

Administrative Offices
Stanbery Freshman Campus
Lancaster, Ohio
September 22, 2008

The Board of Education of the Lancaster City School District, Fairfield County, Ohio met in a Regular Board Meeting on September 22, 2008 in the Cafeteria in the Stanbery Campus. The meeting was called to order at 7:00 p.m. by Mrs. Patti Moore, President and the roll being called, the following members were present:

Mr. Bill Bickham	Mr. Thomas Pearce
Mrs. Amy Eyman	Ms. Hollie Saunders
Mrs. Patti Moore	

Staff members present were: Dr. Denise D. Callihan, Superintendent, Mr. Stephen R. St. Clair, Treasurer, Mr. Rob Walker, Assistant Superintendent, Mr. Steve Scott, Director of EITS, Mr. Jerry Rainey, Director of Support Services, Mr. Bradd Molk, Director of Instructional Services and Mrs. Donna McCance, Director of Student Services and 23 guests attended the meeting. A total of 35 people were present.

The Pledge of Allegiance was recited by Jansen DiDomenico from West Elementary School.

08-107 APPROVAL OF MINUTES

Ms. Saunders moved to approve the Minutes of the Regular Board Meeting held on August 18, 2008 with the following additions or changes on the Special Board Meeting held on September 15, 2008:

1. *Addition of roll call on resolution 08-106.*

Mr. Pearce seconded the resolution, and the roll being called on its adoption, the vote resulted as follows:

Mr. Bickham	Yea	Mr. Pearce	Yea
Mrs. Eyman	Yea	Ms. Saunders	Yea
Mrs. Moore Yea			

Thereupon the President declared such motion duly adopted.

08-108 ADOPTION OF AGENDA

Mr. Bickham moved to approve the Agenda with the following changes/additions:

1. *Revised pages 15, 16, 18, 70-81*
2. *Additions of pages 180-A and 183-A*

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3. *Delete pages 17 A – 2 and 195*
4. *Add statement on Page 19, C – 1: a, b, c*
“The money will be disbursed from the CIP account.”

Mrs. Eyman seconded the resolution, and the roll being called on its adoption, the vote resulted as follows:

Mr. Bickham	Yea	Mr. Pearce	Yea
Mrs. Eyman	Yea	Ms. Saunders	Yea
Mrs. Moore			

Thereupon the President declared such motion duly adopted.

QUESTIONS FROM THE AUDIENCE – PUBLIC PARTICIPATION

Charlie Smith, 1730 Glenmar Drive, Lancaster, OH - addressed the board regarding the Summer Project and All Day Kindergarten.

Robert Beers and Jonathon Pyles addressed the board regarding the dress code at Lancaster High School.

LEGISLATIVE UPDATE

State Budget Reduction

UNFINISHED BUSINESS

None

COMMUNICATIONS

2008 Capital Conference

BOARD STANDING COMMITTEE REPORTS

1. Communications – September 9, 2008

The committee is gearing up for a Chalkmarks publication on Sunday, October 26, 2008. The Chalkmarks would go inside the Advertiser and reach 35,000 people in Fairfield County. The committee has suggested a letter from the Superintendent, information about each new career technical program, financial information about the district, and information about emergency management training. The committee also suggested highlighting the "Excellent" status the district attained on the district report card. The publication will be funded out of Title I parent accounts. Mike McNeese gave a report on LSN activities. Mike distributed a new schedule for the LSN. Programming gaps and new possible programs were discussed. Currently in the works are a new culinary arts show featuring the teacher and students in the culinary arts program at Stanbery. Also in the works is a new show about reading tips for parents. Mike also shared with the committee the new look for the LSN and various projects he is working on with students in the video broadcasting program at Stanbery. Mike is working to get more student involvement in outside filming activities. His students are

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filming five Lancaster Gales football games this fall. The students in the video broadcasting class are also working on filming student announcements for viewing each day at Lancaster High School. To help with studio needs, the Integrated Systems class at Stanbery is working on a set design and then creating a working set on the stage at Stanbery. A discussion was held about a staff survey. The communications committee offered a staff survey to each staff member last July and last fall. The committee suggested that Mr. Scott work on getting out a staff survey in October, before parent conferences. It was suggested that the survey could be done as part of staff meetings or department meetings. The group discussed the new Lancaster City Schools website. The committee was given an update on the site and the upcoming training for staff. Each school will be keeping their site up-to-date. Training has been postponed somewhat due to the power outages. We also talked about the emergency notification system, PENN alert. The system became active on September 18, 2008. Mr. Scott made a call to almost 600 staff members. This call took about 20 minutes. At the present time, phone numbers are being updated to reflect changes we need to make for individual members who were not able to be contacted. The system allows us to make 66,000 phone calls this year. The school system can exceed this amount for an extra fee. One committee member suggested visiting www.nbc4.com to use the free text messaging system for text notifications to cell phones. This is a free service. A short discussion was held about the Lancaster City Schools logo. Dr. Callihan and Amy Eyman have met with Martin Barker to discuss a new logo for the school system. The current logo is the Learning, Caring, Sharing logo.

