

**LIBERTY UNION-THURSTON BOARD OF EDUCATION  
REGULAR MEETING**

**March 8, 2010**

**7:00 P.M. - Liberty Union High School Library**

If you need to use the elevator to go to the library on the second floor of the high school, please call the District Office at 862-4171 on the day of the meeting.

- 1. **ROLL CALL:**
  - Art Brate \_\_\_\_\_
  - Joe Farmer \_\_\_\_\_
  - Shaun Hochradel \_\_\_\_\_
  - John Hutton \_\_\_\_\_
  - Mike Raver \_\_\_\_\_

**2. PLEDGE OF ALLEGIANCE**

**3. RECOGNITION**

**A. STUDENTS OF THE MONTH:** Carey Ireland & Courtney Pettit

**B. TEACHER OF THE MONTH:** Mr. Andy Haines, Industrial Technology and Physical Education Teacher

**4. PUBLIC PARTICIPATION AT BOARD MEETINGS**

File: KD (Also BDDH)

All meetings of the board and board-appointed committees are open to the public. Delegations or individuals are welcome at board meetings, subject to the following regulations designed to expedite deliberations and provide for full consideration of problems and questions:

- A. Establish appointment to present communications or petitions to the board three working days before the board meeting.
- B. Submit communications in writing at the time of requesting an appointment so that they may be duplicated and given to board members in the agenda materials.
- C. Limit presentations to 30 minutes with additional time to be granted by a vote of the majority of the Board. Each individual will be allotted three minutes until the total time of 30 minutes is used.
- D. Only upon the request of the board members will communications from the public be read aloud at the board meetings. These communications will be read by the board president, unless it is in violation of board policy. Such violation will be determined through consultation between the board president or treasurer and the superintendent.
- E. Each person addressing the Board shall give his/her name, address, and who they represent. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of the majority of the Board.
- F. The board will take questions and problems under advisement and issue responses after due deliberations, usually at the next meeting.
- G. If questions or problems relate to personnel, the Board will go into executive session to receive such presentations.

Board agendas are available to all those who attend board meetings. The section on the agenda for public participation shall be indicated. Noted in each agenda shall be a short paragraph outlining the board policy on public participation at board meetings.

[Adoption date: January 10, 2000]

[Revised: October 9, 2000]

[Revised: April 9, 2001]

LEGAL REFS.: ORC 121.22  
3313.20

CROSS REFS.: BCE, Board Committees  
BD, School Board Meetings  
BDDB, Agenda Format  
BDDC, Agenda Preparation and Dissemination

**5. REFRESHMENTS:** Prepared by the Food Services Department

**6. DISCUSSION AND APPROVAL OF THE MINUTES**

**LIBERTY UNION-THURSTON BOARD OF EDUCATION  
REGULAR MEETING**

**February 8, 2010**

**7:00 P.M. - Liberty Union High School Library**

**ROLL CALL:**

- Art Brate - present
- Joe Farmer - present
- Shaun Hochradel - present
- John Hutton - present
- Mike Raver - present

**PLEDGE OF ALLEGIANCE**

**RECOGNITION**

- A. STUDENTS OF THE MONTH:** Travis Reeves & Elijah Varney
- B. TEACHER OF THE MONTH:** Ms. Mallory James, Middle School Intervention Specialist

**PUBLIC PARTICIPATION AT BOARD MEETINGS** File: KD (Also BDDH)

**REFRESHMENTS:** Prepared by the Food Services Department

**DISCUSSION AND APPROVAL OF THE MINUTES**

**015-10** Motion by Joe Farmer, seconded by Shaun Hochradel, to approve the minutes of the Liberty Union-Thurston Board of Education Re-Organizational and Regular Meeting held on January 11, 2010, and the Special Meeting held on January 23, 2010, as printed. Brate, yes; Farmer, yes; Hochradel, yes; Hutton, yes; Raver, yes. Motion carried.

**MONTHLY FINANCIAL STATEMENTS**

**016-10** Motion by Mike Raver, seconded by John Hutton, to approve monthly financial items stated below: Farmer, yes; Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes. Motion carried.

