

## **LEBANON BOARD OF EDUCATION**

**Board Meeting Room**

**700 Holbrook Ave.**

**September 15, 2014**

The Lebanon City School District Board of Education met in Regular Session for the purpose of the Regular Board Meeting on September 15, 2014 at the Board Offices, 700 Holbrook Ave., Lebanon, Ohio at 5:30 p.m. A copy of the audio version of the proceedings will be kept on file at the Treasurer's office.

### **Call to Order**

Mrs. Donna Davis Norris called the meeting to order at 5:32 p.m.

### **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, Mrs. Donna Davis Norris asked members of the LHS AFJROTC to introduce themselves. Present were Andrew Moawad, Maxwell Moawad, Dakota Gragg and Tre Meece

### **Roll Call**

Mr. Ryan Patterson – Present

Mr. Brian DeGennaro – Present

Mrs. Esther Larson – Present

Mr. Chip Bonny – Present

Mrs. Donna Davis Norris – Present

### **Others Present**

Mr. Eric Sotzing, Treasurer; Mr. Mark North, Superintendent; Mr. Robert Buskirk, Director of HR; Krista Foley, Directory of Pupil Personnel; Scott Butler, administrator; and Mardis Parker, Jr, Deborah Bryant, Kristen Hodges, Susan Bost and Lori Palmer, LCS teachers.

### **Resolution 74-14: Adoption of the Agenda**

Mr. Ryan Patterson moved to adopt the agenda. Mr. Brian DeGennaro seconded the motion.

Motion carried with the following 5 - 0 vote:

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

**Resolution 75-14: Approval of the Minutes**

Mr. Brian DeGennaro moved to approve and sign the minutes of the August 18, 2014, Regular Board Meeting. Mr. Chip Bonny seconded the motion.

Motion carried with the following 4 – 0 vote:

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

**Resolution 76-14: Approval of Financial Items VII A – S, except C.**

Mr. Ryan Patterson moved to approve financial items VII A – S, except C. Mrs. Esther Larson seconded the motion and discussion followed regarding the Monthly Financial reports and advances.

**VII. Financial Section**

A. Treasurer's General Fund Analysis & Financial Reports

B. Monthly Reports

It is recommended to accept the financial reports for August 2014 as presented.

C. Public Record Requests

Report of public record requests submitted.

D. Amended Appropriations

It is recommended to adopt the amended final appropriations for fiscal year 2015 as presented.

E. Amended Certificate of Estimated Resources

It is recommended to accept the amended certificate of estimated resources for fiscal year 2015 as presented

F. Advances

The Treasurer reports the following advances of funds were made at August 31, 2014 to eliminate negative fund balances. They will be repaid during September, 2014.

From Fund	To Fund	Amount
General Fund, 001-0000	Uniform School Supplies - Bowman, 009-9006	\$2,128.77
General Fund, 001-0000	LHS Athletics, 300-9500	\$21,987.60
General Fund, 001-0000	Making Middle Schools Work, 461-9014	\$2,673.52
General Fund, 001-0000	Early Literacy Grant, 499-9013	\$12,655.93

G. New Funds Approval

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

LHS Class of 2018                      200-9034

The purpose of this fund will be to support the LHS Class of 2018 by having fundraisers throughout the year.

H. Substitute Salary Schedule

It is recommended to approve the Substitute Salary Schedule Effective July 1, 2014 (copy of salary schedule included in packet)

I. Approval of Purchase Order

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

Diesel Injection Service Company                      \$3,421.36

J. Approval of Contract with Village Christian School

It is recommended to approve a contract between Lebanon City Schools and Village Christian School for 2014-2015 school year for the purpose of providing a therapeutic special education environment. (copy of contract included in packet)

K. Approval of Lebanon Facilities Usage Manual

It is recommended to approve the updated Lebanon City School District Facilities Usage Manual as submitted. (copy of manual included in packet)

L. Approval of Construction Document Stage Submission for Bowman Primary School.

It is recommended to approve the Construction Document Stage Submission for the additions and renovations to the Bowman Primary School (copy of resolution included in packet)

