



## MINUTES- JACKSON LOCAL SCHOOL DISTRICT BOARD OF EDUCATION- JULY 24, 2018

- A. A work session of the Jackson Local School District Board of Education was held Thursday, July 24, 2018, at 8:00 a.m. at the Administrative Offices. The following members were present: Barton, Gindlesberger, Goff, Winkhart, and Douglas.
- B. President Douglas led the Pledge of Allegiance.
- C. Superintendent DiLoreto discussed the following informational topics with the Board:
- Student Achievement
  - Safety and Security
  - Resource Management
  - Governance
  - Communication/Collaboration
  - Randy Gonzalez- Jackson Township
  - Transportation Site Visit

18.96 Moved by Goff, seconded by Gindlesberger to adjourn the work session at 11:12 am.

Goff, yes; Gindlesberger, yes; Barton, yes; Winkhart, yes; Douglas, yes. Motion carried.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Treasurer



MINUTES- JACKSON LOCAL SCHOOL DISTRICT BOARD OF EDUCATION- JULY 24, 2018

A. The regular meeting of the Jackson Local School District Board of Education was held, Tuesday, July 24, 2018, at 11:30 am at Jackson High School. The following members were present: Barton, Gindlesberger, Goff, Winkhart, and Douglas.

B. President Douglas led the Pledge of Allegiance.

18.97 Moved by Barton, seconded by Winkhart, to approve the minutes of the June 26, 2018 regular meeting, as presented.

Barton, yes; Winkhart, yes; Gindlesberger, yes; Goff, yes; Douglas, yes. Motion carried.

18.98 Moved by Gindlesberger, seconded by Goff, to accept the June, 2018 financial statements, account modifications, and appropriation changes, as presented:

AMOUNT	FROM ACCOUNT								TO ACCOUNT							
	FND	FNC	OBJ	SCC	SUBJ	OU	IL	JOB	FND	FNC	OBJ	SCC	SUBJ	OU	IL	JOB
\$ 2,560.00	516	2213	112	9018	000000	516	00	000	516	2213	111	9018	000000	516	00	000
\$ 200.00	599	2213	432	9518	000000	599	00	000	599	2213	490	9518	000000	599	00	000
\$ 650.00	001	2840	640	0000	000000	007	00	000	001	2840	583	0000	000000	007	00	000
\$ 50.00	001	1130	511	0000	060000	002	00	000	001	1130	640	0000	060000	002	00	000
\$ 50.00	001	2500	434	0000	000000	001	00	000	001	2500	512	0000	000000	001	00	000
\$ 200.00	001	2500	434	0000	000000	001	00	000	001	2590	846	0000	000000	000	00	000
\$ 650.00	001	2840	640	0000	000000	007	00	000	001	2840	583	0000	000000	007	00	000
\$ 1,500.00	001	2949	569	0000	000000	000	00	000	001	2932	162	0000	000000	020	00	319
\$ 2,250.00	300	4510	640	0000	000000	002	00	000	300	4558	490	0000	000000	002	00	000
\$ 2,500.00	300	4535	590	9535	000000	002	00	000	300	4535	890	9535	000000	002	00	000
\$ 20,000.00	001	2181	475	0000	000000	010	00	000	001	1130	241	0000	120500	002	00	230
\$ 7,000.00	001	2159	475	0000	000000	010	00	000	001	1230	251	0000	000000	009	00	909
\$ 25,000.00	001	2153	475	0000	000000	010	00	000	001	2822	223	0000	000000	007	00	704
\$ 30,000.00	001	2134	413	0000	000000	010	00	000	001	2822	223	0000	000000	007	00	704
\$ 10,000.00	001	2140	412	0000	000000	007	00	000	001	2829	582	0000	000000	007	00	000
\$ 3,000.00	001	2840	123	0000	000000	007	00	000	001	2829	582	0000	000000	007	00	000
\$ 5,000.00	001	1190	416	0000	000000	000	00	000	001	2829	582	0000	000000	007	00	000
\$ 100.00	001	1110	479	0000	000000	009	00	000	001	7500	930	0000	000000	000	00	000
\$ 20,000.00	001	1133	479	0000	000000	002	00	000	001	1990	477	0000	000000	000	00	000
\$ 1,000.00	006	3120	569	0000	000000	002	00	000	006	2740	423	0000	000000	600	00	000
\$ 10,000.00	001	1133	479	0000	000000	002	00	000	001	2181	475	0000	000000	010	00	000
\$ 30,000.00	001	1230	412	0000	000000	010	00	000	001	2181	475	0000	000000	010	00	000
\$ 10,100.00	001	2290	415	0000	000000	000	00	000	001	7410	920	0000	000000	000	00	000
\$ 21,000.00	001	2290	415	0000	000000	000	00	000	001	2181	475	0000	000000	010	00	000
\$ 4,000.00	003	5600	640	0000	000000	009	00	000	003	5300	418	0000	000000	400	00	000
\$ 17,900.00	001	2212	511	0000	000000	000	00	000	001	2219	251	0000	000000	005	00	505
\$ 5,800.00	001	2212	519	0000	000000	000	00	000	001	2122	241	0000	000000	010	00	202
\$ 19,000.00	001	2240	141	0000	000000	010	00	000	001	2760	141	0000	000000	270	00	905
\$ 14,000.00	001	2212	419	0000	000000	000	00	000	001	2760	141	0000	000000	270	00	905
\$ 10,000.00	001	2212	419	0000	000000	000	00	000	001	2821	251	0000	000000	007	00	704
\$ 29,500.00	001	2760	429	0000	000000	270	00	000	001	1247	241	0000	000000	003	00	230
\$ 23,000.00	001	2720	451	0000	000000	002	00	000	001	4590	111	0000	000000	003	00	110
\$ 7,800.00	001	2720	451	0000	000000	002	00	000	001	4110	251	0000	000000	002	00	000
\$ 2,200.00	001	2720	451	0000	000000	002	00	000	001	2810	144	0000	000000	007	00	502
\$ 45,000.00	003	5600	640	0000	000000	296	00	000	003	2760	519	1000	000000	002	00	000
\$ 200.00	011	1130	550	0000	101900	130	00	000	011	1314	111	0000	330000	130	00	230
\$ 10,000.00	001	2122	111	0000	000000	002	00	202	001	2720	453	0000	000000	003	00	000
\$ 3,500.00	001	7600	941	0000	000000	000	00	000	001	1930	241	0000	050119	002	00	230
\$ 150.00	001	2310	439	0000	000000	231	00	000	001	2310	234	0000	000000	231	00	000
\$ 800.00	001	7600	941	0000	000000	000	00	000	001	4600	220	0000	000000	002	00	000
\$ 1,000.00	001	1110	111	0000	000000	004	01	000	001	1390	112	0000	000000	130	00	230
\$ 2,000.00	001	1110	111	0000	000000	004	01	000	001	1930	111	0000	000000	000	16	230
\$ 20,000.00	001	1237	111	0000	000000	003	00	000	001	2421	111	0000	000000	003	00	104
\$ 10,000.00	001	2222	141	0000	000000	003	00	000	001	2510	141	0000	000000	001	00	112

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\$ 1,000.00	001	2222	141	0000	000000	003	00	000	001	2630	142	0000	000000	270	00	503
\$ 500.00	001	2222	141	0000	000000	003	00	000	001	2932	141	0000	000000	020	00	319
\$ 14,000.00	001	1110	111	0000	000000	004	03	230	001	2822	141	0000	000000	007	00	906
\$ 9,800.00	001	1190	416	0000	000000	000	00	000	001	1120	241	0000	110000	003	00	230
\$ 6,400.00	001	1230	412	0000	000000	010	00	000	001	1120	241	0000	110000	003	00	230
\$ 30,000.00	001	2840	581	0000	000000	007	00	000	001	1130	241	0000	050000	002	00	230
\$ 6,900.00	001	2829	582	0000	000000	007	00	000	001	1120	241	0000	150000	003	00	230
\$ 5,500.00	001	2840	583	0000	000000	007	00	000	001	1120	241	0000	110000	003	00	230

ADVANCES  
BACK

\$ 146.24	200	5210		9060	000000	002			001	7410	920	0000	000000	000	00	000
\$ 103.80	200	5210		9064	178020	002			001	7410	920	0000	000000	000	00	000
\$ 2,251.65	300	5210		9032	000000	002			001	7410	920	0000	000000	000	00	000
\$ 5,455.37	300	5210		9035	132230	002			001	7410	920	0000	000000	000	00	000
\$ 5,317.34	572	5210		9018	000000	572			001	7410	920	0000	000000	000	00	000

