

Administrative Offices
Stanbery Freshman Campus
Lancaster, Ohio
October 26, 2010

The Board of Education of the Lancaster City School District, Fairfield County, Ohio met in a Regular Board Meeting on October 26, 2010 in the Cafeteria in the Stanbery Campus. The meeting was called to order at 7:06 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

MOMENT OF SILENCE FOR BRIAN SAMPSON

PLEDGE OF ALLEGIANCE – Board of Education

10-81 APPROVAL OF MINUTES

Ms. Kittredge moved to approve the minutes of the Regular Board Meeting held on September 27, 2010 with the following change:

Page 6 Employ Michelle Williams, Human Resources-Office Manager,
effective October 18, 2010.

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.

10-82 ADOPTION OF AGENDA

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

Superintendent's Report + 8: Storm and Dismissal for October 26, 2010

Page 25 Replacement Page

Page 26 Replacement Page

Page 67 Change date to October 26, 2010

Page 135 (a) +Resolution for ELPP approval for approval for OSFC – hand carried

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 such motion duly adopted.

QUESTIONS FROM THE AUDIENCE – PUBLIC PARTICIPATION

None

LEGISLATIVE UPDATE

Ms. Eyman reported Ed Job Funds, Lancaster City School District could receive approximately \$948,000.00?

UNFINISHED BUSINESS

None

COMMUNICATIONS

None

BOARD STANDING COMMITTEES

1. Communications – October 12, 2010

LSN - Sub Committee Minutes, Kevin Snyder reviewed the LSN Subcommittee Minutes, Mike McNeese Update: This year in the 48 Hour Film Project we made the Top Ten of the Columbus region, as well as First Place recognition for Best Choreography, and runner-up in Best Directing, Best Editing, Sound Design, and Cinematography. The students created a Behind-The-Scenes short film about their 48 Hour Project, and it will be shown on the October episode of Chalkmarks, which starts this Thursday. Mike McNeese and Scott Burke are assisting the LSN Interns as they begin competing in the Arnold Sports Classic Film Festival. This is the first year for the Arnold Film Festival. The Festival requires the students to make a short documentary of 15 minutes or less, highlighting an individual success or achievement in athletics. The LSN Interns chose to make John Zishka their subject – John is a record-setting runner from Lancaster High School, who went on to set more records in collegiate and international competition. The Interns have already shot interviews with John's coaches from his days at LHS, and there is much more filming scheduled in the coming weeks. We are starting a new show this week called LHS Tonight. This show is a potpourri of projects, stories, and news segments that the Video Production students and I have been working on. It will air Wednesday, Thursday and Friday at 8:30pm, beginning this week. Chalkmarks - Review Article Ideas: Amy Sampson suggested a listing of information that can be found on the district website. Jenny LaRue suggested listing the LSN TV schedule. Amy Sampson suggested an article about Goggle.net with information geared towards parents. Debbie Rockwood suggested an article about the Culinary Arts program and its license. Jennifer Walker suggested a reminder to parents about using ProgressBook to check grades. Roger Quay suggested an article about bullying and how the district is handling it. Debbie Rockwood will work on an article about it. Jennifer Walker suggested an article about the freshman transition. Eagle Gazette Advertising - Risha Wagner from the Eagle Gazette visited Kevin Snyder to identify advertising and sponsorships in the Chalkmarks Newsletter and to allocate space. Other: Roger Quay asked about why some teacher email addresses appear on ProgressBook while others do not. Kevin Snyder will be checking on this. The meeting was adjourned unanimously at 4:40 PM with a motion by Mike McNeese and a second by Nathan Hale. The next meeting has been scheduled for Tuesday, November 2, 2010 at 4:00 pm in the conference room at Stanbery.

2. Finance – October 21, 2010

Scott Hiles reviewed the items on the October board agenda which included the September financials, an invoice for payment, In-Lieu-Of Transportation, Third Party Administrator for the Section 125 Flex Plan, Amended Appropriations Measure and the Five Year Forecast. September Financials – the following was noted: *Receipt of the final August Tax Settlement from the County, *Supplies and Materials Expenses and Capital Outlay Expenses are down compared to a year ago due to purchases made at the beginning of the last school year that were not done this year (textbooks, modular units and school buses. *Approximately 75% of our available cash balance is currently invested in CDARS, commercial paper, and securities. We are keeping more money in our overnight repo account due to unfavorable investment opportunities at this time. FY11 Amended Appropriation Measure: Two funds are being amended this month. Fund 451 Data Communications is being amended due to a decrease in state funding. Fund 504 Ed Jobs Fund is being increased due to a need for this money during the current school year. Section 125 Plan: The committee discussed whether it would be possible to have short informational meetings at each building to explain how the Section 125 Plan works. Mr. Hiles will contact Jones Cochenour to see if they have distribution materials that would be helpful. Five Year Forecast: Scott Hiles reviewed the Five Year Forecast. We are currently not anticipating any reductions in state funding during the current school year. However we do anticipate a 15% decrease in state funding during the 2011- 2012 school year. Funding for future years is still very much in question. Currently we are anticipating ending the 2014-2015 school year with a deficit of \$5,060,660. The meeting was adjourned at 5:42 pm - (motion by Pentiuik, second by Slater) The next meeting has been scheduled for November 18, 2010 at 5:00 PM in the conference room at Stanbery.

