

Large Meeting Room
111 South Broad Street
Lancaster, Ohio
January 25, 2011

The Board of Education of the Lancaster City School District, Fairfield County, Ohio met in a Regular Board Meeting on January 25, 2011 in the Large Meeting Room located at 111 South Broad Street. The meeting was called to order at 7:00 p.m. by Mr. William Bickham, President and the roll being called, the following members were present:

Ms. Amy Eyman Mr. Gary Mauller
Ms. Kathy Kittredge Ms. Hollie Saunders
Mr. William Bickham

PLEDGE OF ALLEGIANCE – Students from South Elementary – 5th Grade

11-10 APPROVAL OF MINUTES

Ms. Kittredge moved to approve the minutes of the Regular Board Meeting held on December 20, 2010 and Reorganizational Meeting held on January 3, 2011 as corrected:

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

Ms. Eyman Yea Mr. Mauller Yea
Ms. Kittredge Yea Ms. Saunders Yea
Mr. Bickham Yea

Thereupon the President declared such motion duly adopted.

11-11 ADOPTION OF AGENDA

Ms. Eyman moved to approve the Agenda with the following correction/additions:

Page 23 Replacement Page
Page 23 Correction to Replacement Page 1.A. change effective date to 1/4/2011
Page 24 2.E. Change effective date to 12/20/2010
Page 26 Replacement Page
Page 27 Replacement Page
Page 62 Change advertising dates to read: February 3, 2011, February 10, 2011
Change Bid Opening date to read: February 17, 2011

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

Ms. Eyman Yea Mr. Mauller Yea
Ms. Kittredge Yea Ms. Saunders Yea
Mr. Bickham Yea

Thereupon the President declared such motion duly adopted.

QUESTIONS FROM THE AUDIENCE – PUBLIC PARTICIPATION

None

LEGISLATIVE UPDATE

Ms. Eyman gave a legislative update.

UNFINISHED BUSINESS

School Calendar 2011-2012 discussion. Vote to be taken in February 2011.

COMMUNICATIONS

None

BOARD STANDING COMMITTEES

1. Communications – January 4, 2011

Business Items: Resolutions - Approve 2-yr Contractual Agreement with School Pointe for webhosting services. Approve 1-yr Contractual Agreement with Gaggle.Net, Inc. for web-based e-mail hosting services and 21st Century Tools. Approve 5-yr Contractual Agreement with Time Warner for e-LAN services. Discussion Items: *The committee discussed the first two questions and will discuss the last two questions at the next meeting.* What is our current image in the community? Are we taking advantage of all the available opportunities to communicate with the community?

2. Finance – Calamity Day Rescheduled for February 17, 2011

3. Personnel – December 20, 2010

Old Business: PSW Compliance Training - The second round of on-line compliance training is underway for district employees with the third and final round to be completed this spring. Job Description Project - Draft copies of job descriptions have been submitted from the food service, transportation, technology and student services departments. Master Teacher Program for 2010-11 - Twenty Nine (29) teachers' submitted applications for the Master Teacher Program for this school year. Classified Bidding and Hiring Procedure - Guidelines were presented for the bidding, application and selection procedure for classified employees within a class series, classified employees outside a class series, substitutes and non-employees. Classified Seniority List - The classified seniority list has been reformatted so that it may be updated monthly. The listings have been modified to reflect the listings of class series in the negotiated agreement and substitute hire dates have been removed to provide clarity and consistency with the bidding and selection procedures. Resident Educator Mentor Program Update - Beginning next school year, the initial license for teachers will be a four year resident educator license. The ODE is developing a mentoring program for teachers in the four year residency program to be implemented next year. The structure of a four year mentoring program will have financial implications for the district to consider as the present cost for mentor training and supplemental contracts is estimated at \$1,600 per mentor.