- A. TREASURER’S FINANCIAL REPORT**
  - 1. MONTHLY FUNDS BALANCE**
  - 2. RECEIPT OF FUNDS**
  - 3. STATUS OF APPROPRIATIONS**
  - 4. MONTHLY BANK RECONCILIATION**
- B. BILLS**
- C. STUDENT ACTIVITY MONTHLY APPROPRIATIONS**

<u>FUND</u>	<u>AMOUNT</u>
018	\$ 2,446.70
200	4,151.56
300	16,120.11
<b>Total Changes</b>	<b>\$22,718.37</b>

**D. DONATIONS**

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$308.00	Elementary Boosters	Elementary Technology

549.80	Misc: for Haiti	Foreign Language
40.00	Marcus Alford	Wrestling
350.61	Booster Bingo	Athletics
149.39	Booster Bingo	Girls Basketball
500.00	Booster Bingo	Softball
500.00	Booster Bingo	Boys Basketball
500.00	Booster Bingo	MS Football
<b>\$2,897.80</b>	<b>Total</b>	

**OLD BUSINESS: BOARD POLICY**

Policy DJH, "Credit Cards", was placed on the January 11, 2010, agenda, with recommended revision, for review only.

**017-10** Motion by Joe Farmer, seconded by Shaun Hochradel, to approve the Old Business policy printed below: Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes; Farmer, yes. Motion carried.

File: DJH

**CREDIT CARDS**

The Board recognizes the efficiency and convenience afforded the day-to-day operation of the District through the use of credit cards under the supervision of the Treasurer. However, credit cards are not to be used to circumvent the general purchasing procedures required by State law and Board policies.

The Board authorizes the use of credit cards in the following manner:

Credit Cards

1. All credit card use shall be supervised by the Treasurer and used only for approved District-related activities.
2. Credit cards may be used for District-related transportation, reservations and expenses, conference registrations and hotel reservation guarantees for the Board and staff.
3. If monies are budgeted and deposited with the Treasurer in advance, credit cards may be used by school employees for student trips and competitions for safety and security reasons.
4. With prior approval of the Treasurer, credit cards may be used by school employees for school-related purchases from a vendor who does not accept purchase orders or vouchers.
5. Usually tips are not permitted to be paid with credit cards.
6. The Treasurer keeps a record of all credit card use. Principals, supervisors or other employees using credit cards must provide the Treasurer with all credit card use records.
7. Receipts and appropriate form(s) are to be turned in with the credit card to the Treasurer within five (5) business days upon completion of approved use. Failure to turn in receipts and appropriate form(s) to the Treasurer within five (5) business days may result in the charges being deemed unrelated or unsubstantiated. The user is responsible for any unsubstantiated or unrelated purchases.

[Adoption date: October 11, 2004]  
 [Revised: February 8, 2010]

CROSS REFS.: DJ, Purchasing  
 DJB, Petty Cash Accounts  
 DLC, Expense Reimbursement  
 GCL, Professional Staff Development Opportunities  
 GDL, Support Staff Develop

**NEW BUSINESS: FINANCIAL**

**018-10** Motion by John Hutton, seconded by Art Brate, to approve the New Business: Financial item listed below: Hutton, yes; Raver, yes; Brate, yes; Farmer, yes; Hochradel, yes. Motion carried.

SERVICE PROVIDER: **Ohio Work Health**  
 CONTRACT PERIOD: Friday, June 4, 2010  
 SERVICE PROVIDED: Bus Driver Physicals  
 COST: \$89 each; \$1,424 Total (16 Drivers)

**NEW BUSINESS: PERSONNEL**

**019-10** Motion by Joe Farmer, seconded by Mike Raver, to approve the New Business - Personnel items listed below: Raver, yes; Brate, yes; Farmer, yes; Hochradel, yes; Hutton, yes. Motion carried.

**A. EMPLOY SUMMER HEALTH AND PHYSICAL EDUCATION TEACHERS**

The following candidates were approved to fill summer teaching positions as posted:

<u>Name</u>	<u>Position</u>	<u>Hours of Instruction</u>	<u>Student Cost</u>
<b>Sue Steffen</b>	Summer, 2010, Phys Ed	60	\$100
<b>Ruth Lockwood</b>	Summer, 2010, Health	60	\$100

Note: The teacher will be paid \$100 per student, minus 16% for required benefits, for a total of \$84 per student.

**B. SUPPLEMENTAL CONTRACT POSITIONS**

The following candidate was approved for supplemental position as listed, contingent upon sufficient numbers of student participants.

<u>Name</u>	<u>Position</u>	<u>Level</u>	<u>Step</u>	<u>Salary</u>
<b>Kevin Yates</b>	6 <sup>th</sup> Gr Outdoor Ed	8	0	\$346.31

**C. CERTIFIED SUBSTITUTE LIST:** Approved the substitute teacher list for February, 2010, as nominated by the Fairfield County Superintendent.

