

**LEBANON BOARD OF EDUCATION**

**Board Room  
700 Holbrook Avenue  
May 15, 2017  
5:30 pm**

**REGULAR MEETING**

**I. Call to Order**

**II. Pledge to the Flag**

**III. Roll Call**

**IV. Adoption of the Agenda**

**V. Hearing of the Public**

**VI. Approval of the Minutes and Signing**

Approve and sign minutes of Public Meeting and Regular Meeting, April 17, 2017.

**VII. Student Board Member Update**

- Claire Pritchard

**VIII. Financial Section**

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

**B. Monthly Reports**

It is recommended to accept the financial reports for April 2017 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 2017 as presented.

**E. Amended Certificate of Estimated Resources**

It is recommended to adopt the amended certificate of estimated resources for fiscal year 2017 as presented.

**F. Advances**

The Treasurer reports the following advances of funds were made at April 30, 2017 to eliminate negative fund balances. They will be repaid during May, 2017.

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
General Fund, 001-0000	Summer School, 001-9800	\$6,943.55
General Fund, 001-0000	Donovan Media Center, 018-9011	\$919.95
General Fund, 001-0000	Berry Media Center, 018-9028	\$4,829.34
General Fund, 001-0000	Volleyball Tournament, 022-9000	\$110.09
General Fund, 001-0000	Girls Basketball Tournament, 022-9003	\$22.90
General Fund, 001-0000	Baseball Tournament, 022-9005	\$1,940.00
General Fund, 001-0000	Softball Tournament, 022-9006	\$1,524.80
General Fund, 001-0000	LHS Science Olympiad, 200-9033	\$116.45
General Fund, 001-0000	Making Middle Grades Work, 461-9017	\$130.00
General Fund, 001-0000	IDEA, Part B FY 17, 516-9017	\$79,331.19
General Fund, 001-0000	Title III FY 17, 551-9017	\$6,595.09
General Fund, 001-0000	Title I FY 17, 572-9017	\$50,194.36
General Fund, 001-0000	Title IIA FY 17, 590-9017	\$5,359.46

**G. School Fees**

It is recommended to approve School Fees for the 2017-2018 School Year. (copy included in packet)

**H. Administrative Salary Schedule FY18**

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

**I. Approval of a Reimbursement**

It is recommended to approve a Reimbursement. (copy included in packet)

<u>Vendor</u>	<u>Amount</u>
Susan Bost	\$50.00

## **IX. Communications**

### **A. Superintendent's Update**

- Levy Update
- Construction Update
- Profile of a Graduate Update

## **X. New Business**

### **A. Donations**

1. It is recommended to accept \$5,100.37 from the Warren County Historical Society to Lebanon High School. The purpose of this donation is to be used by the LHS baseball team only.
2. It is recommended to accept \$7,500.00 from Lebanon Junior High School PTO to Lebanon Junior High School. The purpose of this donation is to purchase chromebooks and a cart.
3. It is recommended to accept \$2,256.00 from Lebanon Junior High School PTO to Lebanon Junior High School. The purpose of this donation is to purchase 3 picnic tables.

### **B. Approval of 1st Reading of Board Policies**

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

1. 0157 - Organization - BYLAWS
2. 2430 - District-Sponsored Clubs and Activities - PROGRAM
3. 2430.02 - Participation Of Community/STEM School Students In Extra-Curricular Activities - PROGRAM
4. 2431 - Interscholastic Athletics - PROGRAM
5. 2461 - Recording Of District Meetings Involving Students And/Or Parents - PROGRAM
6. 2623 - Student Assessment and Academic Intervention Services - PROGRAM
7. 3120.08 - Employment Of Personnel for Co-Curricular/Extra-Curricular Activities - PROFESSIONAL STAFF
8. 3217 - Weapons - PROFESSIONAL STAFF
9. 3220 - Teacher Evaluation - PROFESSIONAL STAFF
10. 4217 - Weapons - CLASSIFIED STAFF
11. 5111 - Eligibility Of Resident/Nonresident Students - STUDENTS
12. 5111.01 - Homeless Students - STUDENTS
13. 5111.03 - Children And Youth In Foster Care - STUDENTS

