

**BROOKFIELD BOARD OF EDUCATION
MINUTES**

Brookfield Board of Education
Regular Meeting of the Board
Wednesday, November 20, 2013

School Auditorium

- I. The Brookfield Board of Education met in regular session on Wednesday, November 20, 2013 at 5:17 pm in the Board Office.

Roll Call:	Mrs. Kelly Bianco, President	present
	Ms. Ronda Bonekovic	present
	Mr. Ron Brennan	present
	Mr. Tim Filipovich	present
	Mrs. Gwen Martino	absent

#13-201

WORK SESSION

Brennan moved and Bonekovic seconded that the Brookfield Board of Education enter into a work session at 5:18pm to discuss the District's Strategic Plan.

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

Mrs. Bianco reconvened the regular session of the Board at 6pm in the School Auditorium.

- II. Pledge of Allegiance
- III. Board of Education Reports
Mr. Filipovich reported to the Board on the Academic committee meeting.
Ms. Bonekovic reported to the Board on the Athletic committee meeting.
- IV. Old Business
- V. New Business
Mr. Saxton was requested by the Board to provide an update on the progress of students taking online classes in the District by the next meeting.
- VI. Superintendent's Report
- a. Back Pack Program Update
 - b. Safety Committee Update
 - c. Straight A Fund Update
- VII. Financial Report
- VIII. Public Input (5 minutes per individual)
- a. Brookfield Youth Soccer League Presentation to add a soccer program to the District.

TREASURER'S RECOMMENDATIONS

#13-201

APPROVAL OF MINUTES

Brennan moved and Filipovich seconded that the following Board minutes be approved as submitted:

October 16, 2013 – Regular Meeting of the Board

BE IT RESOLVED under the provision of ORC 3319.26 regarding the reading of the minutes, that the reading be waived and the minutes approved.

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-202

APPROVAL OF FINANCIAL STATEMENTS

Bonekovic moved and Brennan seconded that the October 2013 Check Listing, Financial Report by Fund, Annual Spending Plan, Estimated Revenues and Appropriations and Bank Reconciliation be approved as submitted.

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-203

RESOLUTION AUTHORIZING THE ISSUANCE OF NOTES IN THE AMOUNT OF NOT TO EXCEED \$850,000 IN ANTICIPATION OF THE COLLECTION OF CURRENT PROPERTY TAX REVENUES IN AND FOR THE 2014 FISCAL YEAR. (O.R.C. §133.10(C))

Brennan moved and Filipovich seconded that the Brookfield Board of Education adopt the following resolution authorizing the issuance of notes:

WHEREAS, Ohio Revised Code Section 133.10(C) provides in part that the board of education of a school district may, in anticipation of the collection of current property tax revenues in and for any fiscal year, issue securities the aggregate principal amount of which shall not exceed one-half of the amount that the budget commission estimates the school district will receive from all property taxes that are to be distributed to the school district from all settlements of taxes that are to be made in the remainder of that fiscal year, other than taxes to be received for the payment of debt charges and all advances; and

WHEREAS, the Board of the School District deems it necessary, in order to avoid a cash flow deficit and maintain adequate funds on hand during the 2014 fiscal year, to borrow in anticipation of the collection of said taxes in accordance with the provisions of the Ohio Revised Code, particularly Section 133.10(C) thereof, an amount not to exceed \$850,000, which amount shall not be greater than one-half (1/2) of the amount of taxes estimated by the Budget Commission of Trumbull County, Ohio to be received by the School District from all settlements of taxes for the 2014 fiscal year, other than taxes to be received for the payment of debt charges and all advances;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BROOKFIELD LOCAL SCHOOL DISTRICT, TRUMBULL COUNTY, OHIO, THAT:

Pursuant to Ohio Revised Code Section 133.10(C), and in anticipation of the collection of current property taxes in and for the 2014 fiscal year levied and to be levied by the Board upon the duplicate of the School District, less taxes to be received for the payment of debt charges and all advances, it is necessary to borrow and there shall be borrowed an amount not to exceed \$850,000, which borrowing shall be evidenced by notes of the School District designated "Brookfield Local School District, Trumbull County, Ohio Current Revenue Anticipation Notes, Series 2013" or as otherwise designated by the Treasurer (the "Notes"). The Notes may be issued in one or more series.