**D. CLASSIFIED SUBSTITUTE LIST:** Approved the classified substitute list for February, 2010, with the addition of the following name(s).

<u>Name</u>	<u>Address</u>	<u>Classification</u>
<b>Dan Roshon</b>	401 E Market St Baltimore, Oh	Cleaner / Custodian

**NEW BUSINESS: OTHER**

**020-10** Motion by Shaun Hochradel, seconded by John Hutton, to approve the New Business - Other Summer Sports Camp listed below: Brate, yes; Farmer, yes; Hochradel, yes; Hutton, yes; Raver, yes. Motion carried.

**A. ESTABLISH BOARD MEMBER COMMITTEES FOR CALENDAR YEAR 2010**

Annually, members of the Board of Education serve on various sub-committees. Board policy "BCB" calls for the Board President to make committee assignments. Committee assignments for calendar year 2010, are as follows:

<u>Committee</u>	<u>Board Member(s)</u>	
Athletic Council	<b>Art Brate</b>	<b>John Hutton</b>
Transportation	<b>Mike Raver</b>	<b>John Hutton</b>
Land Lab	<b>Art Brate</b>	<b>John Hutton</b>
Curriculum & Technology	<b>Shaun Hochradel</b>	<b>Mike Raver</b>
Student Achievement (OSBA)	<b>Shaun Hochradel</b>	
Building & Grounds	<b>Art Brate</b>	<b>John Hutton</b>
Finance	<b>Joe Farmer</b>	<b>Art Brate</b>
Personnel	<b>Mike Raver</b>	<b>Joe Farmer</b>
Labor Management	<b>Joe Farmer</b>	
Legislative Liaison	<b>Joe Farmer</b>	
Policy Review	<b>Shaun Hochradel</b>	

**B. SUMMER SPORTS CAMP**

Approved student participation in the following summer sports camp:

**VOLLEYBALL CAMP**

- Dates: July 9 - 12, 2010
- Location: Penn State University
- Transportation: Parents
- Lodging: University Dorms
- Meals: University Cafeteria
- Chaperones: Liberty Union Coaches
- Student Cost: \$325 per student
- Participants: High School Volleyball Players

**INFORMATION: CONSTRUCTION PROJECT UPDATE** - Superintendent, Paul Mathews

**EXECUTIVE SESSION:** An Executive Session was requested for the purpose of completing the performance evaluation of the Superintendent.

**GO INTO EXECUTIVE SESSION:**

**021-10** Motion by Joe Farmer, seconded by John Hutton, to go into Executive Session at 7:45 p.m. Farmer, yes; Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes. Motion carried.

**RETURN FROM EXECUTIVE SESSION:**

**021-10** Motion by Shaun Hochradel, seconded by Mike Raver, to return from Executive Session at 8:01 p.m. Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes; Farmer, yes. Motion carried.

**NEXT REGULAR MEETING:** The next regular meeting of the Liberty Union-Thurston Board of Education will be held on Monday, March 8, 2010, at 7:00 p.m. in the high school library.

**ADJOURN:**

Motion by John Hutton, seconded by Art Brate, to adjourn at 8:02 p.m. Hutton, yes; Raver, yes; Brate, yes; Farmer, yes; Hochradel, yes. Motion carried.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes of the Liberty Union-Thurston Board of Education Regular Meeting held on February 8, 2010, as printed above: Brate, \_\_\_\_; Farmer, \_\_\_\_; Hochradel, \_\_\_\_; Hutton, \_\_\_\_; Raver, \_\_\_\_.

**7. MONTHLY FINANCIAL STATEMENTS**

**A. TREASURER’S FINANCIAL REPORT**

- 1. MONTHLY FUNDS BALANCE**
- 2. RECEIPT OF FUNDS**
- 3. STATUS OF APPROPRIATIONS**
- 4. MONTHLY BANK RECONCILIATION**

**B. BILLS**

**C. STUDENT ACTIVITY MONTHLY APPROPRIATIONS**

<u>FUND</u>	<u>AMOUNT</u>
018	\$ 3,519.32

200	2,954.60
300	21,108.71
<b>Total Changes</b>	<b>\$27,582.63</b>

**D. DONATIONS**

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$ 421.45	Miscellaneous: for Haiti	Elementary Principal's Fund
218.00	Miscellaneous: Jump for Heart	Elementary Principal's Fund
1.002.00	Miscellaneous: for Haiti	M S Student Council
500.00	Booster Bingo	Girls Basketball
<b>\$2,141.45</b>	<b>Total</b>	

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve monthly financial items stated above: Farmer, \_\_\_\_\_; Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Brate, \_\_\_\_\_.