2. Finance – August 21 and September 18, 2008

August 21, 2008

Steve St. Clair discussed the June 2008 financials. Steve showed graphs outlining the different sources of revenue, different types of expenditures, and comparing revenue and expenditures with June 2008 and June 2007. The following items were discussed concerning the different sources of revenue and the different types of expenditures: 41% of Lancaster City Schools' revenue came from local sources such as real estate taxes and tangible personal property taxes. 12% of Lancaster City Schools' revenue came from the earned income tax. This combined with the 41% mentioned above means that 53% of our revenue comes from our local citizens. 40% of Lancaster City Schools' revenue came from state sources. This includes the foundation payments and property tax allocation (i.e. homestead exemption, rollback, and tangible personal property tax hold harmless payments.) 7% of Lancaster City Schools' revenue came from other sources. This includes sources such as interest income, lost and damaged textbooks, and tuition from various sources, pay-to-participate fees, advances, and transfers. 64% of Lancaster City Schools' expenditures were for salaries and benefits. This includes salaries for all personnel and the benefits associated with those salaries. 69% of our total salary/benefit expense is for instruction, 9% for support services, 10% for administrative/fiscal services, 10% for maintenance and transportation, and 2% for all other. 11% of Lancaster City Schools' expenditures were for purchased services. This includes utilities, open

enrollment payments to other districts, community school payments, security services, health assistants, and travel/meeting expenses. 2% of Lancaster City Schools' expenditures were for supplies. This includes textbooks, office supplies, repair supplies, etc. 4% of Lancaster City Schools' expenditures were for capital items. This includes concrete work, roof repair, resurfacing of parking lots, and other major expenses that extend the useful lives of our buildings and equipment. 19% of Lancaster City Schools' expenditures were for other items. One of the larger items in this category is property tax collection fees. Reviewing the graphs comparing year-to-date June 2007 with year-to-date June 2008 the following was highlighted: Real Estate Tax Revenue is lower because the 3.9 mil emergency levy has expired. Our tangible personal property tax revenue continues to decline due to the phase out of tangible personal property tax. The earned income tax is higher than last year because we had 4 collections in FY08 compared to one in FY07. The payment in April 2008 showed a lot growth from last year. A lot of this growth is artificial and will not recur. Because of the federal stimulus package, a lot of taxpayers filed earlier than normal to ensure their getting the federal rebates. This caused more money to get into the April payment. To the extent this has happened, it will come directly out of what we receive in the July payment. NOTE: July's payment was less than what we expected. Unrestricted and restricted grants from the state continue to be funded at a flat level. Property tax allocation is higher primarily due to the hold harmless payments that we are receiving from the state. Salaries are higher than the previous year due to the new negotiated agreement with the unions. Fringes are lower than the previous year as a result of a decrease in medical and dental expenditures. This is due to fewer employees using the plan and there have been no catastrophic claims this year. Purchased Services are higher than last year. Since the passage and collection of the earned income tax levy, we have been able to do more things this year in this category. Supplies and Materials are slightly higher than they were last year. This school year we did a new math book adoption. The expense for this was encumbered at year end, but will not show up in the expenses until next year. Capital Outlay is higher than last year due to the capital projects that we have done this year. Utility rates for the City of Lancaster were discussed. Sewer rates will increase 11.7%, storm water rates will increase a dollar, and gas rates will increase 10-15%. Water and sanitation rates will remain stable. Dave Smith reported that the City of Lancaster is seeing an increase in their municipal tax income revenue. Hopefully, this will translate in an increase in our earned income tax revenue. The TIF with Wal-Mart was also discussed. Lancaster City Schools still have not received any proceeds from this TIF.

September 18, 2008

Steve St. Clair discussed the August 2008 financials. Steve showed graphs outlining the breakdown of salaries, and comparing revenue and expenditures with August 2008 and August 2007. Reviewing the breakdown of salaries graph for August 2008 the following was noted: 70% of our total salary expense is for instruction, 9% for support services, 10% for administrative/fiscal services, 11%

for maintenance and transportation. Nothing is showing up in all other yet because this is mostly supplemental contracts and many of these will not be paid until the end of the fall sports season. Reviewing the graphs comparing year-to-date August 2007 with year-to-date August 2008 the following was highlighted: Real Estate Tax Revenue is lower because the 3.9 mil emergency levy has expired. Our tangible personal property tax revenue continues to decline due to the phase out of tangible personal property tax. The earned income tax is higher than last year because we are now at full collection rate. It takes approximately 18 months before you receive the full amount of the tax issue. Unrestricted and restricted grants from the state continue to be funded at a flat level. Property tax allocation is lower than the previous year due to the deduction of the “overpayment” of the tangible personal property tax hold harmless payments that the state has recently recalculated. Salaries are level with the previous year. We will see an increase in the category as we progress through the year and our employees receive their increase per the negotiated agreement. Fringes are level with the previous year. There have been no catastrophic claims this year and our new employees have not begun using the plan yet. Purchased Services are higher than last year. Included in this category are things such as the special education supervisors, open enrollment, payments to community schools, and repairs and maintenance. These items are all higher than last year. Last year the special education supervisors had just started so we had not paid any fees for them in August 2007. This year we made a payment of \$62,332. Open enrollment and payments to community schools continue to rise and are \$78,000 more than they were in August 2007. Since the passage of the earned income tax levy, we are able to catch up on some much needed repairs and maintenance. In August 2008 repairs and maintenance are \$79,800 more than they were in August 2007. Supplies and Materials are higher than they were last year. This school year we did a new math book adoption. The expense for the new math book adoption was encumbered at year end, but is showing up as an expense this year. Also included in this category is the fuel that we purchase for the school buses. Capital Outlay is higher than last year due to the capital projects that we have done this year.

These projects include:

Lancaster High School

Drop ceiling on second floor

Replacement of tile in room 102

Painting

Camera updating inside and out

GAC entryway beautification

Vocational building roof replacement

Striping of the parking lot

Replacement of little theater carpet

Several over head projectors installed

Energy efficient lighting added to the 2nd floor hallways

Carpet replaced in vocational office

Re-location of power poles for computer lab

Track re-surfacing – Fulton Field

Fulton Field house roof replacement

Painting of goal post at Fulton Field

Stanbery

Partial replacement of roof and entryway

Concrete replacement – steps, entryway to cafeteria and sidewalk

Preparation of culinary arts classroom and several other classrooms

General Sherman

Replacement of cafeteria and kitchen tile

Installed drop ceiling in cafeteria

Painting of interior of building

Over paving of Sherman parking lot

Roof replacement over the auditorium

Installed new freezer and cooler (Food Service funded)