4. Policy – No Report

5. Program – January 3, 2011

The meeting was called to order at 4:30 p.m. by Chairperson – Ms. Kathy Kittredge
Ms. Kathy Kittredge and Mrs. Amy Eyman replaced Ms. Hollie Saunders and Mr. Gary Mauller as Board Representatives to the Program Committee Board Standing Committee. Informational Item: Jr. High Program of Studies for 2011-2012, Jenny O’Hare, Director of Instructional Services. Points of Interest: The Program of Studies for General Sherman and Thomas Ewing will remain the same for the 2011-2012 school year. Only a date change was needed for the revision. Informational Item: Martin Luther King, Jr., Essay Contest – Robin Cathers, Principal, South Elementary. Points of Interest: The essays are due on January 5th. Students were given one last reminder on January 3rd through a video. Discussion Item: Educational Philosophy and Goals/Objectives-Jenny O’Hare, Director of Instructional Services. Points of Interest: The Office of Instructional Services updated the Educational Philosophy and Goals/Objectives which are components of Courses of Studies. The Program Committee reviewed the revisions. Mr. Walker suggested that the committee be given additional time to review the items. Ms. O’Hare will send copies to all committee members to review. The committee will make revisions at the next meeting and then send a recommendation to the Policy Committee in March. Discussion Item: Fiscal Changes-Rob Walker, Superintendent. Points of Interest: Mr. Walker described potential motion to adjourn until the next meeting on Monday, February 7, 2011, at 4:30 p.m. at the Stanbery Administrative Conference Room.

6. Support Services – January 5, 2011

Discussion Items: Mr. Ted Mercer with Mercer Group, Inc. presented a summary of his analysis to the current condition of the soccer field and provided us with solutions that would allow the field to be safe and playable for our student athletes and to fix the drainage and turf issues that have plagued this field for years. According to Mr. Mercer, his findings from soil samples, analysis of core samples, and the laser elevation that he had taken of the field all pointed to the fact that the soil is very compacted in areas to the West and North and that the soil is very high in clay content. The fixes that he recommended are to till under the entire field then introduce sand into the existing soil. He also recommended improving the drainage across the entire field to allow the water to move away from the surface of the field as quickly as possible. Fertilization and proper watering of the field is also very important to the overall success of the grass. In addition he recommended that only game play take place on that field and that practices need to be held somewhere other than on this field. He stated that all this work could be completed in May and as long as the field is re-seeded by the 16th of May it will be playable for the 2011-2012 season.
Next Meeting: Thursday, February 17, 2011 at 4:00PM.

SUPERINTENDENT’S REPORT

Board Recognition Month

Building Report (Tallmadge) – Brian Lawson, Principal.

District Leadership Team Update – Jenny O’Hare

Gaggle.Net Update – Kevin Snyder

Lancaster Public Education Foundation – Craig Vandervoort

Community Engagement Update – Rob Walker

STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

CONFIRMATION OF STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

11-12 EMPLOYMENTS

Ms. Saunders moved to approve the following:

ADMINISTRATIVE/EXEMPT SALARY ADJUSTMENTS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Snyder, Kevin	MA, Step 1	MA, +15, Step 1	1/26/2011 1/4/2011

CERTIFIED STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

Certified Teacher

Employ the following as Long-Term Substitute Teachers pending receipt of appropriate licensure, official transcripts, and background checks for the 2010-2011 school year at the board approved rate:

Name: Henderson, Ashley	Name: Stiteler, Dorleas Rene
Position: Intervention Specialist	Position: Speech Pathologist
School: Lancaster High School	School: District
Salary: BA, Step 0	Salary: MA, Step 10 <u>0.08 FTE</u>
Date: 1/26/2011	Date: 2/1/2011
Status: Replacement	Status: Replacement
Fund: General	Fund: General

SUBSTITUTE TEACHERS 2010-2011 SCHOOL YEAR

Employ the following people as substitute teachers for the 2010-2011 school year at the board approved rate pending return of employment packets, satisfactory background checks, and appropriate licensure as noted:

<u>Name</u>	<u>Date</u>
Blankenship, Ashley	01/03/2011
Happeney, Lauren	01/05/2011
Luppold, Glen	01/11/2011
Stemen, Drew	01/11/2011

SUPPLEMENTAL CONTRACT 2010-2011 SCHOOL YEAR

CURRICULUM

<u>Name</u>	<u>Position</u>	<u>Exp</u>	<u>Ratio</u>	<u>Amount</u>
Fish, Shannon	National Honor Art Society	0	.03	\$1027.17

