

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

September 12, 2011 - 7:00 P.M.

Liberty Union High School Library

- 1. **ROLL CALL:**
 - Art Brate _____
 - Judith Cosgray _____
 - Shaun Hochradel _____
 - John Hutton _____
 - Mike Raver _____

2. **PLEDGE OF ALLEGIANCE**

3. **RECOGNITION:**

A. **STUDENTS OF THE MONTH: Sarah Feyko and Autumn Johnson**

B. **TECHNOLOGY STAFF: Mrs. Linda Young and Mr. John LaBelle**

C. **STATE AUDITOR RECOGNITION: Mr. David I. Butler, Jr.,
LU-T District Treasurer**

D. **STATE BOARD OF EDUCATION MEMBER: Mr. Joseph L. Farmer**
Mr. Joseph L. Farmer, will present the LU-T District "Excellent Schools" banner.

4. **REFRESHMENTS:** Prepared by the Liberty Union - Thurston Food Services Department

5. **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

6. DISCUSSION AND APPROVAL OF THE MINUTES:

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

September 12, 2011 - 7:00 P.M.

Liberty Union High School Library

ROLL CALL: Art Brate present
 Judith Cosgray present
 Shaun Hochradel present
 John Hutton present
 Mike Raver present

PLEDGE OF ALLEGIANCE

RECOGNITION: New Staff Members

- A. Jena Friesner
- B. Megan Gonzalez
- C. Jerry Jacobs
- D. Lisa Ruff
- E. Ken Schaefer

REFRESHMENTS: Prepared by the Liberty Union - Thurston Food Services Department

PUBLIC PARTICIPATION AT BOARD MEETINGS [File: KD \(Also BDDH\)](#)

DISCUSSION AND APPROVAL OF THE MINUTES:

098-11 Motion by Shaun Hochradel, seconded by Judith Cosgray, to approve the minutes of the Regular Meeting of the Liberty Union-Thurston Board of Education held on August 8, 2011, and the Special Meeting of the Liberty Union-Thurston Board of Education held on September 1, 2011, as printed. Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, yes; Raver, yes. Motion carried.

MONTHLY FINANCIAL STATEMENTS

098-11 Motion by John Hutton, seconded by Mike Raver, to approve Monthly Financial items as stated below. Cosgray, 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	\$1,702.35
200	225.06
300	49,470.42

Total Changes	\$51,397.83
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D. DONATIONS

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$100.00	Ohio Poultry Assn	FFA
500.00	Booster Bingo	Cross Country
500.00	Booster Bingo	Boys Golf
500.00	Booster Bingo	Girls Track
4,885.00	Misc: Baltimore 5-K Run	Cross Country
\$6,485.00	Total	

NEW BUSINESS: FINANCIAL

099-11 Motion by Shaun Hochradel, seconded by Art Brate, to approve the New Business - Financial items listed below. Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes; Cosgray, yes. Motion carried.

A. 2012 REVISED APPROPRIATIONS

LIBERTY UNION THURSTON SCHOOLS				
FY 2012 Revised Appropriations				9/13/11 R
Governmental Fund Types				
Fund Class / Name	Fund No / SCC	Total Approp	ADJ	NEW Approp
<u>General Fund Class</u>				
General Fund	001	\$12,400,000.00	\$0.00	\$12,400,000.00
<u>Special Revenue Class</u>				
Public School Support	018	\$ 82,435.47	\$ 0.00	\$ 82,435.47
Local Rotary	019	249.85	0.00	249.85
Classroom Fac Maint	034	573,373.24	0.00	573,373.24
Athletics	300	431,001.40	0.00	431,001.40
Ed Jobs	504	307,594.46	0.00	307,594.46
Race to the Top	506	41,775.93	0.00	41,775.93
OPAPP	506-9190	24,545.45	0.00	24,545.45
IDEA Part B	516	228,084.43	0.00	228,084.43
Title I	572	178,813.34	0.00	178,813.34
Title II A	590	94,471.04	0.00	94,471.04
Total Special Revenue Class		\$1,962,344.61	\$0.00	\$1,962,344.61
<u>Debt Service Fund Class</u>				
Bond Retirement Fund	002	\$1,065,000.00	\$45,428.48	\$1,110,428.48
<u>Capital Project Fund Class</u>				
Perm Imp	003	\$ 143,783.62	\$0.00	\$ 143,783.62
Building Fund	004	1,369,850.23	0.00	1,369,850.23
CI Build - State	010-9000	171,015.02	0.00	171,015.02
CI Build - Local	010-9001	5,597,416.80	0.00	5,597,416.80
Proprietary Fund Types				
<u>Enterprise Fund Class</u>				
Food Service Fund	006	\$ 520,000.00	\$0.00	\$ 520,000.00
<u>Internal Service Fund</u>				
Special Rotary Fund	014	\$28,020.75	\$0.00	\$28,020.75
Employee Benefits Fund	024	1,595,704.70	0.00	1,595,704.70
Total Internal Services		\$1,623,725.45	\$0.00	\$1,623,725.45

Fiduciary Fund Type				
<u>Trust Fund Class</u>				
Custodial Refresh Fund	022	\$ 62,190.97	\$0.00	\$ 62,190.97
Student Activity Fund	200	140,943.02	0.00	140,943.02
Total Trust Fund Class		\$203,133.99	\$0.00	\$203,133.99
<u>Agency Funds</u>				
South Central Ins Cons	026	42,630,807.20	0.00	42,630,807.20
Total Appropriations - All Fund Types		\$67,687,076.92	\$45,428.48	\$67,732,505.40

B. GRANT ACCEPTANCE

The Ohio Environmental Protection Agency has awarded the LU-T School District a grant to provide pollution control equipment for the fleet of District school buses.