3. Personnel – October 19, 2010

PSW Compliance Training: 96% of all district employees have completed the first round of compliance training through the Public School Works on-line compliance training program. The staff was complemented for a better than expected start to completing all compliance training through the online program. The next round of training will be sent to employees on November, 8th with a deadline for completion in December. New Teacher Orientation: Survey results from the new teachers who attended the two day orientation before school was shared with the committee. The survey results showed that all of the activities provided were rated helpful. The highest rated activities were the mentor/new teacher meeting followed by time to work together in their buildings, and presentations by LHS Principal, Jack Greathouse and Marcia Figgins from the Treasurer's office. Job Description Project: Progress on the job description updating project which began last year was provided to the committee. The directors and supervisors of all employee classifications except, teachers, guidance counselors and secretaries have been provided with information to update job descriptions. Thanksgiving break has been targeted for draft completion for employees in the maintenance, custodial, food service, transportation, and technology classifications while Christmas break is targeted for employees in Student Services job classifications. New Business - Certified Staff Hiring Analysis A replacement cost analysis for certified staff was reviewed with the committee. The analysis shows that 23.5 teachers left the district this year and 27.4 teachers were hired prior to this school year for a net gain of 3.9 teachers. The combined salaries for the teachers leaving the district were approximately \$1.5 M while the combined salaries of the teachers hired for this year is approximately \$1 M. This figure includes the 1% raise given to teachers for this school year. It was noted by Mr. Walker that the reason the district is able to add 3.9 teaching positions and save approximately \$½ M in salary is because veteran teachers leaving the district are paid a substantially higher rate than less experienced teachers hired into the district. Negotiated Agreement Changes: A variety of changes to the negotiated agreements with LEA and LSSA were provided to the committee. The LEA and district administration have discussed a change to one of the new items, potentially postponing the joint committee meetings to develop recommendations for a new teacher evaluation system until the Ohio Department of Education provides a new model evaluation instrument next school year. Changes to the LSSA contract highlighted were the elimination of lateral transfers, the posting of vacancies via email, and clarifications to how vacancies are filled outside of class series and to bidding during the 90 day probationary period. ODE Updates: Updated information on Ohio's Comprehensive System of Educator Accountability and Ohio's 4 Tiered Licensure Structure, both of which go into effect next school year, was presented to the committee. The Educator Accountability System has 3 components: 1.) teacher preparation, which switches from the Praxis 2 test to a teacher performance assessment, 2.) the teacher residency program, which is a 4 year program of formative assessments, goal setting, coaching, and multiple measures of teacher effectiveness for teachers new to the profession, and 3.) annual teacher evaluations that carry similar components to the residency program. The Ohio Department of Education is developing a model peer assistance review program which releases experienced teachers from instructional duties to mentor and evaluate new and underperforming teachers. The 4 Tiered Licensure Structure is comprised of the resident educator license as tier 1, the professional educator license as tier 2, the senior professional license as tier 3 and the lead professional license as tier 4. Teachers will be able to remain at tier 2, with a professional license for their careers without being required to obtain a master's degree. Progressing to the senior and lead license tiers require a master's degree and obtaining the master teacher designation. Master Teacher Program for 2010-11: Information concerning this year's master teacher program was presented to the committee. The master teacher committee has added Jennifer Capretta as a replacement for Denise Cordle who has resigned due to her position as LEA President. An informational meeting was held today to help teachers prepare successful master teacher portfolios. The application deadline is November 8th, with portfolios due by February 18th. Next meeting date – December 20th at 4:30 pm. Adjournment – The meeting was adjourned at 5:15 pm

