

Large Meeting Room
111 South Broad Street
Lancaster, Ohio
October 23, 2012

The Board of Education of the Lancaster City School District, Fairfield County, Ohio met in a Regular Board Meeting on October 23, 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 – Led by students of Sanderson Elementary School

12-143 APPROVAL OF MINUTES

Ms. Kittredge moved to approve the minutes as presented:

Regular Board Meeting held on September 25, 2012
Special Board Meeting held on October 8, 2012

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.

12-144 ADOPTION OF AGENDA

Mr. Shaffer moved to approve the Agenda with the following correction/additions:

Outline Page 2	a. #6	ΔClassified Employments #6. Should read Substitute Bus Driver instead of aide
Page 28	#6	ΔSubstitute Transportation Bus Driver Δwork aide to driver in both the heading and body.
Outline Page 3 Page 244	c. #8	+ #8 Resolution to Waive the First and Second Reading and Approve the Third and Final Reading of Revised Policy BDDH (Also KD)

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.

QUESTIONS FROM THE AUDIENCE – PUBLIC PARTICIPATION

Mayor Dave Smith spoke to the Board about supporting the Downtown Lancaster Special Improvement District (SID) renewal

LEGISLATIVE UPDATE

Ms. Ricketts reported on the release of the preliminary district report card information. The investigation of districts who have “scrubbed” their student attendance is ongoing. On November 8, 2012 she attended a meeting held at Muskingum Valley ESC. Candidates running for either Ohio Senate or House were present. Important issues taken away from this meeting were: Schools in Southwestern Ohio want an equitable formula for State School Funding. School Districts in SE Ohio do not want legislation created because of the state (this is in reference to the attendance scrubbing). In the future, the Utica Shale boom may impact Lancaster City Schools. The schools from Muskingum County and further east are having safety concerns with the increased trucking in the area. They also indicated that the schools were trying to work with the gas companies to help train a work force for increased job opportunities. More updates in November.

UNFINISHED BUSINESS

COMMUNICATIONS

Building Planning Process – Tony Schorr, Schorr Architects, Inc.

BOARD STANDING COMMITTEES – One of the co-chairpersons reported on the following:

- 1. Communications – October 2, 2012**
- 2. Finance – October 22, 2012**
- 3. Personnel – October 15, 2012**
- 4. Policy – No Report**
- 5. Program – October 8, 2012**
- 6. Support Services – October 17, 2012**

TREASURER’S REPORT

Five Year Forecast – Ms. Julie Taylor

SUPERINTENDENT’S REPORT

Building Report (General Sherman Junior High School) – Scott Burre, Principal
Preliminary Local Report Card – Jenny O’Hare, Director
Parent Teacher Conferences
District events and dates

PERSONNEL

12-145 EMPLOYMENTS

Mr. Mauller moved to approve the following:

CERTIFIED STAFF EMPLOYMENT AND SALARY ADJUSTMENTS

CERTIFIED EMPLOYMENTS

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

Sark, JoLena
Cordle, Corrina
Anderson, Carol
Bales, Kimberly
Doyle, Marilyn
Seiberling, Paul
Mershimer, Norma

CERTIFIED SALARY ADJUSTMENTS

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Swartz, Hollie	MA+15, Step 11	MA+30, Step 11	8/20/2012
Shafer, Stephanie	BA(5Y), Step 0	MA, Step 0	8/20/2012

CLASSIFIED EMPLOYMENTS

REGULAR – TRANSPORTATION

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

Name: Poling, Kyle
Location: Transportation
Hours: 3.5
Step: 0
Effective Date: 10/24/2012
Status: Replacement
Funding: General

LONG – TERM SUBSTITUTE EDUCATIONAL ASSISTANTS/AIDES

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

Name:	Kline, Kelli	Name:	Estel, Cassie
Location:	South Elementary	Location:	West Elementary
Hours:	7	Hours:	7
Step:	0	Step:	0
Effective Date:	10/24/2012	Effective Date:	10/24/2012
New/Replacement:	New	New/Replacement:	New
Funding:	Title IVB	Funding:	Title IVB

LONG-TERM SUBSTITUTE TRANSPORTATION BUS AIDES

Employ the following people as long-term substitute bus aides for the 2012-2013 school year pending appropriate licensure, return of employment packets, satisfactory background checks as noted:

Name:	Winans, Nancy	Name:	Moore, Mendy
Location:	Transportation	Location:	Location
Hours:	4.75	Hours:	3.75
Step:	0	Step:	0
Effective Date:	10/24/2012	Effective Date:	10/24/2012
New/Replacement:	Replacement	New/Replacement:	Replacement
Funding:	General	Funding:	General

SUBSTITUTE COOK/CASHIERS

Employ the following people as substitute cooks/cashiers for the 2012-2013 school year pending return of employment packets, satisfactory background checks as noted:

Name
Bode, Launa
Bales, Mary
Thimmes, Diana
Brothers, Diana
Long, Crystal

SUBSTITUTE EDUCATIONAL ASSISTANTS/AIDES

Employ the following people as substitute educational assistants/aides for the 2012-21013 school year pending return of employment packets, satisfactory background checks and appropriate licensure as noted:

Name

Burkholder, Beth
Webb, Barbara
Craiglow, Diane

SUBSTITUTE TRANSPORTATION BUS AIDE DRIVER

Employ the following person as a substitute bus ~~aide~~ **driver** for the 2012/2013 school year pending return of employment packet, satisfactory background check as noted:

Name

Hargenrader, Kelly

SUBSTITUTE CUSTODIANS

Employ the following people as substitute custodians for the 2012-2013 school year pending return of employment packets, satisfactory background checks as noted.

Name

Frank, Josh
Heinzman, Donald

SUBSTITUTE SECRETARY

Employ the following person as substitute secretary for the 2012-2013 school year pending return of employment packet, satisfactory background check as noted:

Name

Lescalleet, Alyssa

CHANGE IN ASSIGNMENTS/HOURS

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Stevens, Margie	Bus Driver	5.5 Hours	5.75 Hours	9/24/2012
Schneider, Joseph	Bus Driver	3.5 Hours	5.50 Hours	10/5/2012

STAFF SEPARATIONS

CLASSIFIED

RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Hobbs, Angela	On-Board Instructor/Transportation	9/24/2012
Holt, John	Custodian	10/5/2012

LEAVE OF ABSENCES

Michelle Hill is requesting an unpaid leave of absence effective January 3, 2013 – through October 12, 2013.

Thea Kallenberg is requesting an unpaid leave of absence for one day on February 26, 2013. Daily rate and benefits will be deducted from employee's salary during that day for a total of \$469.89.

Heather Baskin has been approved for FMLA unpaid leave of absence effective October 16, 2012.

Kelly Wlodarski is requesting an unpaid leave of absence effective October 22, 2012 through November 19, 2012.

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			

Thereupon the President declared such motion duly adopted.

12-146 BUSINESS AND FINANCE

Mr. Shaffer moved to approve the following:

MONTHLY FINANCIAL REPORT FOR SEPTEMBER 2012

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

LANCASTER CITY SCHOOLS – FIVE - YEAR FORECAST

Be it resolved that the Lancaster Board of Education approve the five-year forecast for Lancaster City School District.

LANCASTER DIGITAL ACADEMY – FIVE-YEAR FORECAST

Be it resolved that the Lancaster Board of Education approve the five-year forecast for the Lancaster Digital Academy.

LANCASTER FAIRFIELD COMMUNITY SCHOOL – FIVE – YEAR FORECAST

Be it resolved that the Lancaster Board of Education approve the five-year forecast for the Lancaster Fairfield Community School.

IN LIEU OF TRANSPORTATION

WHEREAS the Lancaster Board of Education, after an examination of existing school bus routes, time schedules, student residence locations, and available school conveyance, and WHEREAS upon establishing that the pupils listed below are eligible (for the school year 2011-2012) to receive transportation in accordance with Section 3327.01 of the Ohio Revised Code and State Board Standards Edb-917-02, and district board policies, since it is impractical to transport these pupils by school bus, the Ohio Department of Education will reimburse 100% of this expense to the school district under Type IV contract.

NOW THEREFORE BE IT RESOLVED that the Lancaster Board of Education declares that such service by school conveyance to the Columbus School for Girls/Madison Christian School is “impractical” and hereby agrees to pay the parents of said pupils listed below in lieu of providing such service an amount which shall not exceed the state average cost to transport all pupils in the state the preceding year:

<u>Parents</u>	<u>Home Address</u>	<u>Pupil</u>	<u>Grade</u>
Araceli Embrey	1883 Salt Lick Dr.	Eros	5 th
Araceli Embrey	1883 Salt Lick Dr.	Ezrah	1 st
Gurpreet Singh	1337 Ridge Rd.	Jasnett	12 th

DECLARING IMPRACTICALITY OF TRANSPORTATION – OFFER OF PAYMENT IN LIEU OF TRANSPORTATION

Be it resolved, after considering the safety of transporting, the Lancaster Board of Education determines it is impractical to transport Brett Seimer, Benjamin Seimer, Andrew Selhorst, and Anthony Selhorst, students of St. Mary Elementary School and Fisher Catholic whom are eligible for transportation to and from a school under section 3327.01.