Board approved the acceptance of \$42,704.48 for Espar E-Guardian pre-heaters, as well as District matching funds in the amount of \$3,384.96 as requested.

NEW BUSINESS - PERSONNEL

100-11 Motion by Mike Raver, seconded by John Hutton, to approve the New Business - Personnel items listed below. Hutton, yes; Raver, yes; Brate, yes; Cosgray, yes; Hochradel, yes. Motion carried.

A. RESIGNATION: Accepted the resignation of **Tammy Landis**, as bus driver.

B. SUPPLEMENTAL CONTRACT POSTIONS - The following candidates were approved for supplemental positions as listed:

<u>NAME</u>	<u>POSITION</u>	<u>LEVEL</u>	<u>STEP</u>	<u>SALARY</u>
Ken Schaefer	Yearbook Advisor	3	0	\$1,888.94
Amanda King	Teacher Mentor	6	0	787.06
Holly Lavender	Teacher Mentor	6	1	787.06
Erin Rodriguez	Spelling Bee Advisor	8	2	503.72
John Putnam	Varsity Football	Volunteer		

C. CERTIFIED SUBSTITUTE LIST: Approved the substitute teacher list for September, 2011, as nominated by the Fairfield County Superintendent.

D. CLASSIFIED SUBSTITUTE LIST: Approved the Classified Substitute List for September, 2011, with the addition of the following name(s):

<u>Name</u>	<u>Address</u>	<u>Classification</u>
Tammy Landis	2665 Reyn Balt Rd, Baltimore	Bus Driver / Bus Aide
Betsy Alt	10615 Lanc Kirk Rd, Baltimore	Handicap / Teacher Aide

NEW BUSINESS: OTHER

101-11 Motion by Judith Cosgray, seconded by Shaun Hochradel, to approve the New Business - Other listed below. Raver, yes; Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, yes. Motion carried.

DISTRICT TRANSPORTATION ROUTES: Annually, Boards of Education in Ohio are required to approve the transportation routing for each school district. Copies of the transportation routing have been forwarded to the Transportation Committee and all board members. Mrs. Cleland, Transportation Coordinator, was present to answer any questions regarding the 2011/2012 transportation plan.

The plan was approved as requested.

BOARD POLICY: The LU-T Policy Committee has reviewed Policy Sections H, I and J, and recommend re-approval of these sections, with revisions.

These revisions will be placed on the October 10, 2011, agenda for action by the Board.

- A. **ADMISSION OF EXCHANGE STUDENTS - File: JECBA-R**
- B. **EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE - File: JEG**
- C. **DANGEROUS WEAPONS IN THE SCHOOLS - File: JFCJ**

INFORMATION

- A. **“RACE TO THE TOP” COMMITTEE** - Members of the District Race to the Top Committee provided an update.
- B. **CONSTRUCTION PROJECT UPDATE** - Architect, **Joe Schappa**, provided an update on the progress of the high school renovation and new middle school construction.
- C. **MID-STATE LEAGUE REALIGNMENT** - Currently, the Mid-State League is considering realignment options. The current three-division proposal recommended by the Mid-State League realignment committee is based upon OHSAA enrollment, to be reviewed every for years:

Teays Valley	Bexley	Grandview Heights
Hamilton Township	Amanda-Clearcreek	Berne Union
Whitehall-Yearling	Bloom Carroll	Fisher Catholic
Logan Elm	West Jefferson	Harvest Prep
Circleville	Liberty Union-Thurston	Millersport
Fairfield Union	Columbus Academy	

Note: Addition of the following schools is also recommended by the realignment committee: Worthington Christian, Grove City Christian, and Fairfield Christian.

NEXT REGULAR MEETING: The next Board of Education Meeting will be held on Monday, October 10, 2011, at 7:00 p.m. at the Liberty Union High School Library.

ADJOURN:

102-11 Motion by Shaun Hochradel, seconded by John Hutton, to adjourn at 8:12 p.m. Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, yes; Raver, yes. Motion carried.

Motion by _____, seconded by _____, to approve the minutes of the Regular Meeting of the Liberty Union-Thurston Board of Education held on September 12, 2011, as printed above. Brate, _____; Cosgray, _____; Hochradel, _____; Hutton, _____; Raver, _____.

7. OLD BUSINESS

BOARD POLICY: The LU-T Policy Committee reviewed Policy Sections H, I and J, and recommend re-approval of these sections, with revisions recommended for the following:

Note: These revisions were presented for review only in September.

A. ADMISSION OF EXCHANGE STUDENTS File: JECBA-R

The following regulations shall be observed in administering the foreign exchange student program:

1. Exchange students must be associated with an organized foreign exchange program that is approved by the Ohio Association of Secondary School Administrators and/or National Association of Secondary School Principals. Such organizations must maintain either an office or a representative in central Ohio.
2. The sponsoring parents and/or representatives of the approved sponsoring organization must contact the designated coordinator of the foreign exchange student program in the high school guidance office.
3. Exchange students must have a host family assigned and accepted by July 1. If, after the July 1 deadline and a maximum of four (4) foreign exchange students have not been registered, an organization may add one additional exchange student if that student will be registered for the

entire school year. The maximum number of foreign exchange students to be enrolled in any given year is four (4). Each applicant must be proficient in English as determined by the high school administration.

