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The Fairfield Area School Board met on Monday evening, September 14, 2020 at 7:02 p.m. via Zoom meeting. The following members were in attendance: Mrs. Marcy Van Metre, Presiding; Mr. Greg Murray, Mr. David Millstein, Mr. Earl Shutt, Mr. Josh Laird, Mrs. Lashay Kalathas, Mrs. Lauren Clark, Mrs. Rhonda Myers, and Mrs. Jennifer Holz. Also present were Mr. Michael Adamek, Superintendent; Mrs. Amy Simmons, Business Manager; Mr. Nathan Makar, Coordinator of Computer Services and Technology; Mr. Dan Watkins, Special Education Supervisor; Mr. Brian McDowell, High School Principal; Mrs. Patti Weber, Middle School Principal; Ms. Crystal Heller, Athletic Director; Mrs. Barb Richwine, Elementary Principal, and Mr. William Mooney, Building and Grounds Supervisor.

**Minutes**

Approved the minutes of the August 24, 2020 regular Board Meeting on a motion by Mrs. Myers and seconded by Mrs. Clark. A roll call vote was taken, with all board members casting assenting votes. Motion carries 9-0.

**Presentations/Reports**

Mrs. Simmons, Business Manager, reported about the first week of school and how transportation ran. A few modifications were made to the transportation plan and everything is running smoothly. In food services, we were able to apply and receive a waiver to feed all children in the district boundaries ages 2 to 18 for free. The business office continues to process normal business and working with Mr. Mooney concerning the completion of the Trane project. Mrs. Simmons also reported that starting on Tuesday there will be forms online to assist in counting the number of meals to prepare. We will be handing out meals every day. The information will be on the website and Mrs. Comeau, Food Service Director, is available for calls.

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Mr. McDowell, High School Principal, feels that things are going good with the first week of school. He has meet with the students and feels that the students are doing a good job wearing their masks. Lunch is going well with the reduced number of students. They are able to take their masks off when eating. We are rolling along like normal for upcoming PSAT, SAT testing that is coming up in October. Things aren’t perfect but they are moving as best as possible.

Mrs. Weber, Middle School Principal, thanked the teachers for their efforts to reopen the school year. She also thanked that students for their adhering to procedures put into place. Today was the first virtual day and adjustments will be made as we go along. We realize that some families will need help and we are working with them. She also stated that parents can call in and talk to her.

Mrs. Richwine, Elementary School Principal, stated it has been a typical start but the students are happy and chipper to be back. They are also following all of the guidelines we presented. She also wanted to thank the teachers and Mr. Makar for all their work with technology. Students are excited to learn. The office staff has been answering parent questions and transportation has been going well. The staff are excited to be back, we are on a learning curve with all the new technology, and trying to work with everyone. It is really nice to have everyone back in person.

Mr. Watkins, Special Education Supervisor, reported that he can’t say enough about the kids, and how well they are doing with the masks. It was a nice reopening from a District standpoint. He also spoke about Mrs. Richwine helping to set up sensory classroom to adhere with social distancing guidelines. Mr. Watkins, also spoke about being in Zoom meetings daily – working the IU and student’s in IU classrooms, legal webinars and updates, and parent or staff meeting. Mr. Watkins also spoke about looking into special education grants that are going out. The highlight of the week was finally being able to sit down with the kids and reconnect. He is also working on implementing

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the bridge from IEP Writer to Skyward so that all information is in one place allowing faster access to IEPs.

Ms. Heller, Athletic Director, discussed how the sports guidelines are constantly changing. Football started on August 31st and all others September 4th. She also discussed the fall sports and asked for more participants in field hockey at both middle and high school. Golf has started and this week we have football starting with a home game. The following weeks we have many home games. She also stressed that it will look different this year but we will get through it.

Mr. Mooney, Supervisor of Facilities, reported that we wanted to commend his staff for all of the work they have been doing and being so adaptable. He also reported out on the bus lot fencing project and that it will be completed soon. When it comes to cleaning rooms, they are being sanitized nightly and buses also after each run. It has been challenging but we have worked it out. Currently the District has 13 of the electromagnetic sprayers to use throughout the district. Several of these are cordless and backpacks so that we can move faster with sanitizing.

Mrs. Van Metre asked about the cost of the bus fence and how that was being funded. Mrs. Simmons, reported about the 2019-2020 Safety Grant that is funding the majority of the project. Originally, Mr. Kessel, did ask Jacoby Transportation to assist in the cost over the grant, he declined. The need for this fencing was determined by the state police safety assessment of the District. The total for the project was $50,000. Since Jacoby Transportation isn’t assisting in the cost, we eliminated several items to reduce the quote. The total project is now roughly $45,000, with less than $10,000 coming from district funds.

Mrs. Simmons, also discussed COVID supplies and how the funds are to be spent and by the deadline. A discussion was also held about what has been purchased and what is still needed. Mr. Makar, Coordinator of Technology, also discussed the Chromebooks and access points/brackets for families that do not have internet access.

