

**LEBANON BOARD OF EDUCATION**

**Boardroom  
160 Miller Road  
September 20, 2021  
6:00 pm**

**REGULAR MEETING**

- I. Call to Order**
- II. Pledge to the Flag**
- III. Roll Call**
- IV. Adoption of the Agenda**
- V. Student Board Member Update**  
Abby McKellop
- VI. Presentation by Invited Guests**  
  
Career Experience Class
- VII. Hearing of the Public**
- VIII. Approval of the Minutes and Signing**  
  
Approve and sign the minutes of the Special Meeting, August 30, 2021.
- IX. Financial Section**
  - A. Treasurer's General Fund Analysis & Financial Reports**
  - B. Monthly Reports**  
  
It is recommended to accept the financial reports for August 2021 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 2021 as presented.

**E. Approval of Salary Schedule FY 22**

It is recommended to approve the revised salary schedule: (background included in packet)

- 1. Substitute/Temporary Position Salary Schedule FY22 effective 10/1/2021

**F. Amended Certificate of Estimated Resources**

It is recommended to adopt the amended certificate of estimated resources for fiscal year 2021 as presented.

**G. Advances**

The Treasurer reports the following advances of funds were made on August 31, 2021 to eliminate negative fund balances. They will be repaid during September, 2021.

From Fund:	To Fund:	Amount
General Fund, 001-0000	Food Service, 006-0000	\$217,245.24
General Fund, 001-0000	Bowman School Supplies, 009-9006	\$17,638.07
General Fund, 001-0000	Berry School Supplies, 009-9007	\$2,634.04
General Fund, 001-0000	Math Worktext School Supplies, 009-9010	\$124,299.59
General Fund, 001-0000	Cares Project Grant, 019-9025	\$5,923.61
General Fund, 001-0000	Port Authority Career Tech Grant, 019-9026	\$12,595.00
General Fund, 001-0000	Classroom Facilities Maintenance Fund, 034-0000	\$90,839.95
General Fund, 001-0000	LJHS Renaissance Fund, 200-9037	\$311.26
General Fund, 001-0000	LHS Winter Guard, 300-9401	\$1,340.62
General Fund, 001-0000	LJHS Winter Guard, 300-9402	\$2,097.00
General Fund, 001-0000	LHS Drumline, 300-9404	\$2,660.56
General Fund, 001-0000	LJHS Drumline, 300-9405	\$871.37
General Fund, 001-0000	LHS Athletics, 300-9500	\$78,020.70
General Fund, 001-0000	LJHS Athletics, 300-9514	\$3,792.25
General Fund, 001-0000	LJHS Athletic Concessions, 300-9515	\$5,203.67
General Fund, 001-0000	School Bus Purchase Subsidy, 499-9001	\$37,934.56
General Fund, 001-0000	Parent Mentor Grant FY21, 499-9021	\$4,204.62
General Fund, 001-0000	Parent Mentor Grant FY22, 499-9022	\$1,618.33
General Fund, 001-0000	ESSER II Grant, 507-9022	\$3,537.96
General Fund, 001-0000	ESSER ARP Funds, 507-9122	\$6,295.47
General Fund, 001-0000	IDEA, Part B FY 21, 516-9021	\$37,795.67

General Fund, 001-0000	IDEA, Part B FY 22, 516-9022	\$41,098.72
General Fund, 001-0000	IDEA, Part B Restoration Funds, 516-9121	\$74,720.00
General Fund, 001-0000	Title III FY 22, 551-9022	\$11,549.23
General Fund, 001-0000	Title I FY 21, 572-9021	\$11,651.67
General Fund, 001-0000	Title I FY 22, 572-9022	\$4,714.78
General Fund, 001-0000	Title IVA FY 21, 584-9021	\$12,390.09
General Fund, 001-0000	Title IVA FY 22, 584-9022	\$15,500.00
General Fund, 001-0000	Early Childhood Education FY 21, 587-9021	\$4,559.67
General Fund, 001-0000	Early Childhood Education Restoration Funds, 587-9121	\$35,139.49

**H. Transfers**

It is recommended to authorize the Treasurer to execute the following interfund transfer due to transferability of Federal grants.

