

The Board of Education of the Lancaster City School District, Fairfield County, Ohio met in a Regular Board Meeting on July 17, 2012 in the Large Meeting Room located at 111 South Broad Street. The meeting was called to order at 4:30 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 Board

12-98 APPROVAL OF MINUTES

Ms. Kittredge moved to approve the minutes as presented:

Special Board Meeting held on June 19, 2012
Regular Board Meeting held on June 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 Yea

Thereupon the President declared such motion duly adopted.

12-99 ADOPTION OF AGENDA

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

Outline (Page 3) C Curriculum/Instruction
 -delete the word “Student” in Resolution to Approve Student Handbook for the 2012-2013 school year.
 IV Executive Session:
 -delete B. Discuss a Personnel Matter
 Replace with “To consider discipline of an employee and to consider the complaint against an employee and matter required to be kept confidential by law.
 V Action Item: - delete Personnel

Page 33 A Certified Employments:
 g +add Urbine, Mark, Salary: BA, Step 3
 k +add salary MA+15, Step 5
 l +add Bayat, Todd, Salary: MA+30, Step 2

Page 34	A	Certified Employments -delete M – Speech Pathologist
	B	Supplemental Contracts -delete DiDomingo, Joe – LHS Science Olympiad, Exp. 2, ratio .05, amount \$1,711.45
Page 35	B	Supplemental Contracts -delete Walker, Sandra – Math Department Chair Coordinator 5 th Grade, Exp. 1, Ratio .08, Amount \$2,739.12
Page 36	2	Correction: Byas, Amanda – LHS Head Football Cheerleading Coach, Exp. 7, Ratio .16, Amount \$5,478.24
Page 38	4	Staff Separations, B- Certified, 1. Resignations +Tara Graham – 1 st Grade Teacher, West Elementary, Effective date 8/20/2012

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

LEGISLATIVE UPDATE

Ms. Ricketts reported the legislature came back into session briefly to discuss SB316 (MBR) and HB525 The Cleveland Plan. Legislature to address pension reform in July.

UNFINISHED BUSINESS

COMMUNICATIONS

Building Planning Process – Tony Schorr, Schorr Architects, Inc.
Proud Products of Ohio Public Schools – Ms. Lise Ricketts

BOARD STANDING COMMITTEES

1. **Communications – No Report**
2. **Finance – No Report**
3. **Personnel – No Report**
4. **Policy – No Report**
5. **Program – No Report**
6. **Support Services – No Report**

TREASURER’S REPORT

Bond Process – David Conley, Robert W. Baird & Co., Inc.

SUPERINTENDENT’S REPORT

2011-2012 Bullying Report – Per Ohio Revised Code

LANCASTER CITY SCHOOLS BULLYING REPORT
(2011-2012 SCHOOL YEAR)

Number of incidences of Harassment, Intimidation and Bullying

	<u>1st Semester</u> *	<u>2nd Semester</u>
Lancaster High School	38	78
Thomas Ewing	57	85
General Sherman	18	34
Cedar Heights	0	0
East	0	0
Medill	0	0
Sanderson	1	2
South	1	5
Tallmadge	3	6
Tarhe	0	1
West	0	2
District Totals	118	213

*Correction was made from February’s Board meeting.

Building Update – Steve Wigton

STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

CONFIRMATION OF STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

12-100 EMPLOYMENTS

Ms. Kittredge moved to approve the following:

ADMINISTRATIVE/EXEMPT EMPLOYMENTS

Employ the following people as Administrators/Exempt Classified for the 2012-2013 school year pending receipt of appropriate licensure, official transcripts and background checks.

Name: Hale, Nathan
Position: Director of Human Resources
Location: Central Office
Salary: MA+30 Step 4
Status: Replacement
Fund: General
Effective: 8/1/2012
Contract: 2 year

Name: Greathouse, Jack
Position: Principal
School: Lancaster High School
Salary: MA + 45, Step 0
Status: Rehire
Fund: General
Effective: 8/6/2012
Contract: 1 year

Name: Vazquez, Jane
Position: Principal
School: East Elementary School
Salary: MA+45, Step 0
Status: Replacement
Fund: General
Effective: 8/2/2012
Contract: 1 year

Name: Kemper, Maureen
Position: Dean of Student Services
School: Tallmadge/ Tarhe
Salary: MA+30, Step 3
Status: New
Fund: General
Effective: 8/2/2012
Contract: 2 year

Name: Woods, Jennifer
Position: Dean of Student Services
School: Cedar Heights/West
Salary: MA+15, Step 3
Status: New
Fund: General
Effective: 8/2/2012
Contract: 2 year

Name: Craiglow, Teri
Position: Human Resources Office Manager
Location: Central Office
Salary: Step 2
Status: New
Fund: General
Effective: 8/1/2012

Name: Walker, Sandra
Position: Dean / Curriculum Coordinator
School: East / District Office
Salary: MA+45, Step 0
Status: New
Fund: .5 Title 6B / .5 General
Effective: 8/2/2012
Contract: 1 year

CERTIFIED EMPLOYMENTS

Employ the following people as regular teachers for the 2012-2013 school year pending receipt of appropriate licensure, official transcripts and background checks.