Installed projectors in classrooms

Painting of ceiling in main hallway

Thomas Ewing

Landscaping update to front of the building

Removal of tree at entrance way

Painting of building

Painting of lockers

Replacement of cafeteria and kitchen tile

Replacement of cafeteria tables

New flag pole

Cement work

Refinish benches

Install projectors in classrooms

Cedar Heights

Replacement of roof over gymnasium

Replacement of concrete front entry way

Installation of fencing around playground

Painting of interior of building

Installation of air conditioning in the Library

Actual system was purchased by the PTO

East

Painting of interior

Repair of plaster walls in first and second floor classroom

Cement work

Gas line replacement

Medill

Painting of interior of building

Painting of the soffit around the building

Sanderson

Painting of interior of building

Replacement of kitchen ceiling

Replacement of concrete at the entry way and kitchen door

South

Painting of interior of building
Replacement of carpet in two rooms with tile flooring
Replacement of blackboards with whiteboards

Tallmadge

Partial roof replacement
Paving of parking lot and front entryway
Painting of interior
Over pavement of playground area

Tarhe

Painting of interior of building
Paved parking lot and seal coated playground area

West

Replacement of old air conditioning with split systems
Painting of interior of building
Cement work

Transportation fuel costs were discussed by the group. The cost of fuel for the City of Lancaster has exceeded their estimates in 2008. Direct deposit was discussed. Both The City of Lancaster and Fairfield County offer direct deposit to its employees. For the City employees it is not mandatory. For the County all new employees must have direct deposit.

3. Personnel – No Report

4. Policy – September 8, 2008

Discussion – Sections of the Board Policy Manual were distributed. The committee reviewed the following policies.

File: BBFA (Board Member Conflict of Interest) Accepted as written.

File: DJC (Bidding Requirements) Accepted as written.

File: GBCA (Staff Conflict) Accepted as written.

File: GBCB (Staff Conduct) Accepted as written. After the policy was discussed, Joyce Harvey asked if it is public information as to who has a concealed weapon and who has a license to carry a weapon. Scott Burre will research and information will be disseminated to the committee members.

File: KGB (Public Conduct on District Property) Accepted as written.

Jeromey Sheets made a motion and seconded by Janie Lehman to recommend the above policies to the Board of Education for approval. Motion was unanimously passed.

5. Program – September 8, 2008

Presentation and Recommended Acceptance of the new ESL Program Standards for LCS- Donna McCance, Director of Pupil Personnel Services - *Points of Interest*: An ad hoc committee was formed in August to address the influx of non-English or limited-English speaking students into the Lancaster City School District. While procedures were in place to screen the English Language Learning student (ELL), the process and materials were in need of both review

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and revision. A majority of the ELL students are Spanish speaking; however, LCS has students who speak Chinese, Taiwanese, Portuguese, and Vietnamese as well. Therefore, the ELL process must be flexible to address the needs of any student regardless of the language of origin. The guidelines for the LCS ELL program follow state and federal guidelines for screening, classifying, servicing, testing, monitoring, and exiting students whose primary or home language is a language other than English. The process begins with any new enrolling student completing a Home Language Survey (HLS) which is adapted from ODE's Lau Center website. This is then followed by a screener known as the MAC II which determines the student's level of proficiency in five domains: Listening, Speaking, Reading, Writing and Comprehension (derived from Listening and Reading) in English. Following a review of all relevant information, a Limited English Proficient (LEP) plan or modifications may be initiated on behalf of the student. This plan (or modifications) identifies the student's current proficiency levels in the areas of listening, speaking, reading, writing, and comprehension. The plan identifies modifications and accommodations which are based upon his/her level of proficiency with the English language. Specific areas are targeted for instruction throughout the year. This plan is reviewed annually. Letters of notification to parents and records/reports are being updated to comply with the constructs of the ELL program with translations of all documents into the student's native language which will enhance parent support and participation. Presentation and Recommended Acceptance of the Grade 6-12 District Supplemental Reading List – Bradd Molk - *Points of Interest*: This is an annual review of the adopted supplemental reading novels which have been and continue to be used at the secondary level (grades 6-12). After discussion the committee agreed to table any approval until the list can be revised with updated books as well be aligned with any new district language arts program which will be approved later this school year.

6. Support Services – September 10, 2008

Review Request for Qualifications for a Design Professional: The nine firms that have submitted portfolios for review have been scored by several people and the top four firms are being examined closely. The committee will be setting up site visits for the four firms that are being considered. We will be working with the Board of Education on how to handle interviews for the selection of the architect for the Exceptional Needs Program. OSFC- Update – The committee was informed of the results of a meeting with the Ohio School Facilities Commission that was held on Friday, September 5th. The commission answered many questions that the district had in relation to the Exceptional Needs Program. The district has been looking at several locations and grade configurations to submit to the OSFC for pre-planning purposes. A special board meeting will be held on Monday, September 15th to examine the options for this program and to determine if we still want to participate in the Exceptional Needs Program. Risk Assessment Update – The committee reviewed the list of items that were found to need correcting during the risk assessment that was provided by the districts liability insurance carrier, Ohio School Plan. The items on the plan are being

worked on by our in-house staff and an update will be sent to the insurance company in October. Update on Summer Projects – The summer projects have been completed throughout the district. Punch list of the roofing and asphalt projects have been compiled and the companies are working on getting these items completed.

