

# RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

Special Meeting

Held Middle School Cafeteria

March 14 20 16

Bowling Green Board of Education  
Bowling Green, Ohio  
March 14, 2016  
Special Meeting

The special meeting of the Bowling Green Board of Education was called to order by President Walker at 6:30 p.m. in the Middle School Cafeteria.

Roll Call: Present: Carr, Stewart, Walker, Whipple  
Absent: Scholl

Superintendent Francis Scruci presented the results of the OFCC report.

Ellen Scholl arrived at 6:47 p.m.

Questions from the audience regarding the OFCC report were answered.

**10705** It was moved by Stewart, seconded by Scholl to adjourn at 7:57 p.m.

Roll Call: Ayes: Carr, Scholl, Stewart, Walker, Whipple  
Nays: None Motion carried.

\_\_\_\_\_ President

Attest: \_\_\_\_\_ Treasurer

# RECORD OF PROCEEDINGS

Minutes of

Bowling Green Board of Education

Regular

Meeting

Held

Middle School Library

March 15 20 16

Bowling Green Board of Education  
Bowling Green, Ohio  
March 15, 2016  
Regular Meeting

The regular meeting of the Bowling Green Board of Education was called to order by President Walker at 5:00 p.m. in the Middle School Library.

Roll Call:        Present:        Carr, Scholl, Stewart, Walker, Whipple  
                     Absent:            None

**Special Recognition**

Bowling Green High School Girls Bowling Team – 2016 NLL Champions

Gabby Calderon – 1 <sup>st</sup> Team All-NLL	Sophia Calderon – 1 <sup>st</sup> Team All-NLL
Erin Spangenberg – 1 <sup>st</sup> Team All-NLL	Charlotte Perez – 2 <sup>nd</sup> Team All-NLL
Destiny Garner – 2 <sup>nd</sup> Team All-NLL	Coaches: Steve Etzel & Bill Wammes

Bowling Green High School Cheer Team – 2016 OASSA Division II Mount Cheerleading State Championship

Taya Graham	Keller Martin	Jaryn Shumaker	Morgan Smith
Mikayla Trimpey	Alyssa Zielinski	Emily Espen	Haily Kirchner
Jessie Low	Autumn Yoast	Madelyn Zuhlsdorf	Darby Bock
Maddie Espen	Susie Foos	Amanda Gade	Kendall Haas
Montazia Jones	Taylor Mason	Kaylee Harris	Maddie Martin
Coaches: Marissa Rohen & Ashley Greenlese			

Showcase Presentation – Kathleen Daney: "BGCS Elementary Schools Community Connections"

The Superintendent's report was presented which included:

- Review of the March 14 Community Focus Workshop of the Board
- Brief overview of the state report card
- Staffing needs for 2016-2017
- Kent Buehrer update on the HS bleacher project

**10706** It was moved by Scholl, seconded by Carr to approve the minutes of the regular meeting of February 16, 2016.

Roll Call:        Ayes:            Scholl, Stewart, Walker, Whipple, Carr  
                     Nays:            None                Motion carried.

**10707** It was moved by Stewart, seconded by Scholl to approve the listing of expenditures and investments made February 1 through 29, 2016, "then and now" payments and the Treasurer's monthly report.

Section 6705.41 (D) requires that payment not be made for bills unless a purchase order was signed by the Treasurer in advance of the bill being incurred. Sometimes goods or services are received by the school district for which a purchase order was not written in advance for a variety of reasons. If these bills exceed \$3,000, the law requires the Board of Education to approve payment if the Treasurer certifies the availability of funds at the time the expenditure was incurred. (paraphrased)					
The following obligations were incurred prior to certification of the fiscal officer and are authorized as required by the Board of Education:					
Meeting date	Payee	Amount	Date goods/service ordered/incurred	Date of fiscal officer certificate	Purpose of purchase
3/15/2016	Dunbar Mechanical Inc.	3,102.88	2/12/2016	3/2/2016	MS Heating repair
		2,879.80	1/31/2016	3/2/2016	HS Boiler condensate pumps repair

Roll Call:        Ayes:            Stewart, Walker, Whipple, Carr, Scholl  
                     Nays:            None                Motion carried.

