

Administrative Offices
Stanbery Freshman Campus
Lancaster, Ohio
January 26, 2009

The Board of Education of the Lancaster City School District, Fairfield County, Ohio met in a Regular Board Meeting on January 26, 2009 in the Cafeteria in the Stanbery Campus. The meeting was called to order at 7:00 p.m. by Mr. Bill Bickham, President and the roll being called, the following members were present:

Ms. Amy Eyman	Mr. Thomas Pearce
Ms. Patti Moore	Ms. Hollie Saunders
Mr. Bill Bickham	

Staff members present were: Dr. Denise D. Callihan, Superintendent, Ms. Julie L. Taylor, Treasurer, Mr. Rob Walker, Assistant Superintendent, Mr. Steve Scott, Director of EITS, Mr. Jerry Rainey, Director of Support Services, Mr. Bradd Molk, Director of Instructional Services and Mrs. Donna McCance, Director of Student Services and 27 guests attended the meeting. A total of 39 people were present.

The Pledge of Allegiance was recited by students from East Elementary School.

09-09 APPROVAL OF MINUTES

Ms. Saunders moved to approve the Minutes of the Regular Board Meeting held on December 22, 2008 and the Reorganizational Board Meeting held on January 5, 2009 as presented.

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
Mr. Bickham Yea			

Thereupon the President declared such motion duly adopted.

09-10 ADOPTION OF AGENDA

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

- Item I: Meeting date for Communication Committee Meeting to read
January 6, 2009.
Board Members on Policy Committee should read
Patti Moore/Amy Eyman
Board Members on Program Committee should read
Hollie Saunders/Bill Bickham

Minutes of the Regular Board Meeting held on January 26, 2009.

Item III: 1-3, Should read Lancaster High School Girls Track Assistant
3-E, Remove Jennifer Capretta
Item IV: A-2, Should read Resolution to Approve
Item IV: B-9, Separate vote for item

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
Mr. Bickham			

Thereupon the President declared such motion duly adopted.

QUESTIONS FROM THE AUDIENCE – PUBLIC PARTICIPATION

LEGISLATIVE UPDATE

Mr. Pearce gave the legislative update.

UNFINISHED BUSINESS

None

COMMUNICATIONS

BOARD STANDING COMMITTEE REPORTS

1. Communications – January 6, 2009

The committee discussed the upcoming Chalkmarks publication. A publication date of February 8 is planned. Mr. Scott recommended that the Board of Education consider contracting with Mr. Dave Bickham to work with Indesign, and Adobe program, to prepare the Chalkmarks publication for press. All articles were due the week of January 12th. The committee discussed a proposal by JT Burcham to air the Martin Luther King Day activities at the First Presbyterian Church. The LSN was planning on filming this event, so it was suggested that both entities work together. Work on the new LSN show, "Lancaster News," is progressing with an airing date in the near future. A short discussion was held on the district logo. Templates for letterheads, business cards, etc. are being prepared. A discussion was held about airing Lou Varga Productions on a regular basis. Mr. Scott is going to have Mr. McNeese check with Mr. Varga on the possibility. A suggestion was made to film Biddy Basketball, or Biddy Basketball highlights. Mr. Scott explained that the LSN staff and students are usually not on duty during the weekends, but he would check with Mr. McNeese and Mr. Burke about the possibility. Another suggestion was made to air the cross town rivalry games, such as the Thomas Ewing-General Sherman Basketball game. Another idea was suggested to develop a package level of sponsorships. For instance a gold package that would provide sponsor messages via the slide show and airings of LSN productions. Mr. Scott is going to have Mr. McNeese and Mr. Burke work on those packages. Another suggestion was to have the LSN visit community groups such as Rotary, Kiwanis, or Sertoma and discuss the LSN programming and options for sponsorships.

