

December 16, 2019

The Board of Education of the Northridge Local School District met in Regular Session on Monday, December 16, 2019 at 6:30 PM, in the Northridge High School Media Center in Johnstown, Ohio with the following individuals present: Mrs. Jayma Bammerlin, Mr. Rick Burkholder, Mr. Doug Hart, Mr. Chris Pokorny, Board Members; Mr. Scott Schmidt, Local Superintendent; Mr. Britt Lewis, Treasurer; Building Administrators and other interested citizens and employees. Mr. Jeffrey Schrock, Board Member, absent (Mr. Schrock phoned District Office to say not attending).

The meeting was called to order at 6:32 P.M. by Mr. Doug Hart, Board President followed by the pledge of allegiance and roll call for attendance.

Roll Call: Mrs. Bammerlin, present; Mr. Burkholder, present; Mr. Pokorny, present; Mr. Schrock, absent (expected); Mr. Hart, present.

**Mission and Viking Values Statements**

Mission Statement: *Empowering all students to reach their fullest potential*

Viking Values: *Trust, Leadership, Communication, Collaboration, Accountability, Integrity, Respect*

We Adhere to: *See Something, Say Something* Campaign

**Approve Minutes**

**19-108** It was moved by Mrs. Bammerlin and seconded by Mr. Pokorny to approve the minutes of Regular Session, Monday, November 18, 2019 as submitted on December 13, 2019.

Roll Call: Mr. Pokorny, aye; Mr. Hart, aye; Mr. Burkholder, aye; Mrs. Bammerlin, aye.  
The President declared the motion carried. 4-0.

**Adoption of the Agenda**

- A. Overview of Consent Agenda Items
- B. Changes to the Agenda - None
- C. Approval of the Agenda

**19-109** It was moved by Mr. Pokorny and seconded by Mrs. Bammerlin to approve the agenda as presented. The president declared the motion passed by unanimous voice vote.

**Scheduled Visitors:**

- Justin Grieger, Brian Blum and Ron Hossler – Threat Assessment Protocol

<p><b>Threat Assessment Teams</b></p> <p><b>Purpose:</b></p> <p>Receive reports and gather information to assess the risk posed to the school community.</p> <p><b>Team:</b></p> <p>Building Principal, Resource Officer, Guidance Counselor, Teacher, Mental Health Resources as needed</p>	<p><b>Threat Assessment Procedures</b></p> <ul style="list-style-type: none"> <li>● Identify concerning behaviors, information and warning signs of student concerns or potential threats.</li> <li>● Respond to reporting mechanisms:             <ul style="list-style-type: none"> <li>○ See Something Say Something</li> <li>○ Reporting systems</li> <li>○ Student information</li> <li>○ Staff observations</li> </ul> </li> <li>● Team communication:             <ul style="list-style-type: none"> <li>○ Investigation of concerning behaviors and warning signs.</li> <li>○ Communicate with Superintendent.</li> <li>○ Contact resources as needed.</li> <li>○ Maintain student confidentiality.</li> <li>○ Assess and implement risk management strategies.</li> </ul> </li> </ul>
<p><b>Current Practices and Future Planning</b></p> <p><b>Current Practices:</b></p> <p>District Safety Team meets on a monthly basis.</p> <p>Building Threat Assessment teams meet on as need basis.</p> <p>Conduct required safety drills. Debrief from situations.</p> <p><b>Future Planning:</b></p> <p>Quarterly building level assessment team meetings.</p> <p>Staff Training on Threat Assessments</p>	

**Staff Comments Regarding Specific Agenda Items** - None

**Unscheduled Visitors (Maximum 30 minutes) Comments of Specific Agenda items** - None

**Discussion Items:**

- Treasurer
  1. Finance Committee
    - Increment/decrement list presentation with discussion