- 4. The Board reserves the right to restrict the number of foreign exchange students within any given academic year.
- 5. The school reserves the right to deny enrollment to foreign exchange students if approval by the high school guidance office has not been given by July 1 preceding the year of desired enrollment.
- 6. In order to provide a quality education and to minimize potential disruption, the high school will not accept foreign exchange students after the school year has begun. However, students who were accepted before the July 1 deadline will not be denied enrollment due to late arrival.
- 7. Exchange students must be full-time students carrying a full academic class-load. Enrollment eligibility shall be determined on an annual basis. Exchange students shall receive pass/fail grades only for purposes of class GPA ranking. The coordinator shall keep a record of the students' actual grades for permanent records.
- 8. Exchange students will not be accepted on a part-time basis. Part-time is defined as less than a full school day or school year.
- 9. Priority for enrollment will be granted to students enrolling in grade 12.
- 10. Exchange students completing grade 12 will receive a standard diploma (marked honorary) granted to regular high school graduates. Exchange students are not eligible for an honors diploma.

To receive a standard diploma (marked honorary), the exchange student must successfully complete:

- 1 credit English (Comp. 11, Comp. 12, or College Prep English)
- ~~1/2 credit American History~~
- ~~1/2 credit Principles of Democracy~~
- ~~1/2 credit Economics~~
- 1 credit Social Studies**
- 1 credit Science**
- 1 credit Mathematics

The remainder of the schedule will be electives selected by the student.

Those students who complete the above requirements will be permitted to participate in graduation ceremonies with expenses borne by the student or sponsoring parents.

- 11. Exchange students are expected to share their cultural heritage to the fullest extent possible including topics such as government, economics, historical understanding and language.
- 12. Exchange students are subject to the same rules, fees and regulations of the Board as apply to all high school students.

[Adoption date: October 9, 2000]

LEGAL REFS.:

CROSS REFS.:

B. EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE File: JEG

A child of compulsory school age residing in the District may be legally excused from public school attendance by:

- 1. holding a full-time Age and Schooling Certificate and being regularly employed;
- 2. receiving approved home instruction;
- 3. attending a private **school**, ~~or~~ parochial school or **charter school or**;
- 4. having graduated from an approved high school.

The District may temporarily deny admittance to any student who is otherwise entitled to be admitted to the District if the student has been suspended or expelled from the schools of another district in the State of Ohio or an out-of-state district and if the period of suspension or expulsion has not expired. The student and parent(s) will have an opportunity for a hearing before the Superintendent / designee to determine the admittance or non-admittance of the student.

[Adoption date: January 10, 2000]

- LEGAL REFS.: ORC 3321.02; 3321.03; 3321.04; 3321.07
- CROSS REFS.: IGCF, Home Instruction
 JEA, Compulsory Attendance Ages
 JECE, Student Withdrawal from School (Loss of Driving Privileges)
 JEGA, Permanent Exclusion
 JHCC, Communicable Diseases
 JK, Employment of Students

C. DANGEROUS WEAPONS IN THE SCHOOLS

File: JFCJ

The Board is committed to providing the students of the District with an educational environment which is free of the dangers of firearms, knives and other dangerous weapons.

The definition of a firearm is any weapon (including a starter gun) which is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer or any destructive device (as defined in 18 U.S.C.A. Section 921), which includes any explosive, incendiary or poisonous gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or device similar to any of the devices described above. A knife is defined as a cutting instrument having a sharp blade.

Unless a student is permanently excluded, the Superintendent shall expel a student from school for a period of one year for bringing a firearm or knife to school, **on school grounds**, a school building, on a school mode of transportation, or any extra-curricular activity. The superintendent may reduce the expulsion on a case-by-case basis in accordance with this policy. Any such expulsion shall extend, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place.

Matters which might lead to a reduction of the expulsion period include:

- the student’s mental and/or physical characteristics or conditions;
- the age of the student and its relevance to the punishment;
- the prior disciplinary history of the student and/or the intent of the perpetrator.

A student may be expelled for up to one year for firearm-related or knife-related incidents occurring off school property while at a school-sponsored interscholastic competition, extracurricular event or other school-sponsored activity.

A student who is suspended, expelled, removed or permanently excluded for misconduct involving a firearm or knife may also lose his/her driving privileges. The District must notify the county registrar and juvenile judge within two weeks of the suspension, expulsion or permanent exclusion.

The Board prohibits students from knowingly possessing an object on school premises, in a school building, at a school activity, or on a school bus if both of the following apply:

1. The object is indistinguishable from a firearm, whether the object is capable of being fired or not.
2. The person indicates that the object is a firearm and knowingly displays or brandishes the object.

As defined by Ohio law and for purposes of this policy, an “object that is indistinguishable from a firearm” means an object made, constructed or altered so that, to a reasonable person without specialized training in firearms, the object appears to be a firearm.

Students found in violation of numbers 1 and 2 above may be reported to the local police authority and may be prosecuted under state criminal statutes, as well as disciplined in accordance with the provisions of the District’s Student Code of Conduct and Ohio law.

The Superintendent is authorized to expel a student from school for a period not to exceed one year for making a bomb threat to a school building, or to any premises at which a school activity is occurring at the time of the threat. Any expulsion under this division extends, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place.

