

Harrison Hills City Board of Education  
Minutes of Regular Board Meeting held June 29, 2017

The Harrison Hills City Board of Education met in regular session on June 29, 2017 at 7:00 pm at the administrative office in Cadiz, OH. The following members were present: Mrs. Kenny, Mr. Allen, Mr. Madzia, Mrs. Mattern and Mr. Watson. An audio tape is on file.

President Presides: Mrs. Kenny, president, led the board in the Pledge of Allegiance and called the meeting to order.

**Approval of Minutes**

Mr. Allen made the motion, seconded by Mr. Madzia, that the board approve the following:  
Minutes of May 30, 2017 and June 6, 2017 and;

Correction to the minutes of Sept. 22, 2016 page 4 of 7:  
~~The Adopt the following revisions to the temporary appropriations and~~  
~~adopt as Permanent Appropriations for FY2017.~~

On roll call vote: Mr. Allen, yes; Mr. Madzia, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes. The president declared the motion approved.

**Acceptance of Agenda and Addendum**

Mrs. Mattern made the motion, seconded by Mr. Watson, that the board approve the agenda and addendum as presented. On roll call vote: Mr. Madzia, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mr. Allen, yes. The president declared the motion approved.

**Treasurer's Report**

Mr. Allen made the motion, seconded by Mr. Madzia, that the board approve the following treasurer's report:

Financial: The financial report for the month of May, 2017 and the bank to book reconciliation.

Accounts Payable: The accounts payable for the month of June, 2017 along with the following then and now certifications:

Page	Vendor	Invoice	Amount
6	Kendall Behavioral Solutions, LLC	70 & 90	\$ 6,744.99
6	Jefferson Co. ESC	368	\$ 7,984.69
30	Harrison Co Sheriff	16-17 contract	\$56,240.00

**Harrison Hills City Board of Education**  
**Minutes of Regular Board Meeting held June 29, 2017**

**Appropriation Revisions:**

General	001	\$ 2,821,354.05
Bldg Proj	002	\$ (1,663,968.25)
Permanent		
Improvement	003	\$ (374,000.00)
New Schools	003-9099	\$ (220.77)
Bus Garage	003-9011	\$ (9,272.52)
Local Share Bldg Fund	004	\$ (4,000,000.00)
Lunchroom	006	\$ (151,738.95)
Barr	008	\$ (25,212.00)
Local Share Bldg Proj	010	\$ (3,005,411.32)
Resident Educator	014	\$ (11.47)
Principal	018	\$ (34,948.00)
Classroom Asst	034	\$ (115,000.00)
Self Insurance	024	\$ (493,000.00)
Unclaimed Monies	022	\$ (4,572.18)
FCFC	022	\$ 17,625.22
Help Me Grow	022	\$ (150,209.74)
Student Activity	200	\$ (50,402.21)
Athletic	300	\$ (20,136.21)
Preschool	439	\$ (33,727.93)
Ohio Reads	459	\$ (289.22)
Misc State Grants	499	\$ (50.42)
Title VI-B	516	\$ (92,000.30)
Voc Ed	524	\$ (43.25)
Title I	572	\$ (112,600.30)
Preschool	587	\$ (1,842.83)
Title II A	590	\$ (10,032.96)
Misc Federal Grants	599	\$ 7,454.20
Safe School Healthy	599	\$ (109,693.96)

**Transfers/Advances:**

**Transfer:**

From: 001	General	
To: 300-911A	Athletics	\$19,047.96

**Advances:**

From: 001	General		\$196,398.85
To: 439-9017	Preschool	\$ 25,129.04	
516-9017	Title VIB	\$ 25,272.73	
572-9017	Title I	\$ 34,113.33	