<b>From:</b>	<b>To:</b>	<b>Amount</b>
Title IIA FY 21, 590-9021	Title I FY 21, 572-9021	\$17,825.61

**I. Approval of New Grant**

It is recommended to approve the establishment of the following funds due to the awarding of a grant.

**Greater Cincinnati Foundation Learning Links Grant - 019-9023**

The purpose of these grants are for classroom projects at Lebanon High School for the Service Learning Class and an Adulting furniture build.

**Port Authority Career Tech Grant - 019-9026**

The purpose of this grant is for a workforce development initiative at Lebanon High School.

**J. Approval of Lebanon City School District Employees' Non-Resident Students to Attend Lebanon City Schools**

It is recommended to approve Lebanon City School District Employees' non-resident students to attend Lebanon City Schools for the 2021-2022 School Year. (background included in packet)

**K. Approval of Contract between Lebanon City Schools and Emily McNamara for provision of Special Education Services from August 1, 2021 and ending July 31, 2022**

It is recommended to approve the contract between Lebanon City Schools and Emily McNamara for provision of Special Education Services from August 1, 2021 and ending July 31, 2022. (background included in packet)

**L. Approval of Service Agreement between Lebanon City Schools and Affordable Language Services for the provision of language interpretation and translation services for the 2021-2022 School Year**

It is recommended to approve the Service Agreement between Lebanon City Schools and Affordable Language Services for the provision of language interpretation and translation services for the 2021-2022 School Year. (background included in packet)

**M. Approval of MOU between Lebanon City Schools and Butler County ESC/Union Day School for the 2021-2022 School Year**

It is recommended to approve a Memorandum of Understanding between Lebanon City Schools and Butler County ESC for the enrollment of students into the Union Day School for the 2021-2022 School Year. (background included in packet)

**N. Approval of MOU between Lebanon City Schools and Warren County Board of Developmental Disabilities for grant funds totaling \$49,484.00 for the 2021-2022 School Year**

It is recommended to approve a Memorandum of Understanding between Lebanon City Schools and Warren County Board of Developmental Disabilities for use of awarded grant funds totaling \$49,484.00 toward providing transition services in the form of a Job Coach for community work-study opportunities and vocational/pre-employment instructional supplies for students with disabilities. (background included in packet)

**O. Approval of MOU between Lebanon City Schools and Talbert House for the 2021-2022 School Year**

It is recommended to approve a Memorandum of Understanding between Lebanon City Schools and Talbert House for the provision of student prevention and support services for the 2021-2022 School Year. (background included in packet)

**X. Communications**

**A. Superintendent's Update**

- Staff Shortages
- Current Covid-19 information
- Warren County Quarantine Pilot

**XI. New Business**

**A. Donations**

It is recommended to approve the following donations.

<b>Donor</b>	<b>Amount</b>	<b>Purpose</b>
Warren County Historical Society	\$1,464.08	To be used for the needs of the LHS Baseball Team
Warren County Historical Society	\$3,459.49	To be used for the needs of the LHS Baseball Team
Cheryl Fox-Westside Church of Christ	\$275.00	To be used for student supplies used in the classroom

**B. Job Description - First Reading**

It is recommended to approve the first reading of the following job descriptions. (background included in packet)

1. Treasurer - Full Time, Exempt
2. Central Office Secretary - Receptionist/Registration/Special Projects - Part Time, Non-Exempt

**C. Personnel**

**1. Approval of Employment Contract between the Lebanon City School District Board of Education and Treasurer, Karen Ervin**

It is recommended to approve the Employment Contract between Lebanon City School District Board of Education and Treasurer, Karen Ervin eff: 10/1/2021. (background included in packet)

## **2. Resignations**

It is recommended to approve the following **Resignations**:

- a. Mark Davis, LHS Swimming Coach, eff: 9/8/2021
- b. Mark Davis, LHS Assistant Swimming Coach, eff: 9/8/2021
- c. Alicia Smith, Bus Driver, eff: 8/3/2021

