

Large Meeting Room
111 South Broad Street
Lancaster, Ohio
March 27, 2012

The Board of Education of the Lancaster City School District, Fairfield County, Ohio met in a Regular Board Meeting on March 27, 2012 in the Large Meeting Room located at 111 South Broad Street. The meeting was called to order at 5:30 p.m. by Ms. Amy Eyman, President and the roll being called, the following members were present:

Ms. Kathy Kittredge Mr. Gary Mauller
Ms. A. Lise Ricketts Mr. Thomas Shaffer
Ms. Amy Eyman

PLEDGE OF ALLEGIANCE – Students from East Elementary School

12-29 APPROVAL OF MINUTES

Ms. Kittredge moved to approve the minutes of the Regular Board Meeting held on February 28, 2012, Board Work Session held on March 1, 2012, and Special Meeting held on March 15, 2012 with the following correction:

February 28, 2012: Minutes - Resolution #12-23, change adjourned time to 8:09 p.m.

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

Ms. Kittredge Yea Mr. Mauller Yea
Ms. Ricketts Yea Mr. Shaffer Yea
Ms. Eyman Yea

Thereupon the President declared such motion duly adopted.

12-30 ADOPTION OF AGENDA

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

Page 26 Ex. D +add MA, Step **12**, change date to **12/31/2011**
Page 27 Ex. A change hours to **7.5**
Page 28 Ex. A.2 +add Resignation **Barr, Brian, Science Teacher at
Thomas Ewing, effective 8/17/2012**
Page 126a Ex. G +**Cedar Heights PTO – Fundraiser**
126b Ex. G +**Thomas Ewing Art Club - Fundraiser**

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

Ms. Kittredge Yea Mr. Mauller Yea
Ms. Ricketts Yea Mr. Shaffer Yea
Ms. Eyman Yea

Thereupon the President declared such motion duly adopted.

Minutes of the Regular Board Meeting held on March 27, 2012.

QUESTIONS FROM THE AUDIENCE – PUBLIC PARTICIPATION

LEGISLATIVE UPDATE

Ms. Ricketts reported the legislature has been very active the last couple of weeks working on the MBR, HB482, HB242, SB284, HB487 and SB316.

UNFINISHED BUSINESS

COMMUNICATIONS

Mr. Mauller handed out information provided to him by parents and residents of Sanderson Elementary School regarding the potential communications tower location. We will ask City personnel to come to our next board meeting in April.

BOARD STANDING COMMITTEES

1. Communications – March 6, 2012

LSN Update-Kevin Snyder: Bond issue videos were viewed at Rotary meetings. Great feedback. Some members feel it may have helped in changing some voters' opinions. ISP and ITC Decision – the district has decided to contract with LACA. YouTube - We have decided, after much discussion with administrators, to permit YouTube access on the Internet. YouTube is owned by Google. In order to completely block YouTube we have to block Google. If we do not block Google, students get to YouTube. Therefore, our administrators have reminded their staff about actively monitoring students when using computers this week in preparation for the change. The change will be ready for students and teachers on Monday, March 12. Federal law does not require us to block access to YouTube.

2. Finance – No Report

3. Personnel – No Report

4. Policy – March 5, 2012

Discussion – Policies presented for the first reading at the March Board of Education meeting were distributed. These policies are as follows:

File: EDE – Computer/Online Services – Approved as presented.

File: EDE-R – Approved as presented.

File: EFF – Food Sale Standards – Approved as presented.

File: IKF – Graduation Requirements (Ohio Core Opt Out) – Group decided not to participate in Opt Out Provision.

File: IKF-R – Was not approved due to not implementing the Opt Out Provision.

File: IKF-E – Was not approved due to not implementing the Opt Out Provision.

File: JFCF – Hazing and Bullying – Approved as presented.

File: IGDJ – Interscholastic Athletics was emailed to the group the following week – No objections. Approved as presented.