INCREASE/DECREASE  
AMOUNT

ACCOUNT

	XXX	XXXX	XXX	XXXX	XXXXXX	XXX	XX	XXX
\$ 30,341.61	499	3229		9218	000000	499		
\$ 30,341.61	499	2720	640	9218	000000	499	00	000
\$ 1,972.00	499	3219		9418	000000	499		
\$ 1,972.00	499	2821	483	9418	000000	499	00	000
\$ (38,000.00)	006	3120	569	0000	000000	002	00	000
\$ (4,600.00)	009	1110	511	0000	020000	004	00	000
\$ (4,200.00)	009	1110	511	0000	020000	006	00	000
\$ (4,800.00)	009	1110	511	0000	020000	009	00	000
\$ (3,300.00)	009	1110	511	0000	110000	003	00	000
\$ (4,000.00)	009	1120	550	0000	020000	003	00	000
\$ (4,200.00)	009	1130	550	0000	130000	002	00	000
\$ (5,000.00)	009	1130	550	0000	023001	002	00	000
\$ (2,900.00)	009	1110	511	0000	020000	005	00	000
\$ (1,800.00)	009	1110	511	0000	050119	009	00	000
\$ (2,100.00)	009	1120	550	0000	020000	003	00	000
\$ (1,700.00)	009	1120	550	0000	130000	003	00	000
\$ (400.00)	011	2222	550	9002	000000	222	00	000
\$ (12,000.00)	018	2190	410	9005	000000	005	00	000
\$ (900.00)	018	2190	410	9032	000000	005	00	000
\$ (700.00)	018	1110	511	9034	000000	003	00	000
\$ (3,000.00)	019	1110	111	9113	000000	019	16	000
\$ (5,805.74)	022	4590	112	0000	000000	002	00	000
\$ (546.71)	022	4590	142	0000	000000	002	00	000
\$ (567.00)	022	4590	213	0000	000000	002	00	000
\$ (256.06)	022	4590	220	0000	000000	002	00	000
\$ (1,839.45)	022	590	490	0000	000000	002	00	000
\$ (20,000.00)	200	4120	891	9003	000000	002	00	000
\$ (31,000.00)	200	4320	891	9016	230011	002	00	000
\$ (190.00)	200	4320	891	9018	000000	002	00	000
\$ (2,000.00)	200	4390	891	9019	000000	002	00	000
\$ (2,000.00)	200	4390	891	9022	000000	002	00	000
\$ (9,000.00)	200	4559	891	9027	000000	002	00	000
\$ (24,000.00)	200	4559	891	9028	000000	003	00	000
\$ (200.00)	200	4670	891	9039	000000	002	00	000
\$ (3,000.00)	200	4134	891	9041	000000	002	00	000
\$ (148.00)	200	4519	891	9050	000000	002	00	000
\$ (1,000.00)	200	4630	891	9054	000000	002	00	000
\$ (100.00)	200	4630	891	9055	000000	002	00	000
\$ (700.00)	200	4190	891	9057	000000	002	00	000
\$ (1,000.00)	200	4115	891	9059	000000	002	00	000

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\$	(1,634.50)	200	4390	891	9060	072035	002	00	000
\$	(1,000.00)	200	4113	891	9062	000000	002	00	000
\$	(295.00)	200	4130	891	9063	000000	002	00	000
\$	(455.50)	200	4390	891	9064	178020	002	00	000
\$	(1,200.00)	200	4118	891	9066	000000	002	00	000
\$	(1,000.00)	200	4630	891	9069	000000	002	00	000
\$	(2,400.00)	200	4116	891	9070	000000	002	00	000
\$	(1,197.50)	200	4670	891	9118	000000	002	00	000
\$	(500.00)	200	4670	891	9119	000000	002	00	000
\$	(100.00)	200	4630	891	9631	000000	002	00	000
\$	(6,000.00)	300	4130	490	9003	000000	003	00	000
\$	(15,000.00)	300	4134	890	9004	000000	002	00	000
\$	(3,898.00)	300	4130	490	9020	000000	002	00	000
\$	(6,000.00)	300	1130	490	9028	060102	002	00	000
\$	(1,000.00)	300	4130	490	9033	000000	003	00	000
\$	(30,000.00)	300	4130	490	9050	000000	002	00	000
\$	(15,000.00)	300	4130	490	9051	000000	002	00	000
\$	(133.93)	300	4630	490	9052	000000	003	00	000
\$	(4,773.00)	300	4630	590	9052	000000	003	00	000
\$	(400.00)	300	4670	590	9053	000000	002	00	000
\$	109,000.00	001	1280	474	0000	000000	010	00	000
\$	10,000.00	001	1930	111	0000	000000	000	16	230
\$	10,000.00	001	2640	425	0000	000000	002	00	000
\$	15,000.00	001	2821	483	0000	000000	010	00	000
\$	60,000.00	001	4130	113	0000	000000	002	00	230
\$	607.26	200	4670	891	9026	000000	002	00	000
\$	10,000.00	300	4516	590	0000	000000	002	00	000
\$	229.00	200	4670	891	9119	000000	002	00	000
\$	140,000.00	001	1110	241	0000	000000	005	03	230