4. Policy – No Report

5. Program – October 4, 2010

Informational Item: How the Ohio Improvement Process Connects to Resources and Professional Development – Jenny O’Hare, Director of Instructional Services: Jenny O’Hare presented a PowerPoint and passed out documents on the Ohio Improvement Process. She explained the Core Principals of OIP, the benefits, the team structures and their functions, and the four stages: 1) Identify Critical Needs; 2) Develop Focused Plan; 3) Implement and Monitor Focused Plan; 4) Evaluate the Improvement Process. More time will be spent this year focusing on the monitoring stage. All principals were trained on conducting the classroom walk-through. Principals will use the walk-through data collection form in all classrooms every other week. They will submit forms monthly and data will be compiled for the district and building. The first set of data has been compiled. The District and Building Leadership teams will be better able to evaluate the improvement process (Stage 4) when the monitoring stage is improved. Discussion Items: Coaching Model – Jenny O’Hare Research shows that a coaching model is the best kind of professional development. There are two models of coaching used in Lancaster City Schools. One model includes the hiring of two math coaches with training through OSU. Coaches work with four teachers at a time for approximately eight weeks and then will go on to coach four more teachers for another period of time, and so on throughout the year. Teachers are able to receive instant feedback and help with issues as they arise. The second model involves Title I teachers and regular classroom teachers as coaches. The Title I teachers will receive training sessions throughout the year. Additional workshops and classes may be offered during the summer. Stimulus money is being used this year to pay for educational assistants to work 30 minutes a day to substitute for a coach’s classroom. Funding for Educational Assistants is an issue for next year. Jenny O’Hare asked the question: How can we still use this coaching model next year if there is no funding for the educational assistants? Suggestions included creating webinars and broadcasting demonstration lessons through our broadcasting class. Summer Professional Development - Jenny O’Hare: How do we provide professional development to teachers, especially entry-level teachers and new teachers? Summer professional development sessions seems to be one of the best answers, with August being the preferred month to conduct these sessions. Another good option would be Saturday classes, such as was the case last year with COMET and IMPACT professional development. These Saturday sessions were well-received with high attendance. Other options mentioned were adding a day or time to teacher orientation; providing teachers with comp time as an incentive to attend; webinars; online courses; and paying teachers to attend. Valedictorian and Salutatorian – Rob Walker, Superintendent, and Jenny O’Hare: The Program Committee has been discussing this item since summer. The high school is in the process of discussing Valedictorian and Salutatorian in Administrative Team, Leadership Team, Department and Guidance meetings. Feedback so far from administrators is that any changes made will need to be thought out completely and that it must begin with grade 8 students. It was decided that more time is needed to discuss this issue at the high school and then information and recommendations will be brought to the Program Committee. Grade Bands – Jenny O’Hare: Jenny asked if there was any input regarding grade banding of elementary buildings (K-2 and 3-5) after members discussed this issue with the community. Some feedback: Transition is difficult, Busing difficulties, PTA is difficult to develop – students aren’t in one building long enough, Some families have students going to three different buildings, Academically, it makes sense, It would make professional development easier, Cuts down on social issues, such as rich building/poor building, etc., Could help if pre-kindergarten classes are developed, Members are to continue to discuss this issue with community members for input at the November meeting. 5. Martin Luther King, Jr. Essay in January – Hollie Saunders, Board Member, and Jenny O’Hare : Hollie Saunders and Robin Cathers will form a committee to decide what needs to be done to put this in place. The essay would be incorporated into the curriculum at the secondary level. Ms. Saunders will contact Fairfield Federal for possible donations. Ideas will be discussed at the November Program Committee meeting. Adjournment: Mr. Mauller with no further business asked for a motion to adjourn until the next meeting on Monday, November 1, 2010 at 4:30 p.m. at the Stanbery Administrative Conference Room.

6. Support Services – September 8, 2010

Discussion Items - Chemistry Lab Tour: The committee was shown around the newly renovated chemistry labs. The safety device that shuts off all electric, gas and water was demonstrated for the committee and the quality of the stations were discussed. Items that Consulting Group: Vista Consulting Group presented information on the preliminary survey performed in the district approximately a year ago. This survey looked at all the mechanical infrastructure of all Lancaster City Schools buildings and identified certain items that could be upgraded or replaced in order to have more energy efficient buildings. The committee then talked about different methods of financing these upgrades or replacements utilizing: QSCB loans, AEP rebate programs, ARRA stimulus opportunities, manufacture rebate programs, House Bill 264. This program will help us identify critical infrastructure improvements to the district. This information will help guide the district in determining what improvements to focus on based upon the community engagement outcomes. Advertising for School Buses: A resolution to advertise for bids for two new school buses will be taken to the Board of Education on September 27, 2010. Other: The committee looked at the FY10 placement of the Lancaster City Schools on the OSFC eligibility list for facilities, of which, Lancaster City Schools was at 406 and would be funded at 33% state share. The FY11 preliminary eligibility ranking that was recently released shows that Lancaster City Schools is now at 397 and that our state share is now 35% with them for any information regarding possible funding. Next Meeting: Our next meeting is scheduled for Wednesday, October 20, 2010 at 4:30 PM in the 2nd Floor Conference Room at Stanbery. Adjournment: A motion was made by Julie Taylor and seconded by Thom Pearce to adjourn the meeting at 5:30 PM.