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2. Facilities Committee
    - Increment/decrement list presentation with discussion
  3. Donation to PTO for Food Service
- Building/Department Reports
    - Primary Building:**
      - Our annual Christmas Program was Friday, December 6th at the Primary. The theme was, "TWas the Night Before Christmas". We had over 650 people attend. Miss deJonge, our first year music teacher, did a great job planning, organizing, and facilitating a great show!
      - The PTO hosted the Christmas in the Village Craft Show at the Primary on Saturday, December 14.
      - The PTO also had the Secret Santa shop for students to shop for gifts for family and friends on December 12-13 during the school day.
      - Teachers administered the second round of the iReady Diagnostic test the week of December 9. The information will help us adjust instruction to meet the needs of students. We will also be updating our data walls based on the information.
      - The Middle School Choir and Band did a performance for the Primary students on Wednesday, December 11.
    - Intermediate:**
      - Christmas Breakfast is Friday, December 20 in the auditoria starting at 8 am.
      - Secret Santa shopping was up and running for the week of December 9<sup>th</sup>.
      - Literacy training with Thom Wendt will occur three times in grades 4-6. Guided Reading groups have started in all ELA classrooms.
      - 5th-grade band concert is Sunday, December 15th at 4:30 in the auditoria.
      - I Ready Assessments (2nd round) were given the week of December 9. Data Wall will be updated so staff can see changes in student performance from summer to fall 2019. These discussions will help us see if the changes match with daily instruction and F & P benchmark assessments.
    - Middle School:**
      - The Middle School was a recipient of a 2019 I-CARE Award from Fairfield County C.A.R.E.S. Organization for the creation of cat houses that were given to the Licking County Humane Society. The student led project was part of a 6th grade service learning class during our Discovery period.
      - The Choir and Band Concert is scheduled for Sunday, December 15.
      - Students did an amazing job in the musical "Singing in the Rain Jr." It was an excellent production and students worked very hard for weeks preparing for the show. Bravo!
      - Second Round i-Ready Assessments were completed this week. Teachers will be tracking progress and determining growth and deficiencies with students in math and reading.
      - An after school STEM club has been created through a grant provided by NASA that will foster opportunities for students to excel in science and technology. The group will meet once a week starting in January.
      - Winter middle school sports are underway. Girls and boys basketball and wrestling are all doing well at the start of the season.
    - High School:**
      - Our WorkKeys testing went great and we only have one student left who needs one section. Also, EOC testing up and running and going smoothly thanks to Jaime Scott!
      - We had 7 out of our 8 students selected to participate in the AERIAL program.
      - The new screen up and running in the main hall - come see how awesome it is! We are collaborating with art departments to share work on their too as a new way to showcase our student work.
      - The Choir Concert is 12/15 3 pm, Band 4:30 pm and we expect it to be one of the best yet! The Vocalise and Concert Band groups shared their performance with the IS and the PS this week.
      - The PBIS Store will be open for kids every Monday this month for Christmas. They love knowing about the number of points they have, the ways they are earning them and we are excited that the students are also using practical living skills related to financial literacy and credit in the process.

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- We started Christmas Trivia on the morning announcements Monday! It is for staff and students - every morning between now and break. This helps get students in the habit of checking and using their emails to respond.
- After collaborating with Mrs. Scott, Mr. George and Mrs. Hepp, we have our final draft of our Grad Seals Proposal completed and waiting on Mr. Schmidt's approval to share with the board. The Licking ESC asked to use our draft to share with the rest of the county high schools!
- OMUN did amazing at the convention over the weekend! Mrs. Willeke is to thank for her hand and efforts in this.
- The cross-categorical class taught by Mrs. Mincks, has The Viking Cafe open Fridays before school in the English hall and they are learning a host of real life skills through this endeavor; from shopping to math and science in the real world, the kids are excited to share their learning with anyone who needs a morning beverage.
- On 12/10, the BLT met and reviewed the course guide and the departments will be working to generate academic audits regarding course interest, need, etc to help us as we finalize the 20/21 SY course offerings. This is being done to ensure that we offer a variety of levels and interests to our students to also ensure that we are providing various paths to after high school success in adulthood.
- The Student Council is working with the Primary for Giving Tree, each grade working separately but together as a building and the kids are super excited and find it very rewarding.
- The FFA fruit and meat sale went great! Kudos to Ms. Sherman and her students for their excellent fundraising efforts and skills. They are excited to build her program.
- The HS Musical is gearing up, stay tuned for more details from Mrs. Hepp and Mrs. Ulery.

