**RECORD OF PROCEEDINGS**
**MINUTES OF**
**ADENA LOCAL BOARD OF EDUCATION**

**SPECIAL MEETING**
**AUGUST 2, 2016**
**HELD AT 6:00 P.M.**

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The Adena Local Board of Education met in a special session on August 2, 2016 at 6:00 P.M. in the Board Conference Room/Vo-AG Room #106 with the following members responding to roll call: Mr. Kent Anderson, Mr. Nathan Huff, Mr. Michael Kinnamon and Mr. Kevin Pancake.

The Pledge to the Flag was given.

**(16-186) BUS PURCHASE**
Moved by Mr. Kinnamon, seconded by Mr. Huff, to accept the 78 passenger bus purchase bid from Edwin H. Davis & Sons for $88,158.00 less the trade in allowance of $1,800.00 for bus #22 as the most responsive bid. (The only other bid received was from Cardinal Bus Sales & Service, Inc. for $84,601.00 less the trade-in allowance of $1,900.00 for bus #22.)

Roll call: Mr. Kinnamon, yea; Mr. Huff, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-187) EMPLOYMENT – HALF-DAY INSTRUCTIONAL AIDES**
Moved by Mr. Huff, seconded by Mr. Anderson, to grant a one year limited classified contract to Jennifer McGarvey and Kim Persinger as Half-Day Instructional Aides for the 2016-2017 school year.

Roll call: Mr. Huff, yea; Mr. Anderson, yea; Mr. Kinnamon, yea; Mr. Pancake, yea.

**(16-188) EMPLOYMENT – COMPUTER AIDE – FULL TIME**
Moved by Mr. Pancake, seconded by Mr. Kinnamon, to grant a one year limited classified contract to Lisa Ater as a Computer Aide for the 2016-2017 school year.

Roll call: Mr. Pancake, yea; Mr. Kinnamon, yea; Mr. Anderson, yea; Mr. Huff, yea.

**(16-189) SUPPLEMENTAL – BOYS VARSITY BASKETBALL COACH**
Moved by Mr. Huff, seconded by Mr. Kinnamon, to grant a one year limited supplemental contract to Kyle Bradley as the Boys Varsity Basketball Coach for the 2016-2017 school year.

Roll call: Mr. Huff, yea; Mr. Kinnamon, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-190) EMPLOYMENT – VOCAL MUSIC TEACHER**
Moved by Mr. Kinnamon, seconded by Mr. Pancake, to grant authority to the Superintendent to hire a Vocal Music Teacher and obtain approval at the August 23rd Rescheduled Regular Board Meeting retroactive to August 15, 2016.

Roll call: Mr. Kinnamon, yea; Mr. Pancake, yea; Mr. Anderson, yea; Mr. Huff, yea.

**(16-191) LATCHKEY HOURLY WAGE**
Moved by Mr. Kinnamon, seconded by Mr. Huff, to increase the hourly wage for the Latchkey position from $10.00/hour to $12.00/hour.

Roll call: Mr. Kinnamon, yea; Mr. Huff, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-192) EMPLOYMENT – LATCHKEY POSITION**
Moved by Mr. Kinnamon, seconded by Mr. Huff, to grant a one year limited classified contract to Rebecca Dreitzler for the Latchkey position for the 2016-2017 school year.

Roll call: Mr. Kinnamon, yea; Mr. Huff, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-193) AMEND SALARY SCHEDULES**
Moved by Mr. Pancake, seconded by Mr. Huff, to amend the following salary schedules as presented:

Building/Grounds Maintenance/Custodial Supervisor
Transportation Supervisor
Head Cook/Cashier
Special Programs Coordinator

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Roll call: Mr. Pancake, yea; Mr. Huff, yea; Mr. Anderson, yea; Mr. Kinnamon, yea.

**(16-194) EMPLOYMENT – TRANSPORTATION SUPERVISOR**
Moved by Mr. Huff, seconded by Mr. Kinnamon, to grant a one year limited supervisor contract to Joan Muntz as the Transportation Supervisor for the 2016-2017 school year.