Name: Thomas, Evan
Position: Art Teacher
School: Thomas Ewing/General Sherman
Salary: BA (5Y), Step 2
Status: Replacement
Fund: General

Name: Kristoff, Kelli
Position: Kindergarten
School: Tallmadge
Salary: BA, Step 1
Status: Replacement
Fund: General

Name: Franks, Stefanie
Position: 8th Grade Math Teacher
School: General Sherman
Salary: BA, Step 0
Status: Replacement
Fund: General

Name: Burnworth, Jordan
Position: 6th Grade Science Teacher
School: General Sherman
Salary: MA, Step 2
Status: Replacement
Fund: General

Name: Crist, James
Position: Intervention Specialist/Math
School: Lancaster High School
Salary: BA+15, Step 5
Status: Replacement/ Supplemental License
Fund: General

Name: Hayman, Cynthia
Position: 1st Grade Teacher
School: Tarhe
Salary: BA (5y), Step 2
Status: Replacement
Fund: General

Name: **Urbine, Mark**
Position: Intervention Specialist
School: Crossroads Alternative School
Salary: **BA, Step 3**
Status: Replacement
Fund: General

Name: Fast, Stefanie
Position: Health Teacher
School: Lancaster High School
Salary: BA+15, Step 0
Status: Replacement
Fund: General

Name: Johnson, Monica
Position: 4th Grade Teacher
School: South Elementary School
Salary: BA, Step 2
Status: Replacement
Fund: General

Name: Davis, Ashley
Position: Title 1 (0.5 FTE)
School: Tallmadge
Salary: BA+15, Step 1
Status: Replacement
Fund: Title I

Name: Vazquez, Rebecca
Position: 0.5 FTE ESL Teacher
School: District
Salary: **MA+15, Step 5**
Status: Replacement/Supplemental License
Fund: General

Name: **Bayat, Todd**
Position: Biology/Physical Science
School: Lancaster High School
Salary: **MA+30, Step 2**
Fund: General
Status: Replacement

Name: _____
Position: **Speech Pathologist**
School: **District**
Salary: _____
Status: **.06 Replacement/.04 FTE New**
Fund: **General**

LONG-TERM SUBSTITUTES – 2012-2013 SCHOOL YEAR

Employ the following people as long term substitutes for the 2012-2013 school year pending receipt of appropriate licensure, official transcripts and background checks.

Name:	Clark, Taylor	Name:	Cooley, Jennifer
Position:	Language Arts Teacher	Position:	4 th Grade Teacher
School:	General Sherman	School:	Tallmadge
Salary:	BA, Step 0	Salary:	BA (5y), Step 0
Status:	Teacher on Reassignment	Status:	Teacher On Special Assignment
Fund:	General	Fund:	General

Name: White, Barbara
 Position: 4th Grade Teacher
 School: West
 Salary: MA, Step 1
 Status: Leave of Absence
 Fund: General

SUPPLEMENTAL CONTRACTS – CERTIFIED STAFF: EFFECTIVE 2012-2013 SCHOOL YEAR

CURRICULUM

<u>Name</u>	<u>Position</u>	<u>Exp</u>	<u>Ratio</u>	<u>Amount</u>
DiDomenico, Jana	Special Ed Coordinator, Elementary	4	.08	\$2,739.12
Kobella, Sara	G.S. Student Council (50%)	5	.04	\$ 684.70
Simons, Allyson	G.S. Student Council (50%)	2	.03	\$ 513.59
Albanese, Beth	LHS Sophomore Advisor	6	.07	\$2,396.73
Bates, Jeff	LHS Set/Tech Director (Fall Musical)	12	.18	\$6,163.02
Baxter, Austin	LHS Ecology Club	2	.03	\$1,027.17
Kozy, David	LHS French Club	1	.03	\$1,027.17
Madland, Laura	LHS Dept Coordinator – Foreign Lang	1	.07	\$2,396.73
Bode, David	LHS Marching Band Specialist	10	.10	\$3,423.90
DiDomenico, Joe	LHS National Honor Society (50%)	15	.07	\$1,198.37
DiDomenico, Joe	LHS Science Olympiad	2	.05	\$1,711.45
Durdel, Chelsea	LHS Latin Club	3	.04	\$1,369.56
Dwyer, Elyse	LHS Pep Band	1	.05	\$1,711.95
Dwyer, Elyse	LHS Marching Band Specialist	1	.06	\$2,054.34
Escarpetta, Sephora	LHS Spanish Club	3	.04	\$1,369.56
Etherington, Jenny	LHS Family Consumer Science Club	3	.04	\$1,369.56
Etherington, Jenny	LHS Student Council Adv (50%)	5	.05	\$ 855.98