**Harrison Hills City Board of Education**  
**Minutes of Regular Board Meeting held June 29, 2017**

	587-9017	Preschool	\$	772.95
	590-9017	Title IIA	\$	5,423.53
	599-9017	Low & Rural	\$	37,023.52
	599-9117	SSHS	\$	54,606.03
	599-9997	21 <sup>st</sup> Century	\$	14,199.16
From:	022-9140	MRDD/FCFC		
To:	022-9117	FCFC/FCSS	\$	7,520.37
From:	022-9140	MRDD/FCFC		
To:	022-9217	HMG/MIECHV	\$	10,901.63
From:	022-9210	HMG/GRF		
To:	022-9217	HMG/MIECHV	\$	27,795.92
From:	022-9120	FCFC/OCBG		
To:	022-9217	HMG/MIECHV	\$	3,320.37
From:	022-9210	HMG/GRF		
To:	022-9227	HMG/Part C	\$	6,942.00
From:	022-9267	HMG/Engage		
To:	022-9227	HMG/Part C	\$	2,500.00
From:	022-9311	HMG/Smoking		
To:	022-9227	HMG/Part C	\$	1,554.98

**Records Commission:**

Mrs. Kenny, Mrs. Harding and Mrs. Snider met at 6:45 for the annual records commission meeting. Mrs. Harding shared a request from Micro Image to destroy student records that have been imaged through October 31, 2016. The committee agreed that they could be destroyed. Mrs. Harding said that she will need to revise the records policy to include electronic imaging of records.

On roll call vote: Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mr. Allen, yes; Mr. Madzia, yes. The president declared the motion approved.

# Harrison Hills City Board of Education

## Minutes of Regular Board Meeting held June 29, 2017

### Visitors

The following is a list of those who signed in and their signature could be read: Janet Groome, Tiffany Stock, Audrey Zaneth, Jenny Gibson, JD Long, Roxane Starkey and Craig Corder.

### Public Participation

Janet Groome: The director of the safe schools healthy students program shared with the board a video produced by the State concerning the program and featured our staff.

Carroll County General Health District/STAND: Katelyn Matthews provided handouts and talked about the 2 grants they had received and are working with Harrison Co Health Department for a 100% tobacco free policy for the school district and for second hand smoke. She wanted to share about the initiative and what resources are available.

### Staff Report

Mr. Ripley showed a video taken by a drone flown over the job site of the new school.

### Superintendent's Report/Correspondence

Mrs. Snider introduced Mr. Strizzi from Hammond who provided an update on the new school project. He shared:

- Doing early site work
- Getting foundation in
- Bidding will take place in July for the actual construction of the building
- Probably will not be a lot enclosed by winter, this will be weather dependent
- Ground breaking will be done when everyone can get up to the site – tentatively August 23

Mrs. Snider then shared the following information:

- During the Harrison County Fair, the technology department came up with a design for a cup that has a picture of what the new school will look like on it. The district will hand these out from the district's fair booth. She invited all to attend.
- She placed at the stations a rejection letter from the state. They refused the request to reduce the speed limit on Route 9 at the new road to 25 mph. Therefore, the district will have to spend more money to extend the turn lane.

Harrison Hills City Board of Education  
Minutes of Regular Board Meeting held June 29, 2017

- She also placed a sports schedule at the stations.

**Board Member Committee Reports**

Mrs. Kenny said the turf is in and looks good. She also welcomed the new Language Arts Teacher Ms. Zanath who was in attendance.

Mr. Watson asked if the state released test scores yet. Mrs. Snider said they are not officially released until districts look them over and verify the information. We are in the process of doing this now.

**Executive Session**

Mr. Madzia made the motion, seconded by Mrs. Mattern, that the board adjourn at 7:47 pm into executive session for the purpose of employment, confidential matters by federal law, federal rules, or state statute. On roll call vote: Mr. Watson, yes; Mrs. Kenny, yes; Mr. Allen, yes; Mr. Madzia, yes; Mrs. Mattern, yes. The president reconvened the meeting at 9:11 pm.

