

Geneva Area City Board of Education  
August 15, 2018

The Board of Education of the Geneva Area City School District met in regular session at 7:00 p.m., August 18, 2018, in the High School Auditorium. The meeting was called to order by President Brashear.

Roll Call: Present: Mr. Arndt, Mr. Brashear, Mr. Dana, Ms. Fisher, Mrs. Ortiz, Superintendent Kujala, and Treasurer Lillie

Absent: None

Visitors

& Guests: Administrative Assistant Horvath; Principals Burzanko, Doherty, Gustin, and Wetherholt; Assistant Principal Markijohn; OAPSE representatives; newspaper reporters; and other citizens

Certification by Treasurer of Compliance with Meeting Requirements Rules

Pledge of Allegiance Mr. Brashear led the Pledge of Allegiance

Correspondence There was none.

Agenda Modification Several agenda modifications were made.

Hearing of Public Ann Craig, 479 North Ave., Geneva, wanted to know exactly what Smolen Engineering was going to do for the District and how much it was going to cost. Mr. Brashear noted that would be addressed as item #2 on the agenda.

Approval of Minutes  
119-18 Mr. Dana moved, seconded by Mr. Arndt, to approve the minutes of the regular session on July 18, 2018, as presented by the Treasurer. Roll Call: YES: Arndt, Brashear, Dana, Fisher, and Ortiz. Motion carried.

Financial Report  
120-18 Mr. Arndt moved, seconded by Ms. Fisher, to approve the July, 2018 financial report as presented by the Treasurer. Roll Call: YES: Brashear, Dana, Fisher, Ortiz, and Arndt. Motion carried.

Approval of Invoices  
121-18 Mr. Dana moved, seconded by Mr. Arndt, to approve the July, 2018 invoices as paid and listed by the Treasurer. Roll Call: YES: Dana, Fisher, Ortiz, Arndt and Brashear. Motion carried.

Informational Items – Current Investments (see addendum file)

Donation: \$200 from Kathleen White of North Canton, OH to the Spirit of Geneva Scholarship fund in memory of Jean Gault Fisher and Joel Novak from the class of 1963.

A Zim-Gar banjo, a Bundy Clarinet, an Armstrong flute, Bongo drums, and a Norwood music stand, each valued at \$10 by the donor, Mrs. Lillian Finstad of Geneva.

### Legislative Report

Ms. Fisher reported that last Friday, Governor Kasich signed into law several pieces of legislation, four of which concern education. HB87 requires the Ohio Department of Education to credit funds returned to the state because of audit of community school enrollment records to the school district from which the funds were originally deducted. In addition, there were three amendments adopted during the committee process that were added to this bill. First, the deadline for submitting the 5-year forecast was moved from October 31<sup>st</sup> to November 30<sup>th</sup>. Second, the superintendent or school board president is now authorized to sign employment-related documents affecting the treasurer/CFO or the treasurer's family. Third, a board of education is permitted to propose a substitute levy at an election in February, May, or November in the year after a replaced emergency levy is imposed.

HB318 clarifies the school resource officer qualifications and duties. It includes a \$2 million appropriation for staff training and an additional \$12 million for competitive grants in 2019 to be used to train SROs, fund school safety initiatives, and train staff about mental health issues. SB216, the Public School Deregulation Act, addresses a variety of issues ranging from teacher evaluation to licensure. And finally, HB312 addresses the use of credit cards by school districts.

Mr. Dana noted that HB318 might be another avenue to seek funds for school safety, but it won't be effective until 90 days after the governor's signature. This is something we might want to follow up on when appropriate.

### A-Tech Report

Mr. Brashear stated there was no report, as the meeting is next Monday.

### EMA Recognition

Mr. Kujala introduced Tim Settles from the Emergency Management Agency, who was here to share a presentation with the Board of Education. Mr. Settles wanted to acknowledge Geneva High School's certificate of appreciation for supporting the Ashtabula County Emergency Management Agency during the Active Aggressor Seminar on August 2<sup>nd</sup> as the host site. He

directed special thanks to Mr. Wetherholt and Mr. Markijohn for the seminar, which was well received in the county with attendance of over 80 people with representation from all school districts and several law enforcement and first responders. Mr. Settles also acknowledged Mr. Wetherholt and Mr. Markijohn for being pacesetters in the county in making sure the school district is ready to deal with situations that could occur with an active aggressor.