SUPERINTENDENT’S REPORT

1. Recognize Alternate graduates
2. Building Reports (Tarhe and Medill) – Dustin Knight, Sandy Svoboda.
3. Lancaster City Schools’ School Report – Mark Yoho
4. ACT results for Lancaster City Schools – Mark Yoho
5. Annual Reports (Community Schools) – Jeff Graf and Steve Scott

STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

08-109 CONFIRMATION OF STAFF EMPLOYMENTS

Mrs. Eyman moved to approve the following:

ADMINISTRATIVE/EXEMPT

SALARY ADJUSTMENTS

Salary Adjustment: Effective 2008-2009

Steven Poston	From: MA, Step 0
	To: MA+15, Step 0
Margaret Ervin	From: MA+15, Step 16
	To: MA+30, Step 16

CERTIFIED EMPLOYMENTS:

LONG-TERM SUBSTITUTE TITLE I TEACHER (.5) – TALLMADGE ELEMENTARY

Employ Elizabeth Grimm on a one year contract as a .5 long-term substitute teacher effective August 27, 2008 for Title I (reading and math) at Tallmadge Elementary School for the 2008-2009 school year at BA(5Y), Step 0.

CORRECTION TO BOARD MINUTES

Correction to part of resolution #08-97, board minutes dated 8/18/08:

Employ Helen Changet on a one year contract as a .5 preschool teacher at Tallmadge Elementary School for the 2008-2009 school year at BA (5Y), Step 12. This position is in addition to her already existing .5 contract at Tallmadge.

LONG-TERM SUBSTITUTE TEACHER – SANDERSON ELEMENTARY

Employ Barbie Lumbard as a long-term substitute teacher effective August 27, 2008 through June 4, 2009 as a second grade teacher at Sanderson Elementary School. Ms. Lumbard was originally hired as a .5 long-term substitute teacher for Title I Reading and Math at Tallmadge. Reference resolution #08-97, August 18, 2008.

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SUBSTITUTE TEACHERS

Employ the following people as substitute teachers for the 2008-2009 school year at the board approved rate:

Abdalla, Carol	Davis, Lois	Jones, Rachel
Lawson, Lori	McNeal, Marcy	Meberg, Manjari
Merton, James	Miller, Deborah	Potts, Laurel
Radcliffe, Rachel	Matthews, Debra	Rhymer, Paul
Urbine, Mark	Voight, Debra	Violand, Jane
Wampler, Christina	Fiore, Ashley	Larabee, John
Simmons, Sue Ellen	Smith, Kristin	Wellner, Jennifer
Zeuch, Scott	Gallagher, Rob	Fouse, Elizabeth
Chapman, Amber	Grove, Betsy	Johnson, Michael
Murray, Susan	Stone, Amy	Vanderpool, Ashley
Webb, Barbara	Radditz, Jeremiah	Stai, Candice
McCray, Terry		

SUPPLEMENTAL CONTRACTS

Supplemental Contracts: 2008-2009 School Year

<u>Name</u>	<u>Position</u>	<u>Exp./Ratio</u>		<u>Base</u>
Johnson, Thad	G.S. Boys' 7th Gr. Football	1	.07	\$2326.45
Kinniard, Josh	G.S. Boys' 7th Gr. Football	1	.07	\$2326.45
Aiello, Faith	Jr. Class Advisor	1	.03	\$ 997.05
Kobella, Sara	G.S. Science Dept. Chair	1	.07	\$2326.45
Mathias, Steve	Drama Club Advisor	5	.05	\$1661.75
Barber, Robin	Student Council Adv.	8	.04	\$1329.40
Swartz, Edith	Student Council Adv.	5	.04	\$1329.40
Swartz, Edith	Social Studies Dept. Chair.	1	.07	\$2326.45
Christian, Sue	Lang. Arts Dept. Chair.	4	.08	\$2658.80
Walker, Sandy	Math Dept. Chair	1	.07	\$2326.45
Helman, Cassidy	Duty Alternative-G.S.	1	.03	\$ 997.05
Householder, Sue	Special Olympics-Swimming (30.04%)	.07		\$ 698.87
Correction: Michelle Lewis	Sr. Class Adv.	3	.04	\$1329.40
Resolution #08-77, board minutes dated 6/23/2008.				
Correction: Resolution #08-87, board minutes dated 7/28/08.				
Neal, Erica	G.S. Football Chrlgd.	7	.10	\$3323.50
Neal, Erica	G.S. Basketball Chrlgd.	7	.10	\$3323.50
Shook, Chad	H.S. Boys' Asst. Soccer			Volunteer
Hietikko, Chuck	T.E. Boys' 8th Gr. Football	1	.07	\$2326.45
Drummonds, Brad	T.E. Boys' 7th Gr. Football	4	.09	\$2991.15
Aksterowicz, John	T.E. Boys' 8th Gr. Football			Volunteer
Conrad, Steve	H.S. Boys' Asst. Soccer	5	.09	\$2991.15
Martin, T.J.	G.S. Boys' 8th Gr. Football	1	.07	\$2326.45
Boring, Drew	G.S. Boys' 8th Gr. Football	1	.07	\$2326.45
Solt, Andrew	G.S. Boys 8th Gr. Football			Volunteer

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Charles, Vernon

G.S. Boys' 8th Gr. Football

Volunteer

EXTENDED SERVICE

Extended Service for 2008-2009 School Year

<u>Name</u>	<u>Position</u>	<u>Days</u>
Morris, Eric	Integrated Systems Tech	2

SALARY ADJUSTMENTS

Salary Adjustments: Effective 2008-2009

Faith Aiello	From: BA, Step 2 To: BA (5Y), Step 2
Greta Carson	From: BA (5Y), Step 11 To: MA, Step 11
Cynthia Moore	From: BA+15, Step 11 To: BA (5Y), Step 11
Ann Moore-Honaker	From: MA, Step 23 To: MA+15, Step 23
Kelly Byrne	From: BA, Step 1 To: BA (5Y), Step 1
Blake Evans	From: BA, Step 4 To: BA+15, Step 4
Scott Zollinger	From: MA+15, Step 19 To: MA+30, Step 19

CLASSIFIED EMPLOYMENTS:

EMPLOYMENT

STUDENT ACTIVITY ADVISOR – EAST ELEMENTARY

Employ Robin McBroom as a student activity advisor at East Elementary School at \$7.00/hr. for 1.5 hours daily effective for the 2008-2009 school year and upon satisfactory completion of fingerprint report. The money will be disbursed from the East CIP account.

