

**LEBANON BOARD OF EDUCATION**  
**Board Meeting Room**  
**700 Holbrook Ave.**  
**October 17, 2016**

The Lebanon City School District Board of Education met in Regular Session for the purpose of the Regular Board Meeting on October 17, 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 Gaige Panke, Sean Bedwell, Eastan Franz, Maya Sanchez, Nick Petty and Taylor McKeehan

**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; Melissa Hanna, Eilene Nielsen, Joe Beal, Marla Norman and Kathleen Hytla, LCS Teachers; and Tara Smith, Spencer Cropper, James VanDeGrift, Dave Mueller, and David Duning residents, and Griffin Bieller, PLTW guest speaker.

**Resolution 93-16: 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.

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**Hearing of the Public** – Mr. Spence Cropper shared a presentation for the proposal of the Renovation of the James VanDeGrift stadium.

**Resolution 94-16: Approval of the Minutes**

Mr. Brian DeGennaro moved to approve and sign the minutes of the September 19, 2016, Regular Board Meeting. Mr. Chip Bonny seconded the motion.

Motion carried with the following 5– 0 vote:

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

**Resolution 95-16: Approval of Financial Items VII A – H, except C.**

Mrs. Donna Davis Norris moved to approve financial items VII A – H, 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 September 2016 as presented.

**C. Public Record Requests**

Report of public record requests as submitted.

**D. Appropriations Resolution**

It is recommended to adopt the permanent 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 September 30, 2016 to eliminate negative fund balances. They will be repaid during October, 2016.

From Fund	To Fund	Amount
General Fund, 001-0000	Summer School, 001-9800	\$6,943.55
General Fund, 001-0000	Volleyball Tournament, 022-9000	\$2,937.50
General Fund, 001-0000	Boys Soccer Tournament, 022-9001	\$5,310.39
General Fund, 001-0000	Girls Soccer Tournament, 022-9002	\$5,323.32
General Fund, 001-0000	LHS Science Olympiad, 200-9033	\$503.25
General Fund, 001-0000	LJHS Renaissance Club, 200-9037	\$722.14
General Fund, 001-0000	LHS Athletics, 300-9500	\$36,608.24
General Fund, 001-0000	Lebanon United Methodist Kindergarten, 401-9117	\$826.87
General Fund, 001-0000	Lebanon Christian School, 401-9217	\$4,424.96
General Fund, 001-0000	Making Middle Grades Work, 461-9016	\$1,388.50
General Fund, 001-0000	IDEA, Part B FY 17, 516-9017	\$150,496.26
General Fund, 001-0000	Title III FY 17, 551-9017	\$8,965.60
General Fund, 001-0000	Title I FY 17, 572-9017	\$71,623.30
General Fund, 001-0000	IDEA, Early Childhood Education, 587-9017	\$7,471.27
General Fund, 001-0000	Title IIA FY 17, 590-9017	\$19,264.83

**G. Approval of Purchase Order**

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

<u>Purchase Order Number</u>	<u>Vendor</u>	<u>Amount</u>
1701330	Healthcare Process Consulting, Inc.	\$4,750.00

**H. Motion to Advertise and Solicit Bids to for the Berry Intermediate Addition & Renovations**

It is recommended to approve a motion to advertise and solicit bids for the Berry Intermediate addition & Renovations. (copy 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.

**Eric Sotzing shared and discussed the current Permanent Improvement Fund and General Fund budget and financial status.**

## VIII. Communications

### A. Superintendent's Update –

- Maggie Hess, Superintendent, Warren County Career Center was a guest speaker
  - Shared the Mission and Vision of the WCCC
  - Overview of the school's programs and services
- Todd Yohey's induction plan is going well, meeting with 3-5 people per day
- Great Lakes Equity Center presented by Mark Graler
  - Small equity team, composed of principals and central office leadership, and focusing on leadership practices to advance educational equity
  - District equity team of around 24 people, composed of the small equity team as well as teachers, parents, and community members, and focusing on a safe and inclusive environment for the students.
  - Goals:
    - Cultural and staff diversity
    - Physical safety and accessibility
    - Self-advocacy for students
    - Social and emotional school climate
- Construction update – Brian Dalton and Beth Kletzly are working on a transition plan for the move of the Junior High and Berry students. The tile issue at the new Junior High building is being addressed.

