

Administrative Offices
2nd Floor Conference Room
345 E. Mulberry Street
Lancaster, Ohio
September 4, 2012

The Board of Education of the Lancaster City School District, Fairfield County, Ohio met in a Special Board Meeting on September 4, 2012 in the 2nd Floor Conference Room located at 345 E. Mulberry Street, Lancaster, OH 43130. The meeting was called to order at 5:00 p.m. by Ms. Amy Eyman, President and the roll being called, the following members were present:

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

PLEDGE OF ALLEGIANCE

12-119 ADOPTION OF AGENDA

Ms. Kittredge moved to approve the Agenda with the following corrections/additions:

Action Items: B.2. Revised Resolution to Approve Required Authorization for
Project Contracts and Change Orders
B.4. +Resolution Authorizing the School District to Earmark Dollar to
the Maintenance Fund
Adjournment Δ Time of Tuesday, September 25, 2012 Board Meeting
to 4:00 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.

QUESTIONS FROM THE AUDIENCE – PUBLIC PARTICIPATION

Ms. Denise Cordle spoke to the Board of Education on behalf of the LEA, would like to express their gratitude to the Board of Education and the Administration on coming to a tentative agreement.

Vernia Shaffer – echoed the comments made by Ms. Cordle.

Kathy Gallagher – echoed the comments made by Ms. Cordle and Ms. Shaffer.

12-120 ACTION ITEMS

Ms. Ricketts moved to approve the following:

PERSONNEL

CERTIFIED STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

CERTIFIED STAFF EMPLOYMENTS

Employ the following person as a Long-Term Substitute Teacher for the 2012-2013 school year pending receipt of appropriate licensure, official transcripts and background checks.

Name: Furness, Tammie
Position: Title 1 Teacher
School: West Elementary
Salary: BA, Step 0
Date: August 27, 2012
Status: Replacement
Fund: Title 1

SUBSTITUTE TEACHERS

Employ the following people as Substitute Teachers for the 2012-2013 school year pending receipt of appropriate licensure, official transcripts and background checks at the board approved rate:

Name

Stoughton, Kyle	Barnhart, Carla
Goss, Richard	Buskirk, Linda
Knight, Daniel	Voight, Debra
Messerly, Joshua	Muck, Melinda
Wells, Elizabeth	Estel, Cassie
Murray, Susan	Adamson, Daniel

CLASSIFIED STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

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

Name: Wright, Stephanie
Location: West Elementary
Hours: 7
Step: Step 0
Date: 8/27/2012
Status: New
Funding: Title VI B

SUBSTITUTE EDUCATIONAL ASSISTANTS

Employ the following people as Substitute Educational Assistants for the 2012-2013 school year pending return of employment packets, satisfactory background checks and appropriate licensure as noted:

Name

Hammond, Dave	McCullough, Janine	Seesholtz, Rebecca
Stoughton, Kyle	Rigsby, Amy	

SUBSTITUTE SECRETARIES

Employ the following people as Substitute Secretaries for the 2012-2013 school year pending return of employment packets, satisfactory background checks and appropriate licensure as noted:

Name

Carle, Jacelyn	Rinehart, Cathy
Carpico, Julie	Schmalfeldt, Deborah
Cochenour, Shelley	Wagner, Felicia
Comer, Tara	McBroom, Robin
Hietikko, Brenda	Brown, Rhonda
Jones, Wendy	

STAFF SEPARATIONS

CLASSIFIED

RESIGNATION

<u>Name</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
Furness, Tammie	Educational Assistant	West Elementary	8/27/2012

RETIREMENT

<u>Name</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
Anderson, James	Managing Custodian	Central Office	1/01/2013

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 the meeting adjourned.

12-121 BUSINESS AND FINANCE

Ms. Kittredge moved to approve the following:

BID PACKAGE FOR ABATEMENT OF THE NORTH ELEMENTARY SCHOOL BUILDING AND AUTHORIZING SOLICITATION OF BIDS FOR THE WORK

WHEREAS, the Lancaster City School District Board of Education (the “Board”) is undertaking improvements to the District’s facilities (the “Project”) in partnership with the Ohio School Facilities commission through an Exceptional Needs Program project, which includes abatement and demolition of the North Elementary School building; and

WHEREAS, Gandee and Associates, Inc., the Board’s abatement consultant, prepared the specifications and related documents for the abatement of the North Elementary School building, which will be accomplished prior to demolition of the building, and Lend Lease, the Owner’s Agent for the Project, assisted with the assembly of the abatement bid package for the work; and

WHEREAS, the Board wishes to approve the bid package for the abatement of the North Elementary School building, as presented by the Owner’s Agent, subject to approval of the OSFC;

NOW, THEREFORE, BE IT RESOLVED by the Lancaster City School District Board of Education as follows:

The bid package for the abatement of the North Elementary School building is approved by the Board, subject to approval by the OSFC.

The Treasurer is authorized to work with the Owner’s Agent to prepare and place the required form of legal advertisement to solicit bids for the specified work, with the first advertisement anticipated to be placed on September 10, 2012, and the bids to be opened on or around September 27, 2012, unless the date is extended by the Superintendent, as the Board’s authorized representative, or by addendum or operation of law.

APPROVE REQUIRED AUTHORIZATION FOR PROJECT CONTRACTS AND CHANGE ORDERS – REVISED

Whereas the Lancaster City School District has entered into a co-funded project with the Ohio School Facilities Commission in July 2012, it is necessary to establish guidelines for approving contracts and change orders:

Dollar Amount	Type of Approval	Approval by Whom:
Up to \$50,000	Double Sign-Off	Any combination of the following two: Superintendent, Treasurer, or Director of Business
Above \$50,000	Board Approval	Majority of Board Members

ENTER INTO AN AGREEMENT WITH AUDITOR OF THE STATE FOR AUDIT OF FINANCIAL STATEMENTS

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, 2012. Report expected to be delivered on or about November 30, 2012. Fees and expenses estimated to be \$29,575.00.

Ohio School Facilities Commission/Exceptional Needs Program – Project Agreement

Be it resolved that this Project Agreement (“Agreement”) is made and entered into by and between the *Ohio School Facilities Commission (“Commission”) and the Board of Education of the Lancaster City school District, Fairfield County, (“School District Board”), pursuant to Section 3318.08 of Ohio Revised Code (“ORC”). (Contract on file in Treasurer’s Office)*

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.

12-122 ADJOURN – SEPTEMBER 4, 2012

Mr. Shaffer moved at 5:10 p.m. to adjourn. The next meeting is a Regular Board Meeting held in the Large Meeting Room at 111 South Board Street on Tuesday, September 25, 2012 at ~~5:30~~ **4:00** p.m.

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 the meeting adjourned.

Amy Eyman, President

ATTEST:

Julie L. Taylor Treasurer