

LEBANON BOARD OF EDUCATION
Board Meeting Room
700 Holbrook Ave.
April 21, 2014

The Lebanon City School District Board of Education met in Regular Session for the purpose of the Regular Board Meeting on April 21, 2014 at the Board Offices, 700 Holbrook Ave., Lebanon, Ohio at 5:30 p.m. A copy of the audio version of the proceedings will be kept on file at the Treasurer's office.

Call to Order

Mrs. Donna Davis Norris called the meeting to order at 5:31 p.m.

Pledge of Allegiance

The LHS AFJROTC Color Guard was on hand to Present the Colors and lead the Pledge of Allegiance.

After the Pledge was recited, Mrs. Donna Davis Norris asked members of the LHS AFJROTC to introduce themselves. Present were Andrew Klenk, Noah Tucker, Nick Jarvis, Andrew Moawad and Caleb Marcum.

Roll Call

Mr. Ryan Patterson – Present
Mr. Brian DeGennaro – Present
Mrs. Esther Larson – Present
Mr. Chip Bonny – Present
Mrs. Donna Davis Norris – Present

Others Present

Mr. Mark North, Superintendent; Mr. Eric Sotzing, Treasurer; Mr. Robert Buskirk, Director of HR; Kirsta Foley, Directory of Pupil Personnel; Mardis Parker Jr, Michelle Dillon, Kim Stevens, Christa Stevens, Misty Belfrom and Susie Sanford , LCS Teachers; Clay Keith, Lend Lease (USA) Construction; Kevin Cozart and Allen Begley from Messer Construction and Matt Adams, member of the community.

Regular Board Meeting
April 21, 2014

Resolution 34-14: Adoption of the Agenda

Mr. Ryan Patterson moved to adopt the agenda. Mr. Esther Larson seconded the motion.

Motion carried with the following 5 - 0 vote:

Mrs. Larson – Yes, Mr. Patterson – Yes, Mr. Bonny – Yes, Mr. DeGennaro – Yes, Mrs. Davis Norris – Yes.

Resolution 35-14: Approval of the Minutes

Mr. Chip Bonny moved to approve and sign the minutes of the March 17, 2014, Regular Board Meeting. Mr. Ryan Patterson seconded the motion.

Motion carried with the following 4 – 0 vote:

Mr. Patterson – Yes, Mrs. Larson – abstain, Mr. Bonny – Yes, Mr. DeGennaro – Yes, Mrs. Davis Norris – Yes.

Resolution 36-14: Approval of Financial Items VII A – J.

Mr. Brian DeGennaro moved to approve financial items VII A – J, except C. Mr. Chip Bonny seconded the motion and discussion followed regarding the Monthly Financial reports and advances.

VII. Financial Section

A. Treasurer's General Fund Analysis & Financial Reports

B. Monthly Reports

It is recommended to accept the financial reports for March 2014 as presented.

C. Public Record Requests

Report of public record requests submitted.

D. Amended Appropriations

It is recommended the Board of Education adopt the amended appropriations for fiscal year 2014 as presented.

E. Amended Certificate of Estimated Resources

It is recommended the Board of Education adopt the amended certificate of estimated resources for fiscal year 2014 as presented.

F. Advances

The Treasurer reports the following advances of funds were made at March 31, 2014 to eliminate negative fund balances. They will be repaid during April, 2014.

From Fund	To Fund	Amount
General Fund, 001-0000	Uniform School Supplies - Louisa Wright, 009-9003	\$83.43
General Fund, 001-0000	Donovan Media Center, 018-9011	\$5,308.08
General Fund, 001-0000	LHS Class of 2014, 200-9002	\$20,019.74
General Fund, 001-0000	LHS Musical, 200-9009	\$8,837.27
General Fund, 001-0000	Recording Club, 200-9011	\$220.61
General Fund, 001-0000	LHS Class of 2015, 200-9020	\$688.37
General Fund, 001-0000	LHS Yearbook, 200-9029	\$731.01
General Fund, 001-0000	Girls Softball Tournament, 300-9992	\$0.59
General Fund, 001-0000	Making Middle Grades Work Grant, 461-9014	\$1,500.00
General Fund, 001-0000	Early Literacy Grant, 499-9013	\$7,406.53
		\$44,795.63

G. Approval of School Fees for the 2014-2015 School Year

It is recommended to approve the school fees for the 2014-2015 school year. (background included in packet)