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Mr. Adamek, Superintendent, expressed his appreciation of the staff that came in on the weekends to get the buildings ready for the start of the year and everyone that was here to assist in handing out the Chromebooks. It’s nice to see the teamwork from all areas of the district.

He also reported that the student’s getting off the bus have a little more pep in their steps, watching the interaction from the doorways is great, just happy to see the kids and staff back. We appreciate everything everyone has been doing to get us ready this year.

**Consent Agenda:**

After a brief discussion, a motion was made to approve the consent agenda by Mr. Shutt and seconded by Mrs. Clark. A roll call vote was taken with all members casting assenting votes. Motion carries 9-0.

**Administrative**

**Actions** A. Approved a request from Rachel Murdorf for an Independent Study Contract during the first and second semesters of the 2020-2021 school year for Instrumental Music.

**Budget** B. Approved the addition of the following individuals to the van / bus driver list for the 2020-2021 school year. The contractor is noted.

Colleen Dougherty - Jacoby Transportation

Gina Slabaugh - Jacoby Transportation

**Personnel** C. Accepted the resignation from Ms. Kayla Bucher as an Elementary Personal Care Assistant effective September 8, 2020 and granted permission to advertise and recommend for hire an Elementary Personal Care Assistant for the 2020-2021 school year.

D. Accepted the resignation for retirement from Mrs. Eva Ray as an Elementary Library Aide effective September 3, 2020 and granted permission to advertise and recommend for hire an Elementary Library Aide for the 2020-2021 school year.

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E. Approved the employment of Ms. Amy McElhinney as a temporary part-time elementary personal care assistant (PCA) for the 2020-2021 school year with salary and benefits per the Support Staff Policy.

F. Approved supplemental contracts for the following individuals as coaches / advisors for the 2020-2021 school year.

Steven Kovalevich

HS Student Council Advisor $2,400

Jocelyn West

HS Quiz Bowl Co-Advisor $1,075

(One budget position $2,150)

Marc Mclean

HS Quiz Bowl Co-Advisor $1,075

(One budget position $2,150)

John JT Hofmann

HS/MS Concerts / Festivals Band Director $2,720

G. Approved a request for childbearing leave from Mrs. Jocelyn West, Gifted Teacher, beginning November 9, 2020 through January 18, 2021.

**Other Action Items**

1. Approved the administration’s recommendation to meet the athletic spectator attendance social distancing requirement while adhering to the spectator number mandate (25 total, including participants, indoors) - (250 total, including participants, outdoors).

A discussion was held concerning the recommendation for spectators at FASD athletic events. Mr. McDowell and Ms. Heller discussed how events were going to be set up and how spectators were allotted tickets. A motion to approve this plan was made by Mrs. Myers and seconded by Mr. Laird. A roll call vote was taken with all members casting assenting votes. Motion carries 9-0.

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**Other Discussion Items**

A. FACE Update -

Mr. Adamek, Superintendent, provided an update on FACE and Enrollment. At each building level the secretary tracks our average daily attendance/membership. At the elementary we have 251 students, middle school 294 students, and high school 327 for total of 872 students. Throughout the summer we did have withdrawals, to either cyber/charter, homeschool, and brick and mortar charters. We had 10 leave for cyber outside the district, 26 moved to another district, 15 homeschooling total for the District. We have 165 students engaged in our FACE program. The FACE program at the high school level has 65 students, and an additional 8-10 are doing some part-time face. We have had a lot of interest in the program. Getting the platform set up has been a struggle as they are inundated with new districts. We were finally informed that we have been set up today and that all of our licenses are ready and can finally start pushing out the curriculum/instruction. Mrs. Martin also joined the discussion and where set up is for the students. She is hoping to complete this during this coming week.

B. HVAC Project Update -

Mr. Mooney, Supervisor of Facilities, provided the update on the Trane HVAC Project. The boilers were fired in both the High School and Middle School today and some issues were identified rather quickly and it was a good first day for the system to be online. The system will be balanced on Friday in the evening, with staff on hand as needed. We have an upcoming meeting with Trane on Thursday to go over several items that are still outstanding, leaks, damages, missing tiles, etc. Once everything is completed we will start out training on the new system. This is four full days of training so we are going to split it out as one day per week over four weeks. There were a couple delays during the project, supply chain issues with COVID and the fire stopping discussion slowed down certain areas of the project.

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C. Enrollment – Mr. Adamek, Superintendent, discussed enrollment while covering the FACE update.

**Public Comment** – (3 min. each / 30 min. max)

There were no public comments.

The Board did report that the District received a donation of $500 from Fairfield Mennonite Church to be used to cover negative lunch balances for students and that the Board held an Executive Session on September 10, 2020 for legal and personnel matters.

**Adjournment**

On a motion made by Mrs. Van Metre and seconded by Mr. Murray, the meeting unanimously adjourned at 8:52 p.m.

Respectfully Submitted:

Mrs. Marcy Van Metre Mrs. Amy Simmons

Board President Recording Secretary

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