The Notes shall be issued as fully registered notes, in such denominations as shall be determined by the Treasurer of the Board (the "Treasurer"), but not exceeding the principal amount of Notes maturing on any one date; shall be

numbered consecutively from R-1 upward, as determined by the Treasurer; shall be dated the date determined by the Treasurer and set forth in the Certificate of Fiscal Officer (as defined herein); and shall bear interest, payable at maturity. Interest shall be calculated on the basis of a 360-day year of twelve 30-day months.

The Treasurer is hereby authorized and directed to execute on behalf of the School District a Certificate of Fiscal Officer Relating to Terms of Notes (the "Certificate of Fiscal Officer") setting forth the final terms of the Notes, which terms, subject to the limitations set forth in this Resolution, shall be as determined by the Treasurer. The Certificate of Fiscal Officer shall indicate the purchase price for the Notes (which shall be not less than 97% of the face value thereof), the maturity schedule for the Notes, and such other terms not inconsistent with this Resolution as the Treasurer shall deem appropriate.

The Notes shall mature no later than June 30, 2014, and shall bear interest at such rate as shall be determined by the Treasurer and certified to this Board in the Certificate of Fiscal Officer (provided that the true interest cost for all Notes in the aggregate shall not exceed 5.00% per annum). The Notes shall be pre-payable as determined by the Treasurer and set forth in the Certificate of Fiscal Officer.

The Notes shall express upon their faces the purpose for which they are issued and that they are issued pursuant to this Resolution; and shall be executed by the President of the Board (the "President") and by the Treasurer in their official capacities, provided that either or both of their signatures may be a facsimile. The Notes shall be payable as to both principal and interest at the designated office of the Note Registrar (as defined here-in-below) and shall state the purpose for which they are issued and that the Notes are issued pursuant to this Resolution. No Note shall be valid or become obligatory for any purpose or shall be entitled to any security or benefit under this Resolution unless and until a certificate of authentication, as printed on the Notes, is signed by the Note Registrar as authenticating agent. Authentication by the Note Registrar shall be conclusive evidence that the Notes so authenticated have been duly issued and delivered under this Resolution and are entitled to the security and benefit of this Resolution. The certificate of authentication may be signed by any officer or officers of the Note Registrar or by such other person acting as an agent of the Note Registrar as shall be approved by the Treasurer on behalf of the School District. It shall not be necessary that the same authorized person sign the certificate of authentication on all of the Notes.

The Treasurer is hereby authorized and directed to serve as authenticating agent, note registrar, transfer agent, and paying agent for the Notes (the "Note Registrar"), or to execute on behalf of the Board a Note Registrar Agreement with such bank or other appropriate financial institution as shall be acceptable to the Treasurer and the Original Purchaser (as defined herein), pursuant to which such bank or financial institution shall agree to serve as Note Registrar for the Notes. If at any time the Note Registrar shall be unable or unwilling to serve as such, or the Treasurer in such officer's discretion shall determine that it would be in the best interest of the School District for such functions to be performed by another party, the Treasurer may, and is hereby authorized and directed to, enter into an agreement with a national banking association or other appropriate institution experienced in providing such services, to perform the services required of the Note Registrar hereunder. Each such successor Note Registrar shall promptly advise all note holders of the change in identity and new address of the Note Registrar.