M. Approval of Construction Document Stage Submission for Lebanon High School.

It is recommended to approve the Construction Document Stage Submission for the additions and renovations to the Lebanon High School (copy of resolution included in packet)

N. Approval to Authorize the Advertisement to solicit Bids for Bowman Primary School Classroom Addition and Lebanon High School Classroom Addition

It is recommended to authorize the advertisement to solicit bids for the Bowman Primary School Classroom Addition and the Lebanon High School Classroom Addition (copy included in packet)

O. Approval of Construction Manager Agreement between the Lebanon City School District and Lend Lease Construction, Incorporated

It is recommended to approve the Construction Manager Agreement between the Lebanon City School District and Lend Lease Construction, Incorporated. (copy of agreement included in packet)

P. Approval of the Architect/Engineer Agreement between the Lebanon City School District and SHP Leading Design.

It is recommended to approve the Architect/Engineer Agreement between the Lebanon City School District and SHP Leading Design (copy of agreement included in packet).

Q. Approval of the Owners Agent Consultant Agreement between the Lebanon City School District and Quandel Construction Group, Inc.

It is recommended to approve the Owners Agent Consultant Agreement between the Lebanon City School District and Quandel Construction Group, Inc. (copy of agreement included in packet)

R. Approval to Declare Transportation Impractical

It is recommended to declare Transportation Impractical for the pupils on the attached list who are eligible to receive transportation under section 3327.01 for the reasons identified in the enclosed document. (copy of document included in packet)

S. Approval of Resolution Authorizing the Board President and Treasurer Authority to execute an exchange of real property.

It is recommended to approve the Resolution authorizing the Board President and Treasurer authority to execute an exchange of real property designated as School Bus Garage-Public Works and North Water Tower for school related purposes. (copy of resolution included in packet)

Motion carried with the following 5 – 0 vote:

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

**VIII. Communications**

A. Board Members

B. Superintendent's Update

- Traffic Control Study at LJHS/LHS – Darwin Herold has started reviewing the traffic options for the new parking lots, as well as the change with the kindergarten moving to Bowman. The study should be completed by January.
- College & Career Readiness, presented by Scott Butler – the High School has a test day, where all students take a test in preparation of the SAT and ACT. Results are reviewed with the students and teachers. Additional education for teachers and students on possible careers is ongoing.
- College & Career Fair, presented by Riley Williams – over 135 colleges and companies were present and available to talk to students.
- Report Card Scores, presented by Mark Graler - The report card rating for gap closing is an F. However, the rating for progress is an A. So this information is very confusing and misleading. Mark Graler and Mark North both feel that the school is on track and doing well, despite the gap rating on this report. Out of the 402, 3<sup>rd</sup> graders who took the 3<sup>rd</sup> Grade guarantee test test, only 1 student did not pass the test. Brian DeGennaro asked for clarification on the grades given comparing Berry, Donovan and LJHS. It was discussed how the Junior High has struggled with 7<sup>th</sup> grade math for several years, and continues to work to improve in this area.

- Ground Breaking Ceremonies presented by Mark North, a request was made of the board members for potential dates for ground breaking ceremonies for Bowman and the High School, as well as the ceremony format and participants.

**Resolution 77-14: Approval of New Business Items IX A – D15.**

Mr. Ryan Patterson moved to approve new business items IX A1-D15, Mr. Brian DeGennaro seconded the motion and discussion followed.

**IX. New Business**

**A. Donations**

1. Accept \$400.00 from Neediest Kids of All to Lebanon Junior High School. The purpose of this donation is to purchase clothing/glasses/school supplies for students in need.
2. Accept \$1,191.34 from Target-Take Charge of Education to Lebanon High School. The purpose of this donation is to be used as principal sees fit.
3. Accept Playground Equipment (approximate value \$300.00) from Buckeye Eco Care to Bowman Primary School. The purpose of this donation is for the playground for Bowman Primary School students.

**B. Transportation**

1. It is recommended to accept two students from Springboro Community School District for transportation purposes only. (background included in packet).
2. It is recommended to accept a student from Blanchester Local Schools for transportation purposes only. (background included in packet).