[Adoption date: January 10, 2000]

[Revised: October 9, 2000]
 [Revised: June 4, 2001]

LEGAL REFS.: ORC 2923.122
 3313.66; 3313.661; 3313.662; 3321.13
 18 USC 921
 20 USC 2701 et seq. - Title IX 9001-9005
 20 USC 8921

CROSS REFS.: JEGA, Permanent Exclusion
 JFC, Student Conduct
 JGD, Student Suspension
 JGDA, Emergency Removal of Student
 JGE, Student Expulsion
 Student Code of Conduct

Note: These revisions were presented for review in September.

Motion by _____, seconded by _____, to approve the Policies presented in Old Business, as printed above. Cosgray, _____; Hochradel, _____; Hutton, _____; Raver, _____; Brate, _____.

8. 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	\$ 1,407.01
200	10,067.48
300	19,890.67
Total Changes	\$31,365.16

D. DONATIONS

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$425.50	Kroger Card Rewards	MS Principal
196.77	Target - Take Charge of Education	HS Principal
63.85	Target - Take Charge of Education	MS Principal
300.89	Target Take Charge of Education	Elem Principal
50.00	Ohio Pork Producers	FFA
500.00	Booster Bingo	Football
500.00	Booster Bingo	HS Volleyball
500.00	Booster Bingo	Boys Soccer
250.00	Booster Concessions	Cross Country
250.00	Booster Concessions	MS Volleyball
\$3,037.01	Total	

Motion by _____, seconded by _____, to approve Monthly Financial items as stated above. Hochradel, _____; Hutton, _____; Raver, _____; Brate, _____; Cosgray, _____.

9. NEW BUSINESS: FINANCIAL

A. FIVE-YEAR FORECAST: The Ohio Department of Education requires all public school districts to prepare a five-year financial forecast. The District Treasurer and Superintendent have revised the forecast and have reviewed it with the Board Finance Committee. Approval for the five-year forecast is requested. Recommend approval.

B. MAINTENANCE SHOP RESOLUTION:

AWARDING CONTRACTS FOR THE MAINTENANCE / STORAGE BUILDING PROJECT

WHEREAS, bids were received on September 26, 2011, for the building trades packages for the new Maintenance / Storage building (the "Project"); and

WHEREAS, the Architect interviewed the representatives of the apparent low bidder for each bid package for the Project, reviewed the bid to verify that the bidder had included the work, equipment, and materials specified in the bid amount, evaluated the experience and qualifications of the bidder to perform the specified work, and prepared the attached letter of recommendation dated October 8, 2011, recommending that the contracts for the work be awarded to the following contractors, each of which has been evaluated and determined to be the lowest responsible bidder for the specified work, including the alternate items listed:

Contract	Contractor	Base Bid	Alternates	Total Contract
General Trades	Stockmeister Enterprises, Inc 704 E Main St Jackson, Oh 45640	\$374,000.00	G-1 \$ _____ .00 G-2 \$ _____ .00 G-3 \$ _____ .00 G-4 \$ _____ .00	\$ _____ .00
Plumbing & HVAC	Command Heating Inc. 1671 Gateway Circle Grove City, Oh 43123	\$79,000.00	Not Applicable	\$79,000.00
Electrical	X-F Construction Services, Inc 1120 Claycraft Rd Columbus, Oh 43230	\$129,450.00	Not Applicable	\$129,450.00

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Liberty Union - Thurston Local School District as follows:

1. Based upon the recommendation of the Architect, the Board awards the contracts for the building trades packages work to each of the contractors listed above, in the total amount stated, including the alternates noted in the chart, as the lowest responsible bidder for the specified work.
2. The Board President or his design, the Superintendent and the Treasurer are authorized to sign, as required, a Contract between the Board and each of the contractors listed above and any related documents, to document the award of the building trade contracts for the project.

C. OLD MIDDLE SCHOOL DEMO RESOLUTION:

AWARDING CONTRACT FOR THE LIBERTY UNION - THURSTON DEMOLITION BID PACKAGE

WHEREAS, bids were received on September 20, 2011, for the Liberty Union Demolition Bid Package, which is part of the Ohio School Facilities Commission’s Classroom Facilities Assistance Program project (the “Project”); and

WHEREAS, the Construction Manager met with representatives of the apparent low bidder, reviewed the bid to verify that the bidder had included the work, equipment, and materials specified in the bid amount, evaluated the experience and qualifications of the bidder to perform the specified work, and prepared, in consultation with the Architect, the attached letters of recommendation dated October 6, 2011, recommending that the contracts for the work be awarded to the following contractor, which has been evaluated and determined to be the lowest responsible bidder for the specified work, including the alternate item listed:

CONTRACT	CONTRACTOR	BASE BID	ALTERNATES	TOTAL CONTRACT
BP-500-Demolition	Watson General Contracting	\$721,712	\$112,311	\$834,023

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Liberty Union-Thurston Local School District as follows:

1. Based upon the recommendation of the Construction Manager and Architect, the Board awards the contract for the Liberty Union - Thurston Demolition Bid Package work to the contractor listed above, in the total amount stated, including the alternate noted in the chart, as the lowest responsible bidder for the specified work, subject to the approval of the OSFC.
2. The Board President or his designee, the Superintendent, and the Treasurer are authorized to sign, as required, a Contract between the Board and the contractor listed above and any related documents, to document the award of the building trade contracts for the CFAP project work.

Recommend approval.