### **Resolution 96-16: Approval of New Business Items IX A1 – E9 except B.**

Mr. Ryan Patterson moved to approve new business items IX A1 – E9 except B, Mrs. Donna Davis Norris seconded the motion and discussion followed.

## IX. New Business

### A. **Final Reading of Board Policies**

It is recommended to approve the final reading of the following Board Policies (copy included in packet)

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

### B. **First Reading of Board Policies**

It is recommended to approve the first reading of the following Board Policies (copy included in packet)

1. 0100 – Definitions (Bylaws)
2. 0167.1 – Meetings (Bylaws)
3. 0169.2 – Meetings (Bylaws)
4. 1530 – Evaluation of Principals and Other Administrators (Administration)
5. 1619 – Group Health Plans (Administration)
6. 1619.01 – Privacy Protections of Self-Funded Group Health Plans (Administration)
7. 1619.02 – Privacy Protections of Fully Insured Group Health Plans (Administration)
8. 1619.03 – Patient Protection and Affordable Care Act (Administration)
9. 2460 – Special Education (Program)
10. 3419 – Group Health Plans (Professional Staff)
11. 3419.01 – Privacy Protections of Self-Funded Group Health Plans (Professional Staff)
12. 3419.02 – Privacy Protections of Fully Insured Group Health Plans (Professional Staff)
13. 3419.03 – Patient Protection and Affordable Care Act (Professional Staff)
14. 4419 – Group Health Plans (Classified Staff)
15. 4419.01 – Privacy Protections of Self-Funded Group Health Plans (Classified Staff)
16. 4419.02 – Privacy Protections of Fully Insured Group Health Plans (Classified Staff)
17. 4419.03 – Patient Protection and Affordable Care Act (Classified Staff)
18. 6700 – Fair Labor Standards Act (FLSA) (Finances)
19. 8330 – Student Records (Operations)

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

1. It is recommended to approve an out of state student trip for the indoor percussion ensemble to participate in a competition (Winter Guard International) at the BB&T Arena at Northern Kentucky University in Highland Heights, KY on March 25 & 26, 2017. (copy included in packet)

**D. Donations**

1. It is recommended to accept \$7,000.00 from Cristo Homes, Inc. to Lebanon City Schools. The purpose of this donation is to be used for technology needs throughout the district.

**E. Personnel**

**1. Resignation**

It is recommended to approve the following Resignation:

- a. Lenna Clifton, Bus Driver, 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. Sri (Ria) Ellison, Food Service/Cafeteria Worker, Step 0, eff: 10/18/16
- b. Allison Mishurda, Special Ed Teacher Assistant, Class III, Step 6, eff:10/12/16
- c. Lenna Clifton, Bus Driver, Step 0, eff: 9/14/16
- d. Natalie Collins, Bus Driver, Step 0, eff: 9/15/16
- e. Amanda Shafer, Bus Driver, Step 10, eff: 9/19/16

**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 2016-2017 School Year:

**Substitute Clinic Aide**

Susan Chin, RN

**Substitute General Aides**

Karri Hathaway  
Beverly Sulfsted

**Substitute Media Aide**

Karri Hathaway

**Substitute Special Education Aide**

Karri Hathaway

**Cafeteria Substitute**

Luciana Ross

**Substitute Secretary**

Karri Hathaway  
Svetlana Whitaker

**Substitute Teachers**

Beth Armstrong	Grant Crowe
Deborah Benhase	Jill Davidson
Marissa Bowers	Melissa Fisher
Melissa Clapp	Gayl George
Lynn Colley	Jessica Gordon

Karri Hathaway	Denise Trammel
Erin Hirko	Emmily Upper
Brittainney	Lori VanBroekhoven
Leuzinger	Susan Walouke
Julie Manchella	Svetlana Whitaker
Marc McEwan	

**Permanent Building Substitute**

Anne Marie Cors, Berry Intermediate School

**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.**

Jessica Brown	eff: 10/17/16
Elizabeth Coldwell	eff: 10/17/16
Crystal Terry	eff: 10/17/16

