

## **LEBANON BOARD OF EDUCATION**

**Board Meeting Room**

**700 Holbrook Ave.**

**March 19, 2018, 5:30pm**

The Lebanon City School District Board of Education met in Regular Session for the purpose of the Regular Board Meeting on March 19, 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 5:32 pm

### **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; Robert Buskirk, Krista Foley and Mark Graler, Administrators; Mardis Parker, Jr., Kathy Hytla and Kathy Haddix, LCS employees; Tracy Funke, District Resource Coordinator; and Renee Forrester, Wendy Reppart, Andrew Aragemma, Hailey Lebanon residents

### **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, Mr. Ryan Patterson asked members of the LHS AFJROTC to introduce themselves. Present were; Tyler Winders, Shiloh Prewitt, Austin Bullock, Leah Bullock, Robert Beckman, and Caleb Lawson.

### **Resolution 28-18: 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

### **Hearing of the Public –**

- Renee Forrester – from the MLK Coalition to present a check to Lebanon City Schools in the amount of \$1,000 from the to Lunch On Us Program, to pay for outstanding lunch fees at Bowman Primary school

- Andrew Aurigemma & Hailey, LHS Students – discussed the recent Walk Out event at the High School

**Resolution 29-18: Motion to approve the minutes of the February 20, 2018 Regular Board Meeting**

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

- The Future Teachers of America club visited the Ohio Dominican University to participate in the Educators Rising National competition. 3 Groups made it to Nationals, and will compete in Orlando in the summer
- Relay for Life – holding signups for their 3:3 basketball tournament and talent show
- FBLA State Leadership Conference won the Gold Seal of Merit and the Battle of the Chapters. Multiple students qualified for the national conference in Baltimore. And Brie -Coffman was elected as the 2018/2019 Ohio FBLA State President, which is the 3<sup>rd</sup> elected president from Lebanon.
- ROTC Air Force Nationals will be this weekend.
- Student Council began a new mentor program called Roman Braves. 26 High School students meet with Bowman students after school.
- Seniors and Student Council are planning Prom
- School Safety Summit at Warren County ESC had 7-8 representatives from several Warren County schools got together to discuss school safety concerns and issues.
- The Lebanon students chose to remember students who have been affected by school shootings by preparing a presentation for the student body that was shared on March 14<sup>th</sup> during Team.

**Resolution 30-18: Approval of Financial Items VIII A – K, except C and G.**

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

**VIII. Financial Section**

A. Treasurer’s General Fund Analysis & Financial Reports

B. Monthly Reports

It is recommended to accept the financial reports for February 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. Advances

The Treasurer reports the following advances of funds were made at February 28, 2018 to eliminate negative fund balances. They will be repaid during March, 2018.

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
General Fund, 001-0000	Summer School, 001-9800	\$4,249.60
General Fund, 001-0000	Bowman Media Center, 018-9013	\$1,001.25
General Fund, 001-0000	Berry Building Fund, 018-9023	\$8,060.64
General Fund, 001-0001	Girls Basketball Tournament, 022-9003	\$658.00
General Fund, 001-0000	Baseball Tournament, 022-9005	\$42.43
General Fund, 001-0000	LHS Musical, 200-9009	\$9,063.95
General Fund, 001-0000	LHS Science Olympiad, 200-9033	\$172.95
General Fund, 001-0000	LHS Class of 2018, 200-9034	\$5,694.15
General Fund, 001-0000	LHS Class of 2021, 200-9042	\$1,320.66
General Fund, 001-0000	LJHS Science Club, 200-9045	\$79.00
General Fund, 001-0000	Making Middle Grades Work - LJHS, 461-9013	\$1,358.20
General Fund, 001-0000	IDEA, Part B FY 18, 516-9018	\$143,865.24
General Fund, 001-0000	Title III FY 18, 551-9018	\$400.00
General Fund, 001-0000	Title I FY18, 572-9018	\$163,234.13
General Fund, 001-0000	Title IIA FY 18, 590-9018	\$205.43
General Fund, 001-0000	Title IVA FY 18, 599-9018	\$6,678.12

H. Contract between Lebanon City Schools and Modern Office Methods

It is recommended to approve the contract between Lebanon City Schools and Modern Office Methods. (copy included in packet)

I. Student Enrollment Agreement between Lebanon City Schools and Stepping Stones

It is recommended to approve a Student Enrollment Agreement between Lebanon City Schools and Stepping Stones. (copy included in packet)

J. Memorandum of Understanding Regarding the Utilization of The Business Advisory Council for The Warren County Educational Service Center to Serve as a Business Representative

It is recommended to approve a Memorandum of Understanding regarding the utilization of the Business Advisory Council for the Warren County Educational Service Center to serve as a Business Representative for the undersigned School District pursuant to Ohio Revised Code §3313.82 (copy included in packet)