**Personnel**

Upon the superintendent's recommendation, Mr. Watson made the motion, seconded by Mr. Madzia, that the board approve the following:

Confirm Assign:

Confirm the assignment for the 2017-2018 school year:

Ashley Jacobsen	Fourth Grade	Harrison East
Ashley Sefsick	Pre-School	Harrison North
Tracy Cunningham	Educational Aide 5 hrs.	HCJSHS

Employ:

Employ the following for the 2017-2018 school year:

Rachel Wood	Language Arts/French Teacher	Grades 7-12	HCJSHS
Audrey Zanath	Language Arts Teacher	Grades 7-12	HCJSHS
		Pending certification	

Employ:

Employ the following staff for Safe Schools Healthy Schools for FY18:

Janet Groome	SSHS Project Director
Jennifer Gibson	SSHS Secretary(20 hours/week after completion of EMIS duties)

F/T Subs:

Employ the following as full time substitutes for the 2017-2018 school year:

William Walker	HCJSHS
Jacob Donley	Harrison North Elementary

Harrison Hills City Board of Education  
Minutes of Regular Board Meeting held June 29, 2017

Volunteers: Approve the following supplemental volunteers for the 2017-2018 school year:  
Heath Starr Soccer Varsity  
Baillie Ray Cheerleader Jr. High

HMG Employ: Employ the following staff for Help Me Grow for FY18:  
Courtney Mason Jensey Montgomery Nanette Lewis  
Lindsay Pinkerton Julie Byers April Foster  
Christina Millsaps Breann Lamantia Mary Kakascik  
Chelsea Rusen Tony Jones  
Lisa Trushel Alyssa Lane

21<sup>st</sup> Cent: Employ Amanda Lish as the 21<sup>st</sup> Century Program Director for Harrison East Elementary for the 2017-2018 school year.

Re-employ: Re-employ Luann Mallernee as a Pre-K Intervention Specialist at Harrison East Elementary for the 2017-2018 school year.

SS Enrichment: Approve Lisa Marshall as a Summer Enrichment Teacher.

1 year Limited: Approve a one limited contract for the 2017-2018 school year for:  
Mark Smith Truancy Prevention 187 days  
Tiffany Stock School Based Mental Health Therapist (to be determined)

On roll call vote: Mrs. Kenny, yes; Mr. Allen, yes; Mr. Madzia, yes; Mrs. Mattern, yes; Mr. Watson, yes. The president declared the motion approved.

**Business & Operation**

Upon the recommendation of the superintendent, Mr. Allen made the motion, seconded by Mrs. Mattern, to approve the following:

Petty Cash: To approve an athletic petty cash checking account. The account will be used for the purpose of paying officials and security personnel who perform services at athletic events during the 2017-2018 school year. Raymond Hibbs, Athletic Director, will maintain the records and work in cooperation with the Treasurer in managing and accounting for the funds in the appropriate manner. The Athletic Director and Treasurer are designated as those officials that may access the account via a bank check. The maximum amount that may be paid to an official is \$500.00. A list of officials/security must be provided prior to any payment. The list will be approved by the Treasurer or Assistant Treasurer. If accounting discrepancies occur at any time during the school year, in which they

**Harrison Hills City Board of Education**  
 Minutes of Regular Board Meeting held June 29, 2017

cannot be corrected, the Treasurer will have the authority to close the account.

**Handbooks:** Approve Harrison Central Jr. Sr. High School, Harrison East and Harrison North student handbooks for the 2017-2018 school year.

**Jefferson Co DD:** Approve the Cooperative Agreement with the Jefferson County Board of Developmental Disabilities for the 2017-2018 school year.

**Interagency:** Approve the Interagency Agreement between Harcatus Head Start and Harrison Hills City School District for the 2017-2018 school year.

**Transition Agree:** Approve the Transition Agreement between Harcatus Head Start and Harrison Hills City School District for the 2017-2018 school year.

**Carroll Co DD:** Approve an Agreement between the Carroll County Board of Developmental Disabilities and the Harrison Hills City School District to provide special education services from February 21, 2017-June 30, 2017.