STUDENT ACTIVITY ADVISOR – SOUTH ELEMENTARY

Employ Tracy Hinson as a student activity advisor at South Elementary School at \$7.00/hr. for 1.5 hours daily effective for the 2008-2009 school year and upon satisfactory completion of fingerprint report. The money will be disbursed from the South CIP account.

STUDENT ACTIVITY ADVISOR – SANDERSON ELEMENTARY

Employ Jeff Roberts as a student activity advisor at Sanderson Elementary School at \$7.00/hr. for 1.5 hours daily effective for the 2008-2009 school year and upon satisfactory completion of fingerprint report. The money will be disbursed from the Sanderson CIP account.

SUBSTITUTE EDUCATIONAL ASSISTANTS

Employ the following people as substitute educational assistants effective upon satisfactory fingerprint reports:

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Milicity Carpenter
SUBSTITUTE COOK/CASHIERS

Kim Clark

Pam Thomas

Employ the following people as substitute cook/cashiers effective for the 2008-2009 school year:

Jan Halbe	Debra West	Kristi White
Linda Kilbarger	Sheree Anderson	Jeanne Gregg
Kim Sullivan	Judy Conrad	Lynn Whelan

SUBSTITUTE BUS DRIVERS

Employ Kyle Ross as a substitute bus driver effective September 2, 2008.
Employ Robert Specht, Jr. as a substitute bus driver effective upon satisfactory fingerprint report.

LONG-TERM SUBSTITUTE SECRETARY – LANCASTER HIGH SCHOOL

Employ Tammy Coleman as a long-term substitute secretary at Lancaster High School effective September 23, 2008 through January 16, 2009 at Step 0.

CUSTODIAL TECHNICIAN – LANCASTER HIGH SCHOOL

Employ Don Ogg as a custodial technician at Lancaster High School for the 3:30 p.m. to midnight shift at Step 0, effective September 15, 2008.

CUSTODIAL TECHNICIAN – MAINTENANCE/TRANSPORTION/FULTON FIELD

Employ John Mugg as a custodial technician at Maintenance/Transportation/Fulton Field for the 3:30 p.m. to midnight shift @Step 0, effective September 15, 2008.

COOK/CASHIER – LANCASTER HIGH SCHOOL

Employ Mindy Currence as a 4/hr. cook/cashier at Lancaster High School effective September 15, 2008 at Step 0.

CHANGE OF ASSIGNMENT

The Lancaster Board of Education and Jim Anderson mutually agree to change his position from environmental technician to managing custodian at Step 2, \$13.79/hr. effective August 11, 2008.

STATE AND FEDERAL

EMPLOYMENTS

WILLIAM V FISHER CATHOLIC HIGH SCHOOL AND MS. JAY BAHNSEN

Resolution to approve the contract between William V. Fisher Catholic High School and Ms. Jay Bahnsen. Ms. Bahnsen will be under contract to provide evaluation services as the need arises. This contract will be in effect from October 1, 2008 through June 1, 2009. Her fee will be \$175.00 per evaluation and will be funded through Auxiliary Service monies.

WILLIAM V. FISHER CATHOLIC HIGH SCHOOL AND NEW HORIZONS

Resolution to approve the contract between New Horizons and William V. Fisher Catholic High School. New Horizons will be under contract to provide evaluation services for students as the need arises. The contract will be in effect from October 1, 2008 through June 1, 2009. Their fee will be approximately \$4,500.00 for nine months and will be funded through Auxiliary Services.

SAINT BERNADETTE SCHOOL AND MS. JAY BAHNSEN

Resolution to approve the contract between Saint Bernadette School and Ms. Jay Bahnsen. Ms. Bahnsen will be under contract to provide evaluation services for student, as the need arises. The contract will be in effect from October 1, 2008 through June 1, 2009. Her fee will be \$175.00 per evaluation and will be funded through Auxiliary Service monies.

EMPLOYEES FUNDED WITH STATE AND FEDERAL MONIES

Resolution to employ the following list of people funded with state and federal monies: (On file in the Treasurer’s Office)

Ms. Saunders seconded the resolution, and the roll being called on its adoption, the vote resulted as follows:

Mr. Bickham	Yea	Mr. Pearce	Yea
Mrs. Eyman	Yea	Ms. Saunders	Yea
Mrs. Moore			
Yea			

Thereupon the President declared such motion duly adopted.

08-110 STAFF SEPARATIONS

Mr. Bickham moved to approve the following:

CLASSIFIED

RETIREMENTS

RESCINDING RETIREMENT REQUEST

Ned Conrad is rescinding his request for retirement as previously approved with resolution #08-68, board minutes dated May 19, 2008.

RESIGNATIONS

DIVERSIFIED COOPERATIVE TRAINING (D.C.T.) STUDENT – ADMINISTRATIVE OFFICES

Britney Babson is resigning as a Diversified Cooperative Training student from Lancaster High School working at the Administrative Office effective September 16, 2008.

Mr. Pearce seconded the resolution, and the roll being called on its adoption, the vote resulted as follows:

Mr. Bickham	Yea	Mr. Pearce	Yea
Mrs. Eymann	Yea	Ms. Saunders	Yea
Mrs. Moore			

Thereupon the President declared such motion duly adopted.

08-111 OTHER PERSONNEL MATTERS

Ms. Saunders moved to approve the following:

MONITORS FOR SATURDAY SCHOOL AT LANCASTER HIGH SCHOOL

Resolution to employ the staff listed below as monitors for the Saturday School at Lancaster High School for the 2008-2009 school year:

Kim Cumbo	Kathryn Butcher	Teri Craiglow
Holly Seibert	Jennifer Etherington	Debra Thompson

MONITOR FOR TUESDAY SCHOOL AT GENERAL SHERMAN JUNIOR HIGH SCHOOL

Resolution to employ Kelly Byrne as monitor for the Tuesday School at General Sherman Junior High School for the 2008-2009 school year.