K. Tax Rates for 2018

Whereas, the Board of Education in accordance with the provisions of law has previously adopted as Tax Budget for the next succeeding fiscal year commencing July 1, 2018 and

Whereas, the Budget Commission of Warren County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

Resolved, by the Board of Education of the Lebanon City School District, Warren County Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

Resolved, that there be and is hereby levied on the tax duplicate of said school District the rate of each tax necessary to be levied within v and without the ten mill limitation as follows:

	Amount to be Derived from Levies Outside 10 Mil Limitation	Amount Approved by the Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied Inside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied Outside 10 Mill Limitation
*General Fund	\$26,600,000		4.61	48.84
Bond Retirement Fund	\$4,300,000			5.0
*Permanent Improvement Fund	\$550,000			2.00
Classroom Maintenance	\$400,000			0.50
Total All Funds	\$31,850,000			

Motion carried with the following 5 - 0 vote:

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

**Resolution 31-18: Approval of Financial Items VIII G.**

Mr. Chip Bonny moved to approve financial items VIII G. Mrs. Esther Larson seconded the motion and discussion followed regarding the Monthly Financial reports and advances.

A. Approval of Purchase Order

It is recommended the Board approve payment of the following purchase order (copy included in packet).

<u>Vendor</u>	<u>Purchase Order #</u>	<u>Amount</u>
SWOCA	1803593	\$12,134.81

Motion carried with the following 4 - 0 vote:

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

VIII. Communications

A. Superintendent's Update

- 2017 Lebanon School Board of Education was recognized by the OSBA for their Gold Level status as an Effective School Board for the 10<sup>th</sup> year in a row.
- Tracy Funke, the LCS District Resource Coordinator, shared some statistics on students and families that she has been in contact with over the past year. She also gave a summary of areas/projects that she has been working on to help students.

- Construction
  - The punch list for Donovan and the Junior High is near completion
  - The space at the old Junior High School to become the new Central Office space may be ready to bid in May, with abatement and Demolition beginning in September, and possible move of the central office staff in summer of 2019
  - Berry construction is expected to be completed in mid-April, with the 5<sup>th</sup> & 6<sup>th</sup> grade students resuming in that building for the 18/19 SY.
- Social Sentinal is a partnership with the Warren County ESC and other Warren County schools, which monitors social media posts for threats against self, others and schools.
- School Safety Resolution encouraging the legislation leaders to create funding for school safety
- Retire/Rehire policy – legal counsel has been consulted along with NEOLA regarding this topic. Both have advised against a Retire/Rehire board policy. This should be a case by case basis following the Ohio Revised Code policy.
- Educational Climate Committee report, presented by Krista Foley. This is a follow up report from the Office of Civil Rights racial complaint. Mrs. Foley has worked with an Educational Climate Committee and a Student Committee discussing this issue

**Resolution 32-18: Approval of New Business Items X A-F except B**

Mrs. Donna Davis Norris moved to approve new business items X A–F except B. Mr. David Donovan seconded the motion and discussion followed.

X. New Business

A. Donations

Donor	Amount	Purpose
Stine-Kilburn Funeral Home	\$400.00	To be used for Lebanon High School Orchestra to purchase books, music, costumes, instruments and/or t-shirts
Kathleen McAndrews	Image 10.6Q treadmill (approximate value \$500.00)	To be used by students in the Motor Room at Berry Intermediate School
Sara Chestnut	Proform Space Saver 500 Elliptical (approximate value \$400.00)	To be used by students in the Motor Room at Berry Intermediate School
LJHS PTO	\$6,127.00	To be used to purchase chrome book carts, Picnic tables for court yard,

		and student display items at Lebanon Junior High School
Henry's Equipment Service	Chromebook (valued at \$213.43)	To be used as a Red Ticket prize for Lebanon Junior High School

**B. Board Policies**

It is recommended to approve First Reading of the following Board Policies.

1. 7540.03 - Student Technology Acceptable Use And Safety
2. 7540.04 - Staff Technology Acceptable Use And Safety
3. 7540.05 - District-Issued Staff E-Mail Account
4. 7540.06 - District-Issued Student E-Mail Account
5. 2271 - College Credit Plus Program
6. 4120.05 - Employment of Substitute Educational Aides
7. 5136 - Personal Communication Devices
8. 5136.01 - Electronic Equipment
9. 5200 - Attendance
10. 5330 - Use of Medications
11. 5530 - Drug Prevention
12. 6233 - Amenities for Participants at Meetings and/or Other Occasions
13. 6680 - Recognition
14. 7300 - Disposition of Real Property/Personal Property
15. 8600.04 - Bus Driver Certification
16. 9141 - Business Advisory Council

**C. Superintendent Recommendation Proposed Update to SCOC#27 - Vaping**

The superintendent is recommending an emergency approval of an update to Student Code of Conduct #27 and Consequence Grid - Vaping (copy included in packet)

**D. Resolution of the Lebanon City School District Board of Education Regarding Supporting School Safety and Reducing Violence in Schools**

It is recommended to approve a Resolution of the Lebanon City School District Board of Education regarding supporting school safety and reducing violence in schools. (copy included in packet)

**E. Approval of Out of State Student Trip**

It is recommended to approve the Color Guard out of state trip to Campbell County High School in Alexandria, Kentucky for the WGI Regional Competition on March 24 & March 25th, 2018. (copy included in packet).