## **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. Mackenzie Wright, Special Education Teacher Assistant Class III, Step 0, eff: 8/18/2021
- b. Nichole Cotterell, General Aide Class I, Step 0, eff: 8/23/2021
- c. Kace Mace, Special Education Teacher Assistant Class III, Step 0, eff: 8/27/2021
- d. Tanner Scalia, Custodian Class II, Step 7, eff: 9/2/2021
- e. Paul A Brewer, Crossing Guard, Step 0, eff: 8/24/2021
- f. Angela Hall, Special Education Teacher Assistant Class III, Step 5, eff: 9/7/2021
- g. Elizabeth Waugh, Special Education Teacher Assistant Class III, Step 2, eff: 9/2/2021
- h. Andre Eam, Special Education Teacher Assistant Class III, Step 0, eff: 9/13/2021
- i. Cassidy Crooks, Payroll Specialist, Step 5, eff: 10/1/2021
- j. Andrea Pittman, Special Education Teacher Assistant Class III, Step 10, eff: 9/13/2021
- k. Alice Wood, Bus Driver, Step 0, eff: 8/23/2021
- l. Curtis Jones, Bus Driver, Step 0, eff: 8/24/2021
- m. Leah Jeffery, Special Needs Bus Aide, Step 1, eff: 8/16/2021
- n. Julia Patrick, Special Needs Bus Aide, Step 0, eff: 8/16/2021
- o. Kathryn Albrektson, Special Needs Bus Aide, Step 0, eff: 8/16/2021
- p. Tina Geselbracht, Special Needs Bus Aide, Step 0, eff: 8/16/2021
- q. Dorthy Lykins, Special Needs Bus Aide, Step 0, eff: 9/20/2021
- r. Kristen Meeman, Cafeteria Worker, Step 0, eff: 9/21/2021
- s. Faith Likins, Cafeteria Worker, Step 0, eff: 9/13/2021

t. Lori Highley, Cafeteria Worker, Step 0, eff: 9/14/2021

**4. Permanent Building Substitute - Pending Acceptable BCI/FBI Checks and Proper Licensure/Transcripts/Current CDL's/Aide Permits as applicable**

Jennifer Beck - BPS, eff: 8/30/2021

Angela Davidson - DES, eff: 9/7/2021

Junior Monroe - DES, eff: 9/20/2021

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

It is recommended to approve the following classified substitutes for the 2021-2022 School Year.

**Classified Substitutes**

Charli Faehr

Julianna Coates

Tonia Schepker

Christina Riddick

Sandra Offord

Taylor Smith

Nikki Crouch

**Substitute Bus Drivers**

Paul A Brewer

**Substitute/Trainee Bus Drivers**

Olivia McCaskey

**Long Term Certified Substitute Teachers**

It is recommended to approve the following Long Term Certified Substitute Teachers for the 2021-2022 School Year:

Louise Hayes, BA, Step 0, eff: 1/24/2022

Barbara Bruns-Mueller, eff: 9/8/2021

**6. Approve Tutors - Pending Acceptable BCI/FBI Checks and Appropriate Certification/Licensure as applicable for the 2021-2022 School Year**

It is recommended to approve the following Tutors:

- a. Certified Intervention Tutors for the 2021-2022 School Year to be paid through ESSER funds at the rate of \$13.29 per hour

**Lebanon High School**

Michaela King, eff: 9/9/2021

**7. District Covid Tracker to be paid at a rate of \$24.05 per hour as needed**

- a. Elizabeth Pennix, eff: 9/15/2021

**8. Supplementals - Pending Acceptable BCI/FBI Checks and Verification of Past Experience and Valid Pupil Activity Permits Effective 2021-2022 School/Contract Year.**