TREASURER'S REPORT

Mr. Hiles, Interim Treasurer presented the Five Year Forecast

SUPERINTENDENT'S REPORT

Building Reports: Sandy Svoboda presented Medill Elementary and Mr. Steve Poston presented Thomas Ewing Junior High School.

Dress Code/School Uniforms

Report Card Recognition: AYP (Adequate Yearly Progress, Ten Percent above State Average

ACT Results

OGT Testing: October 25 and November 5, 2010

Parent Teacher Conferences

Trick or Treat Night: Thursday, October 28, 2010 (6:00 p.m. – 7:30 p.m.)

Storm and Dismissal information for October 26, 2010

STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

CONFIRMATION OF STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

10-82 EMPLOYMENTS

Ms. Saunders moved to approve the following:

ADMINISTRATIVE

SALARY ADJUSTMENT 2010-2011

Lisa Thompson

From: MA+30, Step 11

To: MA+45, Step 11

CERTIFIED EMPLOYMENTS

LONG TERM SUBSTITUTE ESL TEACHER

Employ Robert Branch as a .4 FTE long-term substitute ESL teacher for the District at MA+45, Step 1, effective October 7, 2010 for the remainder of the 2010-2011 school year. (Education Jobs Fund)

SUBSTITUTE TEACHERS

Employ the following people as substitute teachers for the 2010-2011 school year at the board approved rate:

| | | |
|---------------------|---------------------|--------------------|
| Adamson, Daniel | Barnhart, Carla | Buck, Judith |
| Buck, Roger | Burris, Janet | Buskirk, Linda |
| Carver, Debora | Chapman, Clarence | Clark, Richard |
| Clarke, Carrie | Copen, Shirley | Crowell, Matthew |
| Debolt, Barbara | Enmen-Potts, Laurel | Estell, Shirlee |
| Fast, Jenny | Florence, Kristine | Funk, Kacie |
| Geyer, Richard | Goss, Julie | Goss, Richard |
| Gray, Charles | Grove, Betsy | Hancher, Peggy |
| Hanna, Claudia | Hayman, Cynthia | Hoch, Beth |
| Holbrook, Jennifer | Hood, Henry | Hutcheson, Phyllis |
| Johnston, Mark | Jones, Victor | Lawrence, Gladys |
| Layne, John | Leach, Kathryn | Lowery, Lauren |
| Lucas, Donna | Luse, Lisa | McNeal, Marcy |
| Mead, Diana | Medved, Jennifer | Miller, Deborah |
| Powell, Nicholas | Rohr, Andreia | Sands, Angela |
| Schrader, Carolyn | Schroer, Sandra | Simmons, Sue |
| Stai, Candice | Staten, Jonah | Stockum, David |
| Stuck, Catherine | Svoboda, Sharon | Swindells, Toni |
| Violand, Jane | Wagner, Anna | Wampler, Christina |
| Weisenberger, Donna | White, Barbara | Christian, Suzanne |
| Primmer, Stephanie | | |