**C. Overnight/Out of State Student Trips**

1. It is recommended to approve an overnight student trip for the Bridges Retreat at Camp Campbell Gard, Hamilton, Ohio, November 7-9, 2014. (copy of proposal included in packet)
2. It is recommended to approve an overnight student trip for the FBLA State Conference March 23-24, 2015. The destination has yet to be decided by the state leadership team. The event will be held at either Maumee Bay Lodge and Conference Center, 1750 Park Road 2, Oregon, OH 43616 or Mid-Ohio Conference Center, 890 West Fourth Street, Mansfield, OH 44906. (copy of proposal included in packet)

3. It is recommended to approve an overnight student trip for the Northcoast Show Choir Competition at Twinsburg High School, Twinsburg, Ohio February 28-March 1, 2015. (copy of proposal included in packet)

#### **D. Personnel**

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

It is recommended to approve the following Resignations/Retirements:

- |   |              |
|---|--------------|
| a. Cheryl Bolin, Bus Driver, Retirement                         | eff: 8/31/14 |
| b. Amy Brewer, Teacher, Retirement                              | eff: 5/31/15 |
| c. Josie Gottfried, Teacher, Retirement                         | eff: 5/31/15 |
| d. Sue Saari, Teacher, Retirement                               | eff: 5/31/15 |
| e. Ruby Bishop, Bus Driver                                      | eff: 9/05/14 |
| f. Michelle Crockett, BIS-Assistant Beginning Band Director 3/5 | eff: 9/05/14 |
| g. Cindy Dixon, Food Service/Cafeteria Worker                   | eff: 8/29/14 |
| h. Emily Osborne, Special Ed Teacher Assistant, Class III       | eff: 8/29/14 |
| i. Tammy Baldwin, Special Ed Teacher Assistant, Class III       | eff: 9/30/14 |
| j. Jena Mastern, Custodian II                                   | eff: 8/21/14 |
| k. Shelly Saylor, PT Intervention Tutor                         | eff: 8/27/14 |
| l. Ben Spaulding, Bus Driver                                    | eff: 8/27/14 |
| m. Marion Williams, Bus Driver                                  | eff: 8/25/14 |

##### **2. Employment**-Pending Acceptable BCI/FBI Checks and Verification of Past Employment/Transcripts/Proper Licensure/CDL'S

It is recommended to approve the following New Hires:

- |  |              |
|--|--------------|
| a. Erin Barsan, Teacher-Intervention Specialist .6 FTE, BA-0 | eff: 9/9/14  |
| b. Lina Bowen, Bus Driver                                    | eff: 8/20/14 |
| c. Susan Mohler, RN, Clinic Aide, .6 FTE Step 0              | eff: 8/21/14 |

##### **3. Substitute Employment** – Pending Acceptable BCI/FBI Checks and Proper Licensure and Current CDL's for Sub Bus Drivers

###### **1. Substitute Bus Driver Trainees**

The following individuals are requested for hire as Substitute Bus Driver Trainees pending successful completion of the following: T-8 physical, BCI//FBI background checks, TB, DOT drug/alcohol, temporary CDL licensing for training.

- |                     |              |
|---------------------|--------------|
| a. Christine Bigner | eff: 7/21/14 |
|---------------------|--------------|

###### **2. Substitute employment** - Pending Acceptable BCI/FBI Checks and Proper Licensure/Transcripts/Current CDL's (as applicable)

It is recommended to approve certified and classified substitute employment for the 2014-2015 School Year.(Please see attached Addendum A)

4. **Status Changes**

It is recommended that the following Status Changes be approved.

