

**LEBANON BOARD OF EDUCATION**  
**Board Meeting Room**  
**700 Holbrook Ave.**  
**October 20, 2014**

The Lebanon City School District Board of Education met in Regular Session for the purpose of the Regular Board Meeting on October 20, 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 5:31 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 Matt Moawad, Aine Smith, Luke Dressler, Jack Saxion, Chris Skipworth

**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; Andrew Boeke, Administrator; Mardis Parker Jr, Kim Stevens, Christa Stevens, Sue Henry, Tammy O'Rourke, Janet Terrill, Lori Palmer, and Sandra Dilbeck, LCS teachers.

**Resolution 84-14: Adoption and Amendment of the Agenda**

Mrs. Esther Larson moved to adopt and amend the agenda to separate Item 12A and 12B. 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.

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**Resolution 85-14: Approval of the Minutes**

Mr. Brian DeGennaro moved to approve and sign the minutes of the October 8, 2014, Special Board Meeting. Mr. Chip Bonny seconded the motion.

Motion carried with the following 4 – 0 vote:

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

**Resolution 86-14: Approval of Financial Items IV A – L, except C.**

Mrs. Esther Larson moved to approve financial items IV A – L, except C. Mr. Ryan Patterson 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 September 2014 as presented.

C. Public Record Requests

Report of public record requests submitted.

D. Appropriations Resolution

It is recommended to adopt the permanent appropriations resolution 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 September 30, 2014 to eliminate negative fund balances. They will be repaid during October, 2014.

<u>From Fund</u>	<u>To Fund</u>	<u>Amount</u>
General Fund, 001-0000	LHS Student Council, 200-9016	\$889.92
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. Approval of Purchase Order

It is recommended the Board approve purchase order #1509953 for BSN Sports in the amount of \$15,181.16 (copy included in packet)

H. Approval of Resolution to Support & Endorse Warren County Career Center Levy

It is recommended to approve the Resolution in support of the Friends of WCCC Levy Committee and the Warren County Career Center/ WCCC/ Warren County Vocational School District's 2014 Replacement Levy, to the benefit of all WCCC students, communities, and stakeholders. (copy included in packet)

I. Approval of Contract between Ralph J. Stolle Countryside YMCA and Lebanon High School Swim Team

It is recommended to approve the contract between Ralph J. Stolle Countryside YMCA and Lebanon High School Swim Team for the period between November 7, 2014 and February 19, 2015. (copy included in packet)

J. Grant Approval

It is recommended to approve the following grant award:

Learning Links Grant through the Greater Cincinnati Foundation for Bowman Primary School in the amount of \$995.00 for equipment and supplies for Learning Through Movement, Integration of Movement Breaks for students in all learning situations.

K. Grant Approval

It is recommended to approve the following grant award:

Learning Links Grant through the Greater Cincinnati Foundation for Donovan Elementary School in the amount of \$995.00 for equipment and supplies for Learning Through Movement, Integration of Movement Breaks for students in all learning situations.

L. New Fund Approval

It is recommended to approve the establishment of the following Fund:

Unclaimed Monies Fund 007-9016

The purpose of this fund will be to hold monies transferred from various funds of the District due to stale dated checks. If the checks are ever claimed by the owners, a replacement check will be issued from the unclaimed monies fund. If unclaimed after a five-year period, the money will be repaid to the General Fund of the District.

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

- Construction Update by Mark North; All updates are put on the lebanonschools.org website.
  - Construction companies will be at the High School 10/21 to prepare and begin construction. They are going to try to prepare the footers and floors prior to winter, so construction can continue through the cold weather and the timeline can remain on schedule.
  - At Bowman, the set up will begin on 10/22 with a similar plan as the High School
  - Plans are being finalized with the anticipation of breaking ground at the Junior High this spring
  - Donovan had a planning and design meeting 10/20. The timeline is similar to the Junior High with ground breaking in the spring.

**Resolution 87-14: Approval of New Business Items IX A – B11.**

Mr. Ryan Patterson moved to approve new business items IX A1-B11, Mr. Brian DeGennaro seconded the motion and discussion followed.

**IX. New Business**

A. Donations

1. Accept office supplies/art supplies (approximate value \$450.00) from Dorn's Business Solutions to Bowman Primary School. The purpose of this donation is to be used throughout classrooms, offices and Art classes.

2. Accept \$14,000.00 from Donovan Elementary School PTO to Donovan Elementary School. The purpose of this donation is for books for the students.
3. Accept \$1,284.00 from Lebanon Junior High School PTO to Lebanon Junior High School. The purpose of this donation is to be used in support of the staff retreat.