SUPPLEMENTAL CONTRACTS 2010-2011 SCHOOL YEAR

| <u>Name</u> | <u>Position</u> | <u>Exp./Ratio</u> | <u>Base</u> |
|----------------------|------------------------------------|-------------------|-------------|
| Hites, Joe | H.S. Boys' Head BB Coach | 19 .25 | \$8559.75 |
| Davis, Dave | H.S. Asst. Boys' BB Coach | 22 .16 | \$5478.24 |
| Swartz, Kory | H.S. JV Boys' BB Coach | 3 .13 | \$2225.53 |
| | (split contract ½ of \$4451.07) | | |
| Eversole, Alex | H.S. JV Boys BB Coach | 1 .11 | \$1883.14 |
| | (split contract ½ of \$3766.29) | | |
| Truex, Luke | Fresh. Boys' BB Coach | 5 .10 | \$3423.90 |
| Simmons, Allyson | H.S. Boys'/Girls' Asst. Swimming | 2 .12 | \$4108.68 |
| Spires, Jon | Head Boys' Wrestling | 5 .18 | \$6163.02 |
| Gallagher, Rob | JV Boys' Wrestling | 11 .14 | \$3766.29 |
| Chevalier, Sarah | H.S. Girls' Head BB Coach | 10 .25 | \$8559.75 |
| Byas, Amanda | H.S. Head BB Chrlgd. | 5 .14 | \$4793.46 |
| McMurray, Lindsay | H.S. Asst. BB Chrlgd. | 3 .13 | \$4451.07 |
| Bates, Rick | T.E. Girls' 7 th Gr. BB | 12 .11 | \$3766.29 |
| Ball, Trent | T.E./G.S. Wrestling | 10 .11 | \$3766.29 |
| Conn, Cory | G.S. Boys 8 th Gr. BB | 1 .07 | \$2396.73 |
| Grove, Betsy | G.S. Girls 8 th Gr. BB | 2 .07 | \$2396.73 |
| Kahrl, Allison | Power of the Pen (TE) | 3 .07 | \$2396.74 |
| Todd, Cheryl | Power of the Pen (TE) | | volunteer |
| Wise, Sarah | Power of the Pen (GS) | 7 .09 | \$1540.76 |
| | (split contract ½ of \$3081.52) | | |
| Sinewe, Kim | Power of the Pen (GS) | 4 .07 | \$1198.37 |
| | (split contract ½ of \$2396.74) | | |
| Hoy, Angela | Science Olympiad (GS) | 6 .09 | \$3081.51 |
| Bumgardner, Michelle | Science (TE) | 2 .07 | \$2396.73 |
| Swartz, Edith | Social Studies (TE) | 3 .08 | \$2739.12 |
| Gerds, Dawn | Health/PE (District) | 1 .07 | \$2396.73 |

Supplemental Contracts: 2010-2011 School Year – Community

| <u>Name</u> | <u>Position</u> | <u>Exp./Ratio</u> | <u>Base</u> |
|------------------|--|-------------------|-------------|
| Miller, Dusty | H.S. Girls' Asst. BB Coach | 0 .12 | \$4108.68 |
| Baker, Joel | JV Girls' BB Coach | 2 .11 | \$3766.29 |
| Miller, Megan | Fresh. Girls' BB Coach | 1 .08 | \$2739.12 |
| Boyer, Robert | T.E. Girls' 7 th Gr. Asst. BB | | volunteer |
| Sarensen, Cody | T.E. Boys' 7 th Gr. BB | 1 .07 | \$2396.00 |
| Wills, Elizabeth | Fresh. BB Chrlgd. | 0 .08 | \$2739.12 |
| Wertz, Roger | G.S. Girls 7 th Grade BB | 1 .07 | \$2396.73 |
| Behrens, Bill | G.S. Boys 7 th Grade BB | 15 .11 | \$3766.29 |
| Hite, Susan | G.S. 7 th Grade Asst. BB | | volunteer |

SALARY ADJUSTMENTS - CERTIFIED

Lindsay McMurray (effective 2010-2011)

From: BA(5Y), Step 3 To: MA, Step 3

Lindsay Poling (effective 2010-2011)

From: BA, Step 3 To: BA(5Y), Step 3

Brian Dorsten (effective 2010-2011)

From: BA(5Y), Step 5 To: MA, Step 5

Holly Bennett (effective 2010-2011)

From: BA, Step 2 To: BA(5Y), Step 2

Bruce Evans (effective 2010-2011)

From: BA(5Y), Step 12 To: MA, Step 12

Ashley Henwood (2010-2011)

From: BA(5Y), Step 3 To: MA, Step 3

Amy Henderly (2010-2011)

From: BA(5Y), Step 5 To: MA, Step 5

Brenda Zeiders (2010-2011)

From: MA+15, Step 14 To: MA+30, Step 14

Kinniard, Josh (2010-2011)

From: BA (5Y), Step 1 To: MA, Step

CLASSIFIED EMPLOYMENTS

SUBSTITUTE BUS DRIVER

Employ Joseph Seymour as a substitute bus driver effective October 18, 2010.

SUBSTITUTE EDUCATIONAL ASSISTANTS

Employ Jeanie Conrad and Ginny Etienne as substitute educational assistants effective October 25, 2010.

SUBSTITUTE SECRETARY

Employ Mary Ann Connell as a substitute secretary at an hourly rate of \$18.21 effective September 7, 2010. (Auxiliary Fund)

LONG-TERM SUBSTITUTE EDUCATIONAL AIDE/INSTRUCTIONAL ASSISTANT

SOUTH ELEMENTARY

Employ Pamela Hardin as a long-term substitute educational aide/instructional assistant at South Elementary School at Step 0, effective October 18, 2010. (ARRA Title I Fund)

LPN – FOREST ROSE

Employ Ashley Rainier as a LPN at Forest Rose effective October 26, 2010. (General Fund)

SUBSTITUTE EDUCATIONAL ASSISTANT

Employ Kathryn Leach as a substitute educational assistant effective October 4, 2010.