SUPPLEMENTAL CONTRACTS: 2010-2011 SCHOOL YEAR – COMMUNITY

ATHLETIC

<u>Name</u>	<u>Position</u>	<u>Exp</u>	<u>Ratio</u>	<u>Amount</u>
Pessel, David	Boys Dev. BB Coach		Volunteer	

CERTIFIED SALARY ADJUSTMENTS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Parker, Allison	MA, Step 18	MA + 15, Step 18	1/26/2011 12/20/2010

CHANGES IN CERTIFIED CONTRACT

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Branch, Robert	.4 hours	.5 hours	1/26/2011

CLASSIFIED STAFF EMPLOYMENTS

REGULAR CUSTODIANS

Employ the following people as custodians technician pending return of employment packets, satisfactory background checks as noted:

Name: Van Meter, Wayne
Location: Maint-Hood Bldgs.
Hours: 8
Step: 0
Effective Date: 1/26/2011
Status: Replacement
Funding: General

REGULAR EDUCATIONAL ASSISTANTS/AIDS

Employ the following people as educational assistants/aides pending return of employment packets, satisfactory background checks and appropriate licensure as noted:

Name: Etienne, Ginny
Location: Cedar Heights Elementary
Hours: 7
Step: 2
Effective Date: 1/26/2011
Status: Replacement
Funding: General

REGULAR SECRETARIES

Employ the following people as secretaries pending return of employment packets, satisfactory background checks as noted:

Name: Comer, Tara
Location: LHS
Hours: 7 – 10 month
Step: 2
Effective Date: 1/18/2011
Status: Replacement
Funding: General

REGULAR TRANSPORTATION

Employ the following person as a bus driver pending appropriate licensure, return of employment packets, satisfactory background checks as noted:

Name:	McCall, Lisa	Name:	Seymour, Joseph
Location:	Transportation	Location:	Transportation
Hours:	2.25	Hours:	5
Step:	0	Step:	7
Effective Date:	1/26/2011	Effective Date:	1/26/2011
Status:	Replacement	Status:	Replacement
Funding:	General	Funding:	General

LONG-TERM SUBSTITUTE BUS AIDE

Employ the following person as a Long-Term Substitute Bus Aide pending return of employment packets, satisfactory background checks as noted:

Name: Craiglow, Donna
Location: Transportation
Hours: 3.5
Step: 0
Effective Date: 1/12/2011
Status: New
Funding: ARRA VI B

LONG-TERM SUBSTITUTE EDUCATIONAL ASSISTANTS/AIDES

Employ the following person as a Long-Term Substitute Educational Assistants/Aides pending return of employment packets, satisfactory background checks and appropriate licensure as noted:

Name: Rigsby, Amy
Location: West Elementary
Hours: 7
Step: 0
Effective Date: 01/26/2011
Status: New
Funding: ARRA VI B

SUBSTITUTE TRANSPORTATION

Employ the following people as substitute bus drivers pending appropriate licensure, return of employment packets, satisfactory background checks as noted:

<u>Name</u>	<u>Effective Date</u>
Beatty, Lisa	01/03/2011

CHANGE IN ASSIGNMENT/HOURS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Rainier, Ashley	7 hours	7.5 hours	10/26/2010
Seymour, Joseph	2.25 hours	5 hours	01/26/2011

STAFF SEPARATIONS

CERTIFIED

RETIREMENT

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Disbennet, Ellen	Kindergarten Teacher	Cedar Heights	05/31/2011
Larrison, Nancy	Kindergarten Teacher	Tallmadge	06/30/2011

CLASSIFIED

RESIGNATION

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Beatty, Lisa	Bus Driver	01/03/2011

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

Ms. Eyman	Yea	Mr. Mauller	Yea
Ms. Kittredge	Yea	Ms. Saunders	Yea
		Mr. Bickham	Yea

Thereupon the President declared such motion duly adopted.

11-13 BUSINESS AND FINANCE

Ms. Eyman moved to approve the following:

MONTHLY FINANCIAL REPORT FOR DECEMBER 2010

Be it resolved that the Board of Education approve the financial report for December 2010.

ESTABLISH NEW FUNDS

Resolution to establish new funds: 200-9012 Tallmadge Student Council

Resolution to approve transfer of \$193.12:

From: 018-9012 Principal Fund - Tallmadge

To: 200-9012 Tallmadge Elementary Student Council Fund

ADVERTISE FOR SOCCER FIELD IMPROVEMENTS

Resolution to authorize the Treasurer to advertise for soccer field improvements.