## **B. Personnel**

### **Resignations/Retirements**

It is recommended to approve the following Resignations/Retirements:

- |  |               |
|--|---------------|
| a. Laura Batta, Teacher  | eff: 14/15 SY |
| b. Nancy Mitchell, Part Time Intervention Tutor                | eff: 14/15 SY |
| c. Alex Brunk, LJHS Asst. Boys Basketball Coach                | eff: 14/15 SY |
| d. Jessica Kaiser, LJHS Faculty Manager<br>of Athletics-Winter | eff: 14/15 SY |
| e. Patricia Napier, Teacher (Retirement)                       | eff: 5/31/15  |
| f. Anne Rolfes, Teacher (Retirement)                           | eff: 5/31/15  |
| g. Danah Testerman, Teacher (Retirement)                       | eff: 5/31/15  |
| h. Margaret Yelton, Secretary (Retirement)                     | eff: 12/31/14 |

### **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. Shawna Longworth, Bus Driver, Step 0                                      | eff: 9/19/14  |
| b. Tracey Pierce, Bus Driver, Step 0   | eff: 9/12/14  |
| c. David Smith, Bus Driver, Step 0   | eff: 9/19/14  |
| d. Jamey Short, Food Service/Cafeteria Worker,<br>Step 0                     | eff: 9/18/14  |
| e. Shelly Kilgallon, General Ed Aide, Class I, Step 0                        | eff: 9/29/14  |
| f. Alisonne Hicks, Title 1 Teacher, Reading<br>Step MA-2, .6FTE              | eff: 10/15/14 |
| g. Margaret Ann Daniel, Custodian Class II, 3 <sup>rd</sup> Shift,<br>Step 0 | eff: 10/21/14 |
| h. Christine Bigner, Bus Driver, Step 0                                      | eff: 10/16/14 |
| i. Jenny Hawkins, Bus Driver, Step 0   | eff: 10/16/14 |

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

It is recommended the following be employed as substitutes for the 2014-2015 School Year:

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**Permanent Building Substitute**

Theresa Delao, Berry Intermediate School

**Substitute Teacher**

Chelsea Brown

Amanda Carlo

Vinny Carroza

Shayne Hays

Amy Hopping

Diane Lombardo

Beth Mattocks

Zackery McCune

Michelle Morand

Kristin Neike

Quinn Orr

Jessica Osterday

Mary Paulman

Kelli Penson

Emily Pordash

Matt Reis

Tonia Schepker

Kristina Speidel

**Substitute Clinic Nurse**

Saundra Adler, RN

Jennifer Arns, RN

Kimberly Cantor, RN

Jessica Oakley, RN

Jamie Roos, RN

**Substitute Special Ed Aide**

Tammy Baldwin

Jane F. Davis

**Substitute General Ed Aide**

Jane F. Davis

Tiffany Hasselback

**Substitute Media Aide**

Tiffany Hasselbach

Mary Paulman

**Substitute Custodian**

Tiffany Hasselbach

**Substitute Cafeteria**

Norma Duncan

**Substitute Special Needs Bus Aide**

Sarah Alexander

Gary Davis

Lorie Forsythe

Brenda Fowler

Sandy Miller

Janet Stimmell

Travis Sweany

Robert White

Donnie Williams

**Substitute Crossing Guards**

Sarah Alexander

Gary Davis

Lorie Forsythe

Brenda Fowler

Sandy Miller

Janet Stimmell

Travis Sweany

Robert White

Donnie Williams

**Substitute Traffic Controllers**

Sarah Alexander

Gary Davis

Lorie Forsythe

Brenda Fowler

Sandy Miller

Janet Stimmell

Travis Sweany

Robert White

Donnie William

**Substitute Bus Driver**

David Moberly

Robert White

**Substitute Bus Driver Trainees**

It is recommended to approve the following 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.

Robert White	eff: 9/9/14
Sandy Miller	eff: 10/20/14
Janet Stimmell	eff: 10/20/14
Brenda Fowler	eff: 10/20/14
Sarah Alexander	eff: 10/20/14
Lorie Forsythe	eff: 10/20/14
Travis Sweany	eff: 10/20/14
Donnie Williams	eff: 10/20/14
Candita Davis	eff: 10/20/14

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

It is recommended to approve the following Tutors:

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.