LONG-TERM SUBSTITUTE EDUCATIONAL ASSISTANT – CEDAR HEIGHTS
ELEMENTARY SCHOOL

Employ Corenne VanBuskirk as a long-term substitute educational assistant at Cedar Heights Elementary School at Step 0, effective October 4, 2010. (ARRA Title VI Funds)

LONG-TERM EDUCATIONAL ASSISTANT – CEDAR HEIGHTS ELEMENTARY

Employ Kari Bolin as a long-term educational assistant at Cedar Heights Elementary School at Step 0, effective September 28, 2010. (ARRA Title VI Funds)

SUBSTITUTE COOK/CASHIER

Employ Kristina Babcock as a substitute cook/cashier pending return of employment packet and satisfactory background checks with an effective date of October 26, 2010.

SUBSTITUTE EDUCATIONAL ASSISTANTS

Employ the following people as substitute educational assistants pending return of employment packets, satisfactory background checks and appropriate licensure effective October 26, 2010 or as noted:

| | | |
|-----------------------|--------------------|----------------------------|
| Pam Armstrong | Nancy Bloom | Jessica Cozad |
| Rachael Dumm 10/14/10 | Emily Karcher | Diana Mead |
| Amy Rigsby 9/30/10 | Cheri Peterson | Darlene Pulsinelli 9/28/10 |
| Claudia Powell | Mindy Robinson | Juanda Rush |
| Jodelle Sisco | Jacqueline Starner | Patricia Zaker |
| Victor Wells 9/23/10 | Stephanie Primmer | Cheri Peterson |
| Sandra Foster | Lauren Lowery | |

SUBSTITUTE SECRETARIES

Employ the following people as substitute secretaries pending return of employment packets, satisfactory background checks and appropriate licensure effective October 26, 2010 or as noted:

| | |
|---------------|------------------------|
| Rachael Dumm | Meagen Kelley 10/18/10 |
| Stacy Knight | Diana Mead |
| Jodelle Sisco | Kristin Vandermark |

SUBSTITUTE CUSTODIANS

Employ the following people as substitute custodians pending return of employment packets, satisfactory background checks effective October 26, 2010:

James Johnson Christal Gordon Joe Brown Joe Seymour

CHANGE IN ASSIGNMENTS/HOURS

The Lancaster Board of Education and John Ray Miller mutually agree to change his classification from Tech I, Step 4 to Tech II, Step 4 effective October 1, 2010.

STAFF SEPARATIONS

CERTIFIED

RETIREMENT

Cheryl Todd is retiring effective August 1, 2011.

LEAVE OF ABSENCES

Christi Haddix is requesting an unpaid leave of absence effective October 18, 2010 through November 29, 2010. Daily rate will be deducted from employee's salary during that time for a total of \$9032.46.

CLASSIFIED

RESIGNATION

Stephanie Primmer is resigning her position as an educational assistant effective October 13, 2010.

Carolyn J. Conrad is resigning her position as an educational assistant effective October 11, 2010.

LEAVE OF ABSENCES

Brandi Boyer is requesting an unpaid leave of absence effective October 21 and October 22, 2010. Both daily rate and healthcare premium will be deducted from employee's salary during that time for a total of \$166.36.

Bridget Hinerman is requesting an unpaid leave of absence effective February 4 through February 11, 2011. Both daily rate and healthcare premium will be deducted from employee's salary during that time for a total of \$1016.61.

Kenny Muck is requesting an unpaid leave of absence effective October 20, 2010 to approximately March 4, 2011.

RETIREMENT

Robert Sanders is retiring effective December 31, 2010.

OTHER PERSONNEL MATTERS

CREATE LICENSED PRACTICAL NURSE POSITION – FOREST ROSE

Resolution to create a Licensed Practical Nurse position for a special needs student to begin October 26, 2010. (General Fund)

HOME INSTRUCTION TUTOR – AS NEEDED

Employ Linda Hensley as a Home Instruction Tutor on an "as needed" basis for students on medical leave for the 2010-2011 school year. Said services are contingent upon current grant funding for students with disabilities and through General Funding for regular education students paid through the 2010-2011 school year.

SPECIAL DEPUTIES LIST – ADDITIONAL DEPUTY NAME

Resolution to add James Nicolia to the list of Special Deputies hired on an “as needed” basis for security purposes.