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**10708** It was moved by Carr, seconded by Whipple to approve personnel as recommended by the Superintendent.

## CERTIFICATED PERSONNEL:

### Leave Request

**Ashley Schmeltz** - Effective May 6, 2016 through May 27, 2016 (may use additional if make-up days required) Using available sick leave

### Leave of Absence without Pay Request

**Kori Atwood** - May 26, 2016 through May 27, 2016

### Auxiliary Service/Non Public Allocation Federal Funds Personnel for 2016-2016

#### **St. Aloysius**

**Jamie Hobling** - Title I Reading Tutor/Auxiliary Services - \$24.15 per hour - up to 7 hrs/week Effective February 29, 2016 (Plus additional hours, as needed, authorized by Principal)

#### **BG Christian Academy**

**Margaret Malanga** - Remedial Tutor - approved for 12.5 per week at Board of Ed meeting held August 18, 2015 - **Increase:** Additional 50 hours for February 22, 2016 through June 3, 2016

### Adjust leave request (approved at January 19, 2016 Board Meeting)

**Lyndi Woods** - Original leave through March 11, 2016; extend through March 15, 2016 with return to work date of March 16, 2016 (leave without pay)

## SUPPORT PERSONNEL:

### Employment

**Lavenda Baker** - Cafeteria Monitor - Middle School  
Effective February 22, 2016; Experience Factor 0; 85 work day probation

**Brenda Rathburn** - Cafeteria Monitor - Kenwood Elementary  
Effective February 22, 2016; Experience Factor 0; 85 work day probation

### Correction Transfer/Promotion (as approved at February 16, 2016 board meeting)

**Anita Richard**                      From: Custodian High School First-Shift Level 5  
To: Head Custodian Conneaut  
60 Work Day probation      Effective January 28, 2016

### Resignation

**Todd Anderson** - Kenwood Elementary - Head Custodian - effective March 14, 2016

### Supervisor Rate

**Brooke Smith** - Supervisor Rate effective March 1, 2016 through March 25, 2016 for assuming Head Custodian duties at Kenwood Elementary (OAPSE Article 8 Section I)

### Transfer/Promotion

**Karen Metreger**                      From: Transportation Substitute  
To: Bus Driver  
Experience Factor 2 - 85 Work Day probation - effective March 21, 2016

## OTHER PERSONNEL:

### Volunteer Recognitions (Unpaid)

**David Dohanos** - Volunteer Assistant Baseball Coach - High School  
**Chandler Cole** - Volunteer Assistant Baseball Coach - High School  
**Kyle Grabowski** - Volunteer Assistant Track Coach - High School  
**Taylor DeSmith** - Volunteer Assistant Softball Coach - High School  
**William Happel Jr.** - Volunteer LaCrosse Coach - High School

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Home Instruction Tutor for 2015-2016

Laural Kirchner (effective March 1, 2016)

For special needs and other students, as needed, for the 2015-2016 school year, plus extended school year, if needed; \$24.15/hour (Hours to be determined by Executive Director of Teaching & Learning or Executive Director of Pupil Services, on a case-by-case basis.)

Roll Call: Ayes: Walker, Whipple, Carr, Scholl, Stewart  
 Nays: None Motion carried.

**10709** It was moved by Whipple, seconded by Stewart to approve items as requested:

By the Treasurer

A "Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor".