Based on the consideration of the safety factors, 548 Orchard Hill, Lancaster, Ohio at said address, a factor established in division (A) of 3327.02, the board therefore, declares the impracticality of aforementioned transportation.

The board further resolves to pay in lieu of transportation the amount of \$1,080.00 upon the conclusion of FY2013.

APPOINT THIRD PARTY ADMINISTRATOR FOR SECTION 125 PLAN

Resolution to appoint Jones, Cochenour & Company as the third party administrator (TPA) for the Section 125 program for the Lancaster City Schools, at an estimated (depends on number of enrollees) annual cost of **\$11,417.00** for the 2013 Calendar Year.

SELECTING A COMMISSIONING AGENT FOR THE ENP PROJECT AND APPROVING THE AGREEMENT FOR COMMISSIONING AND RELATED SERVICES (COMMISSIONING SERVICES)

NOW, THEREFORE, BE IT RESOLVED the Lancaster City School District Board of Education, based upon the Superintendent's recommendation, as follows:

1. Four Season's Environmental is selected as the most qualified firm to serve as the Commissioning Agent for the Project.
2. The Superintendent or his designee is authorized to enter into an agreement with FSE on behalf of the Board for the OSFC prescribed services at the total cost of \$217,717.20, which is calculated at the rate established for these services by the scope of services described in the Memorandum of Agreement between FSC and the OSFC.
3. The Treasurer is authorized to issue a purchase order in the amount of \$217,717.20 for the commissioning services related to the project.

CONTRACTUAL AGREEMENTS

NICK'S PIZZA – ATHLETIC DEPARTMENT ADVERTISING

NICK'S PIZZA does hereby subscribe to the "White Package" of advertising in support of Lancaster City Schools Athletic Department. The "White Package" entitles your company/business to one year of advertising with an option to renew for four (4) additional years. Your contract will automatically be renewed unless the Athletic Department is notified in writing by May 15. The advertising package shall include the following:

1. 4' x 8' sign at Fulton Field facing Arbor Valley Drive
 2. 4' x 8' sign at the LHS Soccer Facility*
 3. 4' x 8' sign at the LHS Baseball (and/or Softball) facility outfield fence*
 4. Quarter-page Ad in the fall and Winter sports program
 5. Business advertised on the LHS Athletic Department website
- *All outdoor signage must be purchased by the business

The cost is \$1,500.00 annually (or \$125.00 per month) payable on or before September 30, 2012 (or before the 30th of each month if monthly payments are made).

Checks are payable to: Lancaster High School Athletic Department
1312 Granville Pike
Lancaster, OH 43130

SUSAN NOLAND (PROFESSIONAL DEVELOPMENT)

Be it resolved the Lancaster Board of Education approve the contract with consultant Susan Noland to provide professional development for the 2012-2013 school year on the National Reading Panels Research and Recommendations.

Ms. Noland’s services will be providing to Cedar Heights and Tallmadge at \$1,000.00 per day for four days. Cost to Lancaster City Schools will not exceed \$4,000.00. Funding will be through Title I, pending approval.

CONTACT

This is a contract between:

Lancaster City Schools
345 East Mulberry Street
Lancaster, OH 43130

and

Susan Noland
55 W. Washington Street
Nelsonville, OH 45764

Description of Services: Provide professional development on the National Reading Panel’s Research and Recommendations.

Phonemic awareness, Phonics instruction, Fluency, Vocabulary, Text comprehension strategies

Beginning Date of Contract: October 24, 2012 Length of Service: Through June 30, 2013

Cost: Not to exceed \$4,000.00, to be funded through Title I, pending approval.

RENAISSANCE LEARNING (PROFESSIONAL DEVELOPMENT)

Be it resolved the Lancaster Board of Education approves the contract with Renaissance Learning to provide professional development in November for administration and support staff for STAR Enterprise. Said services will be providing professional development at \$3,000. Cost to Lancaster City Schools will not exceed \$3,000.