14. 5114 - Nonimmigrant Students And Foreign-Exchange Students - STUDENTS
15. 5200 - Attendance -STUDENTS
16. 5460 - Graduation Requirements - STUDENTS
17. 5610 - Removal, Suspension, Expulsion, And Permanent Exclusion Of Students - STUDENTS
18. 5630.01 - Positive Behavior Intervention And Supports And Limited Use Of Restraint And Seclusion - STUDENTS
19. 6320 - Purchases - FINANCES
20. 6325 - Procurement - Federal Grants/Funds - FINANCES
21. 6423 - Use Of Credit Cards - FINANCES
22. 6700 - Fair Labor Standards Act (FLSA) - FINANCES
23. 7217 - Weapons - PROPERTY
24. 8210 - School Calendar - OPERATIONS
25. 8300 - Continuity Of Organizational Operations Plan - OPERATIONS
26. 8305 - Information Security - OPERATIONS
27. 8310 - Public Records - OPERATIONS
28. 8320 - Personnel Files - OPERATIONS
29. 8330 - Student Records - OPERATIONS
30. 8340 - Letters Of Reference - OPERATIONS
31. 8452 - Automated External Defibrillators (AED) - OPERATIONS
32. 8500 - Food Services - OPERATIONS
33. 9270 - Equivalent Education Outside The Schools & Participation In Extra-Curricular For Students Not Enrolled In The District - RELATIONS

**C. Approval of Overnight/Out of State Extended Student Trip**

It is recommended to approve an overnight/out of state extended student trip for the Marching Band to attend Performance at Bands of America Grand Nationals Competition from 11/10/17-11/11/17 at Lucas Oil Stadium in Indianapolis, Indiana. (copy included in packet)

**D. Memorandum of Understanding**

It is recommended to approve a Memorandum of Understanding between the Lebanon City School District Board of Education and the Lebanon Employee Association. (copy included in the packet)

## **E. Personnel**

### **1. Resignations/Retirements**

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

1. Julie Bernier, Teacher, eff: 5/31/17
2. Karen Boger, Bus Driver, eff: 5/08/17
3. Megan Bonifas, Teacher, eff: 5/31/17
4. Erin Keffaber, Special Education Teacher Asst., eff: 5/31/17
5. Paul Kemper, Head Boys Basketball Coach, LJHS, eff: 17/18 SY
6. Cody Klueter, Teacher, eff: 5/31/17
7. Matt Reis, Teacher, eff: 5/31/17
8. Janet Stimmell, Bus Driver, eff: 4/30/17
9. Susan Wheeler, Special Education Teacher Asst., eff: 7/02/17
10. Cassidy Wodke, Teacher, eff: 5/31/17
11. Erin Barson, Assistant Football Cheerleading Advisor, LHS, eff: 17/18 SY

b. It is recommended to approve the following **Retirements**:

1. Cheryl Bussell, Bus Driver, eff: 6/30/17
2. Stephen Dalton, Bus Driver, eff: 5/31/17
3. Debbie Weaver, Special Education Teacher Assistant, eff: 6/30/17

### **2. Resignation-Correction of Effective Date**

a. Becky Hill, Transportation Supervisor, eff: 5/01/17

### **3. Retirement-Correction of Effective Date**

a. Debra Ventling, Media Specialist, eff: 6/30/17

### **4. 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. Dan Abbott, Bus Driver, Step 3, eff: 4/18/17
- b. Tammy Diel, Bus Driver, Step 6, eff: 5/1/17

- c. Hope Gatlin, Teacher, MA - 0, eff: 8/10/17
- d. Mary Kennedy, Bus Driver, Step 0, eff: 4/18/17
- e. Emily McNamara, Teacher, Intervention Specialist, BA-0, eff: 8/10/17
- f. David Oglesby, Transportation Supervisor, Schedule J, Level 4 eff: 7/01/17. Prior to 7/1/17, David Oglesby can be employed up to 4 days at the per diem rate of \$283.79.
- g. Deborah Perry, Food Service/Cafeteria Worker, Step 0, eff: 8/15/17
- h. Travis Phillips, Bus Mechanic, Step 10, eff: 5/22/17

