

**RECORD OF PROCEEDINGS
DECEMBER 6, 2011
SPECIAL MEETING**

The Shelby City Schools, Board of Education met in special session on Tuesday, December 6, 2011 at 7:00 a.m. in the Superintendent's Office, 25 High School Avenue, Shelby, Ohio 44875.

1. Meeting called to Order

1.1 The meeting was opened by Mr. DeVito.

1.2 The following board members were present; Bruce Briggs, Doug DeVito, Lorie White, JoAnn Nelson and Steve McLaughlin. Administrative personnel present included Tim Tarvin, Superintendent, and Elizabeth Anatra, Treasurer.

1.3 Those present affirmed the district's vision statement.

The Shelby City Schools will be a place:

- where all students are proud to attend
- where the staff is proud to work
- where parents are proud to send their children
- that the community is proud to support

2. Public Concerns/Acceptance of Agenda

Mr. DeVito advised those present that anyone wishing to address the Shelby City Board of Education on school matters may do so by being recognized by the chairperson. Persons are requested to identify themselves and give their address before speaking. A maximum of thirty minutes is established for public input. If there are several speakers, each one should be concise and limit remarks to three minutes.

2.1 Visitors were recognized. A request was made that anyone wishing to comment on any agenda item notify the president so that an opportunity to speak on the item during discussion could be given. No one requested an opportunity to speak.

2.1.1 A request was also made that anyone wishing to comment or make suggestions on items not on the agenda notify the president so that a time now or later in the agenda could be assigned for discussion. No such requests were made

2.2 Additions or corrections to the agenda were requested. None were suggested.

3. New Business

92-11

A motion was made by Mrs. Briggs and seconded by Mrs. White to approve the Superintendent's recommendation for the following item:

**RESOLUTION NO. 92-11
APPROVING CONSTRUCTION DOCUMENTS DESIGN PHASE SUBMISSION
FOR THE NEW HIGH SCHOOL BUILDING AND
AUTHORIZING THE SOLICITATION OF BIDS FOR THE WORK**

WHEREAS, the Board of Education of the Shelby City School District (the "Board") is designing and constructing a new high school facility through the Ohio School Facilities Commission's Classroom Facilities Assistance Program, based upon a master facilities plan prepared by the Ohio School Facilities Commission ("OSFC") and accepted by the Board, which includes certain improvements that are not part of the co-funded OSFC project (all of which is referred to as the "Project"); and

WHEREAS, MKC Associates, Inc., the Board's Architect for the Project, prepared the construction documents design phase drawings for the Project, and Barton Malow, the Construction Manager for the Project, reviewed the drawings prepared by the Architect and provided comments for conformity with the design phase submission requirements for the Project; and

WHEREAS, all of the comments have been reviewed and resolved with respect to the construction documents design phase drawings, and the Construction Manager prepared a construction documents design phase submission notebook for the Project, following the OSFC phase submission requirements, which includes the design phase submission form, the updated construction cost estimate for the work (based upon the budget for the Project from the OSFC Master Facilities Plan), and other

Approving:
Construcion
Documents Design
Phase for New High
School

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Motion 92-11 Continued

required documents, including the updated **LFI MOU** document to track costs for improvements that are outside the scope of the co-funded project; and

WHEREAS, the Board wishes to approve the construction documents design phase submission and to authorize the Superintendent to sign the design phase submission form for this design phase, subject to approval of the OSFC, which will be included in the design phase submission binder completed and forwarded to the OSFC, and to further authorize the placement of the required advertisements to solicit bids for the building trades packages for the work;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Shelby City School District as follows:

1. The construction documents design phase submission for the Project as presented by the Construction Manager is approved.
2. The Superintendent is authorized to sign the construction documents design phase form for the Project, which will be included in the design phase submission notebook assembled by the Construction Manager for the Project, and, with the Treasurer, to sign the **LFI MOU** document for those improvements outside the scope of the co-funded project for the construction documents design phase.
3. The Treasurer is authorized to work with the Construction Manager to prepare and place the required advertisement, including posting the advertisement on the District's website, with the first advertisement to be placed on or around December 8, 2011, and bids to be received and opened on or around January 4, 2012, unless the date is extended by the Superintendent, as the Board's authorized representative, or by addendum or operation of law.

Board members discussed the project budget and it was noted that reductions had been made in several categories including masonry, metals and equipment to reach the agreed upon budget. Matthew McClester who joined the meeting during the discussion asked about provisions to include local labor such as goals for participation and pre bid meetings. Board members and Mr. Tarvin noted that the district welcomes local labor participation.

After further discussion of the project and the resolution a vote was taken as follows:

Vote Yes; Mr. Briggs, Mr. McLaughlin, Mrs. Nelson, Mrs. White and Mr. DeVito

4. Executive Session

A motion was made by Mrs. White at 7:25 am and seconded by Mr. Briggs to move into executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of school employees or regulated individuals, or the investigation of complaints against a public employee or regulated individual unless such person requests a public hearing.

Vote Yes; Mr. Briggs, Mr. DeVito, Mr. McLaughlin, Mrs. Nelson and Mrs. White.

A motion was made by Mrs. White at 7:39 a.m., and seconded by Mr. Briggs to adjourn the executive session.

Vote Yes; Mrs. Nelson, Mr. Mc Laughlin, Mrs. White, Mr. DeVito and Mr. Briggs.

A motion was immediately made by Mrs. White and seconded Mr. McLaughlin to adjourn the meeting.

Vote Yes; Mr. DeVito, Mrs. Nelson, Mr. Mc Laughlin, Mrs. White and Mr. Briggs

Doug DeVito, Board President

Elizabeth Anatra, Treasurer