5. Program – March 12, 2102

Recommendation for Approval: Science Seminar Course of Study – Jenny O’Hare, Director of Instructional Services - Points of Interest: The Science Seminar Course of Study was distributed and reviewed. Recommendation for Approval: 2012-2013 Late Start Waiver for Marzano Training – Jenny O’Hare - Points of Interest: This is already on the District calendar and approved by the Board. The training hasn’t changed from last year. Jenny will apply for the waiver after board approval. Recommendation for Approval: 2012-2013 Frosh Fest Waiver – Jenny O’Hare, Points of Interest: This will be the fourth year the district has been granted this waiver. On August 22, 2012, freshmen would be the only students at the high school with the exception of upperclassmen to provide guidance. All faculty are involved in Frosh Fest. Feedback from students, parents, and staff indicate it continues to be a successful program in making the transition to high school. Jenny will send in the latest evaluation when applying for this waiver. Recommendation for Approval: BMI Waiver for 2012-2013 – Jenny O’Hare, Points of Interest: This will be the third year for this waiver. One of the concerns is there would be a need to hire additional personnel to conduct the BMI screenings, adding to the expenses of conducting the screenings. Recommendation for Approval: Elementary Summer School for 2012 – Jenny O’Hare, Points of Interest: The dates for Elementary Summer School will be July 31 – August 10 and will be held at South and Tallmadge. OAA test results will determine which students currently in grades 3 and 4 will be invited to attend. There will be no cost to the parent, and lunch and transportation will be provided. Recommendation for Approval: Junior High Summer School for 2012 – Jenny O’Hare, Points of Interest: Summer School will be held at both General Sherman and Thomas Ewing, from June 11 – June 29. There will be two sessions at each building: 8:00 - 9:30, and 9:45 - 11:15. Language Arts and Math are the two subjects available. The cost is \$20 per session. Recommendation for Approval: Lancaster High School Summer School for 2012 – Jenny O’Hare, Points of Interest: Summer School will be held in the Career Tech building at LHS, from June 18 – July 13. Two sessions will be held: 8:00 – 11:30, and 12:00 – 3:30. The classes offered were discussed. The cost will be \$75 for ¼ and ½ credit classes, which includes a \$25 application fee, and \$100 for one credit classes which includes a \$35 application fee. OGT camp will also be offered during this time. As required by the state, students must attend 10 hours of camp before taking the test, which will be given at this time. There is no fee for OGT camp. Cyber Bullying – Kevin Snyder, Director of Educational Information and Technology Services, Points of Interest: There are two laws taking effect this summer and fall that require school districts to have a policy in place regarding cyber bullying. The Protecting Children in the 21st Century Act will require schools to provide age-appropriate curriculum on cyber bullying, social media, and online chat rooms. The Jessica Logan Act closely mirrors the federal act, but focuses on the state of Ohio. Kevin has formed a committee to study these policies and curriculum is being developed to implement instruction on these matters, which will be presented during the March 27 Board meeting for a first reading. Core Curriculum – Jenny O’Hare, The Curriculum Department has developed information on non-fiction writing and non-fiction reading. District Leadership Team – Jenny O’Hare, Teacher Based Teams handbooks were distributed. Principals have gone over this with their buildings, and the handbooks will be available to use as a resource as the teams are different in each building. Amy Payn is available to work with TBTs when called.

6. Support Services – March 7, 2012

Discussion Items: Election Results – Results of Tuesday’s election were reviewed and handouts of the unofficial results were distributed. The bond passed unofficially in 22 precincts and the issue passed by 21 votes pending the count of the provisional ballots. This provisional ballot count should be completed and results known by March 22nd. Mowing Proposal Information – The committee was informed that five companies have currently picked up proposal packets. The submitted proposals will be opened March 16, 2012 at 12:00 PM. Results of the proposal will be e-mailed to all committee members prior to the board meeting for comment and a recommendation to the full Board of Education. House Bill 264 – House Bill 264 is a State of Ohio energy efficiency program that would allow the district to focus on reducing the amount of energy being consumed at our two Jr. Highs and High School. Since T-12 lighting will no longer be manufactured after July 2012 we are in need of updating our lighting in the secondary schools. A meeting has been scheduled between Vista Consulting Group and our maintenance staff to review priorities of energy efficient measures to implement in the secondary buildings. Pending the outcome of the bond issue we may need to expand the program to the elementary buildings as well. General Sherman/Thomas Ewing Bus Lane Issue – In order to provide a safer environment to parents, students and staff we are looking at adding bus lanes at General Sherman and upgrading the lane and visitor parking at Thomas Ewing. We will also add additional safety features including railings to separate bus traffic from the student pick-up areas. This also adds additional security to the front of Thomas Ewing as well. Other – The committee was given an update on the status of the wood lighting pole at Fulton Field. The pole was removed safely and will be taken from the site within the next few days.