**5. Resolution to re-employ a retired classified employee**

It is recommended to approve a resolution to re-employ Cindi West as a classified employee as Exempt Secretary-Superintendent, Step 16 on a limited contract for a one-year term beginning July 1, 2017 and ending June 30, 2018. (copy included in packet)

**6. 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 2016-2017 School Year:

**Substitute Secretary**

Robyn Lane

It is recommended to approve the following Substitute Bus Driver Trainees, Sub Bus Aides, and Sub Crossing Guards – pending successful completion of the following: T-8 Physical, BCI/FBI background checks, TB, DOT drug/alcohol, temporary CDL licensing, and Aide Permits as applicable.

Audrey McClure	eff: 5/15/17
Jefferies White	eff: 5/15/17
Paula Christy Ellis	eff: 5/15/17

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

It is recommended to approve the following Volunteers for the 2016-2017 School Year:

Donald Lamar

**8. Board Resolution for Employment of Non-licensed Coach**

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

**9. 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 Junior High School**

- a. Samantha Bergman, Assistant Girls Volleyball Coach, Level 5, Step 0
- b. Karen Miranda, Assistant Girls Volleyball Coach, Level 5, Step 6
- c. Matt Pence, Head Wrestling Coach, Level 7, Step 6

**Lebanon High School**

- a. Coni Duning, Varsity Football Cheerleading Advisor ½, Level 5, Step 6
- b. Bethanie Lamb, Varsity Football Cheerleading Advisor ½, Level 5, Step 6
- c. Corri Meeks, Assistant Football Cheerleading Advisor, Level 3, Step 0
- d. Ryan Ellis, LHS Marching Band Choreographer, Level 4, Step 0
- e. Ryan Ellis, LHS Winter Percussion Coordinator, Level 8, Step 0
- f. Ryan Ellis, LHS Fall Percussion Coordinator, Level 7, Step 0

**Volunteer Coaches**

- a. Jennifer List, Volunteer Girls Soccer Assistant Coach, LHS

**10. Change of Status**

It is recommended to approve the following Change of Status:

- a. Sherrie Strange, from Principal Secretary, Class II, Step 19 to Central Office Secretary, Step 15 .5fte, eff: 6/14/2017
- b. Shellie Cornell, from OAPSE Secretary II, Step 1, to Central Office Secretary, Step 0, eff: 6/13/17
- c. Alyssa Stewart, Counselor, from 10 Extended Days to 15 Extended Days, eff: 16-17 SY

- d. Ryan “Liz” Hartley, Counselor, from 10 Extended Days to 15 Extended Days, eff: 16-17 SY

**11. Stipends**

It is recommended to approve the following Stipends.

**a. Cooperating Teacher Stipends for the 2nd Semester of the 2016-2017 SY:**

<u>Bldg.</u>	<u>Cooperating Teacher</u>	<u>Student Teacher</u>	<u>Univ.</u>	<u>Amt.</u>
LHS	Jason Simcoe	Jessica Springer	Wilmington College	
\$150.00				

- b. Darwin Herold, Interim Transportation Supervisor, \$1,000.00, eff: 5/1/17-6/30/17

**12. Summer School Support Program 2017**

It is recommended to approve the following Summer School Support Program Dates and Staff.

**2017 Summer School Support Program Dates:**

K-6 summer school will take place on-line (June 5 – August 4)  
 7-12 summer school will be June 5 through June 30 at Lebanon High School (no Fridays)

**K-12 Summer Support Program Site Manager Stipend of \$1,950.00**

Kelli Shumaker

**Teachers & Substitute Teachers at a rate of \$28.18**

- Alisonne Hicks
- Jamie Hilen
- Andrew Hutchinson
- Jessica Kaiser
- Kristen Kreps
- Kathi McComb
- Jerome Noe
- Kara Patterson
- Kelli Shumaker
- Beth Tharp
- Amanda Turner

### **13. Teacher Contracts**

It is recommended to approve the following teacher contracts.

