

**LEBANON BOARD OF EDUCATION**  
**Board Meeting Room**  
**700 Holbrook Ave.**  
**November 19, 2018, 5:30pm**

The Lebanon City School District Board of Education met Regular Session for the purpose of the Regular Board Meeting on November 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 5:30 pm

**Roll Call**

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

**Others Present**

Mr. Eric Sotzing, Treasurer, Mr. Todd Yohey, Superintendent; Krista Foley, Robert Buskirk, Mark Graler, Kelly O'Connell, Marla Norma, Lori Palmer, Bunny Brooks, Matt Hopkins and Tyna Rehberg, LCS staff.

**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; Nathaniel Beckman, Robert Beckman, Lily Moncivaiz and Leigha Donner.

**Resolution 100-18: 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

**Presentation by students from the LHS Career Experience Class** – Student discussed several pathways they can experience in this class such as; medical, education, manufacturing, business, public safety, financial and fitness & recreation.

**Student Update – Jackson Beck**

- Football ended their season 5-5
- Sam Duncan did well in Cross Country, breaking the school record.

- Senior Dress up day went well
- FBLA went to Chicago for a leadership conference
- 8 students participated in the Sports Signing Day
- Student Counsel had a food drive
- Students recognized LHS teachers and staff during Teacher Appreciation week

**Resolution 101-18: Motion to approve the minutes of the October 26, 2018 Special Board Meeting**

Mrs. Esther Larson 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

**Resolution 102-18: Approval of Financial Items VIII, A-O except C.**

Mrs. Donna Davis Norris moved to approve financial items VIII, A-O except C. Mr. David Donovan 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 October 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 2019 as presented.

**E. Amended Certificate of Estimated Resources**

It is recommended to adopt the amended certificate of estimated resources for fiscal year 2019 as presented.

**F. New Fund Approval**

It is recommended that the Board approve the establishment of the following fund:

**Captain's Council:**

**300-9505**

The purpose of this fund is to create a call to serve the community, connect with the youth, promote school spirit and establish communications throughout athletics and the high school.

**G. New Fund Approval**

It is recommended that the Board approve the establishment of the following fund:

**Gloria Taylor Memorial Scholarship:**      **007-9019**

The purpose of this fund is to create an expendable trust fund scholarship to go to a senior female athlete who has participated in at least one or more of the Lady Warrior Athletics which Gloria Taylor started and of which was the first coach: basketball, tennis, track and field, or volleyball.

**H. Advances**

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

| <b>From Fund</b>       | <b>To Fund</b>                            | <b>Amount</b> |
|------------------------|---|---------------|
| General Fund, 001-0000 | Summer School, 001-9800                   | \$4,211.28    |
| General Fund, 001-0000 | Donovan Building Fund, 018-9019           | \$4,730.09    |
| General Fund, 001-0000 | Berry Media Center, 018-9028              | \$5,933.89    |
| General Fund, 001-0000 | Boys Soccer Tournament, 022-9001          | \$1,940.00    |
| General Fund, 001-0000 | Girls Soccer Tournament, 022-9002         | \$1,383.00    |
| General Fund, 001-0001 | Wrestling Tournament, 022-9004            | \$74.87       |
| General Fund, 001-0000 | Baseball Tournament, 022-9005             | \$219.25      |
| General Fund, 001-0000 | LHS Yearbook, 200-9009                    | \$1,103.68    |
| General Fund, 001-0000 | LHS Science Olympiad, 200-9033            | \$117.80      |
| General Fund, 001-0000 | LHS Athletics, 300-9500                   | \$40,373.21   |
| General Fund, 001-0000 | IDEA, Part B FY 18, 516-9018              | \$224,770.75  |
| General Fund, 001-0000 | IDEA, Part B FY 19, 516-9019              | \$255,401.06  |
| General Fund, 001-0000 | Title III FY 18, 551-9018                 | \$725.28      |
| General Fund, 001-0000 | Title III FY 19, 551-9019                 | \$5,130.00    |
| General Fund, 001-0000 | Title I FY 18, 572-9018                   | \$124,399.92  |
| General Fund, 001-0000 | Title I FY 19, 572-9019                   | \$118,190.18  |
| General Fund, 001-0000 | Early Childhood Education FY 19, 587-9019 | \$22,966.16   |
| General Fund, 001-0000 | Title IIA FY 18, 590-9018                 | \$3,150.64    |
| General Fund, 001-0000 | Title IVA FY 18, 599-9018                 | \$4,249.90    |
| General Fund, 001-0000 | Title IVA FY 19, 599-9019                 | \$20,760.00   |

**I. 5 Year Forecast**

It is recommended to approve the new 5-year forecast (October 31, 2018). (copy included in packet)

