

**LEBANON BOARD OF EDUCATION**  
**Board Meeting Room**  
**700 Holbrook Ave.**  
**September 19, 2016**

The Lebanon City School District Board of Education met in Regular Session for the purpose of the Regular Board Meeting on September 19, 2016 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**

Mrs. Esther Larson 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. Esther Larson asked members of the LHS AFJROTC to introduce themselves. Present were Michael Wood, Sean Bedwell, Max Moawad, Shawn Frazier, Nick Petty and Caleb Tucker.

**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. Todd Yohey, Superintendent; Mr. Eric Sotzing, Treasurer; Eilene Nielsen, Marla Norman, Kathy Hytla and Mary Bookman, LCS Teachers; and Nancy Fields resident.

**Resolution 85-16: Adoption of the Agenda**

Mrs. Donna Davis Norris moved to adopt the agenda. 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.

**Resolution 86-16: Approval of the Minutes**

Mrs. Donna Davis Norris moved to approve and sign the minutes of the August 15, 2016, Regular Board Meeting. Mr. Chip Bonny seconded the motion.

Motion carried with the following 3 – 0 vote:

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

**Resolution 87-16: Approval of Financial Items VII A – M, except C.**

Mr. Ryan Patterson moved to approve financial items VII A – M, except C. Mr. Brian DeGennaro 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 2016 as presented.

**C. Public Record Requests**

Report of public record requests as submitted.

**D. Appropriations Resolution**

It is recommended to adopt the amended appropriations resolution for fiscal year 2017 as presented.

**E. Amended Certificate of Estimated Resources**

It is recommended to accept 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 August 31, 2016 to eliminate negative fund balances. They will be repaid during September, 2016.

From Fund	To Fund	Amount
General Fund, 001-0000	Summer School, 001-9800	\$6,943.55
General Fund, 001-0000	Bowman Media Center, 018-9013	\$978.12
General Fund, 001-0000	LHS Science Olympiad, 200-9033	\$560.25
General Fund, 001-0000	LJHS Renaissance Club, 200-9037	\$251.64
General Fund, 001-0000	LHS Athletics, 300-9500	\$76,385.82
General Fund, 001-0000	LJHS Athletics, 300-9514	\$6,033.76
General Fund, 001-0000	Making Middle Grades Work, 461-9016	\$1,388.50
General Fund, 001-0000	IDEA, Part B FY 16, 516-9016	\$197,562.50
General Fund, 001-0000	IDEA, Part B FY 17, 516-9017	\$45,403.27
General Fund, 001-0000	Title III FY 16, 551-9016	\$961.45
General Fund, 001-0000	Title III FY 17, 551-9017	\$6,348.28
General Fund, 001-0000	Title I FY 16, 572-9016	\$55,593.96
General Fund, 001-0000	Title I FY 17, 572-9017	\$4,958.03
General Fund, 001-0000	IDEA, Early Childhood Education, 587-9017	\$6,256.14
General Fund, 001-0000	Title IIA FY 16, 590-9016	\$7,447.43
General Fund, 001-0000	Title IIA FY 17, 590-9017	\$1,617.01

**G. Fund Transfers**

It is recommended to authorize the Treasurer to make the following transfers of funds:

From Fund	To Fund	Amount
Boys Soccer Tournament Fund, 022-9001	LHS Athletic Fund, 300-9500	\$104.44
Girls Soccer Tournament Fund, 022-9002	LHS Athletic Fund, 300-9500	\$91.51
Girls Basketball Tournament Fund, 022-9003	General Fund, 001-0000	\$200.00
Girls Basketball Tournament Fund, 022-9003	LHS Athletic Fund, 300-9500	\$2,457.05
Wrestling Tournament Fund, 022-9004	General Fund, 001-0000	\$200.00
Wrestling Tournament Fund, 022-9004	LHS Athletic Fund, 300-9500	\$1,851.75
Baseball Tournament Fund, 022-9005	LHS Athletic Fund, 300-9500	\$492.00

**H. New Grants Approval**

It is recommended that the Board approve the establishment of the following funds due to the awarding of grants:

**Learning Links Grant: Take a Break! Sensory Motor Breaks for ADHD**      019-9011

The purpose of this grant is to provide equipment and tools for sensory motor breaks throughout Bowman Primary School.

**Learning Links Grant: Morning Movers**      019-9014

The purpose of this grant is to provide before school movement opportunities for children who need to move to prepare their bodies to learn at Bowman.