Report of the Superintendent

Mr. Kujala provided a brief update on opening day activities and upcoming changes in the District. He distributed information to each of the Board members in regards to our Waiver Day on Monday, August 20<sup>th</sup> and Opening Day on Tuesday, August 21<sup>st</sup> for our certified staff and administration. We have a busy day planned for August 20<sup>th</sup>, with training for our non-certified staff and any certified staff that missed the training on June 1<sup>st</sup>, which will include AED/CPR training. In addition, our elementary, middle school and high school teachers will have a rotating training that includes Integrating Career Connections in Your Classroom and special education training that focuses on The IEP and the Role of the General Education Teacher, which is a new training mandated by the Ohio Department of Education. We will also have our Drug-Free training that afternoon for all employees.

Mr. Kujala reported that Opening Day is always an exciting day, which will begin with a performance by Geneva's Image, always a great way to start. He will share opening remarks entitled "Make It Your Best!" and have introductions of any staff changes we have in the District. There will also be a welcome from our Board President, Mr. Brashear, and Mr. Rubesich, our ESC Superintendent, and Mr. Eric Johnson from Walter & Haverfield will share brief presentations. And finally, our annual required update for bloodborne pathogens will be completed by School Nurse Cheryle Newmeyer. Mr. Kujala mentioned that at next month's meeting, he will have our building administrators attend and share information about their openings, enrollment, and any changes for the 2018-2019 school year. Mr. Kujala also shared an article from today's Gazette with a story about the 50 students who shared their creativity by painting their parking space. He also welcomed Julia Eckerdal from Sweden, who will be here this year as an AFS student staying with the Lindberg family.

Smolen Engineering, LTD.  
Resolution

Upon Mr. Kujala's recommendation, Mr. Dana moved, seconded by Ms. Fisher, approval of the following resolution relative to the professional design services agreement with Smolen Engineering, Ltd.

122-18

**WHEREAS**, the Board selected Smolen Engineering, Ltd. following the guidelines contained in Ohio Revised Code Sections 153.65-71; and

**WHEREAS**, the Board, through its Superintendent, has negotiated an agreement for professional design services with Smolen Engineering, Ltd., a copy of which has been provided to the Board members for review; and

**WHEREAS**, the Board wishes to approve the agreement and authorize its execution;

**NOW THEREFORE BE IT RESOLVED** by the Board of Education of the Geneva Area City School District as follows:

The Board approves the agreement for professional design services in the form provided and authorizes the Superintendent, Treasurer, and Board President to sign the agreement in the form presented, with minor modifications that do not change any material provisions of the agreement, together with any related documents required to enter into such agreement.

Mr. Kujala stated that we asked Smolen Engineering to provide a proposal for engineering services for the replacement of defective smoke vents at the High School. This has been an issue for a number of years with both the operation and inspection of the smoke vent doors. Various attempts have been made to come up with a solution for the vent doors, working closely with the Geneva Fire Department and Fire Chief, but we haven't been able to correct the issue. The manufacturer of the vent doors was purchased by another company, leading to less support from the original manufacturer. It was determined that we need to replace the smoke vent doors, and we would like Smolen Engineering to begin the process of looking at what the needs are, making a determination, and handling the plans, specifications, contract documents, bidding services, and services during construction. The cost of these engineering services would be \$5,200.

Mr. Dana was curious if we talked to CT Consultants about the price they would charge us for doing the engineering work. Mr. Lillie explained that in order to solicit a quote from CT, we would need to go through the whole qualitative-based selection process again, which we already did once. Since the Board selected Smolen for engineering services, they are free to negotiate with Smolen for additional work. If we want to bring someone else in, we would have to go back through the whole process again, which would take more time when this issue really needs to be addressed. Mr. Dana noted that we did use Smolen for a prior project and it went well and was under budget but there were a couple of change orders that came in with respect to the front-end

process, and he hoped we wouldn't have a repeat of that this time around. Roll Call: YES: Fisher, Ortiz, Arndt, Brashear, and Dana. Motion carried.