**Carroll Co DD:** Approve an Agreement between the Carroll County Board of Developmental Disabilities and the Harrison Hills City School District to provide special education services for the 2017-2018 school year.

**SHP Amendment:** Approve the Professional Contract Amendment #1, Project SFC-160396 with SHP (\$113,850.00)

**Damon Contract:** Approve Damon contract for janitorial supplies for FY18. (\$26,061.20)

**Julian \$ Grube:** Approve contract Julian & Grube for auditing of Medicaid Cost Report for FY18 and FY19. (\$1,900 each year)

**Adult Support:** Approve the following adult support groups to be included with the district's liability policy:  
 HC Volleyball Parent's Club  
 Harrison Central FFA Alumni  
 Harrison Central Softball Parents Club  
 Harrison North PTA

**Temporary Approp:** Approve Temporary Appropriations for FY18.

General	001	\$ 22,000,000.00
Permanent Improvement	003	\$ 750,000.00
New Schools	003-9099	\$ 120.00

**Harrison Hills City Board of Education**  
**Minutes of Regular Board Meeting held June 29, 2017**

Local Share Bldg Fund	004	\$ 7,000,000.00
Lunchroom	006	\$ 800,000.00
Barr	008	\$ 30,000.00
Uniform School Supply	009	\$ 137.18
Local Share Bldg Proj	010	\$ 17,000,000.00
Principal	018	\$ 60,000.00
Classroom Asst.	034	\$ 100,000.00
Self Insurance	024	\$ 4,100,000.00
Unclaimed Monies	022	\$ 4,500.00
FCFC	022	\$ 52,449.00
Help Me Grow	022	\$ 500,000.00
Student Activity	200	\$ 75,000.00
Athletic	300	\$ 160,000.00
Preschool	439	\$ 312,000.00
One Net	451	\$ 5,400.00
Title VI-B	516	\$ 450,000.00
Title I	572	\$ 650,000.00
Preschool	587	\$ 25,000.00
Title II A	590	\$ 93,532.12
Misc Federal Grants	599	\$ 75,000.00
Safe School Healthy	599	\$ 500,000.00



Harrison Hills City Board of Education  
Minutes of Regular Board Meeting held June 29, 2017

Sheriff Contract: Approve the service agreement with the Harrison County Sheriff's Office from July 1, 2017-June 30, 2018.

Franciscan: Approve the Cooperative Agreement with Franciscan University for the 2017-2018 school year to allow students from Franciscan University to be placed in Harrison Hills for field base/clinical agreement.

Trinity Athletic Trainer: Approve the agreements with Trinity Health Systems for an athletic trainer service agreement for the 2017-2018 school year.

HMG Contract Amend: Approve the amendment to the Help Me Grow Contract (contingent upon the approval of the budget submitted to ODH for approval)

On roll call vote: Mr. Allen, yes; Mr. Madzia, yes; Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes. The president declared the motion approved.

**Use of Facilities**

Upon the recommendation of the superintendent, Mr. Allen made the motion, seconded by Mr. Madzia, that the board approve the Harrison County Sheriff's Office.....gymnasium.....HCJSHS August 14 & 18, 2017.....(8:00 a.m.-8:00 p.m.).....educational training.....NRC; however a custodial fee will be charged if needed. On roll call vote: Mrs. Mattern, yes; Mr. Watson, yes; Mrs. Kenny, yes; Mr. Allen, yes; Mr. Madzia, yes. The president declared the motion approved.

**Items presented by Board Members**

Mr. Watson thanked Mrs. Snider for wrestling through the issue with ODOT concerning the speed limit.

Mrs. Mattern shared she is excited about hiring a French teacher.

**Adjourn**

Mr. Madzia made the motion, seconded by Mr. Watson, that the meeting of the board of education be adjourned. On roll call vote: Mr. Watson, yes; Mrs. Kenny, yes; Mr. Allen, yes; Mr. Madzia, yes; Mrs. Mattern, yes. The president declared the meeting adjourned.

  
Approve

  
Attest