#### **Athletics:**

- Winter sports are at full speed.
- Girls Varsity basketball just beat Licking Valley for the first time in a long time to earn their first conference win.
- Swim just hosted a 16 team invitational at Kenyon College sat 12/7 - huge success!!
- Swim will host a 26-team invitational at Kenyon College on 1/4.
- Boys basketball are off to a competitive start and are looking to gain valuable experience as a young team.
- Shelby Yorde was the Newark Advocate student-athlete of the month.
- Football - Jake Reese and Dylan Parman named All-State Football players.
- Alyson Quinlon signed with Purdue Ft. Wayne to continue her academic and softball career.
- Riley Bunstine signed with Ohio University to continue her academic and swim career - first ever DI signee.
- Megan Payne signed with Otterbein to continue her academic and softball career.
- Many records were broken this past Fall, all updates have been ordered in order to update record boards promptly.

#### **Special Education:**

- Mental Health Services supervised by New Horizons is continuing to grow.
- Meeting with New Horizons to look about expanding services in the district.
- Meetings are still underway with the details of operating the preschool in house.

#### **Instructional Services:**

- Completing WorkKeys, End of Course retakes and round 2 of iReady.
- Analyzing Fall 3rd grade ELA AIR scores- approximately 67% of students met promotion score.
- Continuing to prepare for graduation requirement and course offering updates.
- Working with high school on graduation seals proposal.

#### **Technology:**

- All buildings now have signage at their front doors for parents and students, great photos and information are presented daily.
- We continue to work on the phone bids and presentations for the existing building and the new building.

#### **Food Service:**

- Verification report has been submitted and approved by ODE.

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- There was an anonymous donation from a family for the primary lunch account balances. Jill and I have been working together with the PTO to get the balances paid off, and then make sure there is a procedure in place to help kids that have maxed out their charges and have forgotten lunch money.
- We are still working with ODE on a procurement review, this will probably take a few months to complete, however I do not foresee any issues.
- We had some issues with both the walk-in freezer and walk-in fridge. As of now, they have both been serviced and are working well. Our normal refrigeration guy retired the day before we had any issues. We are now working with Air Solutions, which is the same company Dave uses for all the repairs here.

**Maintenance:**

- Worked with Efficient Electric, Robertson Construction and The Energy Cooperative to discuss options for the power supply for the new building and the temporary lines for the jobsite trailers.
- During Thanksgiving Break, discovered a leak in the heating systems booster pump pressure gauge valve, replaced with a temporary valve to stop leak, monitored during remainder of break, purchased parts and repaired after break.
- Responded to call regarding loss of power for a couple rooms at the Intermediate school, found a line that supplies power to exterior light pole was damaged while the construction crew was digging the retention pond, which tripped a breaker. I then ran a temporary line and reset breakers.
- Installed new power line in wrestling building for heater.
- Completed preventative maintenance on boilers.
- Attended various meetings regarding the building project, also worked with contractors to assist with preparing for construction.

**Superintendent**

1. Modern Learning Facility Construction Update
  - a. Homer Demolition is progressing, the building is down and now they are focused on removing the basement and foundation structures as well as cleaning the site.
  - b. MS/HS Secure Vestibule and Doors final plans will be reviewed in January for expected installation the Summer of 2020.
  - c. Update from Owners Representative Mike Mendenhall:
    - i. Attended the core team meeting on 11-19-19 and 12-4-19
    - ii. Walked and took photos of entire job site on 11-25-19
    - iii. Reviewed the plans and specs regarding the Shell Building bid package. The specifications that have been produced provide a high level of detail and clarity.
2. Preschool Programming was reviewed and a cost analysis overview presented to the Board looking at current cost contracting with the ESCCO versus the District operating the program. Based on the initial review of operating costs we believe we can operate the preschool at a saving to current cost and have more oversight of daily operations. A full report and presentation will be presented by Michelle McJessey, Coordinator of Special Education, at the January board meeting.

**Board**

1. Jersey Township TIF- No further action was taken by Jersey Township, the action is expected in the new year. "Mr. Hart offered to reach out to Jersey Township Trustees to initiate discussions about working together in connection with the creation of a TIF. There was no objection to Mr. Hart taking such action."
2. Joint Recreation District- Britt Lewis attended the joint recreation district meeting. Three entities are needed to join together to create such a district. Currently, the City of Johnstown, Johnstown Monroe Schools and Monroe township were looking to create the joint district. The initial land to be developed for the first project requires that Northridge has access to the use of the land. It is recommended that the District have a seat at the table. The next meeting is scheduled for Thursday, Feb. 6<sup>th</sup> at 5:00. Further discussion will take place at that meeting concerning Northridge being

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part of the Joint District and the next steps in creating the district, identifying the structure of the Board, and bylaw creation.