NEOLA

123-18

Upon Mr. Kujala's recommendation, Mr. Arndt moved, seconded by Ms. Fisher, to accept the following new/revised policies for Board adoption. Policy numbers are:

Policy 5330.04	Procurement and Use of Naloxone (Narcan) in Emergency Situations (new)
Policy 5540	Interrogation of Students (revised)

Mr. Arndt asked whether NAD would be providing the Narcan or we would be purchasing it, and if we're buying it, what is the cost. Mr. Kujala answered that NAD is already providing the Narcan and has agreed to continue to provide it and update expired product. Mr. Arndt also inquired about the date of 2017-2018 in the policy, and Mr. Kujala answered that he already updated the date to 2018-2019. Mr. Kujala reiterated that we want to have a policy in place to establish procedures to follow if we have to use what we already have in stock. Mr. Dana wanted to make sure we had procedures in place to make sure we're updating the product. Roll Call: YES: Ortiz, Arndt, Brashear, Dana, and Fisher. Motion carried.

Ohio Coalition for  
Equity & Adequacy

124-18

Upon Mr. Kujala's recommendation, Mr. Dana moved, seconded by Mr. Arndt, that the Board renew its membership in the Ohio Coalition for Equity & Adequacy of School Funding for the 2018-2019 school year at a cost of \$1,172.50. Mr. Dana noted that this is one of those things where they've been a vital advocate for us down in Columbus with respect to school funding issues and the situation involving charter schools. It is money very well spent and they keep us very well informed as to their activities. Roll Call: YES: Arndt, Brashear, Dana, Fisher, and Ortiz. Motion carried.

2018-2019 Personnel

125-18

Upon Mr. Kujala's recommendation, Mr. Arndt moved, seconded by Mrs. Ortiz, the following personnel actions for the 2018-2019 contract year:

a. F.M.L.A

James R. Berei, Teacher, leave of absence from 10/07/18 through 10/28/18. This leave will be designated under the Family Medical Leave Act.

Elaine S. Buchanan, Teacher, leave of absence from 10/08/18 through 12/03/18. This leave will be designated under the Family Medical Leave Act.

Victoria A. Whelpley, Teacher, leave of absence from 08/20/18 through 08/24/18. This leave will be designated under the Family Medical Leave Act.

b. Resignation

Tyler K. Richmond, Tutor, effective 08/14/18

c. Resignation Extra-Curricular

Shane S. Clugh.....Head Boys Basketball, effective 07/23/18  
Joseph E. Cooper.....Assist. 7<sup>th</sup> & 8<sup>th</sup> Gr. Football, eff. 07/30/18  
Joshua S. Hartz.....8<sup>th</sup> Gr. Football, effective 07/30/18

d. Change of Contract

Rachel M. Blevins, Middle School, from Tutor hours-to be assigned to full-time Teacher, effective 8/20/18

Gretchen M. Johnson, 9 mos./year, from Cafeteria Worker, Austinburg, 3.5 hrs./day to Special Needs Assistant, Cork, hours-to be assigned, effective 8/20/18

Samantha L. Leighner, 9 mos./year, from Cafeteria Worker, High School, 4 hrs./day to Special Needs Assistant, Middle School, hours-to be assigned, effective 8/20/18

e. Suspension

I recommend that classified employee Farrell A. Thompson be suspended, without pay, for five (5) days, August 16, 2018 and August 17, 2018, with three additional days to be determined. This recommendation is based upon the results of an investigation of incidents which occurred in July 2018, as well as a pre-disciplinary hearing that was conducted on August 2, 2018 with Farrell A. Thompson

f. Reinstate from Reduction in Force

Sherry A. Bruinsma, Special Needs Assistant, Geneva Platt R. Spencer, hours-to be assigned, 9 mos./year, effective 8/20/18 to a continuing contract

Tracy M. Snyder, Special Needs Assistant, Cork, hours-to be assigned, 9 mos./year, effective 8/20/18 to a continuing contract

g. The hiring of the following personnel, on a one-year contract, to be paid according to the adopted wage guidelines, subject to meeting certification requirements of the State of Ohio, as

well as a satisfactory physical examination, background check and/or other training, if applicable.