**4. Supplementals - Pending Acceptable BCI/FBI Background 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:

**Lebanon High School**

- a. Jason Simcoe, Head Boys Track, Level 10, Step 3
- b. Martin Collier, Head Girls Track, Level 10, Step 6
- c. Mark Bierkan, Asst. Boys Track Coach, Level 9, Step 6
- d. Doug Morgan, Asst. Girls Track Coach, Level 9, Step 3
- e. Jim Leichliter, Asst. Girls Track Coach, Level 9, Step 5
- f. Tom Zsembik, Head Boys Tennis Coach, Level 9, Step 2
- g. Chad Keil, Asst. Tennis Coach-Boys, Level 7, Step 2
- h. Larry Price, Head Baseball Coach, Level 10, Step 6
- i. Tyler Fugate, Asst. Baseball Coach, Level 9, Step 3
- j. Keith Shilt, Asst. Baseball Coach 1/2, Level 9, Step 3
- k. Tim Bottles, Asst. Baseball Coach 1/2, Level 9, Step 3
- l. Ryan Nollen, Freshman Baseball Coach 1/2, Level 6, Step 1
- m. Alex Arovits, Freshman Baseball Coach 1/2, Level 6, Step 1
- n. Brian Kindell, Head Softball Coach, Level 10, Step 6
- o. Michelle West, Asst. Softball Coach, Level 9, Step 6
- p. Chelsea Ball, Asst. Softball Coach 1/2, Level 9, Step 3
- q. Alexandra Machen, Asst. Softball Coach 1/2, Level 9, Step 1
- r. Shawn Lamb, Physical Fitness- Spring, Level 3, Step 6

**Lebanon Junior High School**

- a. Kathy Vaughn, Head Track Coach, Level 7, Step 6
- b. Amanda Turner, Asst. Track Coach, Level 6, Step 2
- c. Tammy O'Rourke, Asst. Track Coach, Level 6, Step 6
- d. Tim Barrett, Asst. Track Coach, Level 6, Step 6
- e. Paul Kemper, Asst. Track Coach, Level 6, Step 3
- f. Mike Walsh, Faculty Manager-Spring, Level 1, Step 1

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

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

**LHS**

Walter Urton, Asst. Softball Coach, LHS  
Robby Price, Asst. Baseball Coach, LHS  
Chad Everitt, Asst. Baseball Coach, LHS  
Tim Ellis, Asst. Track Coach, LHS  
Graham Morgan, Asst. Track Coach, LHS  
Amanda Turner, Asst. Girls Basketball Coach, LHS

**6. Status Changes**

It is recommended to approve the following Status Changes:

- a. Heather Bickford, Teacher, from MA-12 to MA+20-12, eff: 8/10/16
- b. Harold (Frank) Back, Teacher, from MA-17 to MA+20-17, eff: 8/10/16
- c. Jamie Hilen, Teacher, from MA-5 to MA+20-5, eff: 8/10/16
- d. Justin Schneider, School Counselor, from MA-8 to MA+20-8, eff: 8/10/16
- e. Tiffany Martin, Teacher, from BA+15-7 to MA-7, eff: 8/10/16
- f. Caroline Kindell, Teacher, from MA-11 to MA+20-11, eff: 8/10/16
- g. Kelly Johnson, Teacher, from BA+15-3 to MA-3, eff: 8/10/16
- h. Brian Kindell, Teacher, from MA-15 to MA+20-15, eff: 8/10/16
- i. Danielle Kries, Teacher, from MA-20 to MA+20-20, eff: 8/10/16
- j. Christina Traster, RN, Clinic Aide, part-time, from Step 0 to Step 10, eff: 8/11/16



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

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

Rhea Alexander	Wendy Monroe
Melissa Brock	Angela Plagge
Leah Brunie	Shawna Richter
Amanda Clark	Ashley Roddenberry
Kelly Cummings	Stephanie Schappacher
Diana Davis	Kim Sellers
Lynn Ellison	Katherine Shaver
Lindsey Garrett	Christine Shaw
Gayl George	Deanna Slater
Maria Guevara	Melissa Smith
Amanda Huff	Heather Sommer
Amy Johnson	Aleda Swartz
Carl Johnson	Rebecca Taulbee
Amy Kent	Leslie Wambold
Alycia Lassen	Angela Woods
Ursula McTaggart	