H. Approval of Resolution Declaring Necessity of Renewal of Tax Levy

It is recommended to approve resolution declaring the necessity of levying tax in excess of the ten-mill limitation and requesting the county auditor certify matters in connection therewith. (copy of resolution included in packet)

I. Approval of the Classroom Facilities Assistance Program Project Agreement

It is recommended to approve the Project Agreement between the Lebanon City Schools and the Ohio School Facilities Commission (copy of resolution included in packet)

J. Approval of field house construction project and declaring urgent necessity

It is recommended to approve the resolution declaring that an urgent necessity exists and authorizing the procuring of proposals and entering into a contract for

the addition of restroom facilities at the field house (copy of resolution included in packet)

Motion carried with the following 5 – 0 vote:

Mr. Patterson – Yes, Mr. DeGennaro – Yes, Mrs. Larson – Yes, Mr. Bonny – Yes, Mrs. Davis Norris – Yes.

VIII. Communications

A. Superintendent's Update

- Evaluations (OTES and OPES)– Robert Buskirk
 - Robert gave an overview of the new evaluation system, for teachers, principals and supplemental positions
- Jr. High Department Heads – Mark Graler
 - New Department Head positions are recommended for the Junior High school for English, Language Arts, Math and Science. These positions will be treated as a supplemental position costing approximately \$6,700 per year total.
- Kindergarten Entrance Date – Mark Graler
 - Currently, children must turn the age of 5 by September 30th. It is recommended that this date be changed to August 1st effective with the 2015/2016 school year.

Resolution 37-14: Approval of New Business Items IX A – C.

Mr. Chip Bonny moved to approve new business items IX A1-B except A-8, Mr. Brian DeGennaro seconded the motion and discussion followed.

IX. New Business

A. Donations

1. Accept \$1,000.00 from David P. Fornshell to Lebanon High School. The purpose of this donation is for the Daylight Prom.
2. Accept \$150.00 from Rittgers & Rittgers, Attorneys at Law, to Lebanon High School. The purpose of this donation is for the Daylight Prom.
3. Accept \$800.00 from Lebanon Choral Parents Organization to Lebanon High School. The purpose of this donation is for the LHS Musical.
4. Accept 2 fireproof locking four-drawer file cabinets, 7 four-drawer file cabinets, 24 trapezoid tables, 1 teacher desk, 4 trash cans, and 1 storage cabinet (approximate value \$7,500.00) from Shi Medical Massage School to

Lebanon High School. The purpose of this donation is to be used in classrooms and offices throughout Lebanon High School.

5. Accept \$50.00 from Wells Fargo Community Support Campaign (on behalf of Nikki Franciscus) to Bowman Primary School. The purpose of this donation is to be used for supplies for Bowman Primary School.
6. Accept \$150.00 from Lebanon Youth Basketball, Inc. to Lebanon High School Athletic Department. The purpose of this donation is to offset ticket sales for the Boys' playoff game.
7. Accept \$25.00 from Tammy Adam to Lebanon City Schools Food Services Department. The purpose of this donation is to be applied to students that owe money on their lunch accounts.
8. Accept \$200.00 from Scott Norris to Lebanon High School. The purpose of this donation is for the Daylight Prom.

B. Resolution to Change Entrance Date for Kindergartners

It is recommended to approve a resolution to change the district's entrance date for Kindergartners from September 30 to August 1 beginning with the 2015-2016 school year (background included in packet)

Motion carried with the following 5 – 0 vote:

Mr. Patterson – Yes, Mr. DeGennaro – Yes, Mrs. Larson – Yes, Mr. Bonny – Yes, Mrs. Davis Norris – Yes.

Resolution 38-14: Approval of New Business Items IX A -8.

Mrs. Esther Larson moved to approve new business items IX A-8, Mr. Ryan Patterson seconded the motion and discussion followed.

A. Donations

8. Accept \$200.00 from Scott Norris to Lebanon High School. The purpose of this donation is for the Daylight Prom.

Motion carried with the following 4 – 0 vote:

Mr. Patterson – Yes, Mr. DeGennaro – Yes, Mrs. Larson – Yes, Mr. Bonny – Yes, Mrs. Davis Norris – abstain.