Gindlesberger, yes; Goff, yes; Barton, yes; Winkhart, yes; Douglas, yes. Motion carried.

- C. Board members reviewed the list of bills paid in June, 2018, which totaled \$7,020,161.32.
- D. During the first hearing of visitors, no one wished to address the Board.
- E. The following communications were presented to the Board:
  - Superintendent DiLoreto reported the 2017/2018 School Year Semi-Annual Harassment, Intimidation & Bullying Incident Report to the Board. From January 1, 2018 through June 30, 2018 there were fifteen incidents of bullying or harassment reported to District administrative personnel. Nine of these reports were substantiated, intervention strategies were provided, and disciplinary action was taken where appropriate.
  - The following individuals will serve as athletic volunteers for the 2018/2019 school year:
    - Jeremy Glutting- Football
    - Zach Michel- Football
    - Derick Schwedt- Cross Country & Track
  - Superintendent DiLoreto updated the board on safety and security for the District.

18.99 Moved by Goff, seconded by Winkhart, to allow for the reading and adoption of the following board policy, as presented.

FINANCES  
6325

**PROCUREMENT – FEDERAL GRANTS/FUNDS**

This policy is effective July 1, 2018 per Federal Register 2017-09909 dated May 17, 2017 allowing an additional one year grace period for non-federal entities on top of an initial two year grace period for Uniform Guidance on Procurement.

Procurement of all supplies, materials, equipment, and services paid for from Federal funds or District matching funds shall be made in accordance with all applicable Federal, State, and local statutes and/or regulations, the terms and conditions of the Federal grant, Board of Education policies, and administrative procedures.

The Superintendent shall maintain a procurement and contract administration system in accordance with the USDOE requirements (2 C.F.R. 200.317-.326) for the administration and management of Federal grants and Federally-funded programs. The District shall maintain a contract administration system that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall conform to the provisions of the District's documented general purchasing Policy 6320 and AG 6320A.

All District employees, officers, and agents who have purchasing authority shall abide by the standards of conduct covering conflicts of interest and governing the actions of its employees, officers, and agents engaged in the selection, award, and administration of contracts as established in Policy 1130, Policy 3113 and Policy 4113 – Conflict of Interest.

The District will avoid acquisition of unnecessary or duplicative items. Additionally, consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase. And, where appropriate, an analysis shall be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach. These considerations are given as part of the process to determine the allowability of each purchase made with Federal funds.

To foster greater economy and efficiency, the District may enter into State and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services.

**Competition**

All procurement transactions shall be conducted in a manner that encourages full and open competition and that is in accordance with good administrative practice and sound business judgement. In order to promote objective contractor performance and eliminate unfair competitive advantage, the District shall exclude any contractor that has developed or drafted specifications, requirements, statements of work, or invitations for bids or requests for proposals from competition for such procurements.

Some of the situations considered to be restrictive of competition include, but are not limited to, the following:

- A. unreasonable requirements on firms in order for them to qualify to do business
- B. unnecessary experience and excessive bonding requirements
- C. noncompetitive contracts to consultants that are on retainer contracts
- D. organizational conflicts of interest
- E. specification of only a "brand name" product instead of allowing for an "or equal" product to be offered and describing the performance or other relevant requirements of the procurement
- F. any arbitrary action in the procurement process

Further, the District does not use statutorily or administratively imposed State, local, or tribal geographical preferences in the evaluation of bids or proposals, unless (1) an applicable Federal statute expressly mandates or encourages a geographic preference; or (2) the District is contracting for architectural and engineering services, in which case geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

To the extent that the District uses a pre-qualified list of persons, firms or products to acquire goods and services, the pre-qualified list includes enough qualified sources as to ensure maximum open and free competition.