Etherington, Jenny	LHS Senior Class Advisor	3	.05	\$1,711.95
Evans, Bruce	LHS Production Director Fall	4	.12	\$4,108.68
Fish, Shannon	District Art Coordinator	2	.07	\$2,396.73
Fish, Shannon	LHS National Art Honors Society	2	.03	\$1,027.17
Gerken, Bruce	LHS Assistant Band Director	31	.14	\$4,793.90
Gerken, Bruce	LHS Percussion Ensemble	31	.10	\$3,423.90
Gerken, Bruce	LHS Dept Coordinator – Music	16	.09	\$3,081.51
Gillispie, Matthew	LHS Book Club (50%)	3	.04	\$ 684.78
Kozy, David	LHS French Club	1	.03	\$1,027.17
Lawrence, Jackie	LHS Student Council Advisor (50%)	5	.05	\$ 855.98
Marvin, Kelli	LHS English Dept Coordinator	6	.09	\$3,081.51
Mathias, Steve	LHS Drama Club	9	.07	\$2,396.73
Mathias, Steve	LHS Musical Director of Music (Spring)	16	.09	\$3,081.51
Mathias, Steve	LHS Director of Theatre (Fall & Spring)	16	.21	\$7,190.19
McCoy, Sandy	LHS Director of Choral Music	5	.12	\$4,108.68
Morgan, Leah	LHS Skills USA Advisor	7	.07	\$2,396.73
Morgan, Leah	LHS CT Business/Business Dept Coord	3	.08	\$2,739.12
Niceswanger, Brad	LHS Social Studies Dept Coordinator	3	.08	\$2,739.12
Pickenpaugh, Bart	LHS Director of Bands	6	.21	\$7,190.09
Price, Jennilee	LHS Auxiliary Corp (70%) (30%)	8	.07	\$ 719.02
Reiber, Jessica	LHS Freshman Advisor	1	.03	\$1,027.17
Rooker, Denise	LHS Teen Institute Advisor	2	.03	\$1,027.17
Swartz, Lindsay	LHS Math Dept Coordinator	1	.07	\$2,396.73
Sinnott, Chad	LHS In The Know Coach	5	.07	\$2,396.73
Sinnott, Chad	LHS Journalism/Quill and Scroll	3	.05	\$1,711.95
			.07	\$2,396.73
Spires, Faith	LHS Junior Class Advisor	4	.05	\$1,711.95
Henderson, Ashlin	LHS Book Club (50%)	3	.04	\$1,369.56
Weaver, Sharon	Guidance Dept Coordinator	4	.08	\$2,739.12
Gerds, Dawn	District Health/PE Coordinator	3	.08	\$2,739.12
Wenger, Colleen	LHS Yearbook Advisor	5	.15	\$5,135.85
Wooten, Mary Jo	LHS National Honor Society (50%)	12	.07	\$1,198.37
Slater, Melodi	Elementary Coordinator – Title I	5	.08	\$2,739.12
Lumbard, Barbie	Reading Coordinator – K	0	.07	\$2,396.73
Geil, Jacqueline	Math Coordinator – K	5	.08	\$2,739.12
Stafford, Dalelene	Reading Coordinator – 1 st	5	.08	\$2,739.12
Shisler, Linda	Math Coordinator – 1 st	4	.08	\$2,739.12
Dickson, Jeness	Reading Coordinator – 2 nd	5	.08	\$2,739.12
Walker, Amy	Reading Coordinator – 2 nd	2	.07	\$2,396.73
Allen, Petula	Math Coordinator – 3 rd	5	.08	\$2,739.12
Smith, Sunday	Math Coordinator – 3 rd	5	.08	\$2,739.12
Cupp-Clark, Tonya	Reading Coordinator – 4 th	5	.08	\$2,739.12
Shaffer, Vernia	Math Coordinator – 4 th	5	.08	\$2,739.12
Shriver, Kayla	Reading Coordinator – 5 th	1	.07	\$2,396.73
Walker, Sandy	Math Coordinator – 5th	5	.08	\$2,739.12
Bumgardner, Michelle	Science Dept Chair – TE	4	.08	\$2,739.12
Swartz, Edith	Social Studies Dept Chair – TE	5	.08	\$2,739.12

ATHLETIC

<u>Name</u>	<u>Position</u>	<u>Exp</u>	<u>Ratio</u>	<u>Amount</u>
Griffin, Brian	H.S. Girls Head Soccer Coach	5	.18	\$6163.02
Zishka, John	H.S. Girls Head Cross Country Coach	16	.20	\$6847.80
Grove, Betsy	H.S. Girls Assistant Cross Country Coach	3	.14	\$4793.46
Tripp, Theresa	H.S. Boys Asst. Cross Country Coach	8	.16	\$5478.24
Graham, Mike	T.E. Boys/Girls Cross Country Coach	1	.07	\$2396.73
Bates, Jeff	H.S. Boys Head Golf Coach	5	.18	\$6163.02
Stedman, Tom	H.S. Girls Head Golf Coach	14	.20	\$6847.80
Conklin, Kent	H.S. Boys Head Soccer Coach	13	.20	\$6847.80
Elick, Gary	H.S. Girls Head Tennis Coach	23	.20	\$6847.80
Boster, Jessica	H.S. Girls JV Tennis Coach	1	.11	\$1883.14
	(split contract – ½ of \$3766.28)			
Ishida, Rod	H.S. Girls Asst. Tennis Coach	Volunteer		
Elick, Holly	H.S. Girls Asst. Tennis Coach	Volunteer		
Carpenter, Rob	H.S. Boys Head Football Coach	24	.25	\$8559.75
Knuckles, Andy	Athletic Coordinator (GS)		.10	\$3423.90
	(split contract – ½ of \$6847.80)			
Weaver, Derrill	Athletic Coordinator (TE)		.10	\$3423.90
	(split contract – ½ of \$6847.80)			
Ishida, Rod	Developmental Boys/Girls Golf Coach	35	.10	\$1711.95
	(split contract – ½ of \$3423.90)			
Pezo, Mark	Weight Room Supervisor (Summer)	8	.19	\$3,423.90
Byas, Amanda	HS Head Football Cheerleading Coach	7	.16	\$4,451.07
McMurray, Lindsay	HS JV Football Cheerleading Coach	5	.13	\$4,451.07
Monks, Molly	Freshman Football Cheerleading Coach	2	.08	\$2,739.12

COMMUNITY MEMBER

<u>Name</u>	<u>Position</u>	<u>Exp</u>	<u>Ratio</u>	<u>Amount</u>
Conrad, Steve	H.S. Boys Assistant Soccer Coach	9	.16	\$5478.24
Pentiuk, Matt	JV Boys Soccer Coach	4	.13	\$4451.07
Goss, Dick	Developmental Boys/Girls Golf Coach	42	.10	\$1711.95
	(split contract – ½ of \$3423.90)			
Koksal, Jeff	H.S. Boys Head Cross Country Coach	3	.18	\$6,163.02
Carnahan, Steve	LHS Auxiliary Corp (30%) (70%)	0	.05	\$1,198.36
Kraner, Tonya	LHS Choreographer – Musical	5 6	.06	\$2,054.34
Schooley, Colten	Freshman Football Coach	Volunteer		