C. First Reading of Board Policies

First Reading for the following board policies:

1. 0157 – Appointment To Joint Vocational School District Board (Bylaws)
2. 0166 – Executive Session (Bylaws)
3. 1422 – Nondiscrimination And Equal Employment Opportunity
(Administration)
4. 1619.01 – Privacy Protections Of Self-funded Group Health Plans
(Administration)
5. 1619.02 – Privacy Protections Of Fully Insured Group Health Plans
(Administration)
6. 1623 – Section 504/ADA Prohibition Against Disability Discrimination In
Employment (Administration)
7. 2260 – Nondiscrimination And Access To Equal Educational Opportunity
(Program)
8. 2260.01 – Section 504/ADA Prohibition Against Discrimination Based On
Disability (Program)
9. 3122 – Nondiscrimination And Equal Employment Opportunity
(Professional Staff)
10. 3123 – Section 504/ADA Prohibition Against Disability Discrimination In
Employment (Professional Staff)
11. 3419.01 – Privacy Protections Of Self-funded Group Health Plans
(Professional Staff)
12. 3419.02 – Privacy Protections Of Fully Insured Group Health Plans
(Professional Staff)
13. 4122 – Nondiscrimination And Equal Employment Opportunity
(Classified Staff)
14. 4123 – Section 504/ADA Prohibition Against Disability Discrimination In
Employment (Classified Staff)
15. 4419.01 – Privacy Protections Of Self-funded Group Health Plans
(Classified Staff)
16. 4419.02 – Privacy Protections Of Fully Insured Group Health Plans
(Classified Staff)
17. 6800 – System of Accounting (Finances)

Resolution 39-14: Approval of New Business Items IX D 1-15.

Mr. Ryan Patterson moved to approve new business items IX D 1-15, Mrs. Esther Larson seconded the motion and discussion followed.

D. Personnel

1. Resignations/Retirements

- a. Patricia Keegan, Teacher, Retirement, eff: 5/30/14
- b. Andrew Monk, Teacher, eff: 4/16/14
- c. Jody Monk, Teacher, eff: 4/16/14
- d. Emily Campbell, Custodian II/Mail Carrier, eff: 4/4/14
- e. Teri Koroman, Teacher, eff: 6/6/14
- f. Noah Waspe, LHS Assistant Girls Tennis Coach, eff: 14/15 SY
- g. Tony Bradberry, LHS Head Wrestling Coach, eff: 14/15 SY
- h. Allison Mishurda, Faculty manager of Athletics – Winter, LJHS, eff: 14/15 Sy

2. Substitute Employment – Pending Acceptable BCI/FBI Checks and Proper Licensure/Transcripts/Current CDL's (as applicable)

It is recommended the following be employed as substitutes for the 2013-2014 school year.

Substitute General Ed Aide

Natalie Collins
Karen Richard
Susan Wheeler

Substitute Media Aide

Natalie Collins
Karen Richard
Susan Wheeler

Substitute Special Ed Teachers Assistant

Natalie Collins
Karen Richard
Susan Wheeler

Substitute Clinic Aide

Natasha Arentz, RN
Jayne Eads, RN

Substitute Custodian

Don White

Substitute Cafeteria Worker

Natalie Collins
Karen Richard
Susan Wheeler

Substitute Secretary

Natalie Collins
Susan Wheeler

Substitute Bus Aide

Nancy Godsey

3. Volunteers

It is recommended that the following volunteers be approved for the 2013-2014 school year pending acceptable BCI/ FBI background checks.

Olivia French
Kathryn Hill
Jennifer Keeton
Stefanie Keller
Sherri Kennedy
Tatiana Mavridis
Erin Bryant
Christine Miller
Ronald Shelestak
Chad Sieve
Tiffany Sieve
Paul Sweetman
Mary "Emily" Weikert

4. Supplementals – Pending Acceptable BCI/ FBI Checks and Verification of Past Experience and Valid Pupil Activity Permits – Effective **2013-2014** School/Contract Year

LHS

- a. Michelle Breen, Assistant Softball Coach ½, Level 10, Step 0

5. Supplementals – Pending Acceptable BCI/ FBI Checks and Verification of Past Experience and Valid Pupil Activity Permits – Effective **2014-2015** School/Contract Year

LJHS

- a. Ryan Taylor, Head Wrestling Coach, Level 8, Step 6
b. Kameron Maupin, Assistant Wrestling Coach, Level 6, Step 1

6. Board Resolution for Employment of Non-licensed Coach

It is recommended to approve Board Resolutions for Employment of Non-licensed Coach. (copies of resolution included in packet)

7. Tutors

It is recommended that the following Tutors for the 2013-2014 school year be approved pending acceptable BCI/FBI background checks and proper licensure (if applicable).