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR**  
 (CITY, VILLAGE OR RURAL BOARD OF EDUCATION)  
 Revised Code, Secs. 5705.34, .35

The Board of Education of the BOWLING GREEN CSD, Wood County, Ohio, met in (regular or special) session on the \_\_\_ day of \_\_\_, 2016, at the office of \_\_\_ with the following members present:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_ moved the adoption of the following Resolution:

WHEREAS, This Board of Education in accordance with the provisions of law has previously adopted a Revenue Estimate for the next succeeding fiscal year commencing July 1st, 2016; and

WHEREAS, The Budget Commission of Wood County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Education of the \_\_\_\_\_ School District, Wood County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

**SCHEDULE A**  
 SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES

Bowling Green CBD	AMOUNT APPROVED BY BUDGET COMM. INSIDE 10 MILL LIMITATION	AMT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR EST. OF TAX RATE LEVIED	
			INSIDE 10 MILL LIMIT	OUTSIDE 10 MILL LIMIT
	Column 2	Column 3		
EMERGENCY FUND		1,072,648.47		1.70
GENERAL FUND	4,144,668.78	15,106,883.18	4.00	48.10
BOND RETIREMENT		1,840,366.16		2.60
LIBRARY FUND				1.20
PERMANENT IMPR.		811,816.90		
STATE				
<b>TOTAL</b>	<b>4,144,668.78</b>	<b>18,330,280.72</b>	<b>4.00</b>	<b>83.60</b>

**SCHEDULE B**  
 Levies outside 10 mill limitation, Exclusive of Debt Levies

GENERAL FUND	MAXIMUM RATE AUTHORIZED TO BE LEVIED	AUDITOR'S ESTIMATE OF YIELD OF LEVY
Current Expense Levy Authorized by voters on 1976 for not to exceed ___ years.	20.80	
Current Expense Levy Authorized by voters on 1977 for not to exceed ___ years.	2.80	
Current Expense Levy Authorized by voters on 1979 for not to exceed ___ years.	4.80	
Current Expense Levy Authorized by voters on 1981 for not to exceed ___ years.	4.80	15,106,883.18
Current Expense Levy Authorized by voters on 1985 for not to exceed ___ years.	4.00	
Current Expense Levy Fund: Authorized by voters on 1988 for not to exceed ___ years.	4.00	
Current Expense Levy: Authorized by voters 6/8/03	3.80	
Current Expense Levy Authorized by voters 6/6/2015 for not to exceed 5 years, 2015-2019	4.20	
P1 Fund: Levy Authorized by voters on 6/4/99 for not to exceed years cont.	1.20	811,816.90
Emergency Levy Authorized by voters on 6/5/16 for not to exceed 6 yrs 2016-2019	1.70	1,072,648.47

and be it further  
 RESOLVED, That the Treasurer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.  
 \_\_\_\_\_ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. \_\_\_\_\_ Mr. \_\_\_\_\_  
 Mr. \_\_\_\_\_ Mr. \_\_\_\_\_  
 Mr. \_\_\_\_\_ Mr. \_\_\_\_\_

Adopted this \_\_\_ day of \_\_\_, 2016.  
 \_\_\_\_\_ Treasurer, Board of Education of  
 School District, Wood County, Ohio

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## CERTIFICATE OF COPY Original on File

The State of Ohio, Wood County, ss.

I, \_\_\_\_\_, Treasurer of the Board of Education of the \_\_\_\_\_ School District, in said County, and in whose custody the Files and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original \_\_\_\_\_

now on file with said Board, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Treasurer of the Board of Education of \_\_\_\_\_ School District  
Wood County, Ohio

Designate that Linda Allen and Cindy Bell attend Public Records Training on behalf of the Board.

### By the Superintendent

#### Acceptance of gifts:

\$10,000.00	Elementary Summer Reading Program	Anonymous	Donation
\$ 500.00	"Believe" Scholarship	Anonymous	Donation
\$ 2,553.40	HS Girls Volleyball Uniforms	Kent Buehrer	Donation

#### Request for Student Trips

FFA students (FFA program at BGHS) to attend the Ohio FFA State Convention on May 5, 2016 through May 6, 2016 in Columbus, Ohio. All costs to be paid by student, Advisor: Stephanie Conway

For 2016-2017 school year – BG High School Intermediate Spanish students to travel to Cuba from March 3, 2017 through March 11, 2017. All costs will be paid by the student; liability insurance via EF Educational Tours. Instructor: Dallas Black