**Solicitation Language**

The District shall require that all solicitations incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it shall conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible.

When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which shall be met by offers shall be clearly stated; and identify all requirements which the offerors shall fulfill and all other factors to be used in evaluating bids or proposals.

The Board will not approve any expenditure for an unauthorized purchase or contract.

**Procurement Methods**

The District shall utilize the following methods of procurement:

## MINUTES- JACKSON LOCAL SCHOOL DISTRICT BOARD OF EDUCATION- JULY 24, 2018

## A. Small Purchases

Small purchase procedures provide for relatively simple and informal procurement methods for securing services, supplies, and other property that does not exceed the competitive bid threshold. Small purchase procedures require that price or rate quotations shall be obtained from an adequate number of qualified sources.

## B. Sealed Bids

Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to \$50,000 and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility the cost of which will exceed \$50,000.

In order for sealed bidding to be feasible, the following conditions shall be present:

1. a complete, adequate, and realistic specification or purchase description is available;
2. two (2) or more responsible bidders are willing and able to compete effectively for the business; and
3. the procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

When sealed bids are used, the following requirements apply:

1. Bids shall be solicited in accordance with the provisions of State law and Policy 6320. Bids shall be solicited from an adequate number of qualified suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised.
2. The invitation for bids will include product/contract specifications and pertinent attachments and shall define the items and/or services required in order for the bidder to properly respond.
3. All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.
4. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine the low bid when prior experience indicates that such discounts are usually taken.
5. The Board reserves the right to reject any or all bids for sound documented reason.

## C. Competitive Proposals

Procurement by competitive proposal, normally conducted with more than one source submitting an offer, is generally used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method.

If this method is used, the following requirements apply:

1. Requests for proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to the publicized requests for proposals shall be considered to the maximum extent practical.
2. Proposals shall be solicited from an adequate number of sources.
3. The District shall use its written method for conducting technical evaluations of the proposals received and for selecting recipients.
4. Contracts shall be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

## D. Noncompetitive Proposals

Procurement by noncompetitive proposals allows for solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1. the item is available only from a single source
2. the public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation
3. the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District
4. after solicitation of a number of sources, competition is determined to be inadequate

## Contract/Price Analysis

The District shall perform a cost or price analysis in connection with every procurement action in excess of \$150,000, including contract modifications. A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements.

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the District shall come to an independent estimate prior to receiving bids or proposals.

When performing a cost analysis, the District shall negotiate profit as a separate element of the price. To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

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## Time and Materials Contracts

The District uses a time and materials type contract only (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to the District is the sum of the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, the District sets a ceiling price for each contract that the contractor exceeds at its own risk. Further, the District shall assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

## Suspension and Debarment

The District will award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of the proposed procurement. All purchasing decisions shall be made in the best interests of the District and shall seek to obtain the maximum value for each dollar expended. When making a purchasing decision, the District shall consider such factors as (1) contractor integrity; (2) compliance with public policy; (3) record of past performance; and (4) financial and technical resources.

The Superintendent shall have the authority to suspend or debar a person/corporation, for cause, from consideration or award of further contracts. The District is subject to and shall abide by the nonprocurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 C.F.R. Part 180.

Suspension is an action taken by the District that immediately prohibits a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1) for a temporary period, pending completion of an agency investigation and any judicial or administrative proceedings that may ensue. A person so excluded is suspended. (2 C.F.R. Part 180 Subpart G)

Debarment is an action taken by the Superintendent to exclude a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 C.F.R. chapter 1). A person so excluded is debarred. (2 C.F.R. Part 180 Subpart H)

The District shall not subcontract with or award subgrants to any person or company who is debarred or suspended. For contracts over \$25,000, the District shall confirm that the vendor is not debarred or suspended by either checking the Federal government's System for Award Management, which maintains a list of such debarred or suspended vendors at [www.sam.gov](http://www.sam.gov); collecting a certification from the vendor; or adding a clause or condition to the covered transaction with that vendor. (2 C.F.R. Part 180 Subpart C)

## Bid Protest

The District maintains the following protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency.

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request for Proposals (RFPs) or the individual bid specifications package, for resolution. Bid protests shall be filed in writing with the Superintendent within seventy-two (72) hours of the opening of the bids in protest.