CREATIVE CURRICULUM (PRESCHOOL CURRICULUM)

Be it resolved the Lancaster Board of Education approves the contract with Creative Curriculum to provide preschool curriculum and student assessment data. Said services will be funded through preschool funds. Cost to Lancaster City Schools will not exceed \$3,000.

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.

CONSENT AGENDA

12-147 OTHER

Ms. Ricketts moved to approve the following:

FUNDRAISING ACTIVITIES

SOUTH ELEMENTARY SCHOOL

Reading for Education – schoolstore.com. This organization allows families, friends and staff to earn money for South when they make online purchases through sites such as Walmart.com, Sears, Target, Kohl's, iTunes, Netflix and Oriental Trading Company. Each site offers a percentage to the school that ranges from 29 – 129% or a dollar amount per purchase. To be held from November 26, 2012 – October 30, 2013. These proceeds will allow me to provide rewards and recognitions to staff and students.

TALLMADGE ELEMENTARY SCHOOLS

COOKIE DOUGH SALE

Cookie Dough Sale through Great American Fundraising. Tubs of cookie dough will be sold at \$15 each. To be held on November 8, 2012. Supplement 018 account for student awards and incentives.

TALLMADGE PARENT ORGANIZATION

SCHOLASTIC FALL BOOKFAIR

Scholastic Book Fair will be set up in the library from October 29 – November 2, 2012. Money raised will be used to help buy new books for the school library.

GRANDPARENT'S FALL FESTIVAL

Tallmadge will have two different nights (split by grade level) for the students to bring in their grandparents or someone special for some fall fun. To be held on October 20th and November 1, 2012. Money raised from book fair will go towards new books for the library.

THOMAS EWING ART CLUB

Holiday items such as wrapping paper, gifts, etc., will be sold through Aspire Fundraising. 50% profit on Holiday brochure and 40% on the Delights brochure items. To be held from November 1, 2012 – June 1, 2013. Money raised will be used for supplies for art club, special parties (pizza), guest artists, field trips (out of school) entry fees, for Art Shows.

LANCASTER HIGH SCHOOL DRAMA BOOSTERS

Drama Boosters list of fundraisers for the year 2012-2013

Concession Stand sales at all performances.

We will be selling:

Hot Dogs	\$1
Chicken Sandwiches	\$1.5
Nachos and Cheese	\$2
Pretzels	\$2
Variety of Chips	\$0.75
Assorted baked goods	\$0.50 - \$1
(cookies, brownies, cupcakes, sliced cake, etc.)	
Bottled Water	\$1
Assorted cans of pop	\$1
Assorted candy	\$0.50 - \$1
(suckers, wrapped candy)	

Misc., items for sale at all performances.

Roses are sold at all performances for \$2.00 each. Other flowers available for sale.

RAFFLE BASKETS - The Lancaster High School Drama Booster's will be doing raffle baskets at each performance. They will be seasonal or show themed baskets. Tickets for the baskets will be sold for \$1 each or \$5 for 6 tickets. The contents of the baskets vary depending on what is donated by boosters and local businesses.

HALF AND HALF DRAWING - Half and Half raffle drawing will be done at each performance. Half the proceeds will go to the Drama Boosters and the other half will go to the winner.

LHS SPIRIT BRACELETS AND KEY CHAINS – LHS Spirit bracelets and key chains will be sold at all performances and throughout the school year the students will sell these. We sell the bracelets for \$20 each with a free charm and the key chain for \$10 each. Extra charms \$3 each.

BOB EVANS – Bob Evans fundraiser will be done sometime during this year. Flyers are handed out and the booster group gets a percentage of the sales from people who bring in their flyer.

MAX AND ERMA'S – Max and Erma's fundraiser will be done sometime during the year (usually near Valentine's Day). Flyers are handed out and the booster group gets a percentage of the sales from people who bring in their flyer.

DONATION BUCKET - Donation bucket will be present at each performance.

LADY GALES BASKETBALL

CENTURY RESOURCE FUNDRAISER: Selling goods from Century Resource such as; candy, pies, cookie dough, etc. Prices from \$10 - \$20. To be held on November 1 – November 25, 2012. Money raised will be used to help offset cost of shoes, apparel and Disney Trip 2013.

MAX AND ERMA'S – Players serve breakfast of pancakes, sausage and drink. Will collect donations. Money raised will be used to offset cost of Junior High apparel that will be purchased this year. November 3 – December 1, 2012.