1) Teacher

Julie A. Newmeyer – ½ time School Nurse  
Joseph D. Tredent

2) Tutor - Hours-to-be-assigned (Contingent upon funding)

Kayla L. Coss  
Rachel A. Beardsley-Holbert  
Kristina M. Goodwin  
Emilee N. Trenn

3) Homebound Tutor

Corinne M. Ball  
Deborah L. Cardaman  
Jessica M. George  
Anne C. Markijohn  
Nicole E. Turk

4) Extra-Curricular

William F. Buskirk - 8<sup>th</sup> Gr. Football, effective 07/31/18  
Joshua S. Hartz - Assist. 7<sup>th</sup> & 8<sup>th</sup> Gr. Football,  
effective 07/31/18  
Joseph D. Tredent - Band Director, effective 07/27/18

5) Substitute Teacher

Sybil J. Cochran  
Marilyn Craine  
Holly N. Hall  
Jennifer D. Joy  
Brock T. Pierson  
Ralph M. Weber

6) Special Needs Assistant

Mary E. Allison, Special Needs Assistant, Geneva Platt R.  
Spencer, hours-to be assigned, 9 mos./year, effective  
8/20/18

Robin A. Fowler, Special Needs Assistant, Geneva Platt R.  
Spencer, hours-to be assigned, 9 mos./year, 3 days/wk.,  
effective 8/20/18

Betsy Lehtonen, Special Needs Assistant, Cork, hours-to be  
assigned, 9 mos./year, effective 8/20/18

Lisa D. Prouty, Special Needs Assistant, Austinburg,  
hours-to be assigned, 9 mos./year, 4 days/wk., effective  
8/20/18

Michelle M. Robison, Special Needs Assistant, Geneva  
Platt R. Spencer, hours-to be assigned, 9 mos./year,  
effective 8/20/18

7) Adult Substitute Secretary & Educational Assistant

Renee M. Auxier  
Samantha A. Lambert

8) Cafeteria Substitute

Michelle L. Bernardo

9) Substitute Bus Driver

Melissa H. Castile

10) Activity Workers

Craig Austin	Anne Markijohn
John Barbo	Corrie Newhart
Joseph Carroll	JoAnn O'Connor
Kathy Carroll	Brian O'Dell
Devin Cerjan (stu)	Kanda O'Dell
Michele DiGiacomo	Nancy Patterson
Les Harold	Nick Stoltz (stu)
Georganna Hartz	Keith Webb
Jeff Hull	Randy Woodworth
Alex Krieg (stu)	David Yost
Walter Lininger	

Roll Call: YES: Brashear, Dana, Fisher, Ortiz, and Arndt. Motion carried.

Volunteer

Upon Mr. Kujala's recommendation, Mr. Dana moved, seconded by Mr. Arndt, approval of the following volunteer coach for the 2018-2019 school year:

126-18

Joseph Cooper - Football, effective 07/31/18

Roll Call: YES: Dana, Fisher, Ortiz, Arndt and Brashear. Motion carried.

OAPSE Agreement

Upon Mr. Kujala's recommendation, Mr. Arndt moved, seconded by Ms. Fisher, that the Board approve the attached tentative bargaining agreement with OAPSE Local 307, effective

127-18

July 1, 2018 through June 30, 2019. This agreement was ratified by the OAPSE membership on August 14, 2018. Roll Call: YES: Fisher, Ortiz, Arndt, Brashear, and Dana. Motion carried.

#### New NEOLA Rep.

Mr. Kujala shared that we will have a new NEOLA rep. working with us, and he will be meeting with him in September. NEOLA will be transferring all policies and by-laws to Board Docs, so that transition will occur soon on our website.