**8. Ohio Resident Educator Program Coordinators for the 2016-2017 School Year**

It is recommended to approve the following Ohio Resident Educator Program Coordinators at a rate of \$2,700.00 for the 2016-2017 School Year:

- Emily Savage
- Jill Woeste

**9. Lebanon Mentors/Mentees and Ohio Resident Educator Mentors/Mentees for the 2016-2017 School Year**

It is recommended to approve the following Lebanon Mentors/Mentees and Ohio Resident Educators Mentors/Mentees for the 2016-2017 School Year:

<b>Mentee</b>	<b>Lebanon Mentor</b>
Stephen Crago	Kathy Saul
Tammy Jennings	Shellie Housley
Melissa Jones	Jessica Bacher
Lora Kendrick	Libby Turpin
Eryn McHale	Michelle Dillon
Melissa Spence	Susan Herrmann
Victoria Spinner	Sara Lyman

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Amy Stevens  
Cassidy Wodke

Lori Palmer  
Nicole Burger

<b>Mentee</b>	<b>RE Level</b>	<b>RE Mentor</b>
Jennifer Gutzwiller	RE4	Erica Riblet
Cameron Auer	RE3	Meggie Bierkan
Aaron Bacon	RE3	Erica Riblet
Grant Georgic	RE3	Meggie Bierkan
Josh Hannah	RE4	Emily Savage
Amanda Hoffman	RE3	Casey Collins
Kelly Johnson	RE3	Erica Riblet
Katie Lacon	RE3	Meggie Bierkan
Wynette Lamb	RE2	Carrie Cobb
Heather Sherman Jolley	RE3	Erica Riblet
Elizabeth Turpin	RE2	Randi Michna
Autumn Wood	RE4	Casey Collins
David Alford	RE2	Kari Bolling
Samantha Bergman	RE2	Karrie Whitsel
Josh Chasteen	RE4	Emily Savage
Margaret Frommling	RE2	Susan Herrmann
Tyler Fugate	RE2	Bethanie Lamb
Whitney Gorsuch	RE2	Amy Wnek
Justin Guy	RE4	Emily Savage
Melissa Mandelbaum Lamb	RE2	Kelly Chartrand
Kristin Neike	RE2	Angie Saunders
Matt Reis	RE2	Nick Hensley
Jaime Ricci	RE2	Jill Fritz
Amanda Turner	RE2	Jennifer Wilson
Hali Werner	RE2	Anne Bittman
Bess Franklin	RE1	Amy Luke
Jordan Henry	RE1	Kathie Pendell
Jeff King	RE1	Megan Lakes
Jennifer List	RE1	Megan Lakes
Hilary Morgan	RE1	Amy Luke
Jerome Noe	RE1	Lauren Tarr

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 97-16: Approval of New Business Items IX E-10.**

Mr. Brian DeGennaro moved to approve new business items IX E-10, Mr. Chip Bonny seconded the motion and discussion followed.

**1. Lebanon Mentors/Mentees and Ohio Resident Educator Mentors/Mentees for the 2016-2017 School Year**

It is recommended to approve the following Lebanon Mentors/Mentees and Ohio Resident Educators Mentors/Mentees for the 2016-2017 School Year:

Katie Vanover                      RE2                      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.

**VII. New Business**

- Warren County Career Center Liaison – Esther Larson
  - OSBA will be the search consultant for the new Superintendent at the WCCC
- Student Achievement Liaison – Brian DeGennaro
  - Student / Staff of the quarter will be Oct. 24th
- Legislative Information Liaison – Chip Bonny
  - No new legislative action at this time.
- Community Audit Advisory Committee Liaison
  - Nothing to report at this time.

**Resolution 98-16: Motion to adjourn**

Mr. Brian DeGennaro moved to adjourn. Mr. Chip Bonny 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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Meeting was adjourned at 7:02 p.m.

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Eric Sotzing, Treasurer

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Esther Larson, President