D. PURCHASED SERVICE AGREEMENTS

- 1) **SERVICE PROVIDER:** **Eagles Wings Academy**
CONTRACT PERIOD: 2011/2012 School Year
SERVICE PROVIDED: Educational Placement for Special Needs Student, per I.E.P.
COST: \$125 per Day

Recommend approval.

- 2) **SERVICE PROVIDER:** **ESC of Central Ohio**
CONTRACT PERIOD: 2011/2012 School Year
SERVICE PROVIDED: Orientation and Mobility Services for Visually Impaired Student
COST: \$4,901.88

Recommend approval.

E. 2012 REVISED APPROPRIATIONS

LIBERTY UNION THURSTON SCHOOLS				
FY 2012 Revised Appropriations				10/10/11 R
Governmental Fund Types				
Fund Class / Name	Fund No / SCC	Total Approp	ADJ	NEW Approp

<u>General Fund Class</u>				
General Fund	001	\$12,400,000.00	\$0.00	\$12,400,000.00
<u>Special Revenue Class</u>				
Public School Support	018	\$ 82,435.47	\$ (2.00)	\$ 82,435.47
Local Rotary	019	249.85	0.00	249.85
Classroom Fac Maint	034	573,373.24	0.00	573,373.24
Athletics	300	431,001.40	0.00	431,001.40
Ed Jobs	504	307,594.46	0.00	307,594.46
Race to the Top	506	41,775.93	0.00	41,775.93
OPAPP	506-9190	24,545.45	0.00	24,545.45
IDEA Part B	516	228,084.43	0.00	228,084.43
Title I	572	178,813.34	0.00	178,813.34
Title II A	590	94,471.04	0.00	94,471.04
EPA	599	0.00	\$42,704.48	42,704.48
Total Special Revenue Class		\$1,962,344.61	\$42,704.48	\$2,005,047.09
<u>Debt Service Fund Class</u>				
Bond Retirement Fund	002	\$1,110,428.48	\$0.00	\$1,110,428.48
<u>Capital Project Fund Class</u>				
Perm Imp	003	\$ 143,783.62	\$0.00	\$ 143,783.62
Building Fund	004	1,369,850.23	0.00	1,369,850.23
CI Build - State	010-9000	171,015.02	0.00	171,015.02
CI Build - Local	010-9001	5,597,416.80	0.00	5,597,416.80
Proprietary Fund Types				
<u>Enterprise Fund Class</u>				
Food Service Fund	006	\$ 520,000.00	\$0.00	\$ 520,000.00
<u>Internal Service Fund</u>				
Special Rotary Fund	014	\$28,020.75	\$0.00	\$28,020.75
Employee Benefits Fund	024	1,595,704.70	0.00	1,595,704.70
Total Internal Services		\$1,623,725.45	\$0.00	\$1,623,725.45
Fiduciary Fund Type				
<u>Trust Fund Class</u>				
Custodial Refresh Fund	022	\$ 62,190.97	\$0.00	\$ 62,190.97
Student Activity Fund	200	140,943.02	0.00	140,943.02
Total Trust Fund Class		\$203,133.99	\$0.00	\$203,133.99
<u>Agency Funds</u>				
South Central Ins Cons	026	42,630,807.20	0.00	42,630,807.20
Total Appropriations - All Fund Types		\$67,732,505.40	\$42,702.48	\$67,775,207.88

Motion by _____, seconded by _____, to approve the New Business - Financial item(s) listed above. Hutton, _____; Raver, _____; Brate, _____; Cosgray, _____; Hochradel, _____.

10. NEW BUSINESS - PERSONNEL

- A. RESIGNATION:** Mrs. Kelli Brownfield, Elementary School Principal, has submitted her resignation for retirement, effective June 30, 2012. We thank Mrs. Brownfield for her loyal, dedicated service to the LU-T School District, and wish her the best in retirement. Recommend approval.

- B. EMPLOY BUS DRIVER:** The Transportation Coordinator and Superintendent recommend the following candidate for employment:

Name: **Jennifer Langham**
 Position: Bus Driver
 Hours: 3 Hours Daily When School is in Session
 Compensation: \$16.90 per Hour (Step 0)
 Starting Date: October 17, 2011

Recommend Approval.

- C. EMPLOY CASHIER:** The Food Services Coordinator and Superintendent recommend the following candidate for employment:

Name: **Pam Pulvermacher**
 Position: Cashier
 Hours: 2 Hours Daily When School is in Session
 Compensation: \$15.12 per Hour (Step 0)
 Starting Date: October 17, 2011

Recommend Approval.

- D. SUPPLEMENTAL CONTRACT POSTIONS -** The following candidates are recommended for supplemental positions as listed below:

<u>NAME</u>	<u>POSITION</u>	<u>LEVEL</u>	<u>STEP</u>	<u>SALARY</u>
Rob Compton	JV Boys Basketball	3	9	3,211.19
Luke Kincaid	Freshman Boys Basketball	4	0	1,259.29
Brad Kelly	8 th Gr Boys Basketball	4	0	1,259.29
Randy Logue	7 th Gr Boys Basketball	4	0	1,259.29
James Peck	8 th Gr Girls Basketball	4	8	2,487.10
Kelli Carroll	JrHi Basketball Cheerleaders	6	0	787.06
Marcus Alford	JrHi Wrestling	4	6	2,077.83
Seth Williamson	Winter Sports Faculty Mgr	3	3	2,329.69

- E. CERTIFIED SUBSTITUTE LIST:** Recommend approval of the substitute teacher list for October, 2011, as nominated by the Fairfield County Superintendent.

