

**EATON BOARD OF EDUCATION REGULAR MEETING**  
**Hollingsworth East Elementary School Cafeteria**  
**November 3, 2014**  
**6:00 p.m.**

**I. Opening of the Meeting**

**A. Call to Order** – President

**B. Roll Call** – President

**C. Pledge of Allegiance**

**D. Recognition of Student Athletes**

The Eaton Board of Education and Administration wishes to recognize all fall athletic teams and individuals for an outstanding season and commend them on their outstanding sportsmanship and representation of Eaton Schools.

Furthermore, the Board and Administration wishes to recognize the following students for their athletic achievements.

Whereas the Board and Administration wishes to congratulate Sarah Willis for qualifying for OHSA State Golf Qualifier.

Whereas the Board and Administration wishes to congratulate Wyatt Cox as Middle School Cross Country State Champion.

Congratulations.

**E. Recognition of OSBA Media Honor Roll**

The Administration recommends approval the resolution for OSBA Media Honor Roll 2014.

Whereas, in each community, the public schools are shaped by that community to provide the most appropriate and effective education for the schoolchildren who attend those schools; and

Whereas, public schools are dependent upon the community's support in countless ways, including support in setting goals for the education of our children, in establishing successful volunteer and booster programs at the schools, for funding of facilities and operations, and in the election of qualified school board members; and

Whereas, much of the community's knowledge and opinions about the public schools depend on responsible reporting by local news media representatives who decide which news to share with the community, how much attention will be focused on various issues and what the tone of the reporting will be; therefore

NOW BE IT RESOLVED that the Eaton Community School Board of Education names

Eddie Mowen, Jr., of the Register Herald to the 2014 OSBA Media Honor Roll, calling attention to the ongoing responsible and exemplary nature of reporting on this community's public schools.

We express our appreciation for your balanced and accurate approach to sharing with this community both the challenges facing our schools and the successes achieved by the staff and students. Your work has aided this community in focusing on the goal of providing the best public schools we can for every child who attends them.

#### **F. Recognition of Visitors**

#### **G. Executive Session**

\_\_\_\_\_ invited to participate in executive session.

To consider matters required to be kept confidential by federal law or regulations or state statutes.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ to convene executive session.

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

President convenes executive session at \_\_\_\_\_ p.m.

President resumes open session at \_\_\_\_\_ p.m.

#### **H. Other Opening Business**

## **II. Treasurer's Business – Priscilla Dodson**

#### **A. The Treasurer recommends approval of the following:**

1. Approve minutes of the October 13, 2014 Regular Board Meeting.
2. Submission of warrants.
3. Submission of Financial Report.
4. Submission of Investment Report.
5. Approve FY15 Supplemental Appropriations
6. Approve revised five year forecast for FY15.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item II. A.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

### **B. Approval of Contract with Educational Service Center**

The Administration recommends approval of the contract with the Preble County Educational Service Center for services for FY15 in the amount of \$1,295,756.00 (Attachment A).

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve agenda Item II. B.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

## **III. Reports**

**A. Miami Valley Career Technology Center Report** – Terry Parks

**B. Parks and Recreation Board Report** – Joe Renner

**C. Superintendent's Report** – Dr. Barbara Curry

**D. Other Reports**

## **IV. Old Business**

## **V. New Business**

### **A. Student Disciplinary Expulsion**

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_, to (affirm, modify, or overrule) the student disciplinary expulsion as discussed during this board meeting. Item V.A.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

## **B. Retirements**

The Administration recommends approval of the following retirements.

1. Patricia Gibson, Teacher, resignation for the purpose of retirement effective June 1, 2015.
2. Rick Richardson, Teacher, resignation for the purpose of retirement effective February 27, 2015.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item V.B.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

## **C. Health and Hardship Leave**

The Administration recommends approval of health and hardship leave of absence for Tamara Spence, Health Aide, through January 5, 2015.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item V.C.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

## **D. Employment – Certificated Staff Supplemental Contract**

The Administration recommends approval of the following supplemental contract for the 2014-2015 school year or as noted. Salaries and duties per Board Policy, Negotiated Agreement, Administrative Rules and Regulations and any applicable state requirements.