MONITOR FOR TUESDAY SCHOOL AT THOMAS EWING JUNIOR HIGH SCHOOL

Resolution to employ the staff listed below as monitors for the Tuesday School at Thomas Ewing Junior High School for the 2008-2009 school year:

Marlene Clark	Kathie Gallagher	Virginia Quay
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TEACHERS AS MENTORS

Resolution to approve the following teachers as mentors for the 2008-2009 school year:

Carolyn Hoyt	Debi Palmer
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SUBSTITUTE TEACHERS FOR KINDERGARTEN CAMP

Resolution to employ Phyllis Hutcheson and Sharon Svoboda as substitute teachers for Kindergarten Camp effective August 14, 2008 and August 15, 2008.

DIVERSIFIED COOPERATIVE TRAINING (D.C.T.) STUDENT – ADMINISTRATIVE OFFICES

Employ Daleesa Russell as a Diversified Cooperative Training student from Lancaster High School to work at the Administrative Office of Lancaster City Schools at the minimum wage per hour rate effective September 2, 2008. Ms. Russell will turn in time tickets to the Treasurer's Office.

COORDINATOR FOR FEELIN' GOOD MILEAGE CLUB – CEDAR HEIGHTS ELEMENTARY

Resolution to approve Diane Warner as the Feelin' Good Mileage Club Coordinator at Cedar Heights Elementary School for the 2008-2009 school year for \$1,300.00. Monies for this program were voted on by staff and will be taken out of building CIP funds.

BREAKFAST MONITOR – CEDAR HEIGHTS ELEMENTARY

Resolution to approve Betsy Cable as the Breakfast Monitor at Cedar Heights Elementary School for the 2008-2009 school year at \$7.00/hr. Monies for this program were voted on by staff and will be taken out of building CIP funds.

HOMEWORK TUTOR – WEST ELEMENTARY

Resolution to employ Gina Pressler as a homework tutor from 11:45 a.m. to 1:15 p.m. every Tuesday, Wednesday, and Thursday during the 2008-2009 school year. The first day would be September 23, 2008 and the last day would be May 21, 2009. The rate of pay will be \$7.00/hr. The money will be disbursed from the West CIP account.

CREATION OF LONG-TERM FULL-TIME E.S.L. TEACHER

Resolution to approve the creation of a long term, full-time E.S.L. teacher for the 2008-09 school year to be funded by P.B.A. (Poverty Based Assistance) Grand Funds.

Mrs. Eyman seconded the resolutions, and the roll being called on its adoption, the vote resulted as follows:

Mr. Bickham	Yea	Mr. Pearce	Yea
Mrs. Eyman	Yea	Ms. Saunders	Yea
		Mrs. Moore	Yea

Thereupon the President declared such motion duly adopted.

08-112 BUSINESS AND FINANCE

Mrs. Eyman moved to approve the following:

MODIFICATIONS, TRANSFERS, AND ADVANCES

	<u>Increase</u>	<u>Decrease</u>	<u>Approved</u>
ADVANCES			
Make advances from the general fund to the following funds:			
009 Uniform School Supplies	137,859.54		
018 Public School Support	536.79		
019 Other Grant	30,780.49		
200 Student Managed Activity	1,394.02		
300 District Managed Student Activity	11,414.33		
516 IDEA Part B Special Education	392,375.33		

524 Vocational Education Carl D Perkins	24,967.11	
572 Title I	51,866.40	
587 IDEA Part B Preschool	17,000.00	
590 Improving Teacher Quality	18,263.77	
599 Miscellaneous Federal Grant	766.57	
PERMANENT IMPROVEMENT FUND		
<u>033</u>	1,000.00	501,000.00
UNIFORM SCHOOL SUPPLIES		
<u>009</u>	38,100.00	188,174.13
PUBLIC TRUST SUPPORT		
<u>018</u>	60,113.27	112,021.36
STUDENT MANAGED ACTIVITY		
<u>200</u>	19,255.29	270,593.10
DISTRICT MANAGED STUDENT ACTIVITY		
<u>300</u>	227,518.77	311,027.56
AUXILIARY SERVICES		
<u>401</u>	57,217.20	836,748.96
POVERTY BASED ASSISTANCE		
<u>494</u>	1,738,041.48	1,792,067.25
IDIEA B		
<u>516</u>	1,171,804.72	1,779,459.90
IDEA PRESCHOOL HANDICAPPED		
<u>587</u>	344,100.00	371,478.95

CONTRACTUAL AGREEMENT WITH AUDITOR OF STATE

Resolution to approve the use of the Auditor of State to provide an audit of the basic financial statements of the Lancaster City Schools' District for the year ended June 30, 2008. Report expected to be delivered by December 15, 2008. Fees and expenses estimated to be \$29,350.00.

ADVERTISING OF BIDS

Resolution to authorize the Treasurer to advertise for sealed bids for sale of vehicles located at 341 Eagle Avenue.

LANCASTER CITY SCHOOL DISTRICT
BOARD OF EDUCATION
345 E. Mulberry Street
LANCASTER, OH 43130-3166 - 740-687-7300

Minutes of the Regular Board Meeting held on September 22, 2008.

NOTICE TO BIDDERS:

Sealed bids will be received by the Treasurer of LCS until 12:00 PM, local time Wednesday, October 15, 2008 at the Office of the Treasurer of the Board of Education of the Lancaster City School District, Lancaster, Ohio for the sale of vehicles located at 341 Eagle Ave. The Board of Education of the Lancaster City School District is the owner certain personal property which is no longer needed for any school purpose, which does not exceed \$10,000 in value and which this board has determined to offer for sale through sealed bids. The bids will be publicly opened and read by the Treasurer immediately thereafter in the Conference Room at 345 E. Mulberry Street, Lancaster, Ohio 43130.