EXTENDED DAYS CONTRACTS 2012-2013 SCHOOL YEAR

<u>Name</u>	<u>Program</u>	<u>Days</u>
Albertini, Tony	CBI	2.5
Anderson, Gina	AG Science	15.0
Bates, Jeffrey	Building & Property Trades	1.25
Bode, David	Band Camp	5.0
Burke, Scott	Broadcasting	1.25
Cheek, Jack	CBI	2.5
Carpenter, Rob	Strategic Planning	3.0
Carpenter, Shelly	Med Tech Prep	1.25
Collins, Sarah	Guidance (LHS)	20.0
Cook, Rita	Cosmetology	1.25
Davis, Dave	Career Exploration Coordinator	2.5
Etherington, Jennifer	Family & Consumer Science	2.0
Gerken, Bruce	Music/Band Camp	15.0
Haynes, Cheryl	Family & Consumer Science	2.0
Hedges, Troy	Auto Tech	1.25
Truex, Luke	Project Link	2.0
McCoy, Sandy	Vocal Music	1.25
Morgan, Leah	Cosmetology	1.25
Pickenpaugh, Bart	Music/Band Camp	15.0
Reiber, Jessica	Guidance (LHS)	20.0
Theiss, Renee	Guidance (LHS)	20.0
Walker, Jennifer	Marketing	2.0
Weaver, Sharon	Guidance (LHS)	20.0
Wooten, Mary Jo	Guidance (LHS)	20.0
McGraw-Thimmes, Sarah	School Nurse	15.0

CLASSIFIED STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

REGULAR – TRANSPORTATION

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

Name:	Brumbaugh, Cheryl
Location:	Transportation
Hours:	3.5
Step:	0
Effective Date:	7/18/2012
Status:	Replacement
Funding:	General

CHANGE IN ASSIGNMENT/HOURS – TRANSPORTATION

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Ross, Kye	5.25 hrs.	5.5 hrs.	7/18/2012
Squires, Kendra	3.5 hrs.	5.25 hrs.	7/18/2012

STAFF SEPARATIONS

ADMINISTRATIVE

RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Hale, Nathan	Principal	East Elementary	8/1/2012

CERTIFIED

RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Graf, Amanda	7 th /8 th Grade Math Teacher	General Sherman Jr. High	6/21/2012
Wells, Anesia	Science Teacher	Lancaster High School	8/20/2012
Davis, Ashley	1 st Grade Teacher	Cedar Heights Elementary	8/20/2012
Hites, Joe	Health Teacher	Lancaster High School	8/20/2012
Hites, Karole	1 st Grade Teacher	Tarhe Elementary School	8/20/2012
Agosta, Kim	4 th Grade Teacher	South Elementary School	8/20/2012
Walker, Sandra	Science Teacher	Thomas Ewing Junior	8/02/2012
Graham, Tara	1st Grade Teacher	West Elementary	8/20/2012

CLASSIFIED

RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
McElfresh, Sherry	Managing Cook	3/01/2013
McElfresh, Richard	Bus Mechanic	3/01/2013

RESIGNATION

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Craiglow, Teri	9 month Secretary (Lancaster High School)	8/01/2012

SUPPLEMENTAL - ATHLETIC

RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Baker, Joel	JV Basketball Coach	Lancaster High School	7/18/2012
Campbell, Jake	Cross Country/Track	General Sherman Jr. High	8/19/2012

OTHER MATTERS

Resolution to employ Mary Jo Wooten and Beth Wigton as Lead Mentors for the second year Resident Educator Mentor Program for the 2012-2013 school year.

Resolution to employ Jason Parsons – General Sherman for a Duty Alternative position for the 2012-2013 school year. The position will be paid from G.S. CIP funds at .03 of the base salary (\$1,027.17).

Resolution to employ Deborah Allen as Educational Assistant for elementary summer school (South Elementary).

Resolution to employ Amy Beck as a substitute medical assistant for summer school.

Resolution to create a .5 FTE Dean of Student Services/ .5 FTE Elementary Curriculum Coordinator Exempt Administration position to be paid from Title 6B Funds (1/2) and General Fund (1/2). This position replaces one of the .5 FTE Elementary Curriculum Coordinator positions previously contracted through the Fairfield County ESC.

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			

Thereupon the President declared such motion duly adopted.

12-101 BUSINESS AND FINANCE

Mr. Shaffer moved to approve the following:

MONTHLY FINANCIAL REPORT FOR JUNE 2012

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

CHANGE FUNDS AND PETTY CASH FUNDS

Resolution to establish change funds in the amount of \$4,130.00 for the 2012-2013 school year as indicated below:

Food Service	\$ 930.00
Athletics	\$ 3,000.00 *
LHS School Store	\$ 200.00
Total Change Funds	\$ 4,130.00

*This reduces to \$1,000 after the fall sports season as more change is needed during that season.