- F. CLASSIFIED SUBSTITUTE LIST:** Recommend approval of the Classified Substitute List for October, 2011, with the addition of the following name(s):

<u>Name</u>	<u>Address</u>	<u>Classification</u>
Heather Hanes-Hoover	8159 High St - Box 28 Thurston, Oh	Bus Aide Bus Driver

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

11. NEW BUSINESS: OTHER

A. ENVIRONMENTAL COVENANT: In order to resolve issues with a previously removed underground storage fuel tank, approval to create an “Environmental Covenant,” through the Bureau of Underground Storage Tank Regulations (BUSTR) is requested. The Environmental Covenant would prohibit construction on the site. The site has been surveyed, and is .248 acre in size, and will be used as a driveway and parking lot. Recommend approval.

B. NATIONAL FFA CONVENTION: The agriculture education department is requesting to attend the National FFA Convention in Indianapolis, Indiana:

Dates: October 19 - 22, 2011
Transportation: Commercial Bus
Chaperones: Two Vo-Ag Teachers and Parents
Lodging: Hotel
Student Cost: \$320 per Student
Board of Education Cost: \$900 plus Substitute Teachers

Recommend approval.

C. EIGHTH-GRADE TRIP PROPOSAL: Board of Education approval for an eighth-grade trip to Washington, D.C. is requested.

Dates: May 20 -22, 2012
Transportation: Commercial Buses
Lodging: Best Western Hotel; Woodbridge, Virginia
Chaperones: Three teachers, Ten to Twelve Parents
Student Cost: \$380 per Student

Note: The trip is optional for students. Fundraising opportunities will be provided to help defray individual student costs.

Recommend approval.

D. HIGH SCHOOL MODEL UNITED NATIONS PROGRAM: Board of Education approval for high school students to participate in the Model United Nation Program is requested:

Dates: December 11 - 13, 2011
Lodging: Columbus Hyatt Regency Hotel (Model U.N. Conference Site)
Chaperones: Advisor, Conference Security, Parents
Transportation: Parent Transportation
Student Cost: \$215 per Student

Recommend approval.

E. MIDDLE SCHOOL MODEL UNITED NATIONS PROGRAM: Board of Education approval for middle school students to participate in the Model United Nations Program is requested:

Dates: March 11-13, 2012
Lodging: Columbus Hyatt Regency Hotel (Model U.N. Conference Site)

Chaperones: Advisor, Conference Security, Parents
 Transportation: School Bus
 Student Cost: Approximately \$200

Recommend approval.

F. SIXTH-GRADE OUTDOOR EDUCATION: Board of Education approval for student participation in a sixth-grade outdoor education program is requested:

Dates: April 2 - 3 – 4, 2012
 Location: Camp Pilgrim Hills
 Service Provider: Nature’s Classroom
 Chaperones: LU-T Staff and Parents
 Transportation: School Buses
 Student Cost: \$144

Motion by _____, seconded by _____, to approve the New Business - Other item A listed above. Brate, _____; Cosgray, _____; Hochradel, _____; Hutton, _____; Raver, _____.

12. BOARD POLICY REVISION: The Board Policy Committee has reviewed policy sections “K” and “L”. The following policies include recommended revisions:

A. PUBLIC INFORMATION PROGRAM

File: KB

Communication with the Public

It is the desire of the Board that two-way channels of communication be kept open at all times between the school system and the people of the District. The Board will continually attempt to create and maintain schools that reflect the public’s wishes and will do its best to keep the people informed of the affairs of the District.

To help achieve the above goals, the Board authorizes the Superintendent:

1. to prepare or guide the preparation of informational materials including newsletters, articles for periodicals, newspapers and/or radio releases, special pamphlets and other assigned material and to maintain a close liaison with mass media and publicity organizations;
2. to organize or assist in the development of speakers’ bureaus and speaking engagements with civic, PTA, church and other groups;
3. to provide staff members with assistance and materials for working locally with educational meetings and in the preparation of material for community and staff use;
4. to assist in coordinating work with civic and other groups which contribute to District values (science fair, art and other exhibits, etc.) and
5. to serve as community relations counselor to the Board and to other staff members.

Media of Communications

The Board desires that all members of the community be kept wholly informed on the affairs of the District. In maintaining good public relations, the community must be clearly and objectively informed of the purposes, accomplishments, problems and needs of the schools. The following media and organization shall be used to accomplish this:

1. newspaper releases
2. school newsletters
3. letters to parents on special topics
4. annual financial reports
5. public meetings
6. ~~Liberty Union-Thurston District Advisory Council~~ **District Website**

[Adoption date: January 10, 2000]

B. COMMUNITY USE OF SCHOOL FACILITIES

File: KG

Although the basic purpose of public school facilities is to provide the youth of the community a sound educational program, the complete function of education is not achieved until the school facilities are made to serve the total community. To accomplish this objective, the Board shall, upon payment of the prescribed fee and subject to the requirements of applicable regulations, permit the use of school facilities for auxiliary, educational, recreational, cultural, civic, social, religious or other Board-approved purposes.