- a. Mollie Baldwin, Teacher- Intervention Specialist, from BA-0 to MA-5 eff: 8/7/14
- b. Michelle Dillon, Teacher- Intervention Specialist, from BA-0 to BA+15-1eff: 8/7/14
- c. Wynette Lamb, Teacher- Intervention Specialist, from BA-0 to BA-1 eff: 8/11/14
- d. Bethanie Lamb, Teacher, from MA+20-12 to MA-12 eff: 8/11/14
- e. Beth McGarry, from Special Ed Teachers Assistant, Class III, Step 2 to Special Ed Teachers Assistant, Class III, Step 3, eff: 8/12/14
- f. Patricia van Gilse, from General Education Aide, Class I, Step 1 to Special Ed Teachers Assistant, Class III, Step 0, eff: 9/8/14
- g. Tyler Ball, from Teacher .5 FTE to Teacher .6 FTE, eff: 8/7/14

5. **Supplementals** – Pending Acceptable BCI/FBI checks and Verification of Past Experience and Valid Pupil Activity Permits – Effective 2014-2015 School/Contract Year

It is recommended to approve the following Supplemental positions.

**LHS**

- a. Martin Collier, Head Girls Track, Level 10, Step 6
- b. Doug Morgan, Asst. Girls Track Coach, Level 10, Step 1
- c. Jim Leichliter, Asst. Girls Track Coach, Level 9, Step 3
- d. Larry Price, Head Baseball Coach, Level 10, Step 6
- e. Tyler Fugate, Asst. Baseball Coach, Level 9, Step 1
- f. Keith Shilt, Asst. Baseball Coach 1/2, Level 9, Step 1
- g. Jason Wynkoop, Asst. Baseball Coach 1/2, Level 9, Step 1
- h. Brad Maupin, Freshman Baseball Coach 1/2, Level 6, Step 1
- i. Timothy Bottles, Freshman Baseball Coach 1/2, Level 6, Step 1
- j. Brian Kindell, Head Softball Coach, Level 10, Step 6
- k. Michelle West, Assistant Softball Coach, Level 9, Step 6
- l. Chelsea Ball, Assistant Softball Coach 1/2, Level 9, Step 1
- m. Michelle Breen, Assistant Softball Coach 1/2, Level 9, Step 1
- n. Scott Hayes, Freshman Softball Coach, Level 6, Step 1
- o. Shawn Lamb, Physical Fitness- Spring, Level 3, Step 6

**LJHS**

- a. Amy Wnek, Head Track Coach, Level 7, Step 6
- b. Kathy Vaughn, Assistant Track Coach, Level 6, Step 6
- c. Tammy O'Rourke, Assistant Track Coach, Level 6, Step 6
- d. Tim Barrett, Assistant Track Coach, Level 6, Step 6



- e. Paul Kemper, Assistant Track Coach, Level 6, Step 1
- f. Heidi Calvert, Assistant Track Coach, Level 6, Step 6
- g. Alex Brunk, Faculty Manager -Spring, Level 1, Step 5
- h. Jessica Kaiser, Faculty Manager -Spring, Level 1, Step 1

6. **Stipends**

It is recommended to approve the following Extracurricular Dean of Students for the 2014-2015 School Year:

Laura Bailey, Extracurricular Dean of Students, \$1,590.00

7. **Mentees/Mentors**

a. It is recommended to approve the following mentees/mentors for the 2014-2015 School Year:

<b><u>Mentee</u></b>	<b><u>Level</u></b>	<b><u>Mentor</u></b>
Thomas Collins	RE4	Shannon Elliott (in place of Mel Hanna)

b. It is recommended to approve the following mentees/mentors for the 2013-2014 School Year:

<b><u>Mentee</u></b>	<b><u>Lebanon Status</u></b>	<b><u>Lebanon Mentor</u></b>
Kelly Schwarber	A	Caroline Kindell
Margaret Bierkan	B	Jennifer Rodgers

<b><u>Mentee</u></b>	<b><u>RE Level</u></b>	<b><u>RE Mentor</u></b>
Margaret Bierkan	RE2	Jennifer Rodgers

8. **Resident Educator Program Coordinators/Mentor Leader Helpers**

a. It is recommended the following Resident Educator Program Coordinators at a rate of \$2,200 for the 2014-2015 School Year.

Emily Hoying  
Jill Woeste

b. It is recommended the following Resident Educator Mentor Leader Helper at a rate of \$250.00 for the 2013-2014 School Year.

Emily Hoying

9. **Athletic Department Game Workers for the 2014-2015 School Year – Pending Acceptable BCI/FBI Background Checks**

It is recommended to approve the following Athletic Department Game Workers for the 2014-2015 School Year.