So long as any of the Notes remain outstanding, the School District will cause to be maintained and kept by the Note Registrar, at the office of the Note Registrar, all books and records necessary for the registration, exchange and transfer of

Notes as provided in this Section (the "Note Register"). The person in whose name any Note shall be registered on the Note Register shall be regarded as the absolute owner thereof for all purposes. Payment of or on account of the principal of and interest on any Note shall be made only to or upon the order of that person. Neither the School District nor the Note Registrar shall be affected by any notice to the contrary, but the registration may be changed as herein provided. All payments shall be valid and effectual to satisfy and discharge the liability upon the Notes, including the interest thereon, to the extent of the amount or amounts so paid.

Any Note, upon presentation and surrender at the office of the Note Registrar, together with a request for exchange signed by the registered owner or by a person authorized by the owner to do so by a power of attorney in a form satisfactory to the Note Registrar, may be exchanged for Notes of any authorized denomination or denominations equal in the aggregate to the un-matured principal amount of the Notes surrendered, and bearing interest at the same rate and maturing on the same date.

A Note may be transferred only on the Note Register upon presentation and surrender thereof at the office of the Note Registrar, together with an assignment executed by the registered owner or by a person authorized by the owner to do so by a power of attorney in a form satisfactory to the Note Registrar. Upon that transfer, the Note Registrar shall complete, authenticate and deliver a new Note or Notes of any authorized denomination or denominations equal in the aggregate to the un-matured principal amount of the Notes surrendered, and bearing interest at the same rate and maturing on the same date.

In all cases in which Notes are exchanged or transferred hereunder, the School District shall cause to be executed and the Note Registrar shall authenticate and deliver Notes in accordance with the provisions of this Resolution. The exchange or transfer shall be without charge to the owner; except that the School District and Note Registrar may make a charge sufficient to reimburse them for any tax or other governmental charge required to be paid with respect to the exchange or transfer. The School District or the Note Registrar may require that those charges, if any, be paid before it begins the procedure for the exchange or transfer of the Notes. All Notes issued upon any transfer or exchange shall be the valid obligations of the School District, evidencing the same debt, and entitled to the same benefits under this Resolution, as the Notes surrendered upon that transfer or exchange.

The Notes shall be, and hereby are, awarded and sold at private sale to Huntington Public Capital Corporation (the "Original Purchaser") at the purchase price set forth in the Certificate of Fiscal Officer, and the Treasurer is hereby authorized and directed to deliver the Notes, when executed, to the Original Purchaser upon payment of the purchase price and accrued interest, if any, to the date of delivery. If a Note Purchase Agreement is requested or required by the Original Purchaser, the Superintendent of the School District, the President, and the Treasurer, or any of them individually, are authorized and directed to execute on behalf of the Board a Note Purchase Agreement with the Original Purchaser, setting forth the conditions under which the Notes are to be sold and delivered, which agreement shall be in such form, not inconsistent with the terms of this Resolution, as the Treasurer shall determine.

The proceeds from the sale of the Notes, except the premium and accrued interest thereon, shall be used for the purpose aforesaid and for no other purpose. Any accrued interest received from such sale shall be transferred to the Bond Retirement Fund to be applied to the payment of the principal of and interest on the Notes, or other obligations of the School District, as permitted by law. Any premium from the sale of the Notes shall be deposited into the fund or funds

specified in the Certificate of Fiscal Officer and shall be used for the proper purposes of such fund or funds.

The Board hereby covenants that it will comply with the requirements of all existing and future laws which must be satisfied in order that interest on the Notes is and will continue to be excluded from gross income for federal income tax purposes, including without limitation restrictions on the use of the property financed with the proceeds of the Notes so that the Notes will not constitute "private activity bonds" within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended (the "Code"). The Board further covenants that it will restrict the use of the proceeds of the Notes in such manner and to such extent, if any, as may be necessary, after taking into account reasonable expectations at the time the debt is incurred, so that they will not constitute arbitrage bonds under Section 148 of the Code and the regulations prescribed thereunder (the "Regulations").