#### Future Board Office

Mr. Kujala also shared that in the past, the Board of Education has discussed the eventual renovation of the house that was purchased in front of the High School for our new Board office. Due to some of the issues in the District, the Board decided to wait and put off any renovations. The Board office on Eagle Street was being leased at no cost after the agreement with Pairings, but we are now paying \$15,000 per year beginning in April 2018. Our maintenance department has found some maintenance issues at the house that was purchased that need to be addressed fairly soon. The major issue is some waterproofing needed on the foundations on the south, east, and west sides. He shared a few pictures showing the water leakage. Quotes have been secured for the waterproofing.

#### Strategic Planning

Mr. Kujala mentioned that the Board has discussed the strategic planning process, which was highlighted during our performance audit. He made contact with OSBA in regards to help they could provide in guiding us through the process. Mr. Kujala would like to begin the process in early fall. The cost from OSBA would be \$9,500 at their base cost.

Mr. Brashear said that strategic planning is something we need to do and we need to do soon. We know we want to engage our stakeholders so they have a definite vested interest and a voice. We should continue to investigate the OSBA avenue and maybe get a detailed agenda if they have one. We should also look at any other initiatives around here and see if the ESC has anybody they have used.

Mr. Brashear asked who the landlord was for the current Board office, and Mr. Kujala responded it was the Ashtabula County Port Authority. Mr. Brashear instructed that we might want to review the agreement to understand where we sit with it and how often it is to renew.

Mrs. Ortiz asked if we know what it will cost to renovate the house in front of the high school. Mr. Kujala answered that we don't have any detailed plans, only preliminary drawings by Serge Grenier and Scott Sidoti, and no detailed figure was provided. Mrs. Ortiz commented that it seems it would be money better spent than paying rent. Mr. Arndt noted that the cost seemed high, but converting residential space to commercial space jumps everything

up. The water issue is not going to get better with time. The longer you wait, the more costly it will be, but you don't want to fix it before you start converting the space, because you would be throwing money out the door. Mr. Arndt said this is a decision that has to be made. Mr. Dana said we need to involve the public on this, we need to discuss what the options are and inform the public. Mr. Brashear asked what process would be utilized to get formalized bids. Mr. Lillie replied that we would need to approve design services, prepare plans and specifications, put an estimate on the project, and then go out to bid to establish your actual cost. The bids can only be accepted if they are within 10% of the estimate. Mr. Arndt asked if CT Consultants provided us with a drawing for the Board office. Mr. Brashear responded no, only rough plans were provided by Serge and Scott. Mr. Lillie clarified that no professional design services have been commissioned by the Board. Mr. Arndt added that once water that sits turns to black mold, it jumps your cost higher. Mr. Brashear explained that the problem is even though the money comes from a different fund, we don't have money. Even though you can only use capital dollars for capital expenditures, there's a perception of how can we possibly consider doing a new Board office whenever you are going through RIFs and all those types of things. It's difficult for people to understand that there are truly two different funds, one's your general operating and the other is your capital expenditures. That's why we haven't moved forward with it. Maybe if we can engage the public and truly educate, then we can map out return on investment and how your expenditures are only going to get higher, and then actually show mathematically that this is a good decision.

#### Executive Session

128-18

Upon Mr. Kujala's recommendation, Mr. Dana moved, seconded by Mr. Arndt, that the Board hold an executive session for the purpose of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Went into executive session at 7:39 p.m.

Returned from executive session at 8:32 p.m.

Roll Call: YES: Ortiz, Arndt, Brashear, Dana, and Fisher. Motion carried.

#### Adjournment

129-18

Mrs. Ortiz moved, seconded by Ms. Fisher, to adjourn the regular session at 8:33 p.m. Roll Call: YES: Fisher, Ortiz, Arndt, Brashear, and Dana. Motion carried.

The foregoing is a true and accurate record of the minutes and proceedings of the regular session held by the Board of Education of the Geneva Area City School District on August 15, 2018.