And in addition, to establish Petty Cash funds effective for the 2012-2013 school year as follows:

Lancaster High School	\$ 300.00
General Sherman Jr. High	\$ 150.00
Thomas Ewing Jr. High	\$ 150.00
Board Office	\$ 300.00
Vocational	\$ 200.00
Total Petty Cash Funds	\$1,100.00

ENROLLMENT 2013 OSBA WORKERS' COMPENSATION PROGRAM

Resolution to approve enrollment into the 2013 OSBA Worker's Compensation Group Retrospective Rating Program for 2013. Enrollment fee \$16,180.00

ACCEPT RECEIPT OF ALL PROPOSALS FOR OCCUPATIONAL THERAPY SERVICES FOR LANCASTER CITY SCHOOLS AND TO AWARD LOWEST/BEST PROPOSAL

Resolution to accept receipt of all following proposals for occupational therapy services for Lancaster City Schools. All proposals were submitted on July 6, 2012, and opened in a public meeting which complies with the requirement of public bid.

The following proposals were received:

<u>Company</u>	<u>OT Costs</u>	<u>OTA Costs</u>	
Invo Health Care	\$61.00	\$51.00	Year One
	\$62.00	\$52.00	Year Two
	\$63.00	\$53.00	Year Three
Fairfield Medical Center	\$69.30	\$55.65	Year One
	\$69.30	\$55.65	Year Two
	\$69.30	\$55.65	Year Three

Invo Health Care came in lowest, but did not meet all requirements of the proposal. They do not have all personnel hired and ready to go for the 2012-2013 school year. They also do not have contingent staff available. Only one of the resume's sent with the application, which is within our area, had school experience. They did not have a Medicaid number. (RFP, Section III, Requirements). Therefore, the proposal did not qualify.

It is hereby resolved that the Lancaster City Schools' Board of Education enter in to a contract with the **Fairfield Medical Center,** as the lowest best proposal for providing occupational therapy services to Lancaster City Schools for the school year 2012-2013.

RENEW THE LEASE AGREEMENT WITH BIG BROTHERS BIG SISTERS

It is hereby recommended that the Board of Education renew the lease agreement with Big Brothers Big Sisters of Fairfield County approximately 882 square feet of space (Suites 103, 104, 105 and 106) in the Board owned building at 111 South Broad Street. This lease will be effective August 1, 2012 through July 31, 2017.

CONTRACTUAL AGREEMENTS

AGREEMENT WITH KENNEDY, COTTRELL AND RICHARDS – AUDIT OF MEDICAID SCHOOL PROGRAM

Be it resolved that the Lancaster Board of Education enter into an agreement with Kennedy, Cottrell and Richards for an agreed upon procedures audit of the Medicaid School Program (“MSP”). Estimated fees for services will be \$3,200.00 for each cost reporting period.

FAIRFIELD MEDICAL CENTER – OCCUPATIONAL THERAPY SERVICES

Be it resolved to enter into an Agreement between Lancaster City Schools and Fairfield Medical Center to provide Occupational Therapy services for the 2012 - 2013 school year. Said services are to be paid for through the 2012– 2013 General Fund.

WEST AFTERSCHOOL CENTER INC., BUSING SERVICES

Be it resolved that the Lancaster Board of Education hereby agrees to provide the West After School Inc., including Cedar Community Learning Center, East Community Learning Center, Tallmadge Learning Center, with school buses and drivers for evening and/or weekend field trips as provided in the State Law 3301-83-16. The buses must be driven by drivers employed by Lancaster City Schools. Payment of the cost of the drivers, as determined by time sheets, will reimburse to the Lancaster City Schools. The West After School, Inc., also agrees to pay the mileage costs (currently \$1.25 per mile) for operation of the buses and to pay the driver's regular rate pay plus fringes (approximately \$25 per hour) with a minimum charge of two (2) hours. Holidays will be charged at time and one-half plus driver's regular rate of pay and fringes. Normal over-time is time and one-half.

This agreement is entered into on July 17, 2012, through June 3, 2013.

A BUSLOAD OF MATH, LLC (PROFESSIONAL DEVELOPMENT)

Be it resolved that Lancaster City Schools provides reimbursement for Sue A. Lockwood and Kathleen Duffy, DBA A Busload of Math, LLC, to provide professional development for the PD Institute on August 14, 2012. Session B-6. Lancaster City Schools will agree to pay for services in the total amount of \$200 and expenses for supplies not to exceed \$100. Funded through Title I or Title II.

SUSAN NOLAND (PROFESSIONAL DEVELOPMENT)

Be it resolved the Lancaster Board of Education approves the contract with consultant Susan Nolan to provide professional development on August 15, 2012 from 10:00 – 12:30.

Ms. Nolan’s services will be providing professional development at \$500. Cost to Lancaster City Schools will not exceed \$1,000.00.

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.

12-102 CURRICULUM/INSTRUCTION

Ms. Ricketts moved to approve the following:

REVISED REPORT CARD FOR KINDERGARTEN

Be it resolved that Lancaster City Schools approves the revised Kindergarten report card to begin implementation in the 2012-2013 school year. (On file in Instructional Services Office)

APPROVE ~~STUDENT~~ HANDBOOKS FOR THE 2012-2013 SCHOOL YEAR

Be it resolved that the Lancaster Board of Education approve the individual Lancaster City Schools handbooks for the 2012-2013 school year. (Handbooks can be found in Instructional Services Department)

1. Lancaster High School
2. General Sherman & Thomas Ewing Junior High
3. Elementary Handbooks
4. Staff Handbooks
5. Athletic Handbooks
6. Early Childhood Programs Family Handbooks

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.