The Treasurer, or any other officer of this Board, is hereby authorized and directed (a) to make or effect any election, selection, designation, choice, consent, approval or waiver on behalf of the Board with respect to the Notes as permitted or required to be made or given under the federal income tax laws, for the purpose of assuring, enhancing or protecting favorable tax treatment or the status of the Notes or interest thereon or assisting compliance with requirements for that purpose, reducing the burden or expense of such compliance, reducing any rebate amount or any payment of penalties, or making any payments of special amounts in lieu of making computations to determine, or paying, any excess earnings as rebate, or obviating those amounts or payments, as determined by the Treasurer, which action shall be in writing and signed by the Treasurer, or any other officer of this Board, on behalf of the Board; (b) to take any and all actions, make or obtain calculations, and make or give reports, covenants and certifications of and on behalf of the School District, as may be appropriate to assure the exclusion of interest from gross income and the intended tax status of the Notes; and (c) to give an appropriate certificate on behalf of the Board, for inclusion in the transcript of proceedings, setting forth the facts, estimates and circumstances, and reasonable expectations of the Board pertaining to Section 148 and the Regulations, and the representations, warranties and covenants of the Board regarding compliance by the Board with Sections 141 through 150 of the Code and the Regulations.

The Treasurer shall keep and maintain adequate records pertaining to investment of all proceeds of the Notes sufficient to permit, to the maximum extent possible and presently foreseeable, the Board to comply with any federal law or regulation now or hereafter having applicability to the Notes which limits the amount of note proceeds which may be invested on an unrestricted yield or requires the Board to rebate arbitrage profits to the United States Department of the Treasury. The Treasurer is hereby authorized and directed to file such reports with, and rebate arbitrage profits to, the United States Department of the Treasury, to the extent that any federal law or regulation having applicability to the Notes requires any such reports or rebates.

The Notes shall be special obligations of the School District, issued in anticipation of the collection of the anticipated current property tax revenues in and for the fiscal year ending June 30, 2014, including distributions from the State of Ohio in payment of credits against a partial exemption from, or reduction of, property taxes, all of which revenues and distributions are hereby pledged to the payment of the Notes.

There shall be and hereby is appropriated from proceeds of property taxes levied and to be levied on the current tax duplicate of the School District an amount sufficient to pay the principal of and interest on the Notes as the same shall fall due.

The officer having charge of the minutes of the Board and any other officers of the Board, or any of them individually, are hereby authorized and directed to prepare and certify a true transcript of proceedings pertaining to the Notes and to furnish a copy of such transcript to the Original Purchaser. Such transcript shall include certified copies of all proceedings and records of the Board relating to the power and authority of the School District to issue the Notes and certificates as to matters within their knowledge or as shown by the books and records under their custody and control, including but not limited to a general certificate of the Treasurer and a no-litigation certificate of the President and the Treasurer, and such certified copies and certificates shall be deemed representations of the School District as to the facts stated therein.

The Treasurer and the President are hereby authorized and directed to take such action and to execute and deliver, on behalf of the Board, such additional instruments, agreements, certificates, and other documents as may be in their discretion necessary or appropriate in order to carry out the intent of this Resolution. Such documents shall be in the form not substantially inconsistent with the terms of this Resolution, as they in their discretion shall deem necessary or appropriate.

It is hereby determined and declared that the principal amount of the Notes, increased by the amount of any other borrowings of this School District pursuant to Section 133.10, Ohio Revised Code, with respect to revenues to be received during the 2014 fiscal year, shall not and will not exceed one-half (1/2) of the amount of revenues estimated by the County Auditor of Trumbull County, Ohio (the "Auditor") to be received by the School District from all remaining revenues for the 2014 fiscal year, other than property taxes, and less all advances and prior collections.

If for any reason the principal of and interest on the Notes shall not be paid in full at maturity, the Board hereby covenants to include in the next appropriation measure considered by the Board an amount sufficient to pay such debt charges from all revenues available to the School District in the fiscal year ending June 30, 2014 from the same sources as those anticipated by the Notes. Amounts included in such appropriation shall be held by the Auditor in a custodial account and used to directly pay or provide, through the paying agent or otherwise, for the payment of the principal of and interest on the Notes.