TREASURER’S REPORT

No Report

SUPERINTENDENT’S REPORT

Building Reports (West Elementary School – Terri Garrett, Principal) and
(Tarhe Elementary School – Dustin Knight, Principal)

Master Teacher – Steve Wigton, Human Resource Director

Wireless Update – Kevin Snyder, EITS Director

School Board Protocol

Election Results/Facilities Update

STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

CONFIRMATION OF STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

12-31 EMPLOYMENTS

Ms. Kittredge moved to approve the following:

ADMINISTRATION/EXEMPT

RENEWAL OF ADMINISTRATIVE/EXEMPT CONTRACTS

<u>Name</u>	<u>Position</u>	<u>Length of Contract</u>	<u>Contract Expires July 31</u>
Bosser, Pamela	Athletic Director	3 Years	2015
Burre, Scott	Principal	3 Years	2015
Cathers, Robin	Principal	3 Years	2015
Coleman-Gross, Sheila	Psychologist	3 Years	2015
Knickerbocker, Anthony	Career Tech Assistant	3 Years	2015
Lewis, Kyle	LSN Station Manager	2 Years	2014
McCurdy, Jackie	Adm. Asst. Data Processing	3 Years	2015
Matchett, Stephen	Dean	3 Years	2015
O'Hare, Jenny	Director	1 Year	2013
Rainey, Jerry	Director	3 Years	2015
Spangler, Steve	Dean	3 Years	2015

CERTIFIED EMPLOYMENTS

SUBSTITUTE TEACHERS

Employ the following people as substitutes teachers for the 2011-2012 school year pending receipt of appropriate licensure, official transcripts and background checks.

Name

Small, Diana
Johnson, Monica
Flowers, Elizabeth
Kilbane, Patrick

SUPPLEMENTAL CONTRACTS: 2011-2012 SCHOOL YEAR

ATHLETIC

<u>Name</u>	<u>Position</u>	<u>Exp</u>	<u>Ratio</u>	<u>Amount</u>
Naypauer, Scott	G.S. Boys Track Coach	0	.07	\$2396.73

CERTIFIED SALARY ADJUSTMENTS

<u>Name</u>	<u>Location</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Spencer, Jennifer	Lancaster High School	MA, Step 12	MA+15, Step 12	12/31/2012
Strong, Allyson	Lancaster High School	BA(5Y), Step 12	MA, Step 12	12/17/2011

CLASSIFIED STAFF EMPLOYMENTS

LONG-TERM SUBSTITUTE – EDUCATIONAL ASSISTANT

Employ the following person as an educational assistant pending return of employment packets, satisfactory background checks as noted:

Name: Blosser, Joyce
Location: West Elementary
Hours: 7.5
Step: 0
Effective Date: 3/28/2012
Status: Replacement
Funding: General

STAFF SEPARATIONS

CERTIFIED

RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Bartlett, Janilyn	Kindergarten Teacher	Medill	6/01/2012
Hendrickson, Sandy	3 rd Grade Teacher	Medill	7/01/2012
Hoyt, Carolyn	4 th Grade Teacher	Tarhe	7/01/2012
Ogilvie, Judith	1 st Grade Teacher	West	7/01/2012

RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Berman, Stacie	Intervention Specialist	Medill	7/01/2012
Fish, Shannon	.5 Resident Educator Mentor	Lancaster High	3/28/2012
Fish, Shannon	.25 National Art Honor Society	Lancaster High	3/28/2012
Kilbane, Patrick	Intervention Specialist	Cedar Heights	3/29/2012
Smith, John	Secondary Special Ed Dept. Chair	General Sherman	3/19/2012
Barr, Brian	Science Teacher	Thomas Ewing	8/17/2012

LEAVE OF ABSENCES

Natalie Longmuir is requesting an unpaid leave of absence for the 2012-2013 school year.

