

**LEBANON BOARD OF EDUCATION**  
**Board Meeting Room**  
**700 Holbrook Ave.**  
**January 22, 2018, 5:30pm**

The Lebanon City School District Board of Education met in Regular Session for the purpose of the Regular Board Meeting on January 22, 2018 at the Board Offices, 700 Holbrook Ave., Lebanon, Ohio. A copy of the audio version of the proceedings will be kept on file at the Treasurer's office.

**Call to Order**

Mr. Ryan Patterson called the meeting to order at 5:31pm

**Roll Call**

Mr. Ryan Patterson – Present  
Mrs. Esther Larson – Present  
Mr. Chip Bonny – Present  
Mrs. Donna Davis Norris – Present  
Mr. David Donovan - Present

**Others Present**

Mr. Eric Sotzing, Treasurer; Mr. Todd Yohey, Superintendent; Kathleen Hytla, Cameron Auer, Rena Myer, Mary Backus, Angela Saunders, LCS employees, and Brian DeGennaro and Jim Van DeGrift, residents

**Pledge of Allegiance**

The Pledge of Allegiance was recited by those in attendance.

**Resolution 15-18: Adoption of the Agenda**

Mrs. Donna Davis Norris moved to adopt the agenda. Mrs. Esther Larson seconded the motion.

Motion carried with the following 5- 0 vote:

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

**Resolution 16-18: Motion to approve the minutes of the January 8, 2018 Tax Budget Hearing, Organizational Meeting, the Federal Programs Budget Hearing and the Special Board Meeting**

Mrs. Donna Davis Norris moved to approve the minutes. Mr. David Donovan seconded the motion.

Motion carried with the following 5- 0 vote:

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

**Student Board Member update** – Lauren Patterson

- Relay for Life fundraiser for Cancer Research
- Senior Composite Day was held recently
- Singers are doing very well, placing 7<sup>th</sup> in their recent competition
- Both basketball teams are doing very well
- Winter Formal is Friday, 1/26
- NHS blood drive is also 1/26
- The Air Force ROTC Dining Out Ceremony was recently held

**Resolution 17-18: Approval of Financial Items VIII A – J, except C.**

Mrs. Donna Davis Norris moved to approve financial items VIII A – J, except C. Mrs. Esther Larson seconded the motion and discussion followed regarding the Monthly Financial reports and advances.

A. **Treasurer's General Fund Analysis & Financial Reports**

B. Monthly Reports

It is recommended to accept the financial reports for December 2018 as presented.

C. Public Record Requests

Report of public record requests as submitted.

D. Amended Appropriations

It is recommended to adopt the amended appropriations for fiscal year 2018 as presented.

E. Amended Certificate of Estimated Resources

It is recommended to adopt the amended certificate of estimated resources for fiscal year 2018 as presented.

F. Memorandum of Understanding between Lebanon City Schools and Warren County Educational Service Center to provide counseling services to individual students.

It is recommended to adopt the amended Memorandum of Understanding between Lebanon City Schools and Warren County Educational Service Center for the provision of individual counseling services to be provided to students for the term of one calendar year in accordance with the Resolution Agreement with the Office of Civil Rights. (copy included in packet)

G. Advances

The Treasurer reports the following advances of funds were made at December 31, 2017 to eliminate negative fund balances. They will be repaid during January, 2018.

From Fund	To Fund	Amount
General Fund, 001-0000	Summer School, 001-9800	\$4,399.60
General Fund, 001-0001	Girls Basketball Tournament, 022-9003	\$19,209.90
General Fund, 001-0001	Wrestling Tournament, 022-9004	\$6,253.95
General Fund, 001-0000	Baseball Tournament, 022-9005	\$42.43
General Fund, 001-0000	LHS Musical, 200-9009	\$7,859.53
General Fund, 001-0000	LHS Science Olympiad, 200-9033	\$172.95
General Fund, 001-0000	Making Middle Grades Work - Berry, 461-9118	\$519.79
General Fund, 001-0000	IDEA, Part B FY 18, 516-9018	\$86,081.99
General Fund, 001-0000	Title I FY18, 572-9018	\$70,550.04
General Fund, 001-0000	IDEA, Early Childhood Education, 587-9018	\$28,856.79
General Fund, 001-0000	Title IIA FY18, 590-9018	\$195.00
General Fund, 001-0000	Title IVA FY 18, 599-9018	\$200.00