General

Rental of District facilities is intended to accommodate occasional use by community members. The approval for and fee structure for on-going events will be considered on a case-by-case basis. (Groups C and D)

Community groups shall be permitted and encouraged to use school facilities for worthwhile purposes, when such uses will not interfere with the school program. All arrangements shall be subject to the provisions which follow:

School may not be used for teaching or promoting any theory or doctrine of a subversive nature, or which is intended to undermine or overthrow the government of the United States. This restriction does not prohibit the discussion of controversial subjects in a public forum.

The Superintendent is authorized to approve and schedule the use of school facilities by non-school organizations for whose activity no admission charge is made, in accordance with the rules in this policy.

The Board itself reserves the power to approve the use of school facilities by non-school organizations for whose activities an admission charge is made.

The use of school buildings and other facilities by any organization operated for private gain, or any purpose involving private gain, shall be permitted only when:

1. such use is sponsored by some other organization which is not operated for private gain;
2. such gain will not benefit principally the organization which is operated for private gain;
3. a worthy educational, civic or charitable purpose will be served;
4. a substantial group in the community will be benefited and/or
5. alternate facilities are unavailable or available only at undue cost or inconvenience.

Such use of school facilities by members of the faculty and staff shall be discouraged, except in the case of tutoring District students and private music lessons.

Use of School Technology Equipment

1. All requests for use of technology equipment will require the approval of the Technology Coordinator.
2. An hourly fee may be assessed so that a school technology employee can be present to operate the equipment.

Use of Other School Equipment

School equipment may be loaned to responsible community groups for a worthy educational, civic or charitable purpose when:

1. the group borrowing the equipment agrees to accept responsibility for repairing or replacing any equipment damaged or lost while in its possession;
2. the equipment is not both unusually expensive and also subject to easy damage;
3. the equipment is in good condition and
4. the group will provide a competent operator for any machines or equipment loaned.

On Sundays Athletic Facilities

Gymnasiums & Athletic Fields are intended for use by LU-T students. All-star, AAU, or similar organizations are prohibited from using District facilities. District administrators will require team rosters to verify that at least 75% of students are LU-T students.

Use of athletic fields and gyms will be prohibited until 1 o'clock in the afternoon on Sundays.

[Adoption date: January 10, 2000]
 [Revised: August 8, 2005]
 [Revised: March 12, 2007]

LEGAL REFS.: ORC 3311.215
3313.74; 3313.75; 3313.76; 3313.79
4303.26
Title VIII, & 801

CROSS REFS.: KGB, Public Conduct on District Property
KI, Public Solicitations in the Schools

COMMUNITY USE OF SCHOOL FACILITIES
(Equal Access)

File: KG-E

School Rental Fees

Application

Application must be made on the “Application for Use of School Facility” form and be submitted to the principal of the building being requested. The principal will forward the request to the appropriate supervisors and/or the athletic director, and then to the superintendent for final approval. The application must name the sponsoring group or individual, facility to be used, purpose and date of use. Applications for use of school facilities during the summer months may be refused because of cleaning and maintenance. Applications are to be submitted one week or more in advance of the function and the building rental fee and/or deposit must accompany the application form.

Priority of Use and Grouping:

Group A Regular or annual meetings of school-affiliated groups, who work in the capacity of service to the schools, and those who are offering voluntary service to children who are in school attendance - (Example: PTO, School Classes, Booster Clubs, 4-H, Scouts, etc.)

This group shall have the use of school facilities free of rental and service charge unless the activity is scheduled at a time when a custodian is not on duty or cleanup is required. If a custodian or school employee is to be in attendance beyond the regular workday or week, the group must pay the hourly rate of pay for such employee.

Group B School-affiliated groups (same as A) that schedule activities open to the general public - (This includes fund-raising activities, dances, entertainments, parties, etc.)

Group C Community-oriented service groups - (This includes class reunions, athletic groups, if majority are residents of the community, and service organizations, e.g., Lion’s Club.)

This group shall pay a \$50 (fifty dollar) deposit, ½ the rental fee and all of the service fee if a custodian or school employee is to be in attendance beyond the regular workday or week. The group must pay the hourly rate of pay for such employee.

Group D Non-affiliated school, church or community groups - (commercial)

This group shall pay rental fee, deposit and service fee.

Rental and Service Charge

High School	Gym	\$50.00 + custodial fee
	Kitchen	25.00 + cook’s fee
	Cafeteria	30.00 + custodial fee
	Classroom/Library	15.00 + custodial fee
	Auditorium	50.00 + custodial fee
Middle School	Classroom/Library	\$15.00 + custodial fee
	Kitchen	15.00 + cook’s fee
	Gym/Auditorium	50.00 + custodial fee
	Cafeteria	25.00 + custodial fee
Elementary School	Classroom/Library	\$15.00 + custodial fee
	Kitchen	15.00 + cook’s fee

	Multi-Purpose Room	50.00 + custodial fee
	Gym	50.00 + custodial fee
Land Laboratory		\$50.00 Deposit (refundable)

NOTES:

1. There will be a \$50 deposit for the use of any LU-T facilities (including land lab), to be refunded if the area is properly cleaned up with no damage. This charge could be waived if deemed appropriate by the Superintendent/ designee.
2. All rental fees are for a maximum three-hour period. An additional fee of \$10 per hour will be charged for each additional hour or part of an hour.
3. The Board of Education reserves the right to waive the rental deposit or service fee in any instance.
4. School employees, Board of Education members or members of the Basil Joint Fire District and the Thurston Fire Department may use the gym rent-free provided the use is non-profit, for recreational purposes and is only occasional and not on a regularly scheduled basis.
5. A group requesting facility use may be required to obtain and pay for police supervision.
6. Permission to use school equipment must be requested when filing a building use form. All moving and/or adjusting of school equipment shall be done by, or under the supervision of a school employee.
7. District policies regarding possession and/or use of alcohol, drugs, weapons and tobacco on school property must be strictly adhered to.
8. Facilities will not be rented to non-resident individuals or groups.
9. Gymnasium use will be equitably assigned by the superintendent/designee based on building use requests. Changes in use of the gym will be at the discretion of the superintendent/designee.
10. A Board employee must be in attendance when deemed appropriate by the superintendent/designee.
11. The superintendent is authorized to re-assign activities to a location other than the requested location, to accommodate scheduling problems and/or to place activities in the most appropriate area.