1. Ally Hoke, Reserve Cheerleading Advisor – Basketball

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item V.D.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

**E. Employment – Certificated Staff – Substitute Teachers/Tutors as Certified by the Preble County Educational Service Center**

The Administration recommends approval of the substitute teachers/home instruction tutors for the 2014-2015 school year, as certified by the Preble County Educational Service Center.

1. Tonya Brooks
2. Erin Lutz
3. Deborah Schmidt
4. Stephanie Gibson
5. Brandon Soale
6. Thomas Gault

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve agenda Item V.E.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

**F. Approval of Volunteer**

The Administration recommends approval of the following volunteer for the 2014-2015 school year; contingent upon completion of all state and local requirements, including criminal background check if necessary.

1. Kelly Montgomery, Volunteer Swimming Coach.

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve agenda Item V.F.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

**G. Approval of Rental Agreement with Miami University**

The Administration recommends approval of the Rental Agreement with Miami University for the use of Millett Hall for Eaton High School Graduation on Sunday, May 31, 2015 at 6:00 p.m. and rehearsal on Wednesday, May 20, 2015 at 9:00 a.m. (Attachment B).

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve agenda Item V.G.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

#### **H. Approval of Agreement with Waycross Community Media**

The Administration recommends approval of the agreement with Waycross Community Media to provide video production services for Eaton High School Graduation (Attachment C).

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve agenda Item V.H.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

#### **I. Approval of Memorandum of Understanding with the Preble County General Health District**

The Administration recommends approval of the Memorandum of Understanding for the Provision of Use of Eaton High School between the Preble County General Health District and Eaton Community Schools, effective November 1, 2014 (Attachment D).

Motion by\_\_\_\_\_, seconded by\_\_\_\_\_, to approve agenda Item V.I.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

**J. Approval of Agreement with TESI**

The Administration recommends approval of the agreement with Tackett Environmental Services, Inc. for AHERA Triennial Asbestos Re-inspection and Associated Services (Attachment E).

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item V.J.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

**K. Approval of Athletic Clinic**

The Administration recommends approval of the following athletic clinic.

1. Girls Basketball Youth Clinic for grades 2-6, December 13, 2014, January 10, 2015, January 24, 2015, February 7, 2015.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item V.K.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

**L. Approval of Out-of-State Trip**

The Administration recommends approval of the following out-of-state student trip.

1. Fourth Grade students and staff to the Wayne County Historical Museum, Richmond, Indiana, May 6, 2015 and May 7, 2015.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item V.L.

Discussion

Cooper\_\_\_ Noble \_\_\_ Renner \_\_\_ Shepherd \_\_\_ Parks\_\_\_

President declares motion \_\_\_\_\_.

### **M. Obsolete Items List**

The Administration recommends approval to declare certain items as obsolete and to dispose of them accordingly.

1. 15 jars of items in formaldehyde from science classes.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item V.M.

Discussion

Cooper\_\_\_\_ Noble \_\_\_\_ Renner \_\_\_\_ Shepherd \_\_\_\_ Parks\_\_\_\_

President declares motion \_\_\_\_\_.

### **N. Donation**

The Administration recommends acceptance of the following donation.

1. From Larry & Cheryl Gesiakowski, a telescope to Bruce Elementary.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve agenda Item V.N.

Discussion

Cooper\_\_\_\_ Noble \_\_\_\_ Renner \_\_\_\_ Shepherd \_\_\_\_ Parks\_\_\_\_

President declares motion \_\_\_\_\_.