F. Personnel

1. Resignations/Retirements

It is recommended to approve the following Resignations:

- a. Shawn Lamb, Physical Fitness, Winter, eff: 1/3/18
- b. Darlene Reffitt, Crossing Guard - Elementary, eff: 3/8/18

2. Termination of Non-Teaching Employment

It is recommended to approve the following Termination:

- a. Chelsea Payne, Crossing Guard, eff: 11/12/17

3. 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. Margaret Brooks, Teacher, MA+20, Step 10, eff: 8/9/18
- b. Cheryl Trumbly, Cafeteria Worker, Step 0, eff: 3/21/18

4. 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. Bethanie Lamb, Varsity Basketball Cheerleading Advisor ½, Level 5, Step 6
- b. Coni Duning, Varsity Basketball Cheerleading Advisor ½, Level 5, Step 6

5. 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 Cafeteria Worker

Ashley Robinson

Substitute Custodians



Heidi Parker  
Cristian Riley  
Ashley Robinson  
Heather Theis  
Gabriel Watkins

Substitute Teachers

Austin Dunn  
Rebecca Colemann  
Emily Neubauer

**6. Volunteers – Pending Acceptable BCI/FBI Checks**

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

Rita Millard  
Tom Millard  
Jeffrey Heck  
Christi Scheid  
Grant Riggs  
Starla Tohline  
Myrandah Couzins  
Kristin Adams  
Debra Snell

**7. Supplementals - Approval of Supplemental Volunteers - Pending Acceptable BCI/FBI Checks and Valid Pupil Activity Permits**

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

Lebanon High School

Andy Palmer, Volunteer Track Coach  
Joshua Graham Morgan, Volunteer Track Coach

**8. Changes of Status**

It is recommended to approve the following Changes of Status:

- a. Jacob Johnson, from Custodian, Class II, Step 14, to Custodian, Class III, Step 14, eff: 3/1/18
- b. Darlene Reffitt, from Cafeteria Worker, Step 2, to Kitchen Manager, Step 2, eff: 3/20/18

**9. Home Instruction Tutors**

It is recommended to approve the following Home Instruction Tutors for the 2017-2018 School year:

Claire Browne  
Brenda Schwieterman

**10. Stipends**

It is recommended to approve the following Medical Support Staff for the Washington D.C. Trip for the 2017-2018 School Year at their hourly rate of pay:

- a. Susan Mohler, RN, Medical Support, Washington D.C. Trip 2017-2018
- b. Heather Wright, RN, Medical Support, Washington D.C. Trip 2017-2018

**11. Stipend Corrections**

It is recommended to approve the following Stipend Corrections:

- a. Remove from Stipend, David Iannelli, Orchestra Director, LHS Spring Musical 2017-2018 SY, \$1000.00
- b. Change Stipend for Katherine Gordin, Stage Manager, LHS Spring Musical 2017-2018, from \$1000.00 to \$500.00

**12. Leaves of Absence**

It is recommended to approve the following leaves of absence:

- a. Melissa Lamb, unpaid childcare leave 2/13/18 - 5/1/18
- b. Kristin Neike, unpaid childcare leave 3/22/18 - 5/25/18
- c. Meagan Zanola, unpaid childcare leave 3/9/18 - 4/28/18

Motion carried with the following 5 – 0 vote:

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

**H Board of Education Communications**

- Warren County Career Center Liaison – Esther Larson
  - Students are currently enrolling. The enrollment is ahead of last year's numbers
  - There is a monthly luncheon for students and adults/businesses in the area which has been very powerful for the students.
  - The National Technical Honor Society was recently held
- Student Achievement Liaison – Chip Bonny
  - The Godspell play will be performed by the HS in late April
  - JH wrestling team had 9 members who qualified for state, with Luke Marsh, 8<sup>th</sup> grade student, who won his bracket.

- Legislative Updates – David Donovan
  - House Bill 512 (Restructure education agencies and their duties) is continuing
  - House Bill 360 (Enact Ohio Anti-Bullying and Hazing Act) is hearing testimony
  - Senate Bill 246 Seeks Changes to out-of-school suspensions and Expulsions for Pre-kindergarten through 3<sup>rd</sup> grade
- Community Audit Advisory Committee Liaison – Ryan Patterson, Donna Davis Norris
  - Nothing to report at this time.

Resolution 33-18: Motion to adjourn

Mrs. Esther Larson 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 6:58 p.m.

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Eric Sotzing, Treasurer

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Ryan Patterson, President