**Consent Agenda**

**Treasurer’s Report and Recommendations**

**Recommendation # 1 - Approve Monthly Financial Reports**

Recommendation to approve the Monthly Financial Reports, not approved by Finance Committee due to lack of quorum, as submitted on December 11, 2019.

**Recommendation # 2 – Approve Middle School Gift Card Awards**

Recommendation to approve Middle School Student Council (200 account) to award three gift cards; 2 Amazon - \$25 each and 1 Starbucks - \$25; for student recognition of most food party donations per policy 6680 – Recognition (Then & Now).

**Recommendation # 3 – Approve Capital Assets Threshold**

Recommendation to approve raising capital assets threshold from \$2,000.00 to \$5,000.00 for financial statement reporting purposes.

**Recommendation # 4 – Approve Donations**

Recommendation to approve the following donations:

- ~\$250.00 donation to Athletics from Lisa Kain
- ~\$250.00 donation to Athletic from John & Carol Green

**Superintendent’s Recommendations** (10 Minutes)

**Recommendation # 1 - Approve Volunteers**

Recommendation to approve the following as a volunteer for the 2019-2020 school year pending a favorable report on the content of the BCI and/or FBI check and meeting all other volunteer requirements. [(A) = Athletic Volunteer]

First Name	Last Name	First Name	Last Name
Kevin	Hanes (Ski Club)	Edward	Rahde (Swim Team)

**Recommendation # 2 – Approve Field Trips**

Recommendation to approve the following Field Trips for the 2019-2020 school year as submitted on December 13, 2019:

- OMUN – OMUN Event–Hyatt Downtown–Columbus, Ohio–December 8 & 10, 2019 [Then & Now]
- HS Choir – Performance at Primary School, Alexandria, Ohio – December 11, 2019 [Then & Now]
- HS – Senior Spotlight at C-Tec – Newark, Ohio – December 12, 2019 [Then & Now]
- HS Mock Trial–Scrimmage at Knox Co. Court–Mt. Vernon, Ohio–December 14, 2019[Then & Now]
- HS Quiz Team – Quiz Bowl at C-Tec – Newark, Ohio – December 16, 2019 [Then & Now]
- HS Mock Trial – Competition at Licking Co. Courthouse – Newark, Ohio – January 17, 2020

**Recommendation # 3 - Approve 2019-2020 Fund Raisers**

Recommendation to approve the following fund-raisers for the 2019-2020 school year as submitted on December 13, 2019:

- HS Athletic Boosters – Harlem Wizards Basketball Game, HS Gym – March 2, 2020 – (Event for the community, any proceeds above hosting cost will be used to purchase uniforms.)

**Recommendation # 4 – Approve Alexandria Library Trustee**

Recommendation to reappoint Mrs. Gail Roberts as Alexandria Public Library Trustee. The term will be effective January 1, 2020 through December 31, 2026 as submitted December 13, 2019.

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**Recommendation # 5 – Approve Local Government Services**

Recommendation to approve the Local Government Services engagement for the Annual Financial Statements for fiscal years ending June 30, 2020, as submitted December 13, 2019.

**Recommendation # 6 – Approve 5<sup>th</sup> Grade Viking Voyage**

Recommendation to approve a maximum of 160 hours at \$20.00 to be paid out of Title I Grant funds for teaching staff to provide 5<sup>th</sup> grade after school tutoring know as Viking Voyage. (4 teachers for 3 hours per week for 12 weeks)

**Recommendation # 7 – Approve Nutrition Standards**

Recommendation to adopt and enforce the nutrition standards governing the types of food and beverages available for sale on school premises including time and place each type of food or beverage is available for sale, and assign the Food Service Director to make sure the District meets the nutrition standards per state requirements and Board policy and then to report to the Ohio Department of Education our compliance with state law. (ORC: 3313.814) [Policy: 8500, 8550, 5830]

**Recommendation # 8 – Approve Tuition Reimbursement**

Recommendation to approve tuition reimbursement for Danielle Mincks, Teacher, not to exceed \$1,971.00.

**Recommendation # 9 – Approve E-Rate Agreement**

Recommendation to approve agreement with Strategic Management Solutions for funding years 2020, 2021, 2022 of the Federate E-Rate Program of Category Two Components and Services.