H. Resolution to Proceed with Submission of a Renewal Tax Levy

It is recommended to approve a Resolution to proceed with submission of a renewal tax levy. (copy included in packet)

I. To approve Resolution to Direct County Auditor to Levy a tax outside of Ten Mill Limitation as authorized by vote

It is recommended to approve the resolution to direct the County Auditor to levy a tax outside of Ten Mill limitation as authorized by vote. (copy included in packet)

J. Revised Administrative Salary Schedule FY 18

It is recommended to approve the revised Administrative Salary Schedule FY18. (copy included in packet)

Mr. Eric Sotzing provided comments regarding the 2017 Financial Audit, which resulted in an unmodified opinion with 2 findings identifying areas of improvement for the district.

Motion carried with the following 5 - 0 vote:

Mrs. Larson – Yes, Mr. Patterson – Yes, Mr. Bonny – Yes, Mrs. Davis Norris – Yes, Mr. Donovan - Yes.

## VIII. Communications

### A. Superintendent's Update

- January is Board of Education Recognition Month
- Construction
  - Louisa Wright abatement has started and is progressing
  - Berry renovation is proceeding. The 3<sup>rd</sup> floor is almost complete, and they are working on the 2<sup>nd</sup> and 1<sup>st</sup> floor. The project is on time and on budget.
  - Work on the old Junior High is in the planning stage
- The search for the Varsity Football Coach has completed. Mr. Matthew Hopkins is being recommended as the coach as well as an Administrator of Student Services at the High School
- Assistant boys' soccer coach position has not been filled at this time
- School Resource Officer, Dustin Kurilko started last week, and is meeting students and staff throughout the district
- Mr. Yohey has been working with the Lebanon City leaders regarding a proclamation of Public Education Week, which will be announced at the City Council meeting on Tuesday, Jan. 23, 2018 at 7pm
- Special Board meeting will be on January 24<sup>th</sup> at 5:30pm
- Mr. Yohey has arranged for the central office staff to help with packing the Warrior Backpack program beginning at 5:45pm at LifeHouse Church.

### **Resolution 18-18: Approval of New Business Items X A-F8 except E and F9**

Mrs. Donna Davis Norris moved to approve new business items X A – F8 except E and F (Mr. Chip Bonny seconded the motion and discussion followed.

## X. New Business

### A. Donations

It is recommended to approve the following donations. (copy included in packet)

Donor	Amount	Purpose
Brian DeGennaro	Seated bicycle (approx. value \$250.00)	Physical Therapist room at Berry Intermediate School.
Amber Trumbly	Treadmill (approx. value \$500.00)	Physical Therapist room at Berry Intermediate School.

Warren County Historical Society	\$1,1997.00	Lebanon High School Baseball team.
Cristo Homes Inc.	\$3,500.00	To be used for District technology needs.
Lebanon Police Department	\$100.00	To be used to pay on student lunch charges.

B. Approval of 2018-2019 High School Curriculum Guide

It is recommended to approve the 2018-2019 High School Curriculum Guide. (copy included in packet)

C. Approval of 2018-2019 Junior High School Curriculum Guide

It is recommended to approve the 2018-2019 Junior High School Curriculum Guide. (copy included in packet)

D. Approval of Out of State/Overnight Student Trips

1. It is recommended to approve an out-of-state/overnight trip for the Eastern Relays Track Invitational at the University of Louisville, Kentucky from April 20-21, 2018. (copy included in packet)
2. It is recommended to approve an overnight trip for the FBLA State Conference at Hyatt Place, Ohio State University, Columbus, Ohio from March 14-16, 2018. (copy included in packet)