Within five (5) days of receipt of a protest, the Superintendent shall review the protest as submitted and render a decision regarding the merits of the protest and any impact on the acceptance and rejection of bids submitted. Notice of the filing of a bid protest shall be communicated to the Board and shall be so noted in any subsequent recommendation for the acceptance of bids and awarding of contracts.

Failure to file a notice of intent to protest, or failure to file a formal written protest within the time prescribed, shall constitute a waiver of proceedings.

## Maintenance of Procurement Records

The District maintains records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price (including a cost or price analysis).

Applicable laws and regulations: 2 C.F.R. 200.317 - .326

Goff, yes; Winkhart, yes; Barton, yes; Gindlesberger, yes; Douglas, yes. Motion carried.

18.100 Moved by Barton, seconded by Goff, to allow for the second reading and adoption of the following textbooks for the 2018-2019 school year, as presented.

<u>Title</u>	<u>©</u>	<u>Publisher</u>	<u>Course</u>
Reading the World, 3 <sup>rd</sup> Edition by Michael Austin	2016	W.W. Norton & Company	AP Capstone Seminar

Barton, yes; Goff, yes; Gindlesberger, yes; Winkhart, yes; Douglas, yes. Motion carried.



## MINUTES- JACKSON LOCAL SCHOOL DISTRICT BOARD OF EDUCATION- JULY 24, 2018

18.101 Moved by Gindlesberger, seconded by Goff, to adopt the following resolution, as presented.

AUTHORIZING CONVEYANCE OF TENNIS COURTS  
UPON COMPLETION TO THE TOWNSHIP

The Superintendent recommends that the Board authorize conveyance of the courts upon completion to Jackson Township, which will be responsible for future care and maintenance of the courts.

Rationale:

1. District and Township administrators have discussed construction by the District of four additional tennis courts at Jackson Township North Park, which will be available for use by District students for physical education and athletic programs, and the Board approved construction of the tennis courts at a previous meeting.
2. Upon completion of the tennis courts, the Board will convey the courts to Jackson Township in consideration for future use and the Township's agreement to be responsible for future care and maintenance.

The Jackson Local School District Board of Education resolves as follows:

1. The Board authorizes conveyance of the completed tennis courts to Jackson Township, as permitted by Ohio Revised Code Section 3313.41, in consideration of the Township making the courts available to the District for its educational and athletic programs and for future care and maintenance of the completed courts.
2. The Board authorizes the Board President and Treasurer to sign a deed of sale conveying the tennis courts to Jackson Township upon completion of the work required to construct the tennis courts.

Gindlesberger, yes; Goff, yes; Barton, yes; Winkhart, yes; Douglas, yes. Motion carried.

18.102 Moved by Goff, seconded by Barton, to approve the MOU between the Ohio Department of Health and the Jackson Local School District to provide for an agreement for the sharing of certain confidential records generated or received by the Ohio Department of Health (ODH) with the Jackson Local School District (District) during the pendency of an investigation into an increase in youth suicides in Stark County, Ohio, that the Director of ODH is conducting pursuant to division (A) of section 3701.14 of the Revised Code. Additionally, this MOU is to provide for a standing agreement for the sharing of protected health information pursuant to division (B) of section 3701.17 of the Revised Code among and between the Parties as the need to do so may arise.

Goff, yes; Barton, yes; Gindlesberger, yes; Winkhart, yes; Douglas, yes. Motion carried.

18.103 Moved by Gindlesberger, seconded by Barton, to approve the MOU between the Sandy Hook Promise Foundation and the Jackson Local School District to educate middle and high school students about SHPF's no-cost Say Something Anonymous Reporting System (SS-ARS) on or about October 2018. SS-ARS teaches students how to look for warning signs, signals and threats, especially in social media, from individuals who may want to hurt themselves or others and to Say Something to a trusted adult or by using the Anonymous Reporting System (App, Website or 24/7 Crisis Telephone Line) to get them help.

Gindlesberger, Barton, yes; Goff, yes; Winkhart, yes; Douglas, yes. Motion carried.

## MINUTES- JACKSON LOCAL SCHOOL DISTRICT BOARD OF EDUCATION- JULY 24, 2018

18.104 Moved by Barton, seconded by Goff, to accept with appreciation all donations received for the fourth quarter of fiscal year 2018 (April 1, 2018 through June 30, 2018), including an Invacare Hoyer Lift valued at \$1,500 and a Rifton Stander valued at \$3,000 donated to Lake Cable Elementary, as presented.