**J. Approval of Invoices**

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

| <u>Vendor</u>                    | <u>Purchase Order</u> | <u>Amount</u> |
|----------------------------------|-----------------------|---------------|
| Warren County Educational Center | 1902124               | \$3,000.00    |
| Warren County Educational Center | 1902330               | \$3,180.50    |

**K. Approval of a Memorandum of Understanding between Warren County Board of Developmental Disabilities and Lebanon City Schools**

It is recommended to approve a Memorandum of Understanding between Warren County Board of Developmental Disabilities and Lebanon City Schools in order to establish guidelines related to the administration of a provider support and recruitment plan for the benefit of individuals with developmental disabilities served in Warren County and to assist with implementing the Board's Strategic Plan. (copy included in packet)

**L. Approval of an updated Summary of Services Contract between Warren County Educational Services Center and Lebanon City Schools**

It is recommended to approve an updated Summary of Services Contract between Warren County Educational Services Center and Lebanon City Schools to reflect the addition of a Paraprofessional serving as a Job Coach. (copy included in packet)

**M. Resolution to Accept a Tentative Agreement between Lebanon City Schools Board of Education and Lebanon Employee Association (LEA)**

It is recommended to accept a tentative agreement between Lebanon City Schools Board of Education and Lebanon Employee Association (LEA) (copy included in packet)

**N. Approval of Salary Schedule Amendments**

It is recommended to approve the following Salary Schedules (copy included in packet)

1. Certified, 18-19 SY and 19-20 SY
2. Supplementals, 18-19 SY and 19-20 SY

**O. Approval of Naming Rights Agreement Between Lebanon City Schools and Atrium Medical Center**

It is recommended to approve a Naming Rights Agreement between Lebanon City Schools and Atrium Medical Center (copy included in packet)

Motion carried with the following 5 - 0 vote:

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

**IX. Communications**

**A. Superintendent's Update**

- Additional discussion regarding the Career Experience presentation
- Construction
  - Old Junior High abatement continues
  - Completion Documents for Donovan and the new Junior High have been signed
  - Louisa Wright work is almost complete. A thick concrete footer was discovered, and it was decided to leave it where it is.
- Lebanon will be joining the Eastern Cincinnati Conference beginning in the 2020-2021 school year
- The Broadway Development should have a final vote by the Lebanon City Counsel in the next week. Any impact to school property will be brought before the board in the future.

**Resolution 103-18: Approval of New Business Items X, A-F except D**

Mrs. Donna Davis Norris moved to approve New Business Item X, A-F except D. Mrs. Esther Larson seconded the motion and discussion followed.

**X. New Business**

**A. Donations**

It is recommended to approve the following donations.

| Donor   | Amount                                   | Purpose   |
|---|--|---|
| West Side Church of Christ                          | School Supplies (approx. value \$120.00) | Supplies for Kindergarten Jump Start Program at Bowman Primary School |
| Otterbein Senior Living Center Marketing Department | School Supplies (approx. value \$200.00) | Supplies for Kindergarten Jump Start Program at Bowman Primary School |
| Peoples Bank  | School Supplies (approx. value \$100.00) | Supplies for Kindergarten Jump Start Program at Bowman Primary School |

|                                |   |  |
|--------------------------------|---|--|
| Edward Jones Financial         | School Supplies (approx. value \$100.00)  | Supplies for students in need at Bowman Primary School   |
| Lebanon Citizens National Bank | School Supplies (approx. value \$75.00)   | Supplies for students in need at Bowman Primary School   |
| Sharefax Credit Union, Inc.    | \$1,000.00  | MLK Lunch on Us Program; to be used to pay off lunch account balances at Bowman Primary School           |
| Berry Intermediate School PTO  | \$2,240.00  | For Camp Joy Scholarships for Berry Intermediate School students   |
| Bring Change 2 Mind            | \$150.00  | LHS Guidance Office will use the donation to do activities surrounding Bring Change 2 Mind               |
| Mr. Tom and Mrs. Donna Diehl   | 2 ATEC pitching machines, a batting cage/tunnel and tarps (approx. value \$4,000.00 - \$5,000.00) | To be used by the Lebanon High School Athletic Department for the Lebanon baseball and softball programs |

**B. A Resolution of the Lebanon City School District Board of Education to Extend Graduation Options to the Class of 2019, 2020, 2021**

It is recommended to approve a Resolution of the Lebanon City School District Board of Education to extend graduation options to the Class of 2019, 2020, 2021 (copy included in packet)

**C. Winter Athletic Handbooks**

It is recommended to approve the following Winter Athletic Handbooks (copy included in packet)

1. Lebanon High School Wrestling
2. Lebanon High School Warrior Bowling
3. Lebanon High School Girls' Basketball
4. Lebanon High School Boys' Basketball
5. Lebanon High School Swimming