**8. NEW BUSINESS: FINANCIAL**

**A. PURCHASED SERVICE AGREEMENT(S):**

SERVICE PROVIDER: **Bricker & Eckler, Attorneys at Law**  
 CONTRACT PERIOD: Through Maturity of Construction Bonds  
 SERVICE PROVIDED: Bond Services Management  
 COST: \$1,500 per Year for Annual Report and Filing  
 \$850 per Event for Additional Filing Services as Needed

Recommend approval.

**B. REVISE ADMINISTRATIVE SALARY SCHEDULE:** Approval to add the position of "Athletic Director" to the administrative salary schedule, beginning with the 2010/2011 school year, is requested. Placing the Athletic Director on the same pay scale as the assistant principal, and with the same 214-day contract, is requested.

**C. RECOMMEND THE FOLLOWING RESOLUTION:**

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE FAIRFIELD COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR**

(CITY, VILLAGE, OR LOCAL BOARD OF EDUCATION)  
 ORC 5705.34 - 5705.35

*WHEREAS, This Board of Education of the Liberty Union-Thurston L.S.D, Fairfield County, Ohio, met in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing July 1<sup>st</sup>, 2010; and*

*WHEREAS, the Budget Commission of Fairfield County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore be it*

*RESOLVED, by the Board of Education of the Liberty Union-Thurston L.S.D, Fairfield County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further*

*RESOLVED, that there be and is hereby levied on the tax duplicate of the Liberty Union-Thurston L.S.D the rate of each tax necessary to be levied within and without the ten mill limitation as follows:*

Authority: **LIBERTY UNION LSD**

TAX YEAR 2009- Collection 2010 - FY 2011

<b>SCHEDULE A</b> <b>SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY THE</b> <b>FAIRFIELD COUNTY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES</b>							
FUND	FY Amount Requested of Budget Commission Inside/Outside	FY Amount to be derived from Levies Inside 10 Mill Limitation	FY Amount Approved by Budget Commission Outside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied			
				Inside 10 Mill Limit FY	Inside 10 Mill Limit TY	Outside 10 Mill Limit FY	Outside 10 Mill Limit TY
Type	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
General Fund / Current Expense	3,554,462	750,000	2,722,600		4.80		32.90
Bond Retirement	1,110,000		1,074,500				6.90
Permanent Improvement	80,000		78,600				0.50
<b>TOTAL</b>	<b>4,744,462</b>	<b>750,000</b>	<b>3,875,700</b>	<b>0.00</b>	<b>4.80</b>	<b>0.00</b>	<b>40.30</b>

<b>SCHEDULE B</b> <b>LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</b>			
FUND	Maximum Rate Authorized to be Levied	TY County Auditor's Estimate of Yield of Levy	FY County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column 3)
<b>GENERAL FUND:</b>			
General Fund / Current Expense Levy authorized by voters on 01/01/1976 for a period not to exceed CONT years: Expires TY - x	21.90		
General Fund / Current Expense Levy authorized by voters on 11/08/1977 for a period not to exceed CONT years: Expires TY- x	7.00	2,722,600	2,722,600
General Fund / Current Expense Levy authorized by voters on 11/05/1985 for a period not to exceed CONT years: Expires TY - x	4.00		
<b>TOTAL GENERAL FUND OUTSIDE 10 MILL LIMIT</b>	<b>32.90</b>	<b>2,722,600</b>	<b>2,722,600</b>
<b>SPECIAL LEVY FUNDS:</b>			
Permanent Improvement Levy authorized by voters on 03/04/2008 for a period not to exceed CONT years Expires TV-x	0.50	78,600	78,600
Bond Retirement Levy authorized by voters on 03/04/2008 for a period not to exceed 28 years: Expires TY - 2035	2.60	1,074,500	1,074,500
Bond Retirement Levy authorized by voters on 05/07/2002 for a period not to exceed 28 years: Expires TY 2029	4.30		

and be it further

*RESOLVED, that the Clerk of this Board be and is hereby directed to certify a copy of this Resolution to the Auditor of Fairfield County.*

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the New Business: Financial items listed above. Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Brate, \_\_\_\_\_; Farmer, \_\_\_\_\_.