Melinda Kitsmiller is requesting an unpaid leave of absence half day Thursday, March 22, 2012, and Friday, March 23, 2012. Daily rate and benefits will be deducted from employee's salary during that time for a total of \$657.54

CLASSIFIED

RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Flowers, Elizabeth	Educational Asst.	West	3/21/2012
Olinski, Wendy	LPN/Educational Aide	Medill	2/28/2012

LEAVE OF ABSENCE

Shari Sarensen is requesting an unpaid leave of absence Monday, March 19, 2012. Daily rate and benefits will be deducted from employee's salary during that time for a total of \$107.09.

OTHER MATTERS

Resolution to pay \$1000.00 stipend to the following teachers for earning Master Teacher Designation:

Name
Jubach, Jill
Koksal, Carol
Poole, Heather
Summers, Barb
Walker, Amy

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

Ms. Kittredge	Yea	Mr. Mauller	Yea
Ms. Ricketts	Yea	Mr. Shaffer	Yea
Ms. Eyman	Yea		

Thereupon the President declared such motion duly adopted.

12-32 BUSINESS AND FINANCE

Ms. Ricketts moved to approve the following:

MONTHLY FINANCIAL REPORT FOR FEBRUARY 2012

Be it resolved that the Board of Education approve the financial report for February 2012.

PARTICIPATION IN THE STATE OF OHIO COOPERATIVE PURCHASING PROGRAM

It is hereby resolved that the Lancaster City Schools Board of Education authorizes the Superintendent to renew participation in the State of Ohio cooperative Purchasing Program for one year starting 4/1/2012 ending on 4/13/2013 for a yearly fee of \$100.00

ADVERTISE FOR REQUESTS OF PROPOSAL FOR SECURITY SERVICES

Resolution to authorize the Treasurer to advertise for security service requests of proposal for Lancaster High School and the District for the 2012-2013 school year.

Advertisement Dates: March 30, 2012 and April 5, 2012

Proposal Opening: April 16, 2012

ACCEPT ALL PROPOSALS AND AWARD THE LOWEST BEST PROPOSAL FOR MOWING SERVICES

Resolution to accept the following proposals for the lawn mowing services submitted on March 16, 2012, in meeting the requirements of public bid.

Company Name	Equipment list Protective Items	Insurance Coverage	BWC Certificate	# of Employees	References (3)	Total Cost for Complete Mowing Package
The Turf Barber	√	√	√	√	√	\$1,325.00
Malibu Lawn Care	√	√	√	√	√	\$1,354.00
Buckeye State Lawn Care	√	√	√	√	√	\$1,365.00
Slater’s Lawn Care	√	√	N/A	√	√	\$1,419.00
Priceless Landscape	Not in packet	√	Not in packet	Not in packet	Not in packet	\$1,575.00
Wilson’s Landscaping	√	√	√	Not in packet	√	\$1,860.00

Be it resolved that the Lancaster City Schools’ Board of Education enter into a contract with **The Turf Barber**, for the lowest best proposal of **\$1,325.00** per mowing, not to exceed **\$40,000.00** for the Lancaster City School District for the year 2012.

CONTRACTUAL AGREEMENTS

AGREEMENT BETWEEN PEOPLES BANK, NATIONAL ASSOCIATION AND LANCASTER CITY SCHOOLS FOR THE AFFINITY CARD PROGRAM

Be it resolved that the Lancaster Board of Education authorizes the Treasurer to enter into an agreement with People’s Bank, National Association for the Lancaster High School Athletic Department’s participation in the Affinity Card Program. Term of Agreement will begin on the Effective Date and end on the second anniversary of the Effective Date.