Andie Chamberlain  
Jennifer Duff  
Alison Mount  
Mary Murphy

**10. Approval of Tutors for the 2014-2015 School Year-Pending Acceptable BCI/FBI Checks and Appropriate Certification/Licensure as applicable.**

- a. Classified Intervention Tutors for the 2014-2015 School Year only (to be paid \$11.31 per hour from Title Funds) Part-time, up to 19.75 hours per week average.

**Bowman Elementary School**

Beth Mattocks

**Donovan Elementary School**

Teresa McCool

Laura Seeley

**Berry Intermediate School**

Nancy Cochran

- b. Home Instruction Tutors

It is recommended to approve Home Instruction Tutors for the 2014-2015 School Year. (Please see attached Addendum B)

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

It is recommended to approve Saturday School Monitors for the 2014-2015 School Year. (Please see attached Addendum C)

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

It is recommended to approve Volunteers for the 2014-2015 School Year. (Please see attached Addendum D)

**13. Approval of CPR Instructors**

It is recommended the following personnel be approved as CPR instructors for the 2014-2015 School Year pending verification of appropriate certification:

Deanna Justice  
Rebecca Oeder

**14. Approval of On Board Bus Instructors**

It is recommended the following personnel be approved as On Board Bus Instructors for the 2014-2015 School Year pending verification of appropriate certification to be paid at current rate of hourly pay as needed:

Diann Alexander  
Cheryl Bussell  
Bobbie Dawes  
Rebecca Oeder

**15. Leave of Absence**

a. It is recommended to approve unpaid childcare leave for Amy Wnek for the 1<sup>st</sup> semester of the 2014-2015 School Year.

Motion carried with the following 5 – 0 vote:

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

**Resolution 78-14: Approval of New Business Items IX D-16.**

Mr. Chip Bonny moved to approve new business items IX D-16, Mr. Ryan Patterson seconded the motion and discussion followed.

**and 16. Substitute employment - Pending Acceptable BCI/FBI Checks  
Proper Licensure/Transcripts/Current CDL's (as applicable)**

It is recommended to approve certified and classified substitute employment for the 2014-2015 School Year.

**Substitute Special Needs Bus Aides**

Jennifer Banta  
Terah Banta  
Duane Gillen

**Substitute Crossing Guards**

Jennifer Banta  
Terah Banta

Duane Gillen

**Substitute Bus Drivers**

Jennifer Banta

Motion carried with the following 4 – 0 vote:

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

**Resolution 79-14: Approval of New Business Items IX D-17.**

Mr. Ryan Patterson moved to approve new business items IX D-17, Mr. Chip Bonny seconded the motion and discussion followed.

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

It is recommended to approve the following volunteers for the 2014-2015 School Year:

Esther Larson  
Ryan Patterson, Jr.  
Karen M. Patterson

Motion carried with the following 4 – 0 vote:

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

**C. Board of Education Communications**

- Student Board Member, Riley Williams –
  - National Merit Scholarship semi-finalists
  - War Zone – student section of the football games has 2 new leaders, along with themed nights.
- Warren County Career Center Liaison, Donna Davis Norris and Esther Larson
  - Nothing to report at this time
- Student Achievement Liaison, Esther Larson
  - Nothing to report at this time.
- Legislative Information Liaison, Brian DeGennaro
  - Repeal/replace the Common Core
- Community Audit Advisory Committee Liaison, Donna Davis Norris and Ryan Patterson, Jr.

Regular Board Meeting  
September 15, 2014

- Nothing to report at this time. The next meeting will be in early November
- Energy Management Committee Liaison, Esther Larson and Chip Bonny
  - Nothing to report at this time. There will be an update at the next regular board meeting.

**I. Adjournment**

**Resolution 80-14: Motion to Adjourn**

Mr. Bryan DeGennaro moved to adjourn. Mr. Ryan Patterson seconded the motion.

Motion carried with the following 5 - 0 vote:

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

Meeting was adjourned at 6:10 p.m.

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Eric Sotzing, Treasurer

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Donna Davis Norris, President