### **O. Other New Business**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve agenda Item V.O.

Discussion

Cooper \_\_\_\_\_ Noble \_\_\_\_\_ Renner \_\_\_\_\_ Shepherd \_\_\_\_\_ Parks \_\_\_\_\_

President declares motion \_\_\_\_\_.

### **P. Executive Session**

\_\_\_\_\_ invited to participate in executive session.

To discuss \_\_\_\_\_



Motion by \_\_\_\_\_, seconded by  
\_\_\_\_\_ to convene executive session.

Cooper \_\_\_\_\_ Noble \_\_\_\_\_ Renner \_\_\_\_\_ Shepherd \_\_\_\_\_ Parks \_\_\_\_\_

President declares motion \_\_\_\_\_.

President convenes executive session at \_\_\_\_\_ p.m.

President resumes open session at \_\_\_\_\_ p.m.

## VI. Adjournment

Motion by \_\_\_\_\_, seconded by  
\_\_\_\_\_ to adjourn the meeting.

Discussion

Cooper \_\_\_\_\_ Noble \_\_\_\_\_ Renner \_\_\_\_\_ Shepherd \_\_\_\_\_ Parks \_\_\_\_\_

President declares motion \_\_\_\_\_.

President adjourns meeting at \_\_\_\_\_ p.m.

### Upcoming Regular Board Meetings

Monday, December 8, 2014 – 6:00 p.m.  
Hollingsworth East Elementary

**Preble County Educational Service Center  
Contract Amount for FY 2015  
Pursuant to O.R.C. 3317.11 (B) (2)**

REV. 2/2012

County ESC PREBLE County IRN 049254  
District EATON COMMUNITY County PREBLE  
District IRN 043935

The above named parties have entered into a contract for services for fiscal year 2015 in an annual amount of \$1,295,756.

We, the undersigned, understand that the above annual amount will be deducted from state foundation payments to the school district and paid to the county educational service center on a bi-monthly basis throughout the fiscal year.

We also understand this amount is subject to change contingent upon state funding, student participation or significant increase in costs.

<u>Print District Superintendent Name</u>	<u>District Superintendent Signature</u>	<u>Date</u>
<u>Print District Treasurer Name</u>	<u>District Treasurer Signature</u>	<u>Date</u>
<u>Print ESC Superintendent Name</u>	<u>ESC Superintendent Signature</u>	<u>Date</u>
<u>Print ESC Treasurer Name</u>	<u>ESC Treasurer Signature</u>	<u>Date</u>

## **MIAMI UNIVERSITY**

### **Special Facilities**

**93 Millett Hall Date: 10/20/14**

**Oxford, OH 45056**

**(513) 529-8012**

### **Rental Agreement**

#### **DESCRIPTION**

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**Rental of Millett Hall for Eaton High School Graduation.**

<b>May 20th for rehearsal at 9a</b>	<b>\$1,400</b>
<b>May 31st for graduation at 6p</b>	<b>\$2,000</b>

**No access to building before 4p on May 31st due to other events prior.**

**To be setup as a standard graduation tailored to Eaton's setup needs. Total counts will be given to Special Facilities Office in advance of date.**

**Needs for event – TBD**

**Payment due 30 days prior to event.**

**TOTAL \$3,400**

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<b>PAY THIS AMOUNT</b>	<b>\$3,400</b>
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**TERMS: Please make check payable to Miami University.**

**Signature** \_\_\_\_\_

**Waycross Community Media**  
**NON-PROFIT VIDEO PRODUCTION SERVICES**

Date: July 14, 2014  
Client: Eaton High School  
Program: Eaton High School Graduation  
Contact: Scott Couch, Principal 937-456-1141  
Event Date: May 31, 2015 – High School Graduation Ceremony  
Location: Millett Hall, Miami University

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**Description of Services:**

