ Mr. Setty \_\_\_\_\_ Ms. Uhl \_\_\_\_\_

**VIII.** The superintendent and treasurer recommends the board to approve the following resolution:

RESOLUTION REQUESTING CERTIFICATION  
OF ALTERNATIVE TAX RATES  
(R.C. § 5748.02)

WHEREAS, Ohio Revised Code Section 5748.02 authorizes school districts to impose voter-approved income taxes upon their residents; and

WHEREAS, a resolution declaring the necessity to raise additional School District revenue must be adopted and certified to the Tax Commissioner for the State of Ohio (the "Tax Commissioner") in order to permit the Board to consider the levy of an income tax and to preserve the right to submit the question of levying such an income tax to the electors of the School District at the election to be held November 7, 2017;

NOW, THEREFORE, BE IT RESOLVED and hereby determined by the Board of Education of the Graham Local School District, Champaign and Shelby Counties, Ohio, a majority of the members thereof concurring, that:

Section 1. The Board determines that it is necessary to raise annually the additional sum of One Million Nine Hundred Eighteen Thousand Five Hundred Seventy Dollars (\$1,918,570) for the purpose of providing for the current operating expenses of the School District (the "Income Tax").

Section 2. The income that shall be subject to the Income Tax is taxable income of individuals as defined in Ohio Revised Code Section 5748.01(E)(1)(b).

Section 3. The Treasurer is directed to certify a copy of this resolution to the Tax Commissioner not later than July 28, 2017, together with a request that the Tax Commissioner determine and certify to the Board the property tax rate that would have had to be imposed by the School District in the current year to produce the amount of money set forth above and the income tax rate that would have had to have been in effect for the current year to produce the amount of money set forth above.

Section 4. All formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Mr. Ludlow \_\_\_\_\_ Mr. Pine \_\_\_\_\_ Mr. Prince \_\_\_\_\_ Mr. Setty \_\_\_\_\_ Ms. Uhl \_\_\_\_\_

**IX. ADMINISTRATIVE CONSENT AGENDA:**

**ADOPTION OF CONSENT CALENDAR – ADMINISTRATIVE ITEMS**

Action by the Board of Education in “*Adoption of Consent Calendar*” at this point of the agenda means that Items A-D are adopted by one single motion unless a member of the Board or the Superintendent requests that any such items be removed from the “*Consent Calendar*” and voted upon separately.

- A. The treasurer and superintendent recommends the board to approve the following resolution for the St. Paris Library Levy:

**RESOLUTION DECLARING IT NECESSARY TO LEVY A  
TAX IN EXCESS OF THE TEN MILL LIMITATION FOR  
THE BENEFIT OF THE ST. PARIS PUBLIC LIBRARY**

(R.C. Sections 5705.03, 5705.23, 5075.192)  
Replacement of an Existing Tax Levy (0.5 mill)

WHEREAS, the Board of Trustees of the St. Paris Public Library, Champaign County, Ohio, a school district library subject to the jurisdiction of Board of Education of the Graham Local School District, Champaign County, Ohio, has passed a resolution requesting this Board of Education, as the taxing authority for said Library, to place the question of a replacement of an existing tax levy of a one-half (0.5) mill for current expenses of the Library on the ballot at the General Election on November 7, 2017.

WHEREAS, the Champaign County Auditor has certified that such tax will generate \$105,000.00 during the first year of collection, based on the current assessed valuation of the library district of the Library of \$210,583,040;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Graham Local School District, Champaign County, Ohio, that, two-thirds of all of the members elected thereto concurring:

Section 1. The amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the St. Paris Public Library and it is necessary to levy a replacement of an existing tax levy of a one-half (0.5) mill tax in excess of such limitation for current expense of the St. Paris Public Library.

Section 2. The question of such tax levy shall be submitted to the electors of the library district of the St. Paris Public Library, as established under R.C. Chapter 3375, at the election to be held therein on the General Election on November 7, 2017.