LICKING AREA COMPUTER ASSOCIATION (LACA) FOR THE TECHNOLOGY INFORMATION SERVICES

Be it resolved that the Lancaster Board of Education authorizes the Superintendent to enter into an agreement with Licking Area Computer Association (LACA) for Information Technology Services for the period July 1, 2012 through June 30, 2013. Cost not to exceed \$131,000.00

BRIAR PATCH (TUITION AND AIDE SUPPORT FOR A STUDENT)

Be it resolved to enter into an Agreement between Lancaster City Schools and Briar Patch to provide tuition and aid support for a student during the 2011-2012 school year. Cost is not to exceed \$10,000. Said services are to be paid for through the 2011-2012 General Funds.

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

Ms. Kittredge	Yea	Mr. Mauller	Yea
Ms. Ricketts	Yea	Mr. Shaffer	Yea
Ms. Eyman			
	Yea		

Thereupon the President declared such motion duly adopted.

12-33 CURRICULUM/INSTRUCTION

Mr. Shaffer moved to approve the following:

REQUEST FOR FRESHMAN FIRST DAY WAIVER

Be it resolved, the Lancaster Board of Education approves a request for a waiver day on Wednesday, August 22, 2012, for Lancaster High School students grades 10 -12, pending Ohio Department of Education approval of the innovative education program. The purpose of the waiver day is to provide an innovative transitional plan to the incoming freshman of Lancaster High School. *Freshman First Day* is an interactive introduction to high school life aimed at making the transition easier for incoming freshman. Lancaster High School incoming freshman will meet their peer mentors who have been trained. All faculty will be involved as students will meet academic teachers and learn important school policies and will be exposed to activities and programs that are available at Lancaster High School. The purpose of this program is to reduce the dropout rate and improved academic performance.

REQUEST FOR LATE START WAIVER DAYS

Be it resolved, the Lancaster Board of Education approves a request for waiver days in the form of late starts for Lancaster City Schools, pending Ohio Department of Education approval of the waiver request. There will be six late starts for two hours each day for a total of 12 hours (equivalent to two days). The purpose of the late starts is to provide High Quality Professional Development based on a coaching model. *Late Starts Waivers* is for all buildings in Lancaster City Schools. Staff will report at their regular time with students coming to school two hours later. Staff members will be trained Marzano’s High Yield Strategies with connections to Response to Intervention (RTI), Core Curriculum and TEACHER Based Teams. LCS will utilize a train-the-trainer model to provide professional development for staff. The trained teachers will provide professional development to their buildings through the late starts. There will be six (6) late starts, which is a total of 12 hours of student instruction to be waived. Teachers will be introduced to the concepts at a session, go back to their classrooms to try out the strategies and then come back to the next late start for discussion, reinforcement, and coaching. The design of the professional development will enable teachers to participate in High Quality Professional Development, which is required by the No Child Left Behind Act of 2001 (NCLB)

WAIVER FOR BODY MASS INDEX SCREENING PROGRAM

Be it resolved the Lancaster City Schools’ Board of Education approves the Waiver to the Ohio Department of Education for the Body Mass Index Screening Program for the 2012-2013 school year.

ADOPT LANCASTER HIGH SCHOOL SUMMER SCHOOL PROGRAMS

Be it resolved that the Lancaster City Schools’ Board of Education approve and adopt the Summer School Programs for 2011-2012 for Lancaster High School.

ADOPT ELEMENTARY SUMMER SCHOOL DATES FOR THE 2011-2012 SCHOOL YEAR

Be it resolved the Lancaster Board of Education adopt the dates of July 31 through August 10, 2012, time 9:00 am to 12:00 pm (teachers 8:30 – 12:30) for grade 3 and grade 4 summer school, to be held at South Elementary and Tallmadge Elementary. Number of classes will be based on number of students participating in summer school program. Students in grade 3 and 4 (school year 2011-2012) will be invited according to Ohio Academic Achievement Test Results. Transportation will be provided by the District.