#### Contract for Students with Disabilities for the 2016-2016 school year with:

Elmwood Local Schools for one special needs student  
Toledo Public Schools for one special needs student

#### First reading of new policies:

2460.03	Independent Educational Evaluations
6111	Internal Controls
6112	Cash Management of Grants
6114	Cost Principles – Spending Federal Funds
6116	Time and Effort Reporting
6325	Procurement – Federal Grants/Funds

#### Review and adoption of the following revised/replacement policies:

1130	Conflict of Interest
3113	Conflict of Interest
4113	Conflict of Interest
4162	Drug and Alcohol Testing of CDL License Holders
5112	Entrance Requirements
5200	Attendance
5320	Immunization
6110	Grand Funds
7300	Disposition of Real Property/Personal Property
7310	Disposition of Surplus Property
8500	Food Services
9270	Equivalent Education Outside the Schools (Home Schooling)

# RECORD OF PROCEEDINGS

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  March 15 2016  

Bid Proposal for the stadium bleacher project at the High School. Total cost: \$542,393.56.  
Plus change order for bleacher decking upgrade in amount of \$14,250.

**Report to the Board of Education  
Bowling Green City Schools  
March 15, 2016**

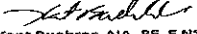
On February 18, 2016, bids were received for the High School Football Stadium Renovations. Ten contractors submitted bids for this project. The apparent low bidder Makena Construction for the general trades package was interviewed at the offices of Buehrer Group Architecture & Engineering, Inc. on February 22, 2016. On February 26, 2016 the apparent low bidder for the bleacher contracts Dent Clayton was interviewed at the Bowling Green City Schools Administrative Offices. Both contractors are comfortable with their bid and understand the scope of work. They are also 11.3% below the published estimate. Thus Buehrer Group Architecture & Engineering, Inc. recommends the following contract award.

Proposal 1 – General Trades Work	Bid	Estimate
Makena Construction Bellevue, Ohio	\$192,000.00	\$220,000.00
 Proposal 2 – Bleacher Contract		
Dent Clayton Corporation	\$296,000.00	\$330,000.00
<b>Total Recommended Contracts</b>	<b>\$488,000.00</b>	<b>\$550,000.00</b>
 A/E Fees	\$24,900.00	
Survey	\$1,300.00	
Permits	\$2,993.00	
Sub-Total	\$29,193.00	
 Contingency – 5%	\$25,800.00	
<b>Total Project Cost</b>	<b>\$542,993.56</b>	

Should the Board desire, the Bleacher Decking could be upgraded to a factory shot blast finish for an additional \$14,250.00. This upgrade would provide a more slip resistant deck than the base specification fluted decking system which has a COF of 0.80, under dry condition. Should the Board of Education prefer this upgrade, a change order in the amount of \$14,250 would be prepared for the Dent Clayton Corporation Contract.

In closing work is tentatively scheduled to begin the week of March 21, 2016 and is planned to be completed by August 12, 2016.

Respectfully submitted,

  
Kent Buehrer, AIA, PE, F.NSPE, RCDD, LEED AP BD+C  
President  
BUEHRER GROUP  
Architecture & Engineering, Inc.  
A LEED NC Gold Certified Facility

Authorize Superintendent to enter into a contract with Innovative Modular Solutions for a 48 month operating lease (rental) for 2 – 28' x 60' Modular Classroom buildings with restrooms to be placed on Conneaut Elementary property at \$1,698.00 per month plus delivery and installation costs of \$117,893.

Roll Call:       Ayes:           Whipple, Carr, Scholl, Stewart, Walker  
                  Nays:           None               Motion carried.

**10710** It was moved by Whipple, seconded by Scholl to adjourn at 5:44 p.m.

Roll Call:       Ayes:           Walker, Whipple, Carr, Scholl, Stewart  
                  Nays:           None               Motion carried.

\_\_\_\_\_ President

Attest: \_\_\_\_\_ Treasurer