Donovan Elementary School

Patty Engles

**5. Supplementals - Pending Acceptable BCI/FBI Background 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. Stephen Poitinger, Head Boys Track Coach, Level 10, Step 6
- b. Jason Simcoe, Assistant Boys Track Coach, Level 9, Step 1

**LJHS**

- a. Beth Barsala, Basketball Cheerleading Advisor 8<sup>th</sup> Gr., Level 4, Step 1

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

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

**LHS**

- a. Ethan Bens, Assistant Wrestling Coach, LHS

**7. Status Changes**

It is recommended to approve the following Status Changes:

- a. Lina Bowen from Bus Driver, Step 0 to Bus Driver, Step 1 eff: 8/20/14
- b. Kimberly Dillon, Teacher-Intervention Specialist, from BA-4 to BA+15-4 eff: 14-15 SY
- c. Abigail Lawton, Teacher from BA-1 to BA+15-1 eff: 14-15 SY
- d. Marla Norman, Teacher from BA+15-3 to MA-3 eff: 14-15 SY
- e. Shellie Cornell from PT Intervention Tutor eff: 10/20/14, to Special Ed Teacher Assistant, Class III, Step 0 eff: 10/21/14
- f. Denise Thomas from Assistant Cook, Step 1 eff: 9/12/14, to Kitchen Manager, Step 0 eff: 9/15/14

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

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

Christine Addison-Roemer	Karri Hathaway	Julie Nieman
Karen Ansberry	Melissa Hill	Robertta Osborne
Bridget Beers	Michelle Ranee Homan	Mary Paulman
Holly Bentley	Debra Jayne	Christy Reffitt
Amelia (Amy) Blankenship	Amy Jo Jones	Natasha Rose
Rhonda Brown	Carrie Kaufman	Tiffanie Routson
Linda Byrne	Lora Kinner	Christy Sanders
Kristine Cameron	Angela Kovacich	Ann Schoeplein
Amanda Carter	Kelli Leonard	Kristy Sigafos
Jason Centers	Rachel Lott	Matthew Sigafos
Rebecca Crowder	Molly Lucas	Joanna Speaks
Lucas (Luke) Cyr	Connie Lyall	Jean Tarr
Jill Davidson	Sharon Maple	David Taylor
Jane F. Davis	Tammy McCoy	Melissa Warncke
Jessica Dupps	Michele Minor	Svetlana (Lana) Whitaker
Krista Foley	Wendy Mockabee	Carrie White
Danielle Garrett	Carley Moist	Michael Wilcher
Barb Greiner	Jeff Nelson	Barbara Woehrmyer
Amanda Harm	Jenise Nelson	Derek Yankoff
Martha Harris	Michael Niehaus	Lauren Yankoff



## 9. Stipends

It is recommended to approve the following Stipends:

### a. Stipend for Edline for the 2014-2015 School Year:

Susie Sanford	DES	\$500.00
Shannon Elliott	BIS	\$500.00
Heidi Calvert	LJHS	\$500.00
Lisa Theuring	LHS	\$500.00

## 10. Mentees/Mentors

It is recommended to approve the following Mentees/Mentors for the 2014-2015 School Year:

<u>Mentee</u>	<u>RE Level</u>	<u>Mentor</u>
Meghan Garuccio	RE3	Caroline Kindell (replaces Jenn Young)
Erin Barsan	RE1	Kim Dillon

## 11. 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. Jennifer Banta, Bus Driver, Step 0                      eff: 9/16/14

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 88-14: Approval of New Business Items IX 12A.**

Mr. Chip Bonny moved to approve new business items IX 12A, Mr. Ryan Patterson seconded the motion and discussion followed.

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

It is recommended the following be employed as substitutes for the 2014-2015 School Year:

**A. Substitute Special Needs Bus Aide**

Alexandra Gillen

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 89-14: Approval of New Business Items IX 12B.**

Mrs. Esther Larson moved to approve new business items IX 12B, Mr. Brian DeGennaro seconded the motion and discussion followed.

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

**B. Substitute Bus Driver Trainees**

It is recommended to approve the following 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.

J. Robert Buskirk      eff: 10/20/14

Motion carried with the following 4 – 0 vote:

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

**C. Board of Education Communications**

- Student Board Member, Riley Williams –
  - Homecoming activities were discussed
  - ACT is being held on 10/25
  - PSAT were taken by the Freshman through Juniors
- Warren County Career Center Liaison, Donna Davis Norris and Esther Larson
  - There is a levy on the ballot on November 4<sup>th</sup> for the WCCC
- Student Achievement Liaison, Esther Larson
  - Fall sports are winding down with several successful sport seasons
  - The Warrior walk at the junior high was a great success
- Legislative Information Liaison, Brian DeGennaro

- Repeal/replace the Common Core - still pending at the House Rules and Reference committee
- Community Audit Advisory Committee Liaison, Donna Davis Norris and Ryan Patterson, Jr.
  - Nothing to report at this time. The next meeting will be in early November
- Energy Management Committee Liaison, Esther Larson and Chip Bonny
  - Projects are mostly complete at this point. From 2010 through 7/2014, there has been a saving of \$669,000. The projected annual savings is \$280,000.

## **I. Adjournment**

### **Resolution 90-14: Motion to Adjourn**

Mrs. Esther Larson 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 6:08 p.m.

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Eric Sotzing, Treasurer

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Donna Davis Norris, President