Classified Intervention Tutors for the 2013-2014 school year only (to be paid \$11.09 per hour from Title Funds) Part-time, up to 19.75 hours per week average.

Donovan Elementary School
Heather Hegarty

8. Administrative Contracts

It is recommended by the Superintendent that the Board of Education approve the following administrators to receive a two-year contract effective 8/1/14.

- | | |
|---------------------|--|
| a. Laura Michaels | Principal Louisa Wright Early Childhood Center, 220 Days, Schedule E, Level 2 |
| b. Sabrina Winchell | Assistant Elementary Principal, Bowman Primary School, 220 Days, Schedule I, Level 0 |

9. Teacher Contracts

It is recommended by the Superintendent that the Board of Education approve the following teacher contracts.

A. **2nd One Year Contract (2014-2015 SY)**

Margaret Bierkan .60 fte
Emily Bosdell
Marie Julie Clendenen
Casey Collins
Jennifer Gutzwiller
Susan Herrmann
Jamie Jacobs
Abigail Lawton
Beth McGarry

Karen Miranda
Jason Simcoe
Beth Smith
Lisa Stilwell
Catherine Strecker
Barbara Sutton

B. 3rd One Year Contract (2014-2015 SY)

Denise Baldwin
Chelsea Ball
Rachael Earley
Jennifer Edmonds
Austin Halsey
Emily Hoying
Kathleen Hytla
Jenna Kline
Cody Klueter
Eilene Nielsen
Cara Pease .60 fte
Tyna Rehberg
Megan Stastny

C. 1st Year of a Two Year Contract (2014-2015 and 2015-2016 SYs)

Jeffrey Bergman
Kari Bolling
Sandra Dilbeck
Emily Jefferson
Kristin Kreps
Deron Kuntz
Sandra Lonneman
Sarah Messner
Thomas Russell
Janice Rydalch .56 fte
Sue Saari
Tammy Shircliff .70 fte
Christen Stidd
Jeffrey Swanson
Lindsey Tepe

D. One Year Limited Contract (2014-2015 SY)

Dawn Utter

E. Continuing Contract

Jacki Kuntz
Karen Mills .50 fte

Eugenia Papanikolou
Emily Cartaya
Misty Belfrom
Suzette Kaatz .50 fte

10. Status Changes

It is recommended that the following Status Changes be approved.

- a. Tyler Fugate from LHS Assistant Baseball Coach ½, Level 10, Step 0 to LHS Assistant Baseball Coach, Level 10, Step 0, eff: 13/14 SY

11. 2014 Summer School Support Program and Staff-Pending Acceptable BCI/FBI Checks and Appropriate Licensure/Certification

- a. **2014 Summer School Support Program Dates:**
K-12 Mondays through Thursdays, June 16 – July 10
- b. **K-12 Principal Stipend of \$3,750.00**
Ian Frank

12. Cooperating Teacher Stipends Semester 2013-2014 SY

It is recommended that the following Cooperating Teacher Stipends 1st Semester 2013-2014 school year be approved.

<u>Bldg.</u>	<u>Cooperating Teacher</u>	<u>Student Teacher</u>	<u>Univ.</u>	<u>Amt.</u>
DES	Amy Combs	Amber Lewis	Miami U.	\$600.00
DES	Julie (Mehl) Bernier	Wenjun Yang	Miami U.	\$600.00
LHS	David Iannelli	Jonathan Head	Ohio U.	\$250.00

It is recommended that the following Cooperating Teacher Stipends 2nd Semester 2013-2014 school year be approved.

<u>Bldg.</u>	<u>Cooperating Teacher</u>	<u>Student Teacher</u>	<u>Univ.</u>	<u>Amt.</u>
LHS	Jill Kirk	Eric Blanton	Ohio U.	\$250.00

13. New Job Descriptions – First Reading

First Reading of the following job descriptions: (copies included in packet)

- a. Clinic Nurse (part-time)
- b. Secretary Class II (part-time)
- c. Occupational Therapist (full-time)

- d. Occupational Therapist (part-time)
- e. Physical Therapist (full-time)
- f. Physical Therapist (part-time)
- g. Certified Occupational Therapy Assistant (full-time)
- h. Certified Occupational Therapy Assistant (part-time)
- i. Physical Therapist Assistant (full-time)
- j. Physical Therapist Assistant (part-time)

14. Contractual Services

It is recommended to approve Becky Hill for 8 days at \$389.00 per day, not to exceed \$3,112.00 for CCIP and Curriculum Consulting.