**D. Board Policies-First Reading**

It is recommended to approve the following Board Policies - First Reading (copy included in packet)

1. 0131 - Legislative - Bylaws
2. 0141.2 - Conflict of Interest - Bylaws
3. 0164 - Notice of Meetings - Bylaws
4. 0165.1 - Regular Meetings - Bylaws

5. 0165.2 - Special Meetings - Bylaws
6. 0165.3 - Recess/Adjournment - Bylaws
7. 0166 - Executive Session - Bylaws
8. 0168 - Minutes - Bylaws
9. 0169.1 - Public Participation at Board Meetings - Bylaws
10. 1240.01 - Non-Reemployment of the Superintendent - Administration
11. 1422 - Nondiscrimination and Equal Employment - Administration
12. 1541 - Termination and Resignation - Administration
13. 1662 - Anti-Harassment - Administration
14. 2111 - Parent and Family Engagement Program
15. 2260 - Nondiscrimination and Access to Equal Educational Opportunity - Program
16. 2261 - Title I Services - Program
17. 2261.01 - Parent and Family Member Participation in Title I Programs - Program
18. 2261.03 - District and School Report Card - Program
19. 2700 - School Report Card - Program
20. 3122 - Nondiscrimination and Equal Employment Opportunity - Professional Staff
21. 3140 - Termination and Resignation - Professional Staff
22. 3215 - Use of Tobacco by Professional Staff - Professional Staff
23. 3362 - Anti-Harassment - Professional Staff
24. 4122 - Nondiscrimination and Equal Employment Opportunity - Classified Staff
25. 4140 - Termination and Resignation - Classified Staff
26. 4162 - Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety Sensitive Functions - Classified Staff
27. 4215 - Use of Tobacco by Classified Staff - Classified Staff
28. 4362 - Anti-Harassment - Classified Staff
29. 5512 - Use of Tobacco - Students
30. 5517 - Anti-Harassment - Students
31. 5530 - Drug Prevention - Students
32. 5610 - Removal, Suspension, Expulsion, and Permanent Exclusion of Students - Students
33. 5610.02 - In-school Discipline - Students
34. 5610.03 - Emergency Removal of Students - Students
35. 5611 - Due Process Rights - Students
36. 6605 - Crowd Funding - Finances
37. 6325 - Procurement - Federal Grants/Funds - Finances
38. 6423 - Use of Credit Cards - Finances
39. 7434 - Use of Tobacco on School Premises - Property
40. 8141 - Mandatory Reporting of Misconduct by Licensed Employees - Operations

**E. Approval of 2018 Candidates for High School Graduation Pursuant to HB 64**

It is recommended to approve the list of Candidates for High School Graduation pursuant to HB 64 (copy included in packet)

F. **Personnel**

**1. Resignations/Retirements**

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

- a. Austin Randall, LJHS Assistant Boys Basketball Coach, eff: 10/17/18.
- b. Jeromy Guerra, LJHS Assistant Wrestling Coach (½), eff: 18/19 SY
- c. Alisha LeMaster, Bus Driver, eff: 10/29/18
- d. Tony Santos, LHS Assistant Wrestling Coach, eff: 18/19 SY
- e. Janet Stimmell, Custodian Class II, eff: 11/9/18

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

- a. Sara Chestnut, Teacher, eff: 5/31/19

**2. Resignations/Retirements-Correction**

- a. Kathleen McAndrews, Teacher, from Retirement to Resignation eff: 5/31/19

**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. Debbie Snell, Food Service Worker, Step 0, eff: 11/22/18
- b. Laura Fabik, RN, Clinic Aide, 0.5 FTE, Step 0, eff: 11/26/18
- c. Alivia Bayes, Special Education Teacher Assistant, Class III, 0.8 FTE, Step 1, eff: 11/21/18

**4. 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 Substitutes:

**Substitute Teachers**

Kayla Hamilton

Laura Goldsmith

Anna Marie Love

Lauren Burns

Rhonda Kiplinger

**Special Needs Bus Aides**

Velma Riley eff: 10/16/18

Alisha LeMaster eff: 10/29/18

**Substitute/Trainee Bus Drivers**

Alisha LeMaster eff: 10/29/18

Travis Copeland eff: 11/7/18

**Substitute Food Service Workers**

Jennifer Justice

**5. 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)

**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:

**Lebanon High School**

- a. Jared Burton, LHS Assistant Wrestling Coach, Level 9, Step 0, eff: 18/19 SY
- b. Carol Boten, LHS Assistant Swimming Coach, Level 4, Step 4, eff: 18/19 SY

**Lebanon Junior High School**

- a. Ryan Martin, LJHS Assistant Boys Basketball Coach, Level 6, Step 0, eff: 18/19 SY