**I. Warren County Career Center Learning Lab Preschool Lease Agreement**

It is recommended to approve a Lease Agreement between Lebanon City Schools and Warren County Career Center Learning Lab Preschool from August 1, 2016 to June 30, 2017. (copy included in packet)

**J. Agreement between Lebanon City Schools and Legend Web Works, LLC**

It is recommended to approve an Agreement between Lebanon City Schools and Legend Web Works, LLC, as our School Website Service Provider. (copy included in packet)

**K. Surrogate Parent Contract**

It is recommended to approve a contract between Lebanon City Schools and Surrogate Parent, Jean Ann Foley Obrebski, for the 2016-2017 school year. (copy included in packet)

**L. Special Education Consultant Contract**

It is recommended to approve a contract between Lebanon City Schools and Consultant, Patricia Jimenez for the purpose of participating in special education evaluations for Spanish Speaking Students for the 2016-2017 school year. (copy included in packet)

**M. Approval of Purchase Orders**

It is recommended the Board approve payment of the following purchase orders (copy included in packet)

<u>PO Number</u>	<u>Vendor</u>	<u>Amount</u>
1701093	Ohio Dept. of Commerce	\$ 78.25
1700635	Central Ohio Medical Review, LLC	\$12,140.00

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**

- Student Board Member  
Claire Pritchard introduced herself and shared HS events –
  - Social Media has had a positive impact through twitter and Instagram sharing sporting and club events with the school and community
  - Homecoming went well this weekend, there were plenty activities for everyone to enjoy
  - School Sprit has been awesome this year

#### **A. Superintendent's Update –**

- Mr. Yohey's induction plan – personal interviews have continued and has gone well. He is now a member of the Rotary and Kiwanis. He will be moving to Lebanon in November
- Safety Plans – Currently working with Navigate, a consulting firm, to complete the district's safety plans. These plans are filed with the Attorney General's office, and available to the local police and fire departments.
- ALICE training will occur this year with staff and students
- Mental Health – This topic has been brought up during recent meetings in regards to the mental health of our students. Mr. Yohey would like to provide a space in each building, staffed by professionals, to be able to provide mental health needs to the students
- The question was raised regarding the damaged bleachers at the HS football field. New seats have been ordered, and should be installed by the next home football game. The police and fire chiefs were asked to attend the most recent game to evaluate the situation and to help make sure the students are following the rules of not standing on the seats.
- The report card results for SY 15-16 were disappointing, but the testing was different last year, so it is difficult to compare to previous years' report cards. Teacher and individual student data has not been received yet, but it will be reviewed and analyzed when it is received.

**Resolution 88-16: Approval of New Business Items IX A1 – E11 except D.**

Mr. Ryan Patterson moved to approve new business items IX A1 – E11 except D, Mrs. Donna Davis Norris seconded the motion and discussion followed.

**IX. New Business**

**A. Donations**

1. It is recommended to accept \$1,200.00 from Neediest Kids of All to Bowman Primary School. The purpose of this donation is to be used to purchase clothes, glasses, coats, etc., for students in need.
2. It is recommended to accept \$1,000.00 from Warren County Foundation (Leb CMF) to Lebanon High School. The purpose of this donation is to be used for the LHS Outdoor Adventure Club for start-up cost of transportation and activities.
3. It is recommended to accept \$100.00 from Jim VanDeGrift to Berry Intermediate School. The purpose of this donation is for All Pro Dads' breakfast items and prizes.
4. It is recommended to accept \$500.00 from the Institute of International Education G.E. Star Awards to Lebanon High School. The purpose of this donation is to be used in the Science Department at Lebanon High School.

**B. 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 from November 11, 2016 – November 13, 2016. (copy included in packet)
2. It is recommended to approve an out of state student trip for the Performance at Winter Guard International (WGI) Competition in Indianapolis, Indiana on February 18 & 19, 2017. (copy included in packet)

**C. Transportation**

1. It is recommended to release a student to Little Miami Local School District for transportation purposes only. (background included in packet).
2. It is recommended to accept two students from Franklin City Schools for transportation purposes only. (background included in packet).