15. Leaves of Absence

- a. It is recommended to approve unpaid childcare leave of absence for Darcy Maney for the 2014-2015 school year.
- b. It is recommended to approve unpaid childcare leave of absence for Dori Friend for the 2014-2015 school year.
- c. It is recommended to approve unpaid leave of absence for Emily Linsley for the 2014-2015 school year.
- d. It is recommended to approve unpaid leave of absence for Mary Beane from May 30 – June 5, 2014.

Motion carried with the following 5 – 0 vote:

Mr. Patterson – Yes, Mr. DeGennaro – Yes, Mrs. Larson – absent, Mr. Bonny – Yes, Mrs. Davis Norris – abstain.

I. New Business

E. Board of Education Communications

- Student Board Member
Alec Albright – not present
- Warren County Career Center Liaison, Donna Davis Norris and Esther Larson
 - Enrollment is up with 466 incoming Juniors
 - May 3rd – Community Day
 - May 20th – Project Search graduation
 - May 23rd – Senior Awards Ceremony
 - June 5th – Adult Recognition Ceremony

- Student Achievement Liaison, Esther Larson
 - Kindergarten had Donuts with Dad and will have Muffins with Mom
 - Bowman held their Young Authors night, and are having music concerts
 - Field Trips are coming up in May
 - 4th grade Swim program teaching all children how to swim, funded by the YMCA
 - 6th grade college and career day, visiting D& E, Becon, and LCNB
 - May 6th is the Hall of Fame induction as well as the Judy Conrad Recognition night at the softball game
 - National Association of Music Merchants rated Lebanon as one of the best community schools for Education in America for the 2nd year. This is based on funding, staffing of high quality instructors, commitment to the standards, and access to music instruction
 - Lebanon indoor Percussion Ensemble won 9th place in the world competition
 - The Lebanon softball team is ranked 23rd in the nation
 - The High School Musical is May 2nd, 3rd and 4th.
 - The Art Show is coming up
 - Prom is April 26th
 - The Jazz band will perform for the Lebanon Rotary Club on May 8th in the Lebanon High School Band room
- Legislative Information Liaison, Brian DeGennaro
 - There is no resolution on the Calamity day issue as a whole. They have decided to wave Seniors from making up calamity days after graduation.
 - Security Grants
 - Community Schools auditing requirements
- Community Audit Advisory Committee Liaison, Donna Davis Norris and Ryan Patterson, Jr.
 - The audit was very clean, with no citations and only a few recommendations. Eric and his staff is to be commended for their hard work.
 - Sale of the bonds will begin April 24th with closing on April 29th. As a result of the OFCC program, the bond rating has been bumped to AA2 from AA3.
 - Discussion was held regarding interviewing new members of this committee.
- Energy Management Committee Liaison, Esther Larson and Chip Bonny
 - Committee has nothing to report at this time

- Discussion occurred regarding the upcoming construction project
 - Both the Bowman and High School construction are moving forward. One of the Louisa Wright buildings will be taken down which will allow for an additional entrance to Donovan. The remaining buildings will be leased out as long as the revenue exceeds the maintenance cost. The Bowman project – the state is providing 63% of the financing, for this project, so the addition of the kindergarten wing will meet state standards, and will not look like the rest of the building.
 - The High School will add 10,000 additional square feet and 9-10 classrooms. The addition will be a single level, with the infrastructure to build a second level in the future should it be needed.
 - These buildings are expected to be finished for the 2015-2016 school year.

II. Adjournment

Resolution 40-14: Motion to Adjourn

Mr. Chip Bonny moved to adjourn. Mr. Brian DeGennaro seconded the motion.

Motion carried with the following 5 - 0 vote:

Mrs. Larson – Yes, Mr. Patterson – Yes, Mr. Bonny – Yes, Mr. DeGennaro – Yes, Mrs. Davis Norris – Yes.

Meeting was adjourned at 6:30 p.m.

Eric Sotzing, Treasurer

Donna Davis Norris, President