**9. NEW BUSINESS: PERSONNEL**

**A. RETIREMENTS:**

- 1) **Mrs. Paula Connor**, Elementary School Reading Specialist, has submitted her resignation for retirement purposes, effective at the end of the 2009/2010 school year. We wish her the best in retirement.
- 2) **Mr. David I Butler, Jr.**, District Treasurer, has submitted his resignation for retirement purposes, effective June 30, 2010. Mr. Butler has also requested to be re-hired, effective July 1, 2010. A public hearing will be scheduled in May, 2010 to address this re-hire request. Recommend approval.

**C. EMPLOY ATHLETIC DIRECTORS:** The following candidates are recommended for employment:

- 1) Name: **George Shreyer**  
 Position: High School Athletic Director  
 Note: This is a Part-Time Position; Two-Thirds of Full-Time  
 Contract Days: 214  
 Salary: \$46,705.82 (Step 4 of Administrative Salary Schedule)  
 Starting Date: August 2, 2010
- 2) Name: **R. Scott Williamson**  
 Position: Junior High Athletic Director  
 Note: This is a Part-Time Position; One-Third of Full-Time  
 Contract Days: 214  
 Salary: \$23,352.91 (Step 4 of Administrative Salary Schedule)  
 Starting Date: August 1, 2010

**D. SUPPLEMENTAL CONTRACT POSITIONS:** The following candidate is recommended for supplemental position as listed, contingent upon sufficient numbers of student participants, and obtaining “Pupil Activity Validation permits, issued by the Ohio Department of Education.

<u>Name</u>	<u>Position</u>	<u>Level</u>	<u>Step</u>	<u>Salary</u>
<b>Ed Mattox</b>	Head Jr Hi Football Coach	4	0	\$1,240.68

**C. CERTIFIED SUBSTITUTE LIST:** Recommend approval of the substitute teacher list for March, 2010, as nominated by the Fairfield County Superintendent.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the New Business - Personnel items listed above. Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Brate, \_\_\_\_\_; Farmer, \_\_\_\_\_; Hochradel, \_\_\_\_\_.

**10. NEW BUSINESS: OTHER**

**A. DISTRICT CRISIS RESPONSE PLAN:** The LU-T District “Emergency Procedures and Crisis Response” plan was reviewed by a committee of school staff, law enforcement

and fire department representatives. Approval for the revised plan is requested. Recommend approval.

- B. EARLY GRADUATION REQUEST:** Per Policy IKFA, the High School Early Graduation Committee has reviewed a request for early graduation, has determined that the request meets policy criteria, and recommends approval of the request, with stipulations:

Student: **Matt Ardrey**  
 Early Graduation Date: June 12, 2011  
 Contingency: Completion of Summer, 2010 Coursework as Outlined by the Early Graduation Committee and Meet All Graduation Requirements

- C. REVISE SCHOOL DISTRICT CALENDAR:** Approval for a revised 2010/2011 school district calendar is requested. The revision corrects an error in the original calendar. Friday, June 10, 2011, is the correct final student day for the school year, and Monday, June 14, 2011, is the correct final work day for teachers. Recommend approval.

- D. SUMMER SPORTS CAMP:** Approval for student participation in the following summer sports camp is requested:

Camp: **Cross Country Camp**  
 Dates: July 26 - 30, 2010  
 Location: Hocking Hills State Park  
 Transportation: Parents  
 Lodging: State Park Cabins  
 Chaperones: Coaches and Parents  
 Student Cost: \$40 per Student  
 Participants: High School Cross Country Team

Recommend approval.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the New Business - Other Summer Sports Camp listed above. Raver, \_\_\_\_\_; Brate, \_\_\_\_\_; Farmer, \_\_\_\_\_; Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_.

**11. INFORMATION:**

- A. MIDDLE SCHOOL READING PROGRAM:** Middle School Intervention Specialists will make a presentation for members of the Board of Education and those in attendance at the board meeting, regarding implementation results of a new reading program for at-risk students.

- B. CONSTRUCTION PROJECT UPDATE**

- 12. NEXT REGULAR MEETING:** The next regular meeting of the Liberty Union-Thurston Board of Education will be held on Monday, April 12, 2010, at 7:00 p.m. in the high school library.

13. **ADJOURN:** Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn at \_\_\_\_\_ p.m. Bate, \_\_\_\_\_; Farmer, \_\_\_\_\_; Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_.