ADOPT JUNIOR HIGH SCHOOL SUMMER SCHOOL

Be it resolved that the Lancaster City Schools’ Board of Education approve and adopt the following Summer School Programs for the 2012 for Thomas Ewing and General Sherman.

ADOPT SCIENCE SEMINAR COURSE OF STUDY

Be it resolved that Lancaster City Schools’ Board of Education adopt the science Seminar Grade 11 and 12 Course of Study, to be implemented in the 2012-2013 school year.

STUDENT TRAVELS

LANCASTER HIGH SCHOOL - FFA TRIP

Be it resolved that the Lancaster City Schools’ Board of Education approve the overnight trip by the Lancaster High School Agricultural Class to attend the FFA Camp in Carrolton, Ohio. The dates are: June 25 – 29, 2012. (Itinerary on file in March agenda)

OUT OF STATE TRAVEL – ATHLETICS

The Lancaster Athletic Department respectfully requests permission to allow Sammie Zishka of the Girls Varsity Track & Field team to travel to University of Louisville on April 27 & 28, 2012. The Track & Cross Country parent group will be paying all costs incurred for this trip with the exception of lodging. The Athletic Department will be paying for the athletes and coaches rooms. (Itinerary on file in March agenda)

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

Ms. Kittredge	Yea	Mr. Mauller	Yea
Ms. Ricketts	Yea	Mr. Shaffer	Yea
Ms. Eyman			
Yea			

Thereupon the President declared such motion duly adopted.

12-34 CONSENT AGENDA

Ms. Kittredge moved to approve the following:

OTHER

DONATION

Be it resolved that the Lancaster City Schools' Board of Education accepts the following donation made to:

Lancaster City Schools

Acceptance of:

One-time use of the song "All I Want" by the band Green Light Morning, through members Aaron Bright and Aaron Patrick for promotional video.

Donation was made by: Green Light Morning
 Aaron Bright/Aaron Patrick

Aaron Bright
7580 Tyler's Hill Ct.
West Chester, OH 45069
info@greenlightmorning.com

Total Value: \$5,000.00

FUNDRAISERS

MEDILL ELEMENTARY PTO

Walkathon, Health Fair and Technology Fundraiser – Medill students will visit health booths and walk the fitness trail. (Pledge sheet voluntary) To be held during May 2012. Funds raised will be used for technology purchases. Participation in the fundraising aspect is voluntary and participating families will determine the amount they wish to donate.

GENERAL SHERMAN AND THOMAS EWING JUNIOR HIGH SCHOOL CHEER GROUP

Junior High School Cheerleaders will sell discount cards for \$10.00 each. Offers discounts to over 20 local businesses. To be held from May 2012 – June 2012. Proceeds will be used to help purchase uniforms, warm ups, and shoes.

LANCASTER HIGH SCHOOL – ACADEMIC BOOSTERS

Membership Drive – Community members & businesses are asked to become "members" of Academic Boosters through a donation. To be held from March 16, 2012 through March 30, 2012. Proceeds to be used to recognize academic achievement, assist faculty with funding special projects, support National Honors Society, and keep parents informed with guest speakers.

LANCASTER HIGH SCHOOL CHOIRS – LANCASTER IDOL

A singing competition will be held that is similar to American Idol. There will be two divisions, a junior and a senior. Participants will pay \$20.00 to enter the competition. There will be two (2) nights of preliminary judging. There will be a judging panel of three (3) adult judges with singing experience. The final round will be held in the auditorium. The entrance fee for the final event will be \$5.00/student, and \$10.00/adult. To be held starting on April 18, 2012 with the final competition on Saturday, April 21, 2012. Proceeds to be used for anticipated New York City Choir trip next year. We will divide our profit by the number of students participants and lower each student's total trip cost.