1. WAYCROSS will provide all appropriate video equipment, a production coordinator, and necessary production personnel
2. WAYCROSS will record and edit (if necessary) the program. Completed program is estimated to be up to 2 hours in length.
3. WAYCROSS will assign a staff person as the project producer. This person will coordinate with the designated organizational representative for technical needs, appropriate sponsor recognition, and other questions related to the content of the program.
4. WAYCROSS will coordinate with organization personnel for an appropriate audio feed. WAYCROSS will supplement audio as necessary to ensure acceptable audio recording.
5. WAYCROSS will provide the organization with 5 copies of the completed program on DVD, as well as a digital copy on request.
6. Optional: Additional DVD copies can be ordered for \$10.00 each, digital copies are available for \$5.00. Eaton High School can sell DVD copies for up to \$20 each and digital copies for \$10.00 and retain the difference as a fundraiser.
7. WAYCROSS will maintain the original digital master for cablecast and duplication purposes.

**WAYCROSS is not responsible for:**

1. Any technical difficulties that are not directly under our control.
2. Quality of the live event or any problems arising out of poor performance on the part of the performers/students.
3. Providing any service that is not listed above or directly necessary for proper video recording.
4. Providing equipment or technicians for the live event, staging, or lighting.

**Eaton High School is responsible for:**

1. Obtaining all necessary releases and licenses for material being performed.
2. Providing a complete rundown of the show to WAYCROSS prior to show.
3. Providing necessary credits, sponsor acknowledgments, logos, list of graduates (text file, if possible) and any other graphic information needed for video credits prior to the show
4. Providing a liaison with WAYCROSS staff
5. Any and all details associated with the live event itself

**PROGRAM LIMITATIONS:**

1. Eaton High School will hold copyright to the completed video.

**OPTIONAL (check if you would like either of these included, no extra charge):**

\_\_\_\_\_ Playback of the Graduation Ceremony on Time Warner Digital Cable Channel 979 and Cincinnati Bell Fiopics channel 850 (should be available in Eaton and throughout SW Ohio)

\_\_\_\_\_ Online presentation of Graduation via Video on Demand (including youtube)

**PRODUCTION COSTS ESTIMATE ---**

Multi - Camera Production, DVD, Post Production (if necessary)	800.00
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Total Costs	\$ 800.00
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Changes: Any changes to the scope of work described in this agreement may result in additional charges.  
Terms: Net 30 days on receipt of invoice

*The undersigned agree to the fees and scope of work identified in this agreement.*

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Chip Bergquist, WAYCROSS

Date

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For Eaton High School

Date

**Memorandum of Understanding (MOU)  
For the Provision of Use of Eaton High School  
Between  
The Preble County General Health District  
And Eaton Community Schools  
(Effective November 1, 2014)**

This memorandum of understanding is made and entered into between the **Preble County General Health District (PCGHD)** and **Eaton Community Schools**

**WHEREAS**, the PCGHD has statutory mandated duties during times of public health disasters;

**WHEREAS**, the PCGHD is required to enter into Memorandums of Understanding with local governmental, non-governmental, and private agencies pursuant to specified grant language and;

**WHEREAS**, Eaton Community Schools provides critical service required during public health disasters. Eaton Community Schools owns and operates Eaton High School, and is authorized to permit the PCGHD to use Eaton High School facilities, and equipment for a temporary Community Point of Dispensing Site required in the conduct of PCGHD emergency preparedness activities, and wishes to cooperate with the PCGHD for such purposes;

The parties hereto mutually desire to reach an understanding that will result in making the Eaton High School facility available to the PCGHD for the aforementioned use. Now, therefore, it is mutually agreed between the parties as follows:

**NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

Eaton Community Schools agrees to allow use of the following facility and to assist the PCGHD's public health emergency response efforts during public health disaster in Preble County:

1. Eaton Community Schools agrees to allow use of the Eaton High School facility for a community Point of Dispensing (POD) site during mass vaccination/dispensing clinics.
2. The PCGHD must immediately notify Eaton Community Schools when emergency use of facility is needed.
3. All loss, costs, or damages which may occur or be claimed with respect to any person or persons, corporation, property or chattels resulting from activities of either party pursuant to this agreement shall be the responsibility of the respective parties as such liabilities may be determined by a court of law or pursuant to any other appropriate procedure. Notwithstanding, neither party waives immunities under the Law.