#### **2nd One Year Contract (2017-2018 SY)**

Jennifer Bruton  
Steven Crago  
Bess Franklin  
Margaret Frommling  
Sarah Hester  
Melissa Jones  
Ward Jones .8 fte  
Lora Kendrick  
Jeff King  
Jennifer List  
Robyne Magness  
Eryn McHale  
Rebecca McLaughlin .5 fte  
Melissa Spence  
Victoria Spinner .5 fte  
Amy Stevens

#### **3rd One Year Contract (2017-2018 SY)**

David Alford  
Tyler Ball  
Samantha Bergman  
Claire Browne  
Joshua Chasteen  
Jordana Conger  
Andrea Conover  
Michelle Crockett  
Jaime Engel  
Tyler Fugate  
Cherie Gibson  
Katherine Gordin  
Whitney Gorsuch  
Justin Guy  
Maggie Holtkamp

Melissa Lamb  
Joseph Lavelle  
Michelle Leever  
Lisa Maynard  
Kristin Neike  
Ryan Nollen  
Joseph Pearce  
Erica Riblet  
Steven Richardson  
Alisa Russell  
Kala Steedly .6 fte  
Janet Terrell  
Amanda Turner  
Katherine Vanover  
Hali Werner

**Two Year Contract (2017-2018 and 2018-2019 SY)**

Cameron Auer  
Aaron Bacon  
Chelsea Ball  
Mark Bierkan  
Mollie Blaisdell  
Jeanne Borja .75 fte  
Thomas Collins  
Tiffany Daniel  
Kimberly Dillon  
Michelle Dillon  
Rachael Earley  
Darien Elliott  
Joseph Foster  
Anna Frank, Physical Therapist  
Tabetha Frost, Occupational Therapist, .65 fte  
Meghan Garuccio  
Grant Georgic  
Margo Graler  
Elizabeth Greiner  
Katherine Haddix  
Austin Halsey  
Joshua Hannah

Alisonne Hicks  
Jamie Hilen  
Kristen Hodges  
Kathleen Hytla  
Allison Johnson, Physical Therapist .8 fte  
Paul Kemper  
Scott Kestner  
Susie Kramer  
Katherine Lacon  
Wynette Lamb  
Tiffany Martin  
Elizabeth McCormack, Physical Therapist  
Celeste McGinness  
Angela Meyer  
Amanda Moore  
Alison Mount  
Clinton Nagel  
Eilene Nielsen  
Tara Nye  
Mardis Parker, Jr.  
Cara Pease .6 fte  
Kim Reber, Occupational Therapist, .8 fte  
Tyna Rehberg  
Emily Savage  
Lydia Schwartz  
Brenda Schwieterman  
Christine Shaw  
Alyssa Stewart  
David Tarr  
Elizabeth Turpin  
Dawn Utter  
Noah Waspe  
James Watts  
Autumn Wood

**Continuing Contract**

Nick Hensley  
Kevin Higgins

#### **14. Job Descriptions - First Reading**

It is recommended to approve the following Job Descriptions for First Reading. (copy included in packet)

- a. Athletic Director Secretary
- b. Central Office Secretary for Food Service and Maintenance Departments

#### **15. Saturday School Monitor**

It is recommended that the following Saturday School Monitor be approved for the 2016-2017 School Year pending acceptable BCI/FBI background checks and appropriate Certification/licensure.

Lebanon Junior High School  
Patricia Bugher

#### **16. Leaves of Absence**

It is recommended to approve the following leaves of absence:

- a. Kelly Johnson, unpaid childcare leave 5/3/17 - 5/25/17.
- b. Janet Stimmel, unpaid leave 2/1/17-4/30/17.
- c. Vanessa Kylander, unpaid childcare leave for the 2017-2018 school year.

#### **F. Board of Education Communications**

- Warren County Career Center Liaison  
Esther Larson
- Student Achievement Liaison  
Esther Larson
- Legislative Information Liaison  
Brian DeGennaro
- Community Audit Advisory Committee Liaison  
Donna Davis Norris  
Ryan Patterson, Jr.

#### **XI. Adjournment**