APPLICATION FOR USE OF SCHOOL FACILITY
LIBERTY UNION-THURSTON LOCAL SCHOOLS

621 Washington Street, Baltimore, Ohio 43105-1177 Phone (740) 862-4171 - Fax (740) 862-2015

Date _____ Name of Organization _____

Nature of Activity _____

Facility Being Requested: (Mark Your Choice with an X)	High School	Middle School	Elementary School	Rental Fee	Deposit
	Classroom				
Auditorium					
Gymnasium					
* Any kitchen supplies to be used by the group must be approved by the cafeteria supervisor					
Multi-Purpose					
* Kitchen					
Library/ Media Ctr.					
Land Lab.					
Other					

Name of Sponsor _____ Phone _____

Address (If not a school employee) _____

Date of Event _____ Time: from _____ to _____

Name of Employee Responsible: (print legibly)				
Employee position: (check one)	Teacher _____	Custodian _____	Cook _____	Other _____ Specify _____

Duties of Employee: _____

Employee's Fee (if applicable): \$ _____

Signature of Sponsor & Phone (where you can be reached)

The organization I represent agrees to accept the responsibility for the preservation of order and all damages incurred by the group, or members of the group, to the premises, building, or facilities. I also agree to indemnify and hold harmless the Liberty Union-Thurston Board of Education and its agents and employees from all liability, claims, demands, damages, or costs, arising out of this facility, whether it be caused by negligence of the group using the facility or by the Liberty Union-Thurston Board of Education or by either party's agents or employees.

Signature of Cafeteria Supervisor	Approval of Activity by Principal	Approval of Athletic Director
Signature of Maintenance Supervisor	Signature of Building Services Supervisor	Application Approved Superintendent of Schools

A copy of this application will be sent to each person required to sign their approval.

[Adoption date: February 9, 2004]
[Revised: August 8, 2005]

C. RELATIONS WITH COMMUNITY ORGANIZATIONS

File: KM

Representatives and members of school-related organizations shall in all circumstances be treated by the District employees as sincerely interested friends of the schools and as staunch supporters of public education in the District. Staff members are encouraged to join the organization(s) in their related area(s) of specialization.

- Athletic Boosters Club
This organization may support, encourage and advance the athletic program and related activities of the District. They may also promote projects to improve facilities and equipment necessary to provide an adequate program in athletics.
- Music Boosters Organization
This organization may actively promote the music program of the district at all grade levels in both instrumental and vocal music. They may assist the Board in maintaining and improving the educational levels of the music program. The boosters shall financially support the music program in areas that the Board cannot by law, i.e., uniforms, etc., and other areas they deem necessary.
- PTO Elementary School Boosters
All staff members shall be encouraged to join their associations and to participate actively in its program. The Board requests that the staff members conduct themselves in such a way as to perpetuate the District-wide orientation of the associations, an outlook which the Board deems to be of the highest value in the operation of its educational program.
- Strategic Planning Committee

[Adoption date: January 10, 2000]

LEGAL REFS.: ORC 3313.20

CROSS REF.: AE, School District Goals and Objectives

KH, Public Gifts to the District
KI, Public Solicitations in the Schools
KJ, Advertising in the Schools
KMB, Relations with Booster Organizations

D. EDUCATION AGENCY RELATIONS GOLAS

File: LA

The Board cooperates with other district, **the Fairfield County ESC**, and with other local, state and regional agencies and organizations in the solution of educational problems of common concern. This cooperation extends but is not limited to such areas as research, exchange of information and data, coordination of curriculum, coordination of school calendars and activities and construction of facilities which might be efficiently used on a cooperative basis. To serve a broader area, the District may consider other activities.

In carrying out this policy, the Superintendent may include in his/her recommendations to the Board an evaluation of the desirability and feasibility of cooperation with other agencies in endeavors which could benefit the District.

[Adoption date: January 10, 2000]

All other policies in sections “K” and “L” are recommended for re-approval without revision.

Note: These policies are for review only in October, and will be placed on the November 14, 2011, agenda (including any additional revision) for Board consideration.

13. INFORMATION

- A. “RACE TO THE TOP” COMMITTEE:** Members of the District Race to the Top Committee will provide an update.
- B. CONSTRUCTION PROJECT UPDATE:** Architect, **Joe Schappa**, will provide an update on the progress of the high school renovation and new middle school construction.

14. NEXT REGULAR MEETING: The next Board of Education Meeting will be held on Monday, November 14, 2011, at 7:00 p.m. at the Liberty Union High School Library.

15. ADJOURN: Motion by _____, seconded by _____, to adjourn at _____ p.m. Cosgray, _____; Hochradel, _____; Hutton, _____; Raver, _____; Brate, _____.