Advertisements to run on the following dates: February 3, 2011

February 10, 2011

Bid Opening: February 17, 2011 at 12:00 PM

AUTHORIZING THE SALE WITHOUT PUBLIC AUCTION OF PROPERTY OWNED BY THE BOARD AND NO LONGER NEEDED FOR ANY SCHOOL PURPOSE

WHEREAS, the Board of Education of the Lancaster City School District is the owner certain personal property hereinafter described 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 without public auction; NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lancaster City School District, county of Fairfield, state of Ohio, that:

Bus #7 – 1989 Freightliner Bus 71 Passenger
Vin #4UZ6CFAA4WC970562
Mileage-148,383

Bus #13 – 1999 Freightliner Bus 71 Passenger
Vin #4UZ6CFAA9YCA77910
Mileage-144,867

Section 2. The property shall be sold at private sale on the terms and conditions set forth by both parties.

Section 3. The president and treasurer of this board are authorized and directed to execute the agreement on behalf of the board, and to do all things necessary and consistent with this resolution to affect the sale of the property.

Section 4. The proceeds of the sale of the property shall be paid into the Bus Replacement fund in accordance with RC 5705.10.

Section 5. It is found and determined that all formal actions of this board concerning and relating to the adoption of this resolution were adopted in an open meeting of this board, and that all deliberations of this board and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with the law.

RENEWAL OF LEASE AGREEMENT WITH AMBASSADOR HOME HEALTH SERVICES

It is hereby recommended that the Board of Education renew the lease agreement with Ambassador Home Health Services, LLC. for approximately 238 square feet of space (Suite 109) in the Board owned building at 111 South Broad Street.

The lease will be effective March 1, 2011 through February 29, 2012.

CONTRACTUAL AGREEMENTS

DIGITAL SCHOOL NETWORK – SCHOOL POINT WEBSITE DEVELOPMENT SERVICES

It is hereby resolved to approve the SchoolPointe Website contract with Digital School Network (dba Index Blue) to provide website development and maintenance services for Lancaster City Schools from July 1, 2011 through June 30, 2013.

GAGGLE.NET, INC. WEB-BASED EMAIL HOSTING SERVICES

It is hereby resolved to approve the contract with Gaggle.Net, Inc. to provide web-based email hosting services for Lancaster City Schools from July 1, 2011 through June 30, 2012.

TIME WARNER CABLE (e-LAN SERVICES)

It is hereby resolved to approve the contract with Time Warner Cable for e-LAN Services for Lancaster City Schools for a 5-Year term starting July 1, 2011 through June 30, 2016.

AMY PAYN (DATA ANALYSIS, PROFESSIONAL DEVELOPMENT AND SUPPORT FOR OHIO IMPROVEMENT PROCESS)

Be it resolved for the Lancaster City Schools to provide reimbursement for Amy Payne to provided data analysis, professional development and support for the Ohio Improvement Process from January 26, 2011 through June 30, 2011. Lancaster City Schools will agree to pay \$40 per hour for said services. Total Compensation is not to exceed \$8,000 funded through Title I.

NEW HORIZONS (FAMILY SUPPORT OUTREACH COORDINATORS)

Be it resolved to enter into an agreement between Lancaster City Schools and New Horizons to provide (7 FTE) Family Support Outreach Coordinators for the remainder of the 2010-2011 school year. This agreement will include seven Family Support Outreach Coordinators for a cost of \$220,220. Said Services are contingent upon grant funding and are to be paid through the 2010-2011 Title I and ARRA – Title I and VI-B funds.

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

Ms. Eyman	Yea	Mr. Mauller	Yea
Ms. Kittredge	Yea	Ms. Saunders	Yea
		Mr. Bickham	Yea

Thereupon the President declared such motion duly adopted.

11-14 CURRICULUM/INSTRUCTION

Ms. Saunders moved to approve the following:

2011-2012 JUNIOR HIGH SCHOOL PROGRAM OF STUDIES

Be it resolved, the Lancaster Board of Education approves the 2011-2012 Program of Studies booklet for Thomas Ewing Junior High and General Sherman Jr. High School. The program of studies booklet can provide students and parents a listing of course of studies which are offered to them in order to make appropriate educational decisions.