MAGICAL SEASON OF GIVING 2012 – receipts will be taken to the mall office and for each dollar spent you earn 1pt. The non-profit organization with the most points at the end of the week will receive: 1st Place – \$1,250, 2ND Place - \$1,000 and 3rd Place \$750. To be held from November 16 – December 24, 2012. Money raised will be used to offset cost of 2013 Disney Trip.

SELLING RAFFLE TICKETS AT HOME GAME – Lady Gales would like to sell raffle ticket for \$1 for 1 or \$5 for 6. We will be raffling off TV, Gift Cards from various places. To be held from November 2012 – February 2013. Money raised will help offset the cost of 2013 Disney Trip.

HALF TIME SHOOTING - Spectators can shoot a 3 pt. shot for \$1.00. If they make it, they get \$2.00 back. To be held from December 2012 – February 2013. Proceeds to offset the cost of the 2013 Disney Trip.

MAX AND ERMA’S DINE TO DONATE – On a specific night Max and Erma’s will donate a % of the evening profits back to the Lady Gale Basketball. To be held from March 1 – April 25, 2013. Money raised will be used to offset the cost of the 2013 Disney Trip.

LANCASTER JOURNALISM/QUILL & SCROLL

AD SALES – LHS Journalism will sell advertising again this year to fund its operation. It has been a great fundraiser for us for three years. To be sold from October 24, 2012 – September 30, 2013. Money raised will be used for class activities, materials, field trips and awards.

LANCASTER HIGH SCHOOL – SKILLS USA

BEEF JERKY SALE – Sale to be held throughout the 2012-2013 school year. To be sold during SkillsUSA events, before and after school. Money raised will benefit students to participate in SkillsUSA activities, competitions TRI Your Skills activity and/or luncheon.

LANCASTER TRACK AND CROSS COUNTRY PARENT GROUP

SELLING GO GALES YARD SIGNS – signs are \$20.00 and we will make \$7.00 each sign sold. Signs will be sold on pre-order/pay basis. To be held from October 24, 2012 – May 31, 2013. Money raised will be used to honor coach’s request for equipment and other needed items throughout the year.

LANCASTER WRESTLING BOOSTERS

YOUTH WRESTLING TOURNAMENT (not interscholastic age) Pre-season youth wrestling tournament for ages 6 and under, 7–8, 9-10 and 11-12 held on four mats. To be held on Sunday, November 25, 2012. Proceeds to benefit new head gear for the Jr. High wrestling team, as well as a new set of scales and overnight trips for the high school team.

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.

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 Sponsor's Annual Report for the Lancaster Fairfield Community School.

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.

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.

APPROVE MEMBERSHIP RENEWAL (DOWNTOWN LANCASTER SPECIAL IMPROVEMENT DISTRICT)

Resolution to approve the membership renewal between the Lancaster Board of Education of the Lancaster City Schools and the Lancaster Downtown Special Improvement District (SID) for the year 2014 – 2018 for \$1,780.07 per year.

APPROVE SECOND READING OF THE FOLLOWING REVISED POLICES:

DJF	PURCHASING PROCEDURES
DN	SCHOOL PROPERTIES DISPOSAL
EBCD	EMERGENCY CLOSINGS
EDE	COMPUTER/ONLINE SERVICES
EDEB	BRING YOUR OWN TECHNOLOGY (BYOT) PROGRAM
EDEB-R	BRING YOUR OWN TECHNOLOBY (BYOT) PROGRAM
EFH	FOOD ALLERGIES
EHA	DATA AND RECORDS RETENTION
EHA-R	DATA AND RECORDS RETENTION (ELECTRONIC MAIL)
EHA-R-1	DATA AND RECORDS RETENTION
EHE-R-2	DATA AND RECORDS RETENTION (DISPOSAL POLICY)
IF	CURRICULUM DEVELOPMENT
IKE	PROMOTION AND RETENTION OF STUDENTS
JEB	ENTRANCE AGE (MANDATORY KINDERGARTEN)
JEBA	EARLY ENTRANCE TO KINDERGARTEN
JGD	STUDENT SUSPENSION

WAIVE FIRST AND SECOND READING AND APPROVE THE THIRD AND FINAL READINGS OF REVISED POLICY:

BDDH (also KD) PUBLIC PARTICIPATION AT BOARD MEETINGS