**19-110** It was moved by Mr. Pokorny and seconded by Mr. Burkholder to approve the above consent recommendations.

Roll Call: Mr. Pokorny, aye; Mr. Hart, aye; Mr. Burkholder, aye; Mrs. Bammerlin, aye. The President declared the motion carried. 4-0.

**Items Removed from Consent Agenda for Separate Consideration** - None

**Stand Alone Superintendent Recommendation:**

**Superintendent Recommendation # 10 – Approve Volunteer**

Recommendation to approve the following as a volunteer for the 2019-2020 school year pending a favorable report on the content of the BCI and/or FBI check and meeting all other volunteer requirements. [(A) = Athletic Volunteer]

<u>First Name</u>	<u>Last Name</u>
Christopher	Pokorny

**19-111** It was moved by Mrs. Bammerlin and seconded by Mr. Hart to approve the above recommendation.

Roll Call: Mr. Pokorny, abstain; Mr. Hart, aye; Mr. Burkholder, aye; Mrs. Bammerlin, aye. The President declared the motion carried. 3-0-1.

**Board Recommendation:**

**Recommendation # 1 - Elect President Pro-Tem and Set Organizational Meeting Date**

**19-112** It was moved by Mrs. Bammerlin and seconded by Mr. Pokorny to nominate Mr. Burkholder as President-Pro-Tem of the Board of Education for the January Organizational meeting to be held on Monday, January 6, 2020 at 6:30pm in High School Media Center.

The president declared the motion passed by unanimous voice vote.

**Business Initiated by Members of the Board** - None

**Unscheduled Visitors (Maximum 30 minutes, including Item IX)** - None

**Announcements** - None

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**Reaffirm Time and Place of Next Board of Education Meeting(s):**

Organizational Meeting:

Date: Monday, January 6, 2020 Time: 6:30PM Location: High School Media Center

**Reaffirm Time and Place of Next Committee Meetings:**

Facilities Date: Wednesday, February 5, 2020 Time: 6:30PM Location: District Office

Finance Date: Wednesday, January 15, 2020 Time: 6:00PM Location: District Office

**Executive Session**

**19-113** It was moved by Mr. Hart and seconded by Mrs. Bammerlin to enter into Executive Session at 8:36PM.

Roll Call: Mr. Pokorny, aye; Mr. Hart, aye; Mr. Burkholder, aye; Mrs. Bammerlin, aye.  
The President declared the motion carried. 4-0.

Check Applicable Circumstances:

To consider the \_\_\_appointment,  employment, \_\_\_dismissal, \_\_\_discipline, \_\_\_promotion, \_\_\_demotion or  compensation of an employee or official, or \_\_\_the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

\_\_\_ To consider the purchase of property for public purposes, or the sale of property at competitive bidding.

\_\_\_ Conferences with the board's attorney to discuss matters which are the subject of pending or imminent court action.

\_\_\_ Preparing for, conducting, or reviewing negotiations or bargaining sessions with employees.

\_\_\_ Matters required to be kept confidential by federal law or state statutes.

\_\_\_ Details relative to the security arrangements and emergency response protocols for a school, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the school.

Time Out: 9:58PM

No Decision coming out of executive session

**Extend Curfew:**

**19-114** It was moved by Mrs. Bammerlin and seconded by Mr. Pokorny to extend curfew past 10:00PM. The president declared the motion passed by unanimous voice vote.

**19-115** It was moved by Mr. Hart and seconded by Mr. Pokorny to re-enter into Executive Session at 10:00PM.

Check Applicable Circumstances:

To consider the \_\_\_appointment,  employment, \_\_\_dismissal, \_\_\_discipline, \_\_\_promotion, \_\_\_demotion or  compensation of an employee or official, or \_\_\_the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Roll Call: Mr. Pokorny, aye; Mr. Hart, aye; Mr. Burkholder, aye; Mrs. Bammerlin, aye.  
The President declared the motion carried. 4-0.

Time Out: 11:26PM

No Decision coming out of executive session

**Adjourn Meeting**

**19-116** It was moved by Mrs. Bammerlin and seconded by Mr. Pokorny to adjourn the meeting at 11:27PM. The president declared the motion passed by unanimous voice vote.

\_\_\_\_\_ Board President

\_\_\_\_\_ Treasurer

In addition to the minutes an auditory recording is recorded during each Board meeting. The recording is available to the public during regular working hours of the Northridge Local Schools District Office.