- 4 This MOU shall commence on November 1, 2014 and continue in effect for 12 months. This MOU shall automatically renew for one additional 12 months period.
- 5 Either party may cancel or modify this MOU by giving thirty (30) days prior written notice to the other party.

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Erik Balster                      Date  
Health Commissioner  
Preble County General Health District

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Barbara Curry                      Date  
Superintendent  
Eaton Community Schools

AS TO FORM:

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Gractia Manning                      Date  
Preble County Assistant Prosecuting Attorney



October 24, 2014

Jessica L. Wing  
Administrative Assistant to the Superintendent  
Eaton Community Schools  
307 N. Cherry Street  
Eaton, Ohio 45320

**Re: Proposal for AHERA Triennial Asbestos Re-inspection and Associated Services**

Ms. Wing:

Tackett Environmental Services, Inc. (TESI) is pleased to submit this proposal to assist the Eaton Community School District in meeting the requirements of the Asbestos Hazard Emergency Response Act (AHERA) as published by the United States Environmental Protection Agency (EPA) in "40 CFR, Part 763".

**SCOPE OF SERVICES**

TESI will conduct activities necessary on behalf of the Eaton Community School District to meet the requirements of 40 CFR, Part 763 for Triennial Asbestos Re-inspections including, but not limited to:

1. Conduct a re-inspection of the district's school facilities in accordance with AHERA requirements (excluding newly constructed buildings that are excluded from plan).
2. Assess and evaluate the locations and condition of asbestos-containing materials (ACM) in each building.
3. Review documents and reports, if any, of renovations or asbestos abatement projects that have occurred in the buildings since the last AHERA re-inspection.
4. Create new Asbestos Management Plans for each building.
5. Assist district in coordinating and organizing previous AHERA documentation.
6. Perform six-month surveillance on the district's buildings that contain asbestos, as required by AHERA, for the purpose of evaluating the status of the ACM that has been identified in Management Plans.
7. Update Management Plans after each surveillance with reports that document the status of the ACM and recommended Response Actions (if any).

TESI will conduct these activities in the following Eaton Community School District facilities that are known and/or assumed to contain ACM and are used for school activities:

- Holingsworth East Elementary
- Maintenance Shop/Bus Garage



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**Eaton Community Schools – Triennial Asbestos Re-inspection**

**COST OF SERVICES**

TESI will provide these services for the following costs:

- 3-year re-inspection(s) and management plan(s).....\$3,095.00 lump sum
- Asbestos bulk sample analysis (as needed).....\$25.00 / per sample analysis
- 6-month surveillance(s) and reports.....\$495.00 / per surveillance

Additional services TESI can provide the district would be as follows:

1. 24/7 on call availability in the case of an emergency
2. Consultation on matters such as, but not limited to: record keeping, notifications and response actions
3. Sampling, analysis and reports
4. Planning and budgeting for abatement projects
5. Project design, specifications, oversight and close-out documentation
6. Public bidding of larger abatement projects
7. Turn-key services (including architectural and engineering)

The price for these additional services will be negotiated and/or quoted prior to the service being provided.

TESI appreciates the opportunity to offer our Professional Services. If you have any questions concerning this proposal, please contact me.

Respectfully,

Ken Caldwell, AHES, AHAPD

**Tackett Environmental Services, Inc.**

**AUTHORIZATION**

TESI's "Proposal for the Professional Services described above under Scope of Services" and the attached Standard Terms and Conditions are accepted on this

\_\_\_\_\_ day of \_\_\_\_\_ 2014

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Printed Name and Title