Barton, yes; Goff, yes; Gindlesberger, yes; Winkhart, yes; Douglas, yes. Motion carried.

18.105 Moved by Winkhart, seconded by Goff, to accept the following resignations, as presented.

Michael Ryan	Girls JV Volleyball Coach, effective 2018/2019 school year
Brad Shupe	8 <sup>th</sup> Grade Volleyball Coach, effective 2018/2019 school year
Brooke Welch	Teacher, effective end of 2017/2018 contract year

Winkhart, yes; Goff, yes; Barton, yes; Gindlesberger, yes; Douglas, yes. Motion carried.

18.106 Moved by Barton, seconded by Goff, to adopt the following resolution, as presented.

WHEREAS, the Board has posted the position(s) listed below as being available to employees of the District who hold teaching licenses or certificates, and no such employee who is qualified to fill the position has applied for, been offered and accepted such position; and

WHEREAS, this Board then advertised the above position(s) as being available to any individual with such a license or certificate who is qualified to fill it and who is not employed by the Board and no such person who is qualified to fill the position has applied for, been offered and accepted such position; and

BE IT RESOLVED, that the following non-licensed, non-certified person(s) be employed for a one-year personal service contract as indicated pending completion of all legal requirements.

BE IT FURTHER RESOLVED, to non-renew the personal service contract(s) at the conclusion of the 2018-2019 contract years of the following personnel as recommended by the Superintendent, and direct the Treasurer to advise them by letter of the Board's intention to non-renew the contracts at the conclusion of the 2018-2019 contract years.

Michael Ryan- 7/8 Grade Girls Volleyball Coach (.10)  
 Brad Shupe- Assistant Girls Volleyball Coach (.11)  
 Mike Draime- 9<sup>th</sup> Grade Football Coach (.12)

Barton, yes; Goff, yes; Gindlesberger, yes; Winkhart, yes; Douglas, yes. Motion carried.

18.107 Moved by Gindlesberger, seconded by Barton, to employ the following certificated personnel for the 2018/2019 contract year as recommended by the Local Superintendent; to employ the following classified personnel for the 2018/2019 contract year as recommended by the Local Superintendent; and to direct the Treasurer to send salary notices to these persons with salaries according to the adopted salary schedule or stipends and pending completion and return of all necessary documents including an acceptable B.C.I. record, where applicable:

Certified Employees

One-Year Limited Contracts 2018/2019

Yuanrui Beltowski

Joseph Drury

Elizabeth Galloway-Purcell

## MINUTES- JACKSON LOCAL SCHOOL DISTRICT BOARD OF EDUCATION- JULY 24, 2018

Amanda Markino  
 Zachary Michel  
 Stephen Neal  
 Hannah Rissler  
 Zachary Rozler

One-Year Limited Supplemental Contracts 2018/2019

Stephen Neal Asst. Band Director (.14); Jazz Band Director (.04); Steel Drum Band Content Specialist

Classified EmployeesOne-Year Limited Contract 2018/2019Monitor

Brenda Crank- JHS (3.5 hrs)

Matt Sidel- JHS (3.5 hrs)

Custodian

Colton Jacoby- JHS (8 hrs- second shift)

Jeff Walter- JHS (8 hrs- second shift)

Substitutes

Cheryl Hatcher- Monitor Attendant

Debbie Vance- Food Service

Gindlesberger, yes; Barton, yes; Goff, yes; Winkhart, yes; Douglas, yes. Motion carried.

- F. The next board of education meeting is scheduled for Tuesday, August 28, 2018 at 5:00 pm at Jackson High School.
- G. During the second hearing of visitors, no one wished to address the board.
- 18.108 Moved by Barton, seconded by Gindlesberger to adjourn into executive session at 11:54 am to consider the compensation of a public employee; to discuss details relative to the security arrangements and emergency response protocols for the board of education; and to consider matters required to be kept confidential by federal law or state statutes.
- Barton, yes; Gindlesberger, yes; Goff, yes; Winkhart, yes; Douglas, yes. Motion carried.
- H. The meeting reconvened at 12:52 pm and adjourned at 12:53 pm.

  
 \_\_\_\_\_  
 President

  
 \_\_\_\_\_  
 Treasurer