CONSENT AGENDA

12-103 OTHER

Mr. Mauller moved to approve the following:

DONATIONS

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

Lancaster City Schools

Acceptance of: Projector
Model: TW610STi
S/N: Q8JA224AAAAAC0041

Total Value: **\$999.99**

Donation was made by: Optoma Technology, Inc.
3178 Laurelview CT.
Fremont, CA 94538

Sanderson Elementary School

Acceptance of: Hardbound Books (72)
Bourke Publishing Dinosaur Series

Total Value: **\$1,440.00**

Donation made by: Wanda Shaner
3368 Chatford Circle
Lancaster, OH 43130

Sanderson Elementary School

Acceptance of: Hardbound Books (24)
Scholastic Farm, Transportation, Rescue, Military and
Big Machines at Work Series

Total Value: **\$480.00**

Donation made by: Laura Smith
1431 Lynn Drive
Lancaster, OH 43130

FUNDRAISING ACTIVITIES

MEDILL ELEMENTARY SCHOOL PTO

CATALOG FUNDRAISER

Catalog sales through All American Fundraising. To be held from September 2012 - March 2013. Students collect orders for products that are delivered to Medill Elementary for student pick-up and delivery. Items range in selling price from \$3.00 - \$50.00. Proceeds to benefit the students of Medill Elementary School academically, artistically, physically, socially and any other way possible.

MARKET DAY FUNDRAISER

Monthly fundraiser. Orders are collected and processed by Market Day Coordinator. Product is sorted after delivery to school for customer pick-up. Items range from \$1.00 - \$75.00. To be held through the 2012-2013 school year. Proceeds to benefit the students of Medill Elementary School academically, artistically, physically, socially and any other way possible.

SCHOLASTIC BOOK FAIR

Scholastic Book Fairs are held fall and spring. There will be hours before, during and after school to sell books and other items. Items range from \$.50 - \$30.00. Proceeds to benefit the students of Medill Elementary School academically, artistically, physically, socially and any other way possible.

LANCASTER GREEN HOUSE PLANT SALE

May 2013, a two day sale will be held at Lancaster Greenhouse Plant Sale. Items will range from \$5.00 and up. Proceeds to benefit the students of Medill Elementary School academically, artistically, physically, socially and any other way possible.

SPIRIT WEAR SALES

Promotions by Design or other local suppliers for spirit wear sales. Items range in selling price from \$12.00 - \$25.00. Proceeds to benefit the students of Medill Elementary School academically, artistically, physically, socially and any other way possible.

WALK-A-THON – SPRING 2013

Students will use the walking trail at Medill Elementary. Students collect donations for walking & earn prizes. To benefit the students of Medill Elementary academically, artistically, physically, socially and any other way possible.

YEARBOOK SALES

HR Imaging. Money to be collected in advance and send to HR Imaging directly. Will be held during spring 2013. Yearbooks will be sold at \$14.50 each. To benefit the students of Medill Elementary academically, artistically, physically, socially and any other way possible.

SOUTH ELEMENTARY SCHOOL – P.T.O.

BROCHURE SALE

Brochure Sale – A variety of items will be presented via a color brochure and sold for \$5.00 - \$30.00. Examples include candy, flower bulbs, gift wrap, jewelry, magazine, and OSU items. Midwest Community Fundraising, Inc. in conjunction with Teamwork Associates of 4698 Trabue Road, Columbus, OH 43228 will be the organization with which our PTO will work. To be held from August 29- September 12, 2012. Proceeds to be used for assemblies, activities and materials for students and staff members at South Elementary.

COOKIE DOUGH SALE

A variety of frozen cookie dough flavors will be sold for \$15.00 a tub. Otis Spunkmeyer in conjunction with Teamwork Associates of 4698 Trabue Road, Columbus, Ohio 43228 will be the organization with which our PTO will work. To be held from November 6, 2012 – November 22, 2012. Proceeds to be used for assemblies, activities and materials for students and staff at South Elementary.

LANCASTER HIGH SCHOOL ATHLETIC DEPARTMENT

DODGE TEST DRIVE

2ND Annual Dodge Test Drive Fundraiser. During the event, participants earn \$20.00 for the Athletic Department by taking a brief test drive in a new Dodge. Dodge representatives will be accompanying the new Dodge vehicles & set up an area in the teacher's parking lot. To be held on August 11, 2012 from 12 noon – 4:00 p.m. Proceeds to benefit Athletic Department general fund.

LANCASTER HIGH SCHOOL DRAMA CLUB

Selling DVD's of Fall and Spring Musicals during the nights of performances. Sold from November 15, 2012 – March 23, 2013. Proceeds to be used for Drama Club activities, including materials for Kiddie Show and to help support LHS Major Production Performances.

The Kiddie Show is performed by LHS Drama students to entertain the children of Fairfield County and to introduce all arts to a new generation. Tickets sold at \$2- Adults, \$5 – kids. To be held on May 1st – May 18, 2012. Proceeds to be used for activities for the Drama Club and help support performances of Major Productions.

FIELD HOCKEY PARENT ASSOCIATION

KROGER FOOD BOOTH

Work the Kroger Food Booth during the 3 night concerts at OUL. Players and parents will unload truck, grill meat and serve concert goers. To be held during the 2012/2013 Season, July 18th, 21st, and 28th, 2012. Money to be used for expenses incurred during the season.

FIELD HOCKEY POSTERS

Selling ads for field hockey poster at \$100.00 ad – parents to sell the ads. To be held through the 2012/2013 School Year. Proceeds to offset the cost of the poster.

LANCASTER HIGH SCHOOL MAJOR PRODUCTIONS

AD SALES

Sell ads in the fall and spring musical to area businesses. Goal \$1,000 in sales proposed sale \$40 per power point. To be held from August 27 – March 17, 2013. Proceeds to be used to produce fall and spring musicals.