**D. First Reading of Board Policies**

It is recommended to approve a First Reading for the following board policies:

1. 3223 – Standards-Based School Counselor Evaluation (Professional Staff)
2. 3432 – Sick Leave (Professional Staff)

**E. Personnel**

**1. Resignations**

It is recommended to approve the following Resignations:

- a. Valerie Barr, Technical Director of Musicals, LHS, eff: 16/17 SY
- b. Nicole Dault, BIS – Assistant Beginning Band Director, eff: 16/17 SY
- c. Robin Hensley, Food Service/Cafeteria Worker, eff: 8/16/16
- d. Garrett Kessler, Bus Driver, eff: 8/26/16
- e. Jigisha Nayak, PT Intervention Tutor, eff: 16/17 SY
- f. Jim VanDeGrift, District Attendance Officer, eff: 9/6/16
- g. Linda Kearney, Special Education Teacher Assistant, eff: 9/30/16

**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. Diana Davis, Food Service/Cafeteria Worker, Step 0, eff: 9/20/16
- b. Lori Mullins, Bus Driver, Step 0, eff: 8/26/16
- c. Chelsea Payne, Crossing Guard-LJHS, eff: 9/20/16
- d. Ruth Roark, Bus Aide, Class III, Step 0, eff: 8/15/16
- e. Christian Terrill, Bus Aide, Class III, Step 1, eff: 8/17/16

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

**Substitute Bus Driver Trainees/Substitute Bus Aides/Substitute Crossing Guards**

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

Dan Abbott	eff: 9/9/16
Darrell Allen	eff: 9/9/16
Victoria Dalton	eff: 7/18/16
Tammy Diel	eff: 9/9/16
Alanna Gilliam	eff: 9/9/16
Mary Kennedy	eff: 9/9/16
Alison Laird	eff: 9/9/16
Richard Morgan	eff: 9/9/16
Julie Putnam	eff: 9/9/16
Suzanne Roberts	eff: 8/25/16
James Rose	eff: 7/18/16
Alicia Smith	eff: 9/9/16
Franny Smith	eff: 9/9/16
Patricia Stanley	eff: 9/9/16
Andrew Vick	eff: 7/18/16

**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 2016-2017 school year.

**Substitute Clinic Aides**

Kelly Carson, RN  
Sheila Edwards, RN  
Beverly Mount, RN  
Ericka Rask, RN

**Substitute General Aides**

Amy Flint  
Rebecca Snyder  
Sherri Yaekle

**Substitute Media Aide**

Amy Flint

**Substitute Special Education Aides**

Rebecca Snyder  
Lora Wernsman  
Sherri Yaekle



**Substitute Cafeteria Workers**

Amy Flint

**Substitute Secretaries**

Amy Flint

Rebecca Snyder

Sherri Yaekle

**Substitute Teachers**

Nikole Apke

Heather Brock

Lincoln Butts

Jim Crisp

David Donovan

Dori Friend

Heather Honeycutt

Kaitlyn Karney

Jeanette Kuschill

Faith Likins

Sarah Messner

Holly Metzger

Beverly Mount

Emily Schwieterman

Angela Timms

Tammy West

**Substitute School Counselor**

Kaitlyn Karney

**Permanent Building Substitutes**

Susan Chalecki, Bowman Primary School

Christina Cooper, Lebanon Junior High School

Kayla Collins, Lebanon High School

**4. Status Changes**

It is recommended that the following Status Changes be approved.

- a. Ward Jones, Teacher, from BA-0, .8fte to MA-1, .8fte eff: 8/10/16
- b. Victoria Spinner, Teacher, from BA-0 to MA-4 eff: 8/8/16
- c. Eryn McHale, Teacher, from BA-0 to MA-5, eff: 8/8/16
- d. Rebecca McLaughlin, Teacher, from BA-0,.5fte to MA-5, .5fte eff: 8/10/16
- e. Sarah Hester, Speech & Language Pathologist, from BA-0 to MA-7, eff: 8/8/16