Section 3. Such tax levy shall be for five (5) years and at a rate not exceeding one-half (.5) mill for each one dollar of valuation, which amounts to five cents (\$.05) for each one hundred dollars of valuation.

Section 4. Such tax levy shall be placed upon the tax list and duplicate for the current tax year, beginning 2018, first due in calendar year 2019, if a majority of the electors voting thereon vote in favor thereof.

Section 5. This Board of Education finds, determines and declares that the levy of the tax, if approved by the electors, is necessary to the proper furnishing and rendering of free public library services in the library district of the St. Paris Public Library and for the residents of the library district.

Section 6. The Treasurer of the Graham Local School District shall and is hereby directed to certify a copy of this resolution to the Board of Elections of Champaign County, Ohio, not later than June 30, 2017.

Section 7. It is hereby found and determined that all formal actions of this Board of Education concerning and relating to the passage of this resolution were taken in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

- B.** Accept the superintendent's recommendation that upon successful completion of their high school work (requirement as established by the Graham Local Board of Education and State Board of Education), that the attached list of additional students be approved for graduation from Graham High School on June 9, 2017, as graduates of the Class of 2017 (Attached).
- C.** The superintendent and treasurer recommends the board to approve the following Overnight/Extended Student Trips (Attached): Glen Helen Outdoor Education Center, Yellow Springs, Ohio, October 9-11, 2017, and October 11-13, 2017, Staff Organizer: Dianne Burroughs
- D.** The superintendent and treasurer recommends the board to review for a second reading and adoption of the following New/Revised/Replacement Board Policies (Attached):

NEW – Service Learning Policy

NEW – Job Shadowing Policy

0150 – Organization

2430 – District-Sponsored Clubs and Activities

2430.02 – Participation of Community/Stem School Students in Extra-Curricular Activities

2431 – Interscholastic Athletics

2461 – Recording of District Meetings Involving Students and/or Parents

2623 – Student Assessment and Academic Intervention Services

3120.08 – Employment of Personnel for Co-Curricular/Extra-Curricular Activities

3217 – Weapons

3220 – RESA (DELETE)

4217 – Weapons

5111 – Eligibility of Resident/Nonresident Students

5200 – Attendance



- 5460 – Graduation Requirements
- 5610 – Removal, Suspension, Expulsion, and Permanent Exclusion of Students
- 5630.01 – Positive Behavior Intervention and Supports and Limited Use of Restraint and Seclusion
- 6320 – Purchases
- 6325 – Procurement – Federal Grants/Funds
- 6423 – Use of Credit Cards
- 6700 – Fair Labor Standards Act (FLSA)
- 7217 – Weapons
- 8210 – School Calendar
- 8310 – Public Records
- 8320 – Personnel Files
- 8330 – Student Records
- 8452 – Automated External Defibrillators (AED)
- 8500 – Food Services
- 8510 – Wellness
- 9270 – Equivalent Education Outside the Schools & Participation in Extra-Curricular for Students Not Enrolled in the District

Mr. Ludlow \_\_\_\_\_ Mr. Pine \_\_\_\_\_ Mr. Prince \_\_\_\_\_ Mr. Setty \_\_\_\_\_ Ms. Uhl \_\_\_\_\_

**X. SUPERINTENDENT – INFORMATION/DISCUSSION:**

**A.** Superintendent’s Monthly Report (Attached)

**B.** Board Reports from the following administrators: (Attached)

1. Joseph Hurst, High School Principal
2. John T. Zigler, Middle School Principal
3. Chad Miller, Elementary Principal
4. Jay Lewis, Athletic Director
5. Emily Smith, Director of Student Services (no report)
6. Don Burley, Director of Operations (no report)

**XI. BOARD MEMBERS – QUESTIONS AND CONCERNS/ACTION ITEM(S):**

- A.**
- B.**
- C.**

**XII. EXECUTIVE SESSION**

**XIII. ADJOURNMENT**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

Voice vote:                      Ayes \_\_\_\_\_

   Nays \_\_\_\_\_

Meeting is adjourned.