E. Approval of First Reading of Board Policy

It is recommended to approve a first reading of the following Board Policy. (copy included in packet)

1. 5517 - Anti-Harassment

F. Personnel

1. Resignations/Retirements

It is recommended to approve the following Resignations:

- a. Bess Franklin, Teacher, eff: 1/3/18
- b. Gabriel Terrill, Bus Driver, eff: 12/18/17
- c. Bert Turner, Bus Driver, eff: 1/8/18
- d. Heather Nixon, Teacher, eff: 4/30/18

It is recommended to approve the following Retirement:

a. Delores Pinkerton, Custodian, eff: 2/28/18

1. Employment-Pending Acceptable BCI/FBI Checks and Verification of Past Employment/Transcripts/Proper Licensure/CDL's/Aide Permits as applicable

It is recommended to approve the following New Hires:

a. Matthew Hopkins, High School Student Services Administrator,  
Schedule L, Level 0, 220 Days, 2 year contract, eff: 18/19 SY

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

It is recommended the following be employed as Substitutes for the 2017-2018 School Year:

Substitute Teachers

Sidney Hall  
Scott Armstrong  
Rachel Combs  
Tom Filloon

Substitute Secretary

Danielle Pitzer

Substitute Cafeteria Workers

Erin Keffaber  
Dina Pepper  
Jennifer Bullock  
Danielle Pitzer

Substitute Custodians

Virgil Templeton  
Keith Dickson  
Angela Griffen  
Danielle Pitzer

Substitute Bus Drivers

Keith Dickson, eff: 12/18/17  
Lisa Caudill, eff: 12/15/17  
Virginia Murray, eff: 12/18/17  
Gabriel Terrill, eff: 12/18/17  
Bert Turner, eff: 1/9/18

Substitute Bus Aide

Virginia Murray, eff: 12/18/17

3. Volunteers – Pending Acceptable BCI/FBI Checks

It is recommended to approve the following Volunteers for the 2017-2018 School Year:

Jessica Saltzman  
Teri Morr  
Thomas Maloney  
Jenna Bumgardner  
Kim Berry  
Hillary Todd

4. Board Resolutions for Employment of Non-Licensed Coaches

It is recommended to approve Board Resolutions for employment of non-licensed coaches. (copy included in packet)

5. Supplementals - Pending Acceptable BCI/FBI Checks and Verification of Past Experience and Valid Pupil Activity Permits – Effective 2017-2018 School/Contract Year

It is recommended to approve the following Supplemental Positions for the 2017-2018 School Year:

Lebanon High School

- a. Steve Pottinger, Assistant Girls Track Coach, Level 9, Step 6
- b. Trent Burns, Physical Fitness-Winter, Level 3, Step 0
- c. Joshua Graham Morgan, Physical Fitness - Spring, Level 3, Step 0

6. Supplementals - Pending Acceptable BCI/FBI Checks and Verification of Past Experience and Valid Pupil Activity Permits – Effective 2018-2019 School/Contract Year

It is recommended to approve the following Supplemental Positions for the 2018-2019 School Year:

Lebanon High School

- a. Matthew Hopkins, Varsity Head Football Coach, Level 12, Step 6
- b. Mark Bierkan, Cross Country Coach, Level 9, Step 6
- c. Jason Simcoe, Assistant Cross Country Coach, Level 7, Step 5
- d. Todd Johnson, Head Boys Golf Coach, Level 9, Step 6
- e. Jonathan Woods, LHS Reserve Golf Coach, Level 7, Step 3
- f. Pam Russell, Head Girls Golf Coach, Level 9, Step 6
- g. Stephen Jaynes, Head Boys Soccer Coach, Level 10, Step 6
- h. Jamie Hilen, Assistant Boys Soccer Coach, Level 9, Step 6
- i. Tim Mersch, Head Girls Volleyball Coach, Level 10, Step 6