LANCASTER HIGH SCHOOL – FFA

Holding a silent auction during our FFA Banquet on May 31, 2012. To hold a silent auction we will use the following format: Ask local business to donate a good or service to be a silent auction item. Each item will have silent auction paper with it, used for recording the bidders name and amount they choose to bid. It will also list item name, who donated it, and approximate value. We will open bidding before and during the banquet, closing the auction down before the banquet ceremony begins. During the time that bidding is open, people can bid against each other, in whatever amount they choose to bid. We will ask that people make bid increments in \$1.00 amounts. People can bid against each other for an item, if they choose. Once the auction is over and before the banquet is over, people will need to pay for their items before they can leave the school with them. Proceeds will be used to support the Lancaster FFA chapter and support the activities. Part of the money will be put into a scholarship fund, to help defer the cost of FFA camp for the summer of 2012.

LANCASTER HIGH SCHOOL - IN-THE-KNOW

Movie Nights at Lancaster High School on selected nights in the little theater. Proper licensing will be purchased so money can be raised. Snacks will be sold. Movies shall not exceed a PG-13. To be held from April 2012 – April 2013. Proceeds to be used to support club activities as stated in purpose statement.

LANCASTER HIGH SCHOOL –PERCUSSION ENSEMBLE

Selling tickets for the Spring Concert (students will also be selling tickets). Tickets will be sold for \$8.00 in advance or \$9.00 at the door. To be held from April 16 – May 12, 2012. Funds raised will be for the activity account to meet group expenses.

LANCASTER HIGH SCHOOL – QUILL & SCROLL/JOURNALISM

Movie Night at Lancaster High School on selected nights in the little theater. Proper licensing will be purchased so money can be raised. Snacks will be sold. Movies shall not exceed PG-13 rating. To be held from April 2012 – April 2013. Proceeds to support club activities as stated in purpose statement.

Principal for a Day Coin War – 15 selected students will be represented by cans to vie to serve as honorary principal of Lancaster High School on a day in May selected by Principal, Jack Greathouse. The event will be used as a positive public relations event for Lancaster High School. To be held on March 30, 2012, April 2, 2012 – April 5, 2012. Proceeds to be used to support club activities as stated in purpose statement.

LANCASTER HIGH SCHOOL – STUDENT COUNCIL

Annual Talent Show – Performance showcasing students’ talents. Admission of \$3.00 charged. 1/3 of proceeds will be given to Make-A-Wish Foundation. To be held on April 3 – 5, 2012. Proceeds will be used to support Student Council for the 2012-2013 school year.

LANCASTER TOUCHDOWN CLUB

Selling Gold Cards – Football players will sell cards for \$10.00. Cards have business discounts that purchasers can use at their business. To be held from July – September 2012. Proceeds to be used for team dinners, supplies, awards and equipment.

Car Wash – Will be held on July 21, 2012 – AM. Football players will wash cars for a donation to the TD Club. Proceeds to be used for team dinners, supplies, awards and equipment.

LANCASTER HIGH SCHOOL – CAREER TECH

Relay for Life – Team: Betty’s Kids. Coin War between Career Tech classes. The class that raises the most money wins a pizza party. Relay for Life will be held on June 22 & 23, 2012. Proceeds will be donated to America Cancer Society.

CEDAR HEIGHTS PTO

Sale of Money Saver Coupon Books. To be held from April 2012 – June 2012. Proceeds to be used for Technology.

THOMAS EWING ART CLUB

Wristband Sale – Sell wristbands from a company online, wrist-band.com. The bands are red, yellow and blue (the primary colors) and it says “Art is Everywhere, TE Art Club”. We will sell them for \$3.00 until the end of the year, or until we sell them all. To be sold from April 2012 – April 2013. Proceeds to be used to go on field trips, hire guest artists or buy supplies for the Art Club.

DESIGNATE EMPLOYEES THAT COMPLETED THE DISTRICT’S MEDICATION TRAINING COURSE

Be it resolved the Lancaster City Schools’ Board of Education hereby designates the following employees who have successfully completed the district’s medication training course for Lancaster City Schools, or who have a medical profession license to administer medication to students at school and school sponsored events.