It is hereby determined that all acts, conditions and things necessary to be done precedent to and in the issuing of the Notes in order to make them legal, valid and binding special obligations of the School District have happened, been done and been performed in regular and due form as required by law; that all property taxes anticipated in and for the fiscal year ending June 30, 2014, less taxes to be received for the payment of debt charges and less all prior advances, have been appropriated and are hereby irrevocably pledged for the prompt payment of the principal and interest thereof at maturity; and that no limitation of indebtedness or taxation, either statutory or constitutional, has been exceeded in issuing the Notes.

It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

The Treasurer is hereby directed to promptly forward a certified copy of this Resolution to the Auditor.

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

SUPERINTENDENT'S RECOMMENDATIONS

#13-204

REDUCTION IN FORCE RECALL OF CUSTODIAN

Brennan moved and Filipovich seconded that the Brookfield Board of Education approve the reduction in force recall of **Penny Rupert** (Clark) as a 5 hour and 55 minute Custodian effective November 25, 2013.*

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-205

LANE CHANGE

Brennan moved and Bonekovic seconded that the Brookfield Board of Education approve the salary adjustment for the following certificated employee due to an accumulation of additional credit hours and change of status on the salary schedule effective with the first pay in January 2014:

Amanda O'Neill from Bachelors (Step 2 = \$33,491) to Bachelors 150 (Step 2 = \$35,334)

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-206

LONG TERM CERTIFIED SUBSTITUTE SALARY INCREASE

Brennan moved and Filipovich seconded that the Brookfield Board of Education approve a daily substitute salary rate increase for **Lynn Pegg**, long term substitute teacher, to \$167.90 to begin on 12/12/13, her 61st day of substitute teaching.

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-207

FAMILY MEDICAL LEAVE OF ABSENCE REQUEST

Brennan moved and Bonekovic seconded that the Brookfield Board of Education approve the Family Medical Leave of Absence request of **Kathryn Woodford**, high school teacher, for the following period of time:

November 25, 2013 to January 28, 2014

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-208

NEW & REVISED POLICIES – FIRST READ

Brennan moved and Filipovich seconded that the Brookfield Board of Education approve the first read of the following policies for the Brookfield Local School District:

Policy 1220 – Employment of the Superintendent
Policy 1310 – Employment of the Treasurer
Policy 1520 – Employment of Administrators (Revised)
Policy 1630.01/3430.01/4430.01 – FMLA Leave (New/Revised/Revised)
Policy 1662/3362/4362 – Anti-Harassment (New/Revised/Revised)
Policy 2271 – Postsecondary Enrollment Programs (Revised)
Policy 2430 – District Sponsored Clubs and Activities (Revised)
Policy 2431 – Interscholastic Athletics (Revised)
Policy 3120 – Employment of Professional Staff (Revised)
Policy 5111 – Eligibility of Resident/Nonresident Students (Revised)
Policy 5310 – Health Services (Revised)

- Policy 5430 – Student Accidents (Revised)
- Policy 5513 – Care of School Property (Revised)
- Policy 5517 – Anti-Harassment (Revised)
- Policy 5517.01 – Bullying and Other Forms of Aggressive Behavior (Revised)
- Policy 6152 – Student Fees, Fines, and Charges (Revised)
- Policy 7300 – Disposition of Real Property/Personal Property (Revised)
- Policy 8210 – School Calendar (Revised)
- Policy 8390 – Animals on District Property (New)
- Policy 8405 – Environment Health and Safety Issues (Revised)
- Policy 8462 – Student Abuse and Neglect (Revised)
- Policy 9160 – Public Attendance at School Events (Revised)
- Policy 9700 – Relations with Special Interest Groups (Revised)

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-209

MINIMUM WAGE INCREASE

Brennan moved and Bonekovic seconded that the Brookfield Board of Education approve the 10¢ Ohio **minimum wage increase** to become effective the first payroll of January 2014. Minimum wage rates will increase to **\$7.95** per hour from the current rate of \$7.85. This will also affect any classified substitute positions currently being paid at the \$7.85 per hour rate.