- f. Melissa Jones, Counselor, from BA-0 to MA-0, eff: 8/8/16
  - g. Jennifer Bruton, Speech & Language Pathologist, from BA-0 to MA-4, eff: 8/8/16
  - h. Amy Stevens, Teacher, from BA-0 to BA+15-1, eff: 8/8/16
  - i. Stephen Crago, Teacher, from BA-0 to MA+20-5, eff: 8/8/16
  - j. Lora Kendrick, Teacher, from BA-0 to BA+15-10, eff: 8/8/16
  - k. Whitney Curtis-Huskey, Special Education Teacher Assistant, Class III, from Step 0 to Step 1, eff: 8/11/16
  - l. Matt Hahn, BIS-Assistant Beginning Band Director, from Level 10, Step 3, 2/5 contract to full time position, Level 10, Step 3, eff: 16/17 SY
  - m. Michele Dougan, Special Education Teacher Assistant, Class III, from Step 0 to Step 4, eff, 8/11/16
  - n. Christian Terrill, Bus Driver, from Step 2 to Step 5, eff: 8/11/16
5. **Supplementals – Pending Acceptable BCI/FBI checks and Verification of Past Experience and Valid Pupil Activity Permits – Effective 2016-2017 School/Contract Year**

It is recommended to approve the following Supplemental positions.

**LHS**

- a. Gary Smith, Technical Director of Musicals, Level 4, Step 0

**LJHS**

- a. Stephen Crago, Assistant Boys Basketball Coach, Level 6, Step 5

6. **Athletic Department Game Workers– Pending Acceptable BCI/FBI checks**

It is recommended to approve the following Athletic Department Game Workers for the 2016-2017 school year.

Mark DiSalvo  
Kristen Hodges  
Robyn Lane

7. **Stipends**

It is recommended that the following Stipends be approved for the 2016-2017 school year.

- a. Will Kuhn, LJHS Fall Drama Production, \$800.00
- b. Rob Hodges, LJHS Custom Painting Gym Floor, \$7,500.00

**8. Leaves of Absence**

It is recommended that the following Leaves of Absence be approved for the 2016-2017 school year.

- a. Jenny Arnold, unpaid medical leave 8/30/16 -10/2/16
- b. Jennifer Edmonds, unpaid medical leave 11/4/16 – 5/25/17
- c. Elisabeth Gottfried, unpaid childcare leave 10/25/16 – 11/29/16
- d. Stephanie Ralston, unpaid medical leave 10/4/16 – 5/25/17
- e. Lindsey Tepe, unpaid childcare leave 10/11/16 – 11/4/16

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

It is recommended to approve Saturday School Monitors for the 2016-2017 school year. (Please see attached **Addendum A**)

**10. Approval of Tutors for the 2016-2017 School Year-Pending Acceptable BCI/FBI Checks and Appropriate Certification/Licensure as applicable.**

**Home Instruction Tutors**

It is recommended to approve Home Instruction Tutors for the 2016-2017 school year. (Please see attached **Addendum B**)

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

It is recommended to approve Volunteers for the 2016-2017 school year. (Please see attached **Addendum C**)

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 89-16: Approval of New Business Items E12 –E13.**

Mr. Brian DeGennaro moved to approve new business items IX E12-E13, Mr. Chip Bonny seconded the motion and discussion followed.

**12. Approval of Tutors for the 2016-2017 School Year-Pending Acceptable BCI/FBI Checks and Appropriate Certification/Licensure as applicable.**

**Home Instruction Tutors**

It is recommended to approve Home Instruction Tutor for the 2016-2017 school year.

- Robyn Buskirk

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

It is recommended to approve the following volunteer for the 2016-2017 school year:

- Robert Buskirk
- Robyn Buskirk

Motion carried with the following 4 – 0 vote:

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

**Resolution 90-16: Approval of New Business Items E 14.**

Mrs. Donna Davis Norris moved to approve new business items IX E14 Mr. Ryan Patterson seconded the motion and discussion followed.

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

It is recommended to approve the following volunteer for the 2016-2017 school year:

- Esther Larson
- 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 91-16: Approval of New Business Items E 15.**

Mrs. Donna Davis Norris moved to approve new business items IX E15 Mr. Chip Bonny seconded the motion and discussion followed.

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

It is recommended to approve the following volunteer for the 2016-2017 school year:

- Karen M. Patterson

Motion carried with the following 4 – 0 vote:

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

**VII. New Business**

- Warren County Career Center Liaison –
  - Minutes from the 9/15 meeting were shared.
  - The process will begin soon for selecting a new Superintendent.
- Student Achievement Liaison
  - Student / Staff of the quarter will be Oct. 24th
- Legislative Information Liaison
  - There is a bill initiated in the senate mandating schools opening after Labor Day.
- Community Audit Advisory Committee Liaison
  - Nothing to report at this time.

**Resolution 92-16: Motion to adjourn**

Mr. Brian 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 6:28 p.m.

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Eric Sotzing, Treasurer

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Esther Larson, President