FOREIGN EXCHANGE STUDENT(S) FOR THE 2011-2012 SCHOOL YEAR

Be it resolved that the Lancaster Board of Education consider the approval of high school foreign exchange student(s) to attend Lancaster High School for the 2011-2012 school year. The student(s) will be sponsored by the Rotary Club of Lancaster through its Rotary Club Youth Exchange Program. Neither name nor nationality of the student(s) or host family have been determined.

DONATIONS

Be it resolved the Lancaster Board of Education accepts the following donations made to:

Lancaster City Schools

Acceptance of Double Face Illuminated Sign with Set of Letters. Installed by Gene's Sign Company.

Donation was made by:	General Sherman Parent Organization (GSPO) 701 Union Street Lancaster, OH 43130
Total Value:	\$5,695.00

Acceptance of monetary donation to be distributed amongst all eleven schools based upon the per building ADM count.

Donation was made by:	The Lancaster Public Education Foundation 123 South Broad Street, Suite 211 Lancaster, OH 43130
Total Value:	\$6,680.00

FUND RAISING ACTIVITIES

LANCASTER HIGH SCHOOL – ACADEMIC BOOSTERS ORGANIZATION

Conduct Academic Boosters Membership Drive 2011. Memberships sold as individual, family or business. Direct mailing to business. To be held from February 1 – May 2011. Proceeds to benefit the support of LHS Academic activities, recognition breakfasts, NHS pins and reception, grade card incentives and other support needed.

TARHE ELEMENTARY

Cookie Dough Fundraiser – Students will sell Otis Spunkmeyer cookie dough for prizes through Teamwork Fundraising. To be held from February 29 – March 11, 2011. Proceeds to benefit 018 fund which pays for assemblies, t-shirts and other student activities.

STUDENT TRAVEL

Culinary Arts will be competing in the 2011 Ohio ProStart Invitational Competition to be held on Sunday, February 19th through Monday February 21, 2011. To be held at the Greater Columbus Convention Center & Crown Plaza – Columbus. (Itinerary on file in January Agenda).

OUT OF STATE – STUDENT TRAVEL

LANCASTER TRACK & CROSS COUNTRY – UNIVERSITY OF KENTUCKY

The Lancaster Athletic Department respectfully requests permission to allow the Boys Varsity Track & Field team to travel to the University of Kentucky on Friday, February 19, 2011. The Track & Cross Country parent group will be paying for the costs incurred for this trip. (Itinerary on file in January Agenda)

BROADCASTING/JOURNALISM SENIORS TO TRAVEL TO NEW YORK CITY

Be it resolved that the Board of Education approve the Grade 12 Broadcasting and Journalism students to travel to New York City from April 14th – April 17th, 2011. (Itinerary and fundraiser details available on file in January Agenda)

APPROVE SECOND READING ON THE FOLLOWING NEW/REVISED POLICIES

- EBBC BLOODBORNE PATHOGENS
- EGAAA COPYRIGHT
- GBCB STAFF CONDUCT
- HAB SUPPLEMENTAY MATERIALS SELECTION AND ADOPTION
- JFC STUDENT CONDUCT
- JHCB IMMUNIZATIONS
- JHCC COMMUNICABLE DISEASES

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

- | | | | |
|---------------|-----|--------------|-----|
| Ms. Eyman | Yea | Mr. Mauller | Yea |
| Ms. Kittredge | Yea | Ms. Saunders | Yea |
| | | Mr. Bickham | Yea |

Thereupon the President declared such motion duly adopted.

11-15 ADJOURN – JANUARY 25, 2011

Mr. Mauller moved at 8:38 p.m. to adjourn. The next meeting is a Regular Board Meeting in the Large Meeting Room located at 111 South Broad Street, February 22, 2011 at 7:00 p.m.

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

Ms. Eyman	Yea	Mr. Mauller	Yea
Ms. Kittredge	Yea	Ms. Saunders	Yea
Mr. Bickham	Yea		

Thereupon the President declared the meeting adjourned.

William Bickham President

ATTEST:

Scott C. Hiles Interim Treasurer