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-210

2013-2014 PARENTAL TRANSPORTATION PAYMENT

Brennan moved and Bonekovic seconded that the Brookfield Board of Education reimburse parents who transport their children the approved state reimbursement rate for transportation in lieu of bus transportation for the 2013-2014 school year:

Fairhaven – 1 student (2012-2013 reimbursement rate: \$240.66)

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-211

CLASSIFIED SUBSTITUTES

Brennan moved and Bianco seconded that the Brookfield Board of Education approve the following individuals as classified substitutes for the 2013-2014 school year*:

<u>Maintenance \$8.00/hr</u>	<u>Secretary \$8.00/hr</u>	<u>Sec \$8.00 & Ed Asst \$7.85/hr</u>
Robert Strohmeyer	Danielle Hackett	Hayley Jenkins
Masury, Ohio	Masury, Ohio	Brookfield, Ohio

Ayes: Bianco, Bonekovic, Brennan and Filipovich.

Nays: None.

#13-212

2013-2014 SUPPLEMENTAL CONTRACTS

Bonekovic moved and Brennan seconded that the Brookfield Board of Education approve the following 2013-2014 supplemental contracts as per Board policies, rules and regulations*:

Baseball JV Coach	Mike Veres (Step 3 = \$1,844)
Pep Band Advisor	Elza Wright (Step 3 = \$768)
Prep Bowl Advisor HS	Peg Kerrigan (Step 7 = \$1,383)
Prep Bowl Advisor 5&6	Keith Joseph (Step 3 = \$1,229)
Prep Bowl Advisor 7&8	Keith Joseph (Step 3 = \$1,229)

Prom Advisors (2)	Stephanie Anthony, Peg Kerrigan (Both Step 7 = \$1,075)
Ski Club Advisor	Steve Varga (Step 3 = \$922)
Softball JV Coach	Patty Hammond (Step 2 = \$2,612)
Softball Coach Volunteer	John Vansach
Softball Coach Volunteer	Mike Rotunno
Softball Coach Volunteer	Ron Schultz
Wrestling Coach Volunteer	Larry Hackett

Ayes: Bianco, Bonekovic, Brennan and Filipovich.
Nays: None.

#13-213

SUPPLEMENTAL CONTRACT RESIGNATION

Brennan moved and Bonekovic seconded that the Brookfield Board of Education accept the resignation of Maigen Wild (Forsythe) effective immediately.

Ayes: Bianco, Bonekovic, Brennan and Filipovich.
Nays: None.

#13-214

2013-2014 SUPPLEMENTAL CONTRACTS

Brennan moved and Filipovich seconded that the Brookfield Board of Education approve the following 2013-2014 supplemental contracts as per Board policies, rules and regulations*:

Cheerleading Advisor	Jen Schultz
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Ayes: Bianco, Bonekovic, Brennan and Filipovich.
Nays: None.

BOARD OF EDUCATION RECOMMENDATION

#13-215

EXECUTIVE SESSION

Brennan moved and Bonekovic seconded that the Brookfield Board of Education adjourn to Executive Session at 6:53pm to “hold in-person conferences with an attorney for the Board concerning disputes involving the Board that are the subject of pending or imminent court action.”

Ayes: Bianco, Bonekovic, Brennan and Filipovich.
Nays: None.

Mrs. Bianco reconvened the regular session at 8:02pm.

#13-216

Filipovich moved and Brennan seconded that the meeting be adjourned at 8:03pm.

Ayes: Bianco, Bonekovic, Brennan and Filipovich.
Nays: None.

Treasurer

Board President