- j. Scott Chamberlain, Assistant Volleyball Coach, Level 9, Step 5
- k. Kirby Leitschuh, Freshman Girls Volleyball Coach, Level 6, Step 2
- l. Kevin Higgins, Physical Fitness-Fall, Level 3, Step 4
- m. Bruce Bingham, Head Girls Soccer Coach, Level 10, Step 6
- n. Erin Edmonds, Assistant Girls Soccer Coach, Level 9, Step 4
- o. Ryan Nollen, Assistant Girls Soccer Coach, Level 9, Step 3
- p. Earl Daniel, Faculty Manager of Athletics- Fall, Level 7, Step 6
- q. Tom Zsembik, Head Girls Tennis Coach, Level 9, Step 4
- r. Randy Callahan, Assistant Girls Tennis Coach, Level 7, Step 2
- s. Bethanie Lamb, Varsity Football Cheerleading Advisor, Level 5, Step 6
- t. Coni Duning, Varsity Football Cheerleading Advisor, Level 5, Step 6
- u. Corri Burns, Assistant Football Cheerleading Advisor, Level 3, Step 1
- v. Kristen Seiler, Assistant Cross Country Coach, Level 7, Step 1
- w. Tom Russell, Assistant Girls Golf Coach, Level 4, Step 2

Lebanon Junior High School

- a. Bob Duncan, Head Cross Country Coach Girl/Boy, Level 6, Step 4
- b. Karrie Whitsel, Assistant Cross Country Coach Girl/Boy, Level 5, Step 1
- c. Robert Moreland, Assistant Cross Country Coach Girl/Boy, Level 5, Step 3
- d. Christy Johnson, Head Girls Volleyball Coach, Level 6, Step 5
- e. Kristina Speidel, Football Cheerleading Advisor - 7th grade, Level 4, Step 5
- f. Beth Barsala, Football Cheerleading Advisor - 8th grade, Level 4, Step 5
- g. Jennifer Duff, Faculty Mgr. of Athletics- Fall, Level 2, Step 5
- h. Patty Thomas, Faculty Mgr. of Athletics- Fall, Level 2, Step 3
- i. Kala Steedly, Assistant Girls Volleyball Coach, Level 5, Step 6
- j. Karen Miranda, Assistant Girls Volleyball Coach, Level 5, Step 6

7. Change of Status

It is recommended to approve the following Change of Status:

- a. Amber Trumbly, Secretary Class II, OASPE, from 197 days to Secretary Class II, OAPSE, 209 days, eff: 18/19 SY

8. Job Description - First Reading

It is recommended to approve the first reading of the following job description (copy included in packet):

- a. High School Student Services Administrator

Motion carried with the following 5 – 0 vote:



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

Matt Hopkins introduced himself, and make a few comments about his excitement of joining Lebanon City Schools

#### H Board of Education Communications

- Warren County Career Center Liaison – Esther Larson
  - Beginning 2018 meeting was held
  - The WCCC superintendent has been invited to join the February board meeting
- Student Achievement Liaison – Chip Bonny
  - Attended the Singers competition in Marysville
  - The Junior High wrestling team won the overall GWOC championships
- Legislative Updates – David Donovan
  - Mr. Donovan met with Mr. DeWine in September and broached the topic of education, which may be a discussion point in the gubernatorial election in 2018
- Community Audit Advisory Committee Liaison – Ryan Patterson, Donna Davis Norris
  - Meeting held on January 18<sup>th</sup>
  - Clean audit, with only 2 administrative citations
  - Upcoming renewal levy in 2019, which has stretched 2 extra years from the original 5 year levy
  - Looking at the 5 year budget, the school will need to dip into the cash balances next year, which hasn't been done recently


#### Resolution 19-18: Motion to adjourn

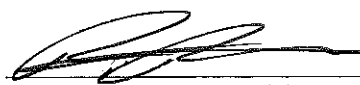
Mrs. Donna Davis Norris moved to adjourn. Mr. David Donovan seconded the motion.

Motion carried with the following 5 - 0 vote:

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

Meeting was adjourned at 6:17 p.m.

  
\_\_\_\_\_  
Eric Sotzing, Treasurer

  
\_\_\_\_\_  
Ryan Patterson, President