Specifications, bid forms and bid instructions will be available in the office of the Director of Business, 345 E. Mulberry Street, Lancaster, Ohio 43130.

No bid shall be considered unless made on the forms available at the Business Office of the Lancaster City Schools and in accordance with the requirements stipulated in the bid instruction document. Ads to run: September 26, 2008

October 10, 2008

Bid Opening: October 15, 2008

LEASE AGREEMENT

It is hereby recommended that the Board of Education enter into a lease agreement with New Horizons Youth & Family Center for approximately 747 square feet of space (Suite 101) in the Board owned building at 111 South Broad Street. The lease will be effective October 1, 2008 through March 31, 2009.

APPOINT PRESIDENT TO THE LANCASTER FAIRFIELD COMMUNITY SCHOOL BOARD

It is recommended the Lancaster City Schools' Board of Education appoint Steve Scott as President to the Lancaster Fairfield Community School Board for the 2008-2009 school year.

APPOINT PRESIDENT TO THE LANCASTER DIGITAL ACADEMY BOARD

It is recommended the Lancaster City Schools' Board of Education appoint Bradd Molk as President to the Lancaster Digital Academy for the 2008-2009 school year.

AUTHORIZE THE SUBMISSION OF THE ANNUAL REPORT FOR THE LANCASTER FAIRFIELD COMMUNITY SCHOOL

Be it resolved that the Lancaster Board of Education authorizes the Superintendent or another designee to have authorization to review, make changes if necessary, and approve the Annual Report for the Lancaster Fairfield Community School.

AUTHORIZE THE SUBMISSION OF THE SPONSOR'S ANNUAL REPORT FOR THE LANCASTER FAIRFIELD COMMUNITY SCHOOL

Be it resolved that the Lancaster Board of Education authorizes the Superintendent or another designee to have authorization to review, make changes if necessary, and approve the Sponsor's Annual Report for the Lancaster Fairfield Community School.

AUTHORIZE THE SUBMISSION OF THE ANNUAL REPORT FOR THE LANCASTER DIGITAL ACADEMY

Be it resolved that the Lancaster Board of Education authorizes the Superintendent or another designee to have authorization to review, make changes if necessary, and approve the Annual Report for the Lancaster Digital Academy.

AUTHORIZE THE SUBMISSION OF THE SPONSOR'S ANNUAL REPORT FOR THE LANCASTER DIGITAL ACADEMY

Be it resolved that the Lancaster Board of Education authorizes the Superintendent or another designee to have authorization to review, make changes if necessary, and approve the Sponsor's Annual Report for the Lancaster Digital Academy.

AUTHORIZE THE SUBMISSION OF THE SPECIAL EDUCATION PLAN FOR THE LANCASTER DIGITAL ACADEMY

Be it resolved that the Lancaster Board of Education authorizes the Superintendent or another designee to have authorization to review, make changes if necessary, and approve the Special Education Plan for the Lancaster Digital Academy.

Mr. Bickham seconded the resolution, and the roll being called on its adoption, the vote resulted as follows:

Mr. Bickham	Yea	Mr. Pearce	Yea
Mrs. Eyman	Yea	Ms. Saunders	Yea
Mrs. Moore			

Thereupon the President declared such motion duly adopted.

08-133 CURRICULUM/INSTRUCTION

Mr. Pearce moved to approve the following:

ALTERNATE GRADUATES

Be it resolved, the Lancaster Board of Education approves the following students for alternate graduation:

Alison L. Evans	Amber D. Goines	Kayla D. Peters
Lena J. Wendell	Allen M. Yates	

These students have fulfilled the necessary requirements for graduation in compliance with section 3313.61 of the Ohio Revised Code and as stated in Board Policy IKF.

PLAN FOR ENGLISH LANGUAGE LEARNERS

Be it resolved that the Lancaster Board of Education approve the Plan for English Language Learners effective immediately. (On file in agenda in the treasurer's office)

Mr. Bickham seconded the resolution, and the roll being called on its adoption, the vote resulted as follows:

Mr. Bickham	Yea	Mr. Pearce	Yea
Mrs. Eymann	Yea	Ms. Saunders	Yea
Mrs. Moore Yea			

Thereupon the President declared such motion duly adopted.

08-114 OTHER

Mr. Pearce moved to approve the following:

FUND RAISING ACTIVITIES

General Sherman 8th Grade Choir and Band – Century Resources Fundraiser, custom orders from booklet. To be held from November 3 -21, 2008. Proceeds from the sale will help students raise money for contest performance trip on the spring.

Lancaster Academic Boosters/Special Needs Fund Raiser – A Chinese and Lucky Ticket Auction & Basket Raffle. To be held from present through November 8, 2008. Proceeds from the sale are to be used for classroom and community activities in the MD Classrooms.

Lancaster High School Girls Basketball- Clothing Apparel Sale. To be held November 1 – 30, 2008. Proceeds from sale to help pay for team shoes, shooting shirts and gym bags.

Lancaster High School Drama Booster Club – Concession items to be sold during any and all LHS major productions and Drama Club performances and activities. Proceeds from sales to help enhance and provide needs for Drama Club.

Lancaster High School Cheerleaders – Butter Braids and Pastry Combo's sold. To be held from August 18 – September 3, 2008. Proceeds to help with the individual accounts for the cheerleaders.

Lancaster High School Volleyball – Raffle Ticket Sales. Selling of raffle tickets from August – September 2008 for a Horizon of Hope, Longaberger basket to be drawn at Karen Wohrer Tournament. Proceeds to be used for Senior Volleyball Scholarships.