Roll call: Mr. Huff, yea; Mr. Kinnamon, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-195) AMEND HEAD COOK/CASHIER JOB DESCRIPTION**
Moved by Mr. Huff, seconded by Mr. Kinnamon, to amend the following job description for the Head Cook/Cashier as presented.

Roll call: Mr. Huff, yea; Mr. Kinnamon, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-196) CHANGE OF ASSIGNMENT**
Moved by Mr. Pancake, seconded by Mr. Kinnamon, to approve the change of assignment for Sandy Kendall from Cashier to Head Cook/Cashier effective with the 2016-2017 school year.

Roll call: Mr. Pancake, yea; Mr. Kinnamon, yea; Mr. Anderson, yea; Mr. Huff, yea.

**(16-197) SUBSTITUTE MS TICKET TAKER**
Moved by Mr. Huff, seconded by Mr. Kinnamon, to approve Lori Postage as the substitute MS Ticket Taker for the 2016-2017 school year.

Roll call: Mr. Huff, yea; Mr. Kinnamon, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-198) ADOPTION OF PICK-UP RESOLUTIONS**
Moved by Mr. Huff, seconded by Mr. Kinnamon to approve the following Adoption of Pick-Up Resolutions:

Be it resolved, effective August 1, 2016, the Adena Local Board of Education, agrees to "pick up" the total amount of employee contributions required by Section 3307.26 of the Ohio Revised Code to be contributed by the Superintendent to STRS Ohio. The Adena Local Board of Education is permitted to pick up employee contributions pursuant to Section 3307.27 of the Ohio Revised Code and Section 414(h)(2) of the Internal Revenue Code. These picked-up contributions, although designated as employee contributions, are being paid by the Adena Local Board of Education in lieu of employee contributions and 14% shall be paid by the board as a fringe benefit in addition to the contract salary otherwise payable to the employee. These contributions shall be treated as additional compensation and included in salary for retirement purposes.

Employees in the (group) may not opt out of the "picked-up" contributions or elect to receive the contributed amounts directly instead of having them picked up by the Adena Local Board of Education and paid to STRS Ohio.

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Be it resolved, effective August 1, 2016, the Adena Local Board of Education, agrees to "pick up" the total amount of employee contributions required by Section 3307.26 of the Ohio Revised Code to be contributed by the 260 Day Principals to STRS Ohio. The Adena Local Board of Education is permitted to pick up employee contributions pursuant to Section 3307.27 of the Ohio Revised Code and Section 414(h)(2) of the Internal Revenue Code. These picked-up contributions, although designated as employee contributions, are being paid by the Adena Local Board of Education in lieu of employee contributions and 14% shall be paid by the board as a fringe benefit in addition to the contract salary otherwise payable to the employee. These contributions shall be treated as additional compensation and included in salary for retirement purposes.

Employees in the (group) may not opt out of the "picked-up" contributions or elect to receive the contributed amounts directly instead of having them picked up by the Adena Local Board of Education and paid to STRS Ohio.

Roll call: Mr. Huff, yea; Mr. Kinnamon, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-199) FMLA REQUEST**
Moved by Mr. Kinnamon, seconded by Mr. Huff, to approve the Family Medical Leave request from Megan Halcomb for a period up to 12 weeks beginning August 17, 2016.

Roll call: Mr. Kinnamon, yea; Mr. Huff, yea; Mr. Anderson, yea; Mr. Pancake, yea.

**(16-200) ADJOURNMENT**
Moved by Mr. Kinnamon, seconded by Mr. Huff, that the Board adjourn.

Roll call: Mr. Kinnamon, yea; Mr. Huff, yea; Mr. Anderson, yea; Mr. Pancake, yea.

***Note: These minutes will not be officially approved by the Adena Local Board of Education until the August, 2016 Board Meeting.***