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.

10-83 BUSINESS AND FINANCE

Ms. Eyman moved to approve the following:

MONTHLY FINANCIAL REPORT FOR AUGUST 2010

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

FIVE YEAR FORECAST

Be it resolved that the Lancaster Board of Education approve the Five-Year Forecast for Lancaster City School District.

AMENDED APPROPRIATION

BE IT RESOLVED by the Board of Education of the Lancaster City School District, Fairfield County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30, 2011 the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows, viz:

| Fund | Appropriation |
|---------------------------------|-------------------------------|
| 451 - Data Communication | \$22,000 (-\$3,150) |
| 504 - ED JOBS | \$100,000 (+\$100,000) |

THIRD PARTY ADMINISTRATOR FOR SECTION 125 FLEXIBLE SPENDING 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 \$10,412.00 for the 2011 Calendar Year.

INVOICE FOR PAYMENT

Be it resolved that the Board of Lancaster City Schools approves the following invoice for payment of Title I Teacher/Salary & Benefits for the period of July 2, 2010 – September 10, 2010.

Multi-County Juvenile Detention Center

\$33,700.50

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 2010-2011) 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 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> |
|----------------|---------------------|--------------|------------------|
| Kathy Connor | 144 E. Mulberry St. | Rose | 11 th |
| Gurpreet Singh | 1337 Ridge Rd. | Jasnett | 10 th |

SERVICE AGREEMENT WITH BLOOM CARROLL LOCAL SCHOOLS (TRANSPORTATION)

Be it resolved that the Lancaster Board of Education does hereby agree to enter into a service agreement with Bloom Carroll Local Schools for transportation services to the Ohio State School for the Blind.

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.

SUBMISSION OF THE SPONSOR’S ANNUAL REPORT FOR THE LANCASTER DIGITAL ACADEMY

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.

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.

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.

EXPEDITED LOCAL PARTNERSHIP PROGRAM

Resolution to approve the Board’s intent to participate in the Ohio School Facilities Commission’s Expedited Local Partnership Program and authorizing the Superintendent to submit an application to participate.

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.

10-84 CURRICULUM/INSTRUCTION

Ms. Kittredge moved to approve the following:

PROFESSIONAL DEVELOPMENT PLAN FOR THE 2010-2011 SCHOOL YEAR

Be it resolved the Lancaster Board of Education approve the Professional Development Plan for the 2010 – 2011 school year. (On file in agenda in the Treasurer’s Office and Instructional Services Office)

OTHER

DONATIONS

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

LANCASTER CITY SCHOOLS (WEST ELEMENTARY SCHOOL)

Acceptance of monetary donation for Feelin’ Good Mileage Club

Donation was made by: Diamond Power

Estimated Value: \$800.00

| | | |
|----------------|---|------------|
| Acceptance of: | Six Penguin Games for Kindergarten Classes | \$ 120.00 |
| | Gift Card for School Supplies | \$ 50.00 |
| | Shoes, School Supplies, Underwear | \$ 250.00 |
| | Gift Cards for 10 Classrooms –Supplies/Snacks | \$1,000.00 |

Donated was made by: Walmart

| | | |
|------------------|--------------------------------|----------|
| Estimated Value: | \$1,420.00 | |
| Acceptance of: | Bags of School Supplies | \$250.00 |
| | Underwear and Socks for Clinic | \$100.00 |
| | Gift Cards for School Supplies | \$125.00 |

Donation was made by: Sixth Avenue United Methodist Church

Estimated Value: \$475.00

| | |
|---|----------|
| Acceptance of monetary donation for books | \$250.00 |
|---|----------|

Donation was made by: Lancaster Fire Department

| | |
|---------------------------------------|---------|
| Acceptance of Box of Schools Supplies | \$75.00 |
|---------------------------------------|---------|

Donation was made by: Anchor Hocking

| | |
|---------------------------------------|----------|
| Acceptance of Bags of School Supplies | \$250.00 |
|---------------------------------------|----------|

Donation made by: Charity Newsies

| | |
|---|------------|
| Total Estimated Value for all donations to West Elementary School | \$3,270.00 |
|---|------------|

LANCASTER CITY SCHOOLS (Speech Pathology Department)

Acceptance of Assistive Technology Equipment:

Donation was made by: Tracey Miller
2447 Sheridan Drive
Lancaster, OH 43130

Estimated Value: \$5,591.85

FUND RAISING ACTIVITIES

East Elementary PTO – Pumpkin Walk-A-Thon to be held on Friday, October 22, 2010. The Students will collect pledges, two weeks prior to the event. Proceeds to help raise money for the PTO so that we may work to update/increase technology for our students at East Elementary.