Lancaster Volleyball Parent Organization – Host Youth Volleyball Games. To be held from August 18 – October 19, 2008. Proceeds from sale to help with purchase of equipment, apparel and travel expenses for purposes of developing youth volleyball program.

Lancaster High School Volleyball – Cookie Dough Sale. To be held from August 20 – 30, 2008. Proceeds from sale to benefit Lancaster Volleyball Parent Group for team expenses.

Minutes of the Regular Board Meeting held on September 22, 2008.

Lancaster High School Volleyball – Krispy Kreme Donut Sale. Sale of Krispy Kreme Donuts during all home football games. To be held during 2008 Football Season. Proceeds to benefit the Lancaster Volleyball Parent Organization to be used for team expenses.

OUT OF STATE TRAVEL

LANCASTER HIGH SCHOOL AGRICULTURE PROGRAM

Students involved in the Career & Technical Education Agriculture Program request the opportunity to attend the National FFA Convention and Career Show in Indianapolis, Indiana to meet with fellow students involved in the study of agriculture from across the country and meet with university and industry representatives in the field of agriculture. Dates: October 23, 2008 departing at 5:30am from LHS returning to LHS at approx. 8:30 p.m. (Itinerary on file in treasurer's office)

LANCASTER HIGH SCHOOL GIRLS VARSITY AND JV VOLLEYBALL TEAM

The Lancaster Athletic Department respectfully requests permission to allow the Girls Varsity & JV Volleyball team to travel to St. Albans, W.V. during the regular fall schedule. There is no charge for the athlete. The volleyball parents will be paying for the transportation. (Itinerary on file in treasurer's office)

CONTRACTUAL AGREEMENTS

THE OHIO STATE UNIVERSITY (Professional Development of Students – College of Social Work)

Be it resolved the Lancaster City Schools Board of Education approves the long-standing social worker contract with Ohio State University. Future social workers are placed in a practicum in Lancaster City Schools to work with students and families on a yearly basis under the direction of Mrs. Debbie Rockwood. These interns comply with all regulations and policies of Lancaster City Schools. The agreement duration is the 2008-2009 school year.

SUGAR BEAR PIZZA (Athletic Department Advertising – Gold Package)

Be it resolved the Lancaster City Schools Board of Education approves Gold Package Contract with Sugar Bear Pizza and Lancaster City Schools' Athletic Department. Details of this contract are outlined in proceeding document.

FAIRFIELD INDUSTRIES, INC. (Prepare Discarded District Computers for Disposal)

Be it resolved that the Lancaster City Schools Board of Education authorizes the Director of Educational Information and Technology Services to extend the contract approved on August 18, 2008 with Fairfield Industries, Inc. to prepare discarded district computers for disposal, for an additional amount not to exceed \$3000.

ANDREA SCOTT (Maintain Student Tracker Database – Department of Student Services)

Be it resolved that the Lancaster City Schools Board of Education enters into a contractual agreement with Andrea Scott, who will maintain the student tracker database for the Special Education Department. The duration of employment shall begin on July 1, 2008 and would continue through June 30, 2009. Total compensation for support services for these databases is not to exceed \$3,000.00, funded through Title VI-B.

JUDY KEITH (Evaluator of Elementary and Secondary Counseling Grant)

Be it resolved to enter into an Agreement between Lancaster City Schools and Judy Keith to provide services for the Counseling Grant evaluations for the 2008-2009 school year. Said reimbursement will not exceed \$10,000 and is to be paid through the 2008-2009 Counseling Grant.

SYSTEMAX (Warranty Services and Technical Support for Computers)

Be it resolved that the Lancaster City Schools Board of Education authorizes the Treasurer to enter into a one year contract with Systemax for warranty services on their computers. Term of Contract: 9/7/08 – 9/6/09

ATTENDANCE AT PROFESSIONAL MEETINGS

Be it resolved the Lancaster City Schools Board of Education authorizes the attendance of board members at the following professional meetings in accordance with board policy BHBA.

January 12-13, 2008	OSBA New Board Member Academy Bill Bickham Amy Eyman Hollie Saunders
January 17, 2008	Pepple & Waggoner, Ltd.'s School Negotiations Workshop Bill Bickham
February 27, 2008	OSBA Central Region Spring Conference Bill Bickham Thom Pearce Hollie Saunders
March 12, 2008	OSBA Communications Workshop Bill Bickham Hollie Saunders
April 29, 2008	Auditor of State's Certified Public Records Training Bill Bickham

May 2-3, 2008	Board Leadership Institute Bill Bickham Thom Pearce
September 3, 2008	OSBA Treasurer's Clinic Bill Bickham Amy Eyman
October 15, 2008	Pepple & Waggoner, Ltd's School Law Update Bill Bickham Hollie Saunders
November 9-12, 2008	OSBA 2008 Capital Conference Bill Bickham Hollie Saunders

CANCELLATION OF SCHOOL

Resolution to approve the cancellation of school on Monday, September 15, Tuesday, September 16, and Wednesday, September 17, 2008, due to power outages.

FIRST READING ON REVISED POLICIES

<u>BBFA</u>	Board Member Conflict of Interest
<u>DJC</u>	Bidding Requirements
<u>GBCA</u>	Staff Conflict of Interest
<u>GBCB</u>	Staff Conduct
<u>KGB</u>	Public Conduct on District Property

BOARD MEMBER COMMENTS

The Board Members complimented the staff on all of the hard work during the power outages.

08-115 EXECUTIVE SESSION

Ms. Pearce moved at 8:45 p.m. to enter into Executive Session for the purpose of Appointment/Employment/Dismissal/Promotion/Demotion/Compensation of Personnel.

Mrs. Eyman seconded the resolution, and the roll being called on its adoption, the vote resulted as follows:

Mr. Bickham	Yea	Mr. Pearce	Yea
Mrs. Eyman	Yea	Ms. Saunders	Yea
		Mrs. Moore	Yea

Thereupon the President declared the meeting adjourned.