SPRING MUSICAL – DROWSY CHAPERONE

Tickets sold at lunch periods at LHS and through Show Tics. To be held from March 1, 2013 – March 23, 2013. Proceeds to be used for promotion of the Arts and student skills at Lancaster High School and to raise money for future performances.

FALL MUSICAL

Tickets sold during lunch hours at Lancaster High School and through Show Tics. To be held from October 29, 2013 – November 17, 2013. Proceeds to be used to promote the Arts in Fairfield County and raise money for future performances.

MIRAGE YEARBOOK 2012-2013

Yearbook students will be selling advertisements for the 2012-2013 yearbook. Ads will go into the yearbook to help offset the cost/production of the yearbook and to cover any necessary supplies needed for the yearbook including party supplies for our yearbook pick-up party, camera and camera equipment, membership to Quill and Scroll (the honor society for journalism), and our end of the year banquet. Students will be calling or visiting local area businesses for this fundraiser. Pricing included: \$60 for a business card, \$100 for a quarter page, \$150 for a half page and \$300 for a full page. To be held from September 2012 – June 2013. Proceeds to cover the costs of the 2012-2013 yearbook, enabling the staff to offer a nicer quality book and cover and any other cost incurred while designing and making the yearbook.

DISTRIBUTING THE YEARBOOK

Distributing the 2011-2012 yearbook with flyers for next year's 2012-2013 yearbook ordering information through Balfour.com at a "Mirage Distributing Party". Cost of the yearbook will be \$60 each. Want to sell at least 400 copies. Vendor is Taylor Yearbooks, sales rep. Danielle McClelland. We will sell past yearbooks at a reduced price. Yearbook options for a personalized yearbook will also be available. Proceeds to be used to cover yearbook costs for the 2012-13 yearbook, enabling the staff to offer a nicer quality book and cover.

LANCASTER HIGH SCHOOL CLASS OF 2015

Penny Day – money will be deposited to student activity account (Class of 2015) 200-9030. Money will be used for the Class of 2015 Prom and Graduation costs.

MEMORIAL WALK/RUN

Memorial Walk for Brian Sampson on October 27, 2012. Each participant will pay \$5/student or \$15/adult. The walk will be held at the LHS bike trail. All proceeds will be equally divided between the Fairfield Foundation Scholarship in Brian's name and the LHS Touchdown Club.

JUNIOR CLASS (CLASS OF 2014) – JUNIOR CLASS T-SHIRT SALE

The junior class will design a t-shirt to sell to their classmates for a two week period. Cost of the shirts will be \$7 and will sell for \$12. To be held from January 21 – February 1, 2013. Proceeds to raise funds for the Class of 2014's Prom and Graduation.

PROM FASHION SHOW

The junior class will ask local business to donate formal ware for the seniors to model at the prom fashion show. The juniors will also ask local businesses to donate hair supplies, salon gift cards, and formal ware gift cards to be raffled off at the show. There will be a \$3 admission for those attending the show. To be held funds for the Class of 2014's Prom and Graduation.

SCHOOL STORE – LANCASTER HIGH SCHOOL MD CLASSROOM

Description of Activities: Selling products to our School Community – Juice purchased from Ember Co., supplies and clothing from “Sams Club and Promotions by Design”. No Candy purchased in compliance with the Wellness Committee. To be held throughout the school year 8/2012 – 6/2013. Proceeds to be used for classroom and community activities for the units servicing the School Store.

PAYDAY BROWNIES

Students will be baking brownies to sell to staff members on payday. To be held from August 20, 2012 – June 2013. Proceeds to be used to raise money to support the MD Class in outing to promote IEP goals.

LANCASTER TOUCHDOWN CLUB

BUSINESS POSTER SALE

Lancaster Touchdown Club – each football player is asked to sell 2 photo posters to area businesses. Each poster sells for \$25 and is displayed throughout the football season. This is an annual fundraiser for the football program. To be held from August 1, 2012 – September 30, 2012. Proceeds to be used to purchase food, equipment, awards and supplies for the football program.

SPIELMAN FOOTBALL GAME

Lancaster Touchdown Club will sell various “pink” items for the Spielman Football game at Lancaster High School on Friday, September 21, 2012. These items include T-shirts, wrist bands, socks, hats, etc. There will also be food sold before the game. The activities may also include a raffle of football memorabilia. To be held from August 15 – September 30, 2012. Half of the proceeds donated to Chris Spielman Fund for breast cancer research. Half will go for the Lancaster High School Touchdown Club for food, equipment, and supplies for football teams.

LANCASTER WRESTLING TEAM

Parents would like to hold a golf outing at Valley View Golf Club, Lancaster, Ohio. Parents and Coaches will be running the outing. We would like to hold the outing on August 26, 2012. Proceeds to benefit the Lancaster Wrestling Team for purchase of equipment and trips.

STUDENT TRAVELS

LANCASTER HIGH SCHOOL WRESTLING TEAM TO TRAVEL TO MEDINA HIGH SCHOOL

The Lancaster Athletic Department respectfully request permission to allow the Boys' Varsity and JV Wrestling team to travel to Medina High School during their regular schedule. Please see attached overnight form (located in July 17, 2012 agenda). The Wrestling Parents will be paying for lodging and transportation costs. To be held on December 27 – 29, 2012.

RESOLUTION TO APPROVE RENEWAL OF ANNUAL MEMBERSHIP

Resolution to approve continued membership in Ohio Coalition for Equity and Adequacy of School Funding

WHEREAS it is the desire of the Lancaster Board of Education to approve the continued membership of the school district with the Ohio Coalition for Equity and Adequacy of School Funding.