General Sherman 7th and 8th Grade Choir – Little Caesars Pizza Kits and related products to be sold from a brochure. To be held from January 6, 2011 – January 18, 2011. Proceeds to benefit 8th grade choir spring trip and 7th grade money raised will go towards the Sherman Choir activity account.

General Sherman Junior High School 7th and 8th Grade Band – Little Caesars Pizza Kits and related products to be sold from a brochure. To be held from January 6, 2011 – January 18, 2011. Proceeds to benefit 8th grade band spring trip and 7th grade band money raised will benefit the Sherman Band activity account.

General Sherman Junior High School will hold a Chocolate Sales to supplement the Principals 018 account. To benefit Principal 018 account to help fund school activities, particularly student incentives at the end of the year.

Lancaster Athletic Department – 10% of all pre-taxed food sales to be donated to Lancaster Athletic Department on designated days determined & donated by Buffalo Wild Wings. To be held on various days through June 2011. Proceeds to be used to purchase supplies for the athletic department.

Lancaster Girls Basketball (Middle School) – Selling cookie dough, cheesecakes, pizza's from Century Resources. To be held from November 4, 2010 through November 17, 2010. Proceeds to be used to purchase sweats, shoes, etc.

Lancaster Girls Basketball (Middle School) – Selling Donato's coupon books. To be sold from January 3, 2011 through January 14, 2011. Proceeds to be used to purchase middle school uniforms.

Lancaster High School Cheer Parents – Spirit table during LHS Basketball Games: T-Shirts, Pompoms, Tattoo's, face painting, blinking items, noise makers, all things Spirit. To be held from November 2010 through March 2011. Proceeds to help with the purchase of a Tumble Track.

Lancaster High School FFA Students will be selling citrus fruits, apples, pears, Pearl Valley Cheese, D.B. Yummers BBQ Sauce and Florida Farm Bureau Nuts. To be held from October 18, 2010 through November 5, 2010. To be delivered by December 6, 2010. Proceeds to benefit FFA Competitions, field trips, purchasing materials for FFA activities, purchasing food and deferring the cost of items for students who need assistance.

Lancaster High School Student Council – Cancer Awareness Bracelets for \$1.00 each. To be sold during various times of the year. Proceeds will be donated to cancer research.

MEMORANDUM OF UNDERSTANDING – LSSA

Be it resolved that the Lancaster City Schools Board of Education (Board) and the Lancaster School Support Association (LSSA) agree to enter into this memorandum of understanding to establish the following: The creation of a new classification to the current contract Said classification will be a LPN/Assistant. This classification will be listed under the Educational Assistants section of the current Classified Salary Schedule.

Said Compensation for the new classification will be as follows:

| Step | Index | 2010/2011 |
|------|--------|-----------|
| 0 | 1.0000 | \$16.00 |
| 1 | 1.0275 | \$16.44 |
| 2 | 1.0550 | \$16.88 |
| 3 | 1.0825 | \$17.32 |
| 4 | 1.1100 | \$17.76 |
| 5 | 1.1375 | \$18.20 |
| 6 | 1.1650 | \$18.64 |
| 7 | 1.1925 | \$19.08 |
| 8 | 1.2200 | \$19.52 |
| 9 | 1.2475 | \$19.96 |
| 10 | 1.2750 | \$20.40 |

JOB DESCRIPTION FOR LPN (Licensed Practical Nurse)

Be it resolved the Lancaster Board of Education hereby approves the Job Description for a Licensed Practical Nurse. (Job Description on file in Human Resources Department and in Oct. board agenda on file in Treasurer’s Office)

APPROVE SECOND READING ON THE FOLLOWING NEW/REVISED POLICIES

- EBCD Emergency Closings
- IGDK Interscholastic Extracurricular Eligibility
- IKA Grading Systems

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.

10-85 EXECUTIVE SESSION

Ms. Kittredge moved at 8:27 p.m. to enter into Executive Session for the Purpose of the Superintendent Evaluation System.

Mr. Mauller seconded the motion, and the roll call on its adoption, the vote resulted as follows:

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

The President declared at 9:45 p.m. to return to Regular Session.

10-86 ADJOURN – OCTOBER 26, 2010

Ms. Eyman moved at 9:48 p.m. to adjourn. The next meeting is a Regular Board Meeting in the Cafeteria of the Stanbery Campus on Monday, November 22, 2010 at 7:00 p.m.

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 the meeting adjourned.

William Bickham President

ATTEST:

Scott C. Hiles Interim Treasurer