2. Finance – January 22, 2009

Ms. Taylor gave a few brief comments about the December financial reports: Income tax collections in the first half of the fiscal year are up, but we may see some drop in the final two payments and should see a decrease in next years collections; Funded ADM is down from the November #2 foundation payment; Nothing out of the ordinary regarding expenditures. Ms. Taylor notified the committee regarding a loss of Title funding due to a Maintenance of Effort Waiver not being filed in the fall. She also went over the PowerPoint presentation regarding the tax budget to be presented at the January 26th board meeting. An explanation as to why an appropriation amendment and an invoice were on the board agenda were given as both are requirements to meet compliance under the Ohio Revised Code. Ms. Taylor provided the committee with the financial related audit citations and recommendations from the FY08 audit. Most of the citations were budgetary related. An example of the budgetary compliance form the Treasurer's office is now using was provided as well. Upcoming projects for the Treasurer's office were discussed: An updated five year forecast for the February board meeting, Popular Annual Financial Report, and Budget Document for FY10. Examples of Newark City Schools' documents were made available to the committee. All of the projects will be available on the District's website once completed/approved. Since the Board is voting on refilling the Assistant Treasurer's position at the January 26th board meeting, Ms. Taylor provided two surveys of other districts as far as their staffing in the Treasurer's Office and whether they had an Assistant Treasurer. Overwhelmingly most Districts our size, as well as smaller districts, had an Assistant Treasurer. An updated job description and the current salary schedule was also provided to the committee. Ms. Taylor discussed areas of concern and how this position is needed at Lancaster City Schools. A motion was made by Donna McCance and seconded by Rick Baker that the finance committee recommends that the Lancaster City School Board approve the posting and hiring of an Assistant Treasurer.

3. Personnel – No Report

4. Policy – No Report

5. Program – January 5, 2009

Recommendation of ELL Textbooks and Materials - Bradd Molk, High School Principal, Steve Wigton, presented the new proposed Program of Studies for the 2009-2010 academic year. As was the case last year all changes have been highlighted in blue for easy recognition by parents, students, and staff. Of notable interest, will be two new courses entitled Criminal Science and Public Safety I and Criminal Science and Public Safety II. The CS & PS I course is designed for juniors and is a full year course in which students will study crime scene investigation, forensic science, security, field of law (police, corrections, private security), military, CPR, first aid, & self-defense. CS & PS II is a junior-senior program which will combine two of the five pathways established by ODE: Criminal Justice and Forensic Science. The objective of this program is to provide a program for students who are interested in Criminal Science and Public Safety. Students will earn high school credits with a possibility of earning college credits. CS & PS can combine a college-prep/tech-prep academic education with hands-on experience to prepare students for entry to a two- or four-year post-secondary education.

6. Support Services – January 20, 2009

Ms. Lisa Laney presented about the Ohio Schools Facilities Commission. The committee was then given the opportunity to ask questions. Meeting times for the New Year were discussed (see attached).

SUPERINTENDENT’S REPORT

Master Teacher Recognition – Rob Walker

School Board Recognition Month – Dr. Callihan

Programs of Studies Booklet – Mr. Bradd Molk

09-11 EXECUTIVE SESSION

Mr. Pearce moved at 7:40 p.m. to enter into Executive Session for the purpose of Appointment/Employment/Dismissal/Promotion/Demotion/Compensation of Personnel.

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
		Mr. Bickham	Yea

Thereupon the President declared such motion adopted.

The President declared at 8:05 p.m. the meeting back to Regular Session.

STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

CONFIRMATION OF STAFF EMPLOYMENTS AND SALARY ADJUSTMENTS

09-12 CERTIFIED EMPLOYMENTS:

Ms. Eyman moved to approve the following:

LONG-TERM SUBSTITUTE TEACHER – THOMAS EWING JUNIOR HIGH SCHOOL

Employ Suzanne Culver as a long-term substitute teacher at Thomas Ewing Junior High School at MA, Step 10, effective January 16, 2009. (Replacement)

SUBSTITUTE TEACHERS

Employ the following people as substitute teachers at the board approved rate for the 2008-2009 school year:

Effective 2008-2009 School Year

Beth Grimm From: BA (5Y), Step 0

To: MA, Step 0

SUPPLEMENTAL CONTRACTS

Supplemental Contract: 2008-2009 School Year

<u>Name</u>	<u>Position</u>	<u>Exp./Ratio</u>	<u>Amount</u>
Benson, Angela	G.S. Girls' Track	2 .06	\$1994.10
Cheek, Jack	H.S. Asst. Boys' Track	14 .12	\$3988.20
Cordle, Jim	G.S. Girls' Track	19 .10	\$3323.50
Dorion, Brian	Fresh. Boys' Baseball	0 .07	\$2326.45
Graham, Mike	T.E. Girls' Track	12 .10	\$3323.50
Griffin, Brian	H.S. Girls' Asst. (JV) Softball	1 .08	\$2658.80
Haney, Kim	5 th Grade Reading Coord.	0 .07	\$1163.23
(1/2 of \$2326.45 for the second half of 2008-09)			
Henderson, Allie	H.S. Girls' Asst. Softball	0 .08	\$2658.80
Johnson, Thad	JV Boys' Baseball	0 .08	\$2658.80
Oberhauser, Dan	H.S. Boys' Asst. Baseball	4 .10	\$3323.50
Shell, Lindsey	H.S. Girls' Softball		volunteer
Smith, John	G.S. Boys' Track	7 .10	\$3323.50
Tripp, Theresa	T.E. Girls' Track	3 .08	\$2658.80
Vickroy, Mike	H.S. Asst. Girls' Track	18 .12	\$3988.20
Zishka, John	H.S. Asst. Girls' Track	7 .12	\$3988.20

Supplemental Contracts - Effective 2008-2009 School Year - Community

<u>Name</u>	<u>Position</u>	<u>Exp./Ratio</u>	<u>Amount</u>
Dunn, Ann	H.S. Boys'/Girls' Asst. Swimming		volunteer
Malone, Tim	H.S. Girls' Asst. Softball		volunteer
Taley, Tony	H.S. Girls' Asst. Softball		volunteer
Oehrtman, Terry	H.S. Asst. Boys' Track	26 .12	\$1994.10
(split contract w/boys' track - 1/2 of \$3988.20)			
Oehrtman, Terry	H.S. Asst. Girls' Track		(split contract w/girls' track - 1/2 of \$3988.20)
Muck, Joe	H.S. Asst. Boys' Track	7 .12	\$1994.00
(split contract - 1/2 of \$3988.20)			
Stewart, Rod	H.S. Asst. Boys' Track	1 .08	\$2658.80

CLASSIFIED EMPLOYMENTS:

SUBSTITUTE LIBRARY ASSOCIATES

Employ the following people as substitute library associates:

Paid from general fund.

Damian Betz Jennifer Ziolo

BUS DRIVER

Employ Daniel Binner as a bus driver for 2.25 hours/daily at Step 0, effective January 12, 2009.

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
Mr. Bickham			

Thereupon the President declared such motion duly adopted.

09-13 STAFF SEPARATIONS

Ms. Moore moved to approve the following:

CERTIFIED

LEAVE OF ABSENCES

Sunday Smith is requesting an unpaid leave of absence April 9, 2009. Both daily rate and healthcare premium will be deducted from employee's salary during that time for a total of \$363.94.

CLASSIFIED

RESIGNATION

Robert Moxley, Jr. is resigning as a bus driver effective December 17, 2008.

LEAVE OF ABSENCE

John Gilmer is requesting an unpaid leave of absence effective end of work day February 11, 2009 through February 27, 2009. Mr. Gilmer does qualify for Family Medical Leave.

Catherine Dunaway is requesting an unpaid leave of absence effective end of work day January 13, 2009 through March 23, 2009. Ms. Dunaway does qualify for Family Medical Leave.

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

Ms. Eyman	Yea	Mr. Pearce	Yea	
Ms. Moore	Yea	Ms. Saunders	Yea	
Mr. Bickham				Yea

Thereupon the President declared such motion duly adopted.

09-14 OTHER PERSONNEL MATTERS

Ms. Saunders moved to approve the following:

SEVERANCE PAY

Resolution to approve payment of severance to the following employee who has indicated an intent to retire and for which the Board of Education has received application for processing from The School Employees Retirement System for retirement benefits as outlined in the Negotiated Agreement.

ACCOMPANIST FOR THOMAS EWING CHOIR PROGRAM

Resolution to employ the services of Kate Simmons on March 2, 2009 as accompanist for the Thomas Ewing choir for their choir program. She will be paid from the Choir Activity Account at the rate of \$150.00 for the performance.

Minutes of the Regular Board Meeting held on January 26, 2009.