**LEBANON HIGH SCHOOL**

<b>NAME</b>	<b>POSITON</b>	<b>LEVEL</b>	<b>STEP</b>
Ault, Tom	LHS Bowling Coach Assistant	4	1
Brown, Kevin	LHS Advisor - Winter Guard (1/2)	5	0
Chasteen, Josh	LHS Assistant Basketball Coach Boys	10	6
Chivington, Nathan	LHS Head Basketball Coach Boys	12	6
Cornell, Shellie	LHS Faculty Manager of Athletics	7	0
Daniel, Earl	LHS Faculty Manager of Athletics	7	6
Duning, Coni	LHS Cheerleader Advisor - JV Basketball	3	6
Harris, Terri	DIST Advisor - War of Wits	5	6
Hensley, Nick	LHS Head Wrestling Coach	11	6
Hilyard, Chad	LHS Assistant Wrestling Coach (1/2)	9	4
Hodges, Rob	LHS Head Basketball Coach Girls	12	6
Hopkins, Matthew	LHS Advisor Physical Fitness - Winter	3	6
Jacobs, Jordan	LHS Freshman Basketball Coach Boys	8	1

Lamb, Bethanie	LHS Cheerleader Advisor Varsity Basketball	5	6
Lovy, Jeremy	LHS Assistant Wrestling Coach (1/2)	9	4
McIntire, Matt	LHS Assistant Wrestling Coach	9	6
Miller, Lauren	LHS Freshman Basketball Coach Girls	8	1
O'Rourke, Patrick	LHS Winter Percussion Coordinator	8	1
Russell, Ali	LHS Assistant Basketball Coach Girls	10	1
Sersion, Andrew	LHS Pep Band	2	4
Smith, Christy	LHS Cheerleader Advisor - Freshman Basketball	3	5
Spatz, Brendan	LHS Assistant Basketball Coach Girls	10	6
Stark, Jessica	LHS Lebanon Singers Choreographer	3	0
Volmering, Ron	LHS Bowling Coach	6	6
Watson, Christopher	LHS Faculty Manager of Athletics (1/3)	7	0
Woesman, Shelby	LHS Advisor - Winter Guard (1/2)	5	2
Williams, Riley	LHS Advisor - Bridges *	4	2

**LEBANON JUNIOR HIGH SCHOOL**

<b>NAME</b>	<b>POSITON</b>	<b>LEVEL</b>	<b>STEP</b>
Ball, Chelsea	LJHS Assistant Basketball Coach Girls	6	6
Ball, Ty	LJHS Assistant Basketball Coach Girls	6	4
Barsala, Beth	LJHS Cheerleader Advisor - Basketball	4	6
Duff, Jennifer	LJHS Faculty Manager - Winter	2	6
Kinsey, Mike	LJHS Assistant Basketball Coach Boys	6	3
Oldiges, Kyle	LJHS Assistant Basketball Coach Boys	6	0
Osborne, Donald	LJHS Head Basketball Coach Girls	8	6
Speidel, Kristina	LJHS Cheerleader Advisor - Basketball	4	6
Strahm, Jacob	LJHS Head Basketball Coach Boys	8	4
Taylor, Ryan	LJHS Wrestling Coach	7	2
Taylor, Scott	LJHS Wrestling Coach Assistant	5	3
Turner, Amanda	LJHS Assistant Basketball Coach Girls	6	4

Vaughn, Kathy	LJHS Faculty Manager - Winter	2	2
Vaughn, Kathy	LJHS Faculty Manager - Fall	2	2

**9. Supplemental Volunteer Coaches - Pending Acceptable BCI/FBI Checks and Valid Pupil Activity Permits - Effective 2021-2022 School/Contract Year**

It is recommended to approve the following Volunteer Coaches for the 2021-2022 School Year:

**a. Lebanon Junior High School**

George Groh  
Vincent Murphy

**10. Board Resolution for Employment of Non-Licensed Coaches**

It is recommended to approve Board Resolutions for Employment of Non-Licensed Coaches. (copy of resolutions included in packet)

**11. Changes of Status**

It is recommended to approve the following Changes of Status:

- a. Corey Tuck, Special Education Teacher Assistant Class III, from Step 0, to Step 3, eff: 8/12/2021
- b. Barbara Frederick-Miller, Special Education Teacher Assistant Class III, from Step 0 to Step 10, eff: from 8/30/2021 to 9/10/2021
- c. Treasa Bigg, Special Needs Bus Aide, Step 0, from eff: 8/17/2021 to eff: 8/12/2021
- d. Rachael Early, Teacher, from MA Step 12 to MA+20 Step 13, eff: 21-22 SY
- e. Meagan Zanola, Teacher, from BA Step 3 to BA+15 Step 4, eff: 21-22 SY
- f. Deborah Hess, from Custodian Class III Step 14 to Transportation Secretary Class II Step 5, eff: 9/21/2021

**12. Change of Status**

- a. Terah Banta, from Transportation Secretary Class II, Step 7 to Payroll Assistant/Accounting Specialist, Step 3, eff: 10/1/2021

**13. Home Instruction Tutors - Pending Acceptable BCI/FBI Background Checks**

It is recommended to approve the following Home Instruction Tutors for the 2021-2022 School Year:

Chelsea Ball  
Darien Elliott  
Kelly Chartrand  
Tessa Molina  
Dori Friend

**14. Interpreter Services**

It is recommended to approve the following Interpreter Services for the 2021-2022 School Year:

Jacob Yanes, \$20.00 per hour

**15. Volunteers- Pending Acceptable BCI/FBI Checks**

It is recommended to approve the list of Volunteers for the 2021-2022 School Year.

Carraway, Carol	Lassen, Alycia
Carraway, Richard	Lassen, Jeffrey
Caudill, Kristina	Lawson, Caleb
Cox, Molly	Lawson, Jill
Davis, Brooke	Marcincavage, Kayla
Edens, Emilee	Maroon, Michael
Fisher, Amy	Musgrove, Lindsay
Goodwin, Haley	Nash, Kendall
Hammil, Randi	Pennekamp, Emily
Harrison, Melissa	Ridings, Nathan
Huddleson, Eric	Seymour, Leah
Jaber-Eid, Dana	Shaver, Katherine
Kirchmer, Cynthia	Silver, Jessica

Kronour, Lindsey	Stuckey, Stefanie
Kruth, Melanie	

## **16. Transportation Seasonal Workers**

It is recommended to approve Seasonal Workers for the 2021-2022 school year

Ronnie Wilson  
Ronald Brooks

## **17. Stipend**

It is recommended to approve the following Stipends for the 2021-2022 school year.

- a. Scott Chamberlain - DJ Services for Homecoming - \$900.00
- b. Will Kuhn - Auditorium Technical Director - \$2,429.00
- c. Eric Sotzing - Auditorium Technical Director - \$5,667.00
- d. Anna Estrada - Services provided for Spanish Immersion Program at per diem rate - \$118.11 eff: 9/7/2021 (background included in packet)
- e. Michelle Crockett - Marching Band Technician - \$1,200.00

## **18. Leave of Absence**

- a. Nancy Munninghoff - It is recommended to approve an unpaid leave of absence for 2 days. (October 21, 2021 and October 22, 2021)
- b. Tara Eisinger - It is recommended to approve an unpaid leave of absence for 2 days. (September 2, 2021 and September 3, 2021)
- c. Isabel Del Valle - It is recommended to approve an unpaid leave of absence for purposes of child care. (September 13, 2021 to October 31, 2021)
- d. Katherine Dooley - Is it recommended to approve an unpaid leave of absence for purposes of child care. (August 13, 2021 to October 15, 2021)
- e. Meagan Zanola - Is it recommended to approve an unpaid leave of absence for 1.75 days for purposes of child care. (October 18, 2021 to October 19, 2021)

**D. Board of Education Communications**

- Warren County Career Center Liaison  
Esther Larson
- Student Achievement Liaison  
David Donovan
- Legislative Information Liaison  
Kim Cope
- Community Audit Advisory Committee Liaison  
Ryan Patterson, Jr.  
Michael Lane

**XII. Executive Session** - for the purpose of considering the appointment, employment, promotion or compensation of a public employee or official.

**XIII. Adjournment**