Keri Callihan	Stefanie Fast	Suzanne Rogers
Andrew Ray	Debby Rockwood	
Scott Naypauer	Karla Young	
James Crist	Makiah Maxson	

SCHOOL BOARD OPERATING PROTOCOL

For the purpose of enhancing teamwork, efficiencies and effectiveness among members of the board of education, superintendent, treasurer, leadership team, staff and community, we, the members of the Lancaster City Schools Board of Education collectively and individually agree to the following operating protocol:

1. **Children's needs and interests come first.** The board will represent the needs and interests of all the children in our district.
2. **Don't spring surprises on the other board members or the superintendent and treasurer.** Surprises will be the exception, not the rule. We agree to ask the board president or the superintendent to place an item on the agenda instead of bringing it up unexpectedly at the meeting.

Board meeting agendas will be developed through this process:

- Board president, treasurer and superintendent meet to discuss agenda items.
 - All changes to the agenda prior to the board meeting will come from the superintendent to the board president and the treasurer.
3. **Communication between staff, administration, community and the board is encouraged.**
 - Board members should be sensitive to the perception of their role and the impact of their discussions on a particular topic.
 - All complaints, concerns and criticisms on behalf of school personnel received by the board or its individual members will be directed to the superintendent.
 4. **It is expected that board members will participate as guests in special classroom activities, district functions and special events.** Board members will provide a courtesy call to the superintendent when intending to visit a building.
 5. **Follow the chain of command.** The last stop, not the first, will be the board. We agree to follow the chain of command and insist that others do so. While the board is eager to listen to its constituents and staff, each inquiry is to be referred to the person who can properly and expeditiously address the issue.
 6. **Own the collective decision-making process.** It is the board members' responsibility to vote his/her heart. However, board member(s) will respect the majority decision and support the work of the board.
 7. **Exemplify the governance role.** The board will emphasize planning, policy-making, and communication rather than becoming involved in the management of the schools.
 8. **Clearly state goals.** The board and administration will collaboratively set annual district goals. The superintendent, treasurer, and administrative team performance evaluations will be aligned to those goals.

9. **Annually conduct a board self-assessment/evaluation of performance and effectiveness.** The board will address its behavior by conducting a yearly self-evaluation and by addressing any individual problems based on set governance goals and clearly stated board protocol.
10. **Utilize CEO input.** The superintendent is the chief executive officer and should make recommendations, proposals or suggestions on matters that come before the board.
11. **Board acts only as a body.** Only the board as a whole has authority. Individual board members do not have authority. An individual board member cannot take unilateral action. The board president will communicate the position(s) of the board on all issues.
12. **Meeting Protocol.** Conduct at a board meeting is very important. We agree to avoid words and actions that create a negative impression on an individual, the board or the district. While we encourage debate and differing points of view, we will do it with care and respect to avoid an escalation of negative impressions or incidents.
13. **Avoid marathon board meetings.** To be efficient and effective, long board meetings will be avoided. If a board member believes she/he doesn't have enough information or has questions, the superintendent is to be called prior to the meeting.
14. **Practice efficient decision-making.** Board meetings are for decision-making, action and votes, not endless discussion. We agree to move to the question when discussion is repetitive.
15. **Speak to agenda issues.** The board will not play to the audience. We agree to speak to the issues on the agenda and attend to our fellow board members. We will not react to impromptu complaints on the spot, but will assure individuals that the school district will follow-up. Facts and information needed from the administration will be referred to the superintendent.
16. **Executive/closed sessions** will be held only for appropriate subjects. Executive sessions will be held only when specific needs arise. Board members will be extremely sensitive to the legal ramifications of their meetings and comments.

APPROVE FIRST READING ON THE FOLLOWING NEW/REVISED POLICIES

EDE	COMPUTER/ONLINE SERVICES
EDE-R	COMPUTER/ONLINE SERVICES
EFF	FOOD SALE STANDARDS
IGDJ	INTERSCHOLASTIC ATHLETICS
IKF	GRADUATION REQUIREMENTS
JFCF	HAZING AND BULLYING