CREATE LONG-TERM SUBSTITUTE POSITION (ADDITIONAL MH UNIT)

Resolution to create a long-term substitute position for an additional MH unit at West Elementary School for the remainder of the 2008-2009 school year. Said reimbursement will not exceed \$50,000.00 for salaries and benefits and is to be paid through the 2008-2009 Individuals with Disabilities Education Improvement Act (VIB) and General Funds. (New Position)

CREATE EDUCATIONAL ASSISTANT POSITION (ADDITIONAL MH UNIT)

Resolution to create a classroom educational assistant for an additional MH classroom at West Elementary for the remainder of the 2008-2009 school year. Said reimbursement will not exceed \$25,000.00 for salaries and benefits and is to be paid through the 2008-2009 Title (VIB) Funds. (New Position)

MASTER TEACHER STIPEND

Resolution to approve the \$1,000.00 stipend to each of the Master Teachers listed below to be paid January 2, 2009.

Carolyn Bayat	Greta Carson	Sandra Christian
Cheryl Gerst	Sue Lockwood	Debra Thompson
Marcia Thornton	Sandy Walker	Yvonne Adams
Kathryn Butcher	Denise Cordle	Stephen Mathias
Cheryl Todd	Teresa Ward	Mary Jo Wooten
DeLisa Winters		Leigh Johnson
Molly Hintz		

POSTING /HIRING POSITION (ASSISTANT TREASURER)

Resolution to approve the posting and hiring of Assistant Treasurer, based on approved job description and current contract provisions. (Replacement)

AMENDED ATHLETIC TRAINER CONTRACT

Resolution to approve amended contract with Aaron Prentice as Athletic Trainer for the 2008-2009 school year. Contract will be paid through General Fund.

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
		Mr. Bickham	Yea

Thereupon the President declared such motion duly adopted.

09-15 BUSINESS AND FINANCE

Mr. Pearce moved to approve the following:

MONTHLY FINANCIAL REPORT FOR DECEMBER 2008

Be it resolved that the Board of Education approve the financial report for December 2008.

2009-2010 TAX BUDGET

Resolution to approve the adoption of the proposed budget for the 2009-2010 fiscal year (July 1, 2009 through June 30, 2010), and authorizes any supplemental budget information requested by the Fairfield County Auditor to be submitted in addition to the proposed budget.

APPROPRIATION AMENDMENTS

BE IT RESOLVED, by the Board of Education of 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, 2009 the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made during said fiscal year.

LIFETOUCH PUBLISHING, INC., INVOICE

Be it resolved that the Board of Lancaster City Schools approves the Lifetouch Publishing, Inc., invoice for the Lancaster High School 2007-2008 Yearbooks in the amount of \$5,786.10.

ACCEPTANCE IN THE OHIO SCHOOL FACILITIES COMMISSION
EXCEPTIONAL NEEDS PROGRAM

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lancaster City School District, Fairfield County, Ohio that the conditional approval as granted by the Ohio Schools Facilities Commission for the Classroom Facilities project be here by accepted in accordance with the provisions of the Section 3318.05 of the Revised Code.

CONTRACT WITH METROPOLITAN EDUCATION COUNCIL (MEC)

Be it resolved that the Lancaster Board of Education authorizes the Superintendent to approve the costs of the annual contracted services between Metropolitan Education Council (MEC) and Lancaster City Schools for ISP services for the Funding Year 2009.

CONTRACT WITH ONE COMMUNICATIONS

Resolution to approve the contract with One Communications for phone and telecommunication services for Lancaster City Schools for the E-Rate Fiscal Years 2009-2011, as outlined in specific contract. Valid through June 30, 2012

APPROVE ADVERTISEMENT OF BIDS (USED BAND
UNIFORMS/INSTRUMENTS)

Resolution to authorize the Treasurer to advertise for sealed bids for sale of used band uniforms and instruments from the Lancaster Band of Gold.

APPROVE ADVERTISEMENT OF BIDS (SCHOOL BUSES AND HANDICAPPED ACCESSIBLE MINI-VAN)

Resolution to authorize the Treasurer to advertise for bids for three (3) new 80 passenger or more school buses, and one (1) handicapped accessible mini-van.

AMENDED LEASE AGREEMENT (CITY OF LANCASTER, COMMUNITY DEVELOPMENT DEPARTMENT)

It is hereby recommended that the Board of Education amend the lease agreement with the City of Lancaster, Community Development Department. The amendment will be effective as of January 26, 2009.

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
	Mr. Bickham	Yea	

Thereupon the President declared such motion duly adopted.