THEREFORE, be it resolved the Lancaster Board of Education approve the membership for the 2012-2013 school year and authorize the expenditure of \$2,790.00 (5580 students x \$.50).

REVISED JOB DESCRIPTION (DEPARTMENT/GRADE LEVEL COORDINATOR)

LANCASTER CITY SCHOOLS JOB DESCRIPTION

TITLE: Department/Grade Level Coordinator Grades K-12

QUALIFICATIONS:

1. At least three years successful teaching experience in the content area.
2. Ability to plan, organize, coordinate and oversee grade level/department functions.
3. Masters degree with emphasis in supervision, administration or the discipline area of the particular assignment (preferred).

REPORTS TO: Building Principal, Curriculum Coordinators and indirectly to the Director of Instructional Services.

JOB GOAL: To provide departmental and grade level coordination and assist with curriculum planning and implementation at both the building and district levels.

PERFORMANCE RESPONSIBILITIES:

Curriculum Planning and Implementation:

1. Serve on district curriculum study and revision committees related to the subject area.
2. Assist in the implementation of district, state and federal standards.
3. Distribute support materials.
4. Help plan and organize practice Ohio Graduation Tests (high school) and practice Ohio Achievement Assessment (junior high).
5. Lead discussion of department goals to improve building/district test scores.
6. Participate in writing courses of study, pacing guides/standards calendars, common assessments and other curriculum-related projects.

Department/Grade Level Coordination:

1. Hold departmental/grade level meetings. Write agendas and minutes for the meetings and communicate these with principals, curriculum coordinators, and department/grade level members.
2. Work with the principal or his/her designee and central office personnel to coordinate supplies, materials and equipment matters as needed.
 - a. Budgeting recommendations
 - b. Inventory
 - c. Ordering recommendations
3. Work toward improved articulation between levels of instruction and vertical alignment.

4. Attend meetings as required by the district (e.g. Grade Level Coordinator Meetings and Department Coordinator meetings).
5. Serve as a communication link within designated department and between grade levels and departments, including special education and Instructional Services.
6. Help keep online resources up-to-date with current assessments, answer keys, pacing guides or standards calendars, courses of study, and curriculum guides, etc.
7. Collaborate with Principals in planning and creating agenda for Instructional Data Days.
8. Assist in the facilitation of data discussions.
9. Help to facilitate collaboration and sharing of best practices and instructional strategies.
10. Keep department/grade level up-to-date with information about state and national assessments, curricular changes, literacy, and current developments in education.

Support in the Subject Area of Responsibility:

1. Assist new teachers at building level.
2. Assist building principal(s) as needed with staff development and in-service.
3. Scheduling input as requested by principal.
4. Other duties as assigned.

Public Relations:

1. Help support efforts to produce displays, articles, etc. that give recognition to the district's programs, staff or students.

SALARY: Regular salary

Addendum as indicated on the salary schedule

Revised 7-17-2012

RESOLUTION TO APPROVE DEPARTMENT HANDBOOKS FOR LANCASTER CITY SCHOOLS 2012-2013

Resolution to approve the following handbooks for Lancaster City Schools for the 2012-2013 school year.

Custodial Handbook

Maintenance Handbook

Transportation Handbook

Food Service Handbook

Secretarial Handbook

Copies of each handbook with agenda in Treasurer's Office and also in the Business Office.

RESOLUTION TO APPROVE THE BUS ROUTES FOR THE 2012-2013 SCHOOL YEAR

Each year bus routes are approved to serve students residing in our district. You can check routing information by going to: www.lancaster.k12.oh.us. Select departments and choose transportation and click the busing/assignment link. Simply supply the grade and address and receive your information.

The disclaimer statement authorizes the transportation supervisor to modify bus routes, as necessary, throughout the year.

Disclaimer:

3301-83-13 School bus stops.

(A) Designation of school bus stops

It shall be the responsibility of the superintendent or designee to determine the location of all school bus stops which shall be approved annually by the district's Board of Education as an integral part of the school bus routing plan within ten days following the opening of school. Due to address changes, withdrawals, and additions/routes will require changes up to ten days beyond the first day of school.

APPROVE SECOND READING OF THE FOLLOWING REVISED POLICES:

EBCE	Protection for Reporting Safety and Fraud Violations (Whistleblower)
EBCE-R	Protection for Reporting Safety and Fraud Violations (Whistleblower)
EBCE-E-1	Protection for Reporting Safety and Fraud Violations (Whistleblower) Example Language regarding the Auditor of State’s fraud reporting system.
EBCE-E-2	Protection for Reporting Safety and Fraud Violations (Whistleblower) Acknowledgement of receipt of Auditor of State fraud reporting-system information
IGDB	Student Publications
JF	Student Rights and Responsibilities

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.

12-104 EXECUTIVE SESSION

Ms. Ricketts moved at 5:30 p.m. to enter into Executive Session ~~for the Purpose to Discuss a Personnel Matter and to discuss a Student Matter.~~ To consider discipline of an employee and to consider the complaints against an employee and matter required to be kept confidential by law.

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

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

The President declared at 6:58 p.m. to return to Regular Session.

PRESENTATION – Started at 6:41 p.m.

Local investors Meeting (Bond Sale Preview) – David Conley, Robert W. Baird & Co., Inc.

12-105 ADJOURN – JULY 19, 2012

Ms. Kittredge moved at 7:04 p.m. to adjourn. The next meeting is a Regular Board Meeting in the Large Meeting Room at 111 South Broad Street on Tuesday, August 21, 2012 at 5:30 p.m.

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 the meeting adjourned.

Amy Eyman President

ATTEST:

Julie L. Taylor Treasurer