**7. Supplemental Volunteer Coaches - Pending Acceptable BCI/FBI Checks and Valid Pupil Activity Permits - Effective 2018-2019 School/Contract Year**

It is recommended to approve the following Volunteer Coaches for the 2018-2019 School Year:

**Lebanon High School**

- a. Zachery Hanna, LHS Volunteer Assistant Boys Basketball Coach, eff: 18/19 SY
- b. Jeromy Guerra, LHS Volunteer Assistant Wrestling Coach, eff: 18/19 SY

- c. Tony Santos, LHS, Assistant Wrestling Coach, eff: 18/19 SY

## **8. Changes of Status**

It is recommended to approve the following Changes of Status:

- a. Cary Couch, Custodian Class II, Step 0, to Custodian Class II, Step 10, eff: 9/18/18
- b. Danielle Riley, Cafeteria Worker, Step 0, to Cafeteria Worker, Step 1, eff: 10/1/18
- c. Chad Hilyard, from LJHS Assistant Wrestling Coach (1/2), Level 5, Step 1, to LJHS Wrestling Coach, Level 7, Step 1, eff: 18/19 SY
- d. Matthew Pence, from LJHS Wrestling Coach, Level 7, Step 6, to LJHS Assistant Wrestling Coach, Level 5, Step 9, eff: 18/19 SY

## **9. Stipends**

It is recommended to approve the following Stipends. Camp Joy - \$150.00 each to the following Lebanon City Schools staff: Andrea Conover

## **10. Seasonal Workers**

It is recommended to approve the following Seasonal Workers:

Ron Wilson  
Ted Ball  
Joe Liechty  
Julia Patrick

## **11. Saturday School Monitors - Pending Acceptable BCI/FBI Background Checks**

It is recommended to approve Saturday School Monitors for the 2018-2019 school year.

Steven Butts

## **12. Volunteers- Pending Acceptable BCI/FBI Checks**

It is recommended to approve the following Volunteers for the 2018-2019 School Year.

|                 |                  |                  |
|-----------------|------------------|------------------|
| Sanders, Becky  | Gilliam, Holly   | McKinney, Kevin  |
| Allen, Rebecca  | Gruber, Kristen  | Minix, Melissa   |
| Arnold, Stacey  | Hall, Rebecca    | Morr, Dennie     |
| Branham, Janice | Hanefeld, Jenna  | Natrass, Kristin |
| Brewer, Stacey  | Harrison, Jeremy | Nolan, Kara      |

|                                  |                     |                          |
|----------------------------------|---------------------|--------------------------|
| Carraher, Jill                   | Herdtner, Joshua    | Owens, Samantha          |
| Crowe, Kyle                      | Horstmann, Jenna    | Porter, Melissa          |
| Davidson, Morgan                 | Huff, Carrie        | Reed, Joshua             |
| Dian-Reed, Florentine<br>"Julia" | Jones, Scott        | Rolph, Kristen           |
| Fahncke, Jessica                 | Killin, Suzannah    | Snider-Thammavong, Erica |
| Fail, Jessica                    | Kneece, Amanda      | Sorn, Ashlee             |
| Fluxe, Cheryl                    | Kober, Shannon      | Walker, Leah             |
| Fouts, Margaret                  | Kuntz, Linda        | Yahya, Julia             |
| George, Mindy                    | Lahman, Christina   | Ziegler, Desiree         |
| Sanders, Becky                   | McCauley, Sarah     | Shroder, Kari            |
|                                  | Ogletree, Christian |                          |

### 13. Home Instruction Tutor

It is recommended to approve the following Home Instruction Tutor for the 2018-2019 school year:

Allison Mount

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
  - Updates and program information is shared on Facebook.
  - Students in the Fire Science program climbed 49 flights of steps in the Carew Tower while wearing their fire gear
  - The board members are invited to hold their monthly board meeting in the Mustang Café at the Warren County Career Center, with catering by the culinary department.
- Student Achievement Liaison – Chip Bonny
  - Junior High play, Little Mermaid, was performed the previous weekend, and went well
  - Donovan Elementary conducted a Veteran's Day program
- Legislative Updates – David Donovan
  - HB 360 – Suspension / expulsion policies for students and staff has been passed by house, and is currently with the senate.
  - HB 428 – allowing religious expression in the schools

Regular Board Meeting  
11/19/2018

- Community Audit Advisory Committee Liaison – Ryan Patterson, Donna Davis Norris
  - Nothing to report at this time.

**Resolution 104-18: 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 6:35 p.m.

  
\_\_\_\_\_  
Eric Sotzing, Treasurer  
\_\_\_\_\_  
Ryan Patterson, President