09-16 CURRICULUM/INSTRUCTION/OTHER

Ms. Eyman moved to approve the following:

FOREIGN EXCHANGE STUDENTS

Be it resolved that the Lancaster Board of Education consider the approval of high school foreign exchange student(s) to attend Lancaster High School for the 2009-2010 school year. The student(s) will be sponsored by the Rotary Club of Lancaster through its Rotary Club Youth Exchange Program. Neither name nor nationality of the student(s) or host family have been determined.

PROGRAM OF STUDIES

Be it resolved, the Lancaster Board of Education approves the 2009-2010 Program of Studies booklet for Lancaster High School. The program of studies booklet provides students and parents a listing of course of studies, which are offered to them in order to make appropriate educational decisions.

CONTINUATION TO CONTRACT WITH VIRTUAL HIGH SCHOOL CONSORTIUM

Be it resolved that the Lancaster City Schools' Board of Education continue to contract with Virtual High School Consortium, 2 Clock Tower Place, Suite 500, Maynard, MA 01754. This contract modification is to reflect the continuing contract from the 2008-2009 school year to include the 2009-2010 school year for an annual membership fee of \$6,500.00.

APPROVE DONATIONS

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

Lancaster High School

Monetary acceptance of \$225.00 to be a member school participating in the Books of Hope project.

Donation was made by: Lancaster Rotary Club
Cathy Bitler or Martin Barker
P.O. Box 243
Lancaster, OH 43130

Cedar Heights Elementary School

Acceptance of:

- 3 Powerlite 78 3 LCD Project – Model YY11-U94367 (\$1,788.00)
- 3 Mustang Univers, Projector Spider Mount w/ext. 12-33” – Model S306-3008 (\$237.00)
- 3 Monitor Cable w/Ferrites – Model 28016 CTG 50 ft HD15 M/M SVGA (\$105.00)

Donation was made by: Cedar Heights PTO
1515 Cedar Hill Road
Lancaster, OH 43130

Estimated Value: \$2,130.00

APPROVE CALAMITY DAYS

Resolution to approve the cancellation of school on Thursday, January 15, and Friday, January 16, 2009 due to inclement weather conditions.

APPROVE STUDENT TRAVEL

The Lancaster Athletic Department respectfully requests permission to allow the Competition varsity cheerleading team to travel to the following competitions this year.

(On file in treasurer's office)

FUND-RAISING ACTIVITIES

Lancaster High School Academic Boosters – Selling portrait packets to students at Lancaster High School. Proceeds to support the academic programs at Lancaster High School.

Lancaster High School Academic Boosters – Lucky Ticket (Chinese) Auction and Basket raffle. To be held from February 09 – November 09. Proceeds to enable the two M.H. Classes to become more productive members of our community.

JHCE-3-E ADMINISTERING MEDICINES TO STUDENTS
JHCD-4-E ADMINISTERING MEDICINES TO STUDENTS

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
Mr. Bickham Yea			

Thereupon the President declared such motion duly adopted.

09-16 OTHER

Ms. Saunders moved to approve the following:

CONTRACTUAL AGREEMENT (DAVE BICKHAM)

Be it resolved that the Lancaster Board of Education enters into a contractual agreement with Dave Bickham who will edit, compile and produce the articles for the February Chalkmarks publication. The duration of the contract shall be January 6, 2009 and would continue through March 30, 2009. Total compensation for this service is not to exceed \$500.00. The amount will be paid as a purchase service to Mr. Bickham as an independent contractor.

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
Mr. Bickham Abstain			

Thereupon the President declared such motion duly adopted.

BOARD MEMBER COMMENTS

09-17 EXECUTIVE SESSION

Ms. Moore moved at 8:18 p.m. to enter into Executive Session for the purpose of Appointment/Employment/Dismissal/Promotion/Demotion/Compensation of Personnel.

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
Mr. Bickham Yea			

Thereupon the President declared such motion adopted.

The President declared at 8:37 p.m. the meeting back to Regular Session.

Minutes of the Regular Board Meeting held on January 26, 2009.

09-18 ADJOURN – JANUARY 26, 2009

Ms. Moore moved to adjourn to the Regular Board Meeting in the cafeteria of the Stanbery Freshman Campus on Monday, February 23, 2009 at 7:00 p.m.

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

Ms. Eyman	Yea	Mr. Pearce	Yea
Ms. Moore	Yea	Ms. Saunders	Yea
		Mr. Bickham	Yea

Thereupon the President declared the meeting adjourned.

William Bickham President

ATTEST:

Julie L. Taylor Treasurer