

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

Monday, June 1, 2015 - 7:00 P.M.

Liberty Union District Office

Roll Call Caryl Caito. Present
 Shaun Hochradel. . . Present
 John Hutton. Present
 Shawn Shook. Present
 John Walter. Present

PLEDGE OF ALLEGIANCE

Jack Kaper Sammy Morris Aidan Robinson Makayla Snider

RECOGNITION

- A. SCHOLARSHIP**
Autumn Miller - Ricart Automotive Group Scholarship
- B. HIGH SCHOOL MUSIC AWARDS and DIRECTOR, MRS. EMILY FISHER**
 - 1) **High School Chorale** Superior Rating (all 1's) at District OMEA Competition
 - 2) **High School Women's Chorus** Excellent Rating at District OMEA Competition
 - 3) **High School Chorale** Superior Rating (all 1's) at State OMEA Competition
 - 4) **Middle School Chorus** Excellent Rating at Middle School OMEA Competition
- C. RETIREES**
 - 1) **Danielle Bruning** - Middle School Math/Science Teacher
 - 2) **Jan Clayton** - Intervention Specialist Supervisor
 - 3) **Ruth Lockwood** - In-School Intervention/Suspension Advisor
 - 4) **Debbie Miller** - Middle School Guidance Counselor
 - 5) **Ed Miller** - High School Principal
 - 6) **Ron Owens** - Elementary School Physical Education Teacher
- D. WENDY BUSKIRK'S CLASS** - Dr. John Walter will present Wendy Buskirk's class with an art project that was made by the class, donated to the Empty Bowl Project, then purchased by Dr. Walter.

REFRESHMENTS - Prepared by Liberty Union Food Services Department

DISCUSSION AND APPROVAL OF THE MINUTES

057-15 Motion by Shawn Shook, seconded by Caryl Caito, to approve the minutes of the Regular Meeting of the Liberty Union - Thurston Board of Education held on May 11, 2015, as printed. Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes. Motion carried.

OLD BUSINESS - The following policies were presented for review May 11, 2015, and is now presented to the Board of Education for approval:

058-15 Motion by John Walter, seconded by Shaun Hochradel, to approve the Old Business item(s) printed below. Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes; Caito, yes. Motion carried.

A. EFF - FOOD SALE STANDARDS

The Board of Education shall provide cafeteria facilities in all school facilities where space and facilities permit, and will provide food service for the purchase and consumption of lunch and breakfast for all students. The Board shall annually encumber the funds needed to operate the program.

The food-service program shall comply with Federal and State regulations pertaining to the selection, preparation, consumption, and disposal of food and beverages as well as the fiscal management of the program. In addition, as required by law, a food safety program that is based on the principles of the Hazard Analysis and Critical Control Point (ACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service program staff and other authorized persons.

The Food Service Supervisor shall approve and implement nutrition standards governing the types of food and beverages that may be sold on the premises of its schools and shall specify the time and place each type of food or beverage may be sold. In adopting such standards, the Food Service Supervisor shall:

- A. consider the nutritional value of each food or beverage;
- B. consult with a dietitian licensed under Revised Code Chapter 4759, a dietetic technician registered by the commission on dietetic registration, or a school nutrition specialist certified or credentialed by the school nutrition association; and
- C. consult and incorporate to the maximum extent possible the dietary guidelines for Americans jointly developed by the United States Department of Agriculture (USDA) and the United States Department of Health and Human Services.

~~No food or beverage may be sold on any school premises except in accordance with the standards approved by the board which are outlined in the wellness policy. **NOTE: fundraisers by school sponsored organizations outside the regular school day are exempt from these standards; and interscholastic athletic events are exempt at all times.**~~

Meals sold by the school may be purchased by students and staff members and community residents in accordance with administrative guidelines established by the Superintendent. Meals may be made available, free of charge, to senior citizens who are serving as volunteers to the District.

The operation and supervision of the food-service program shall be the responsibility of the Food Service Supervisor. In accordance with Federal law, the Food Service Supervisor shall take such actions as are necessary to obtain a minimum of two (2) food safety inspections per school year, which are conducted by the State or local governmental agency responsible for food safety inspections. The report of the most recent inspection will be posted in a publicly visible location, and a copy of the report will be available upon request.

Any surplus funds from the National School Lunch Program and ala carte sales shall be used to reduce the cost of the service to students or to purchase cafeteria equipment.

No foods or beverages, other than those associated with the District’s food-service program, are to be sold during food-service hours. The District shall serve only nutritious food in accordance with the nutritional standards adopted by the Board. Foods and beverages in competition with the District’s food-service program may only be sold one hour before or after a meal period begins and ends (or in accordance with the Food For Sale policy).

COMPETITIVE FOOD SALES

The Food Services Department will comply with the provisions set forth in **State and** Federal law regarding sale of competitive food and foods of minimal nutritional value.

The Food Services Department shall be the sole provider of food and beverage items sold in all school until one (1) hour following the last lunch period, at which time other school organizations may begin to sell foods and beverage items in accordance with the Board’s wellness policy, guidelines and with principal approval.

The food and beverages to be sold must be in accordance with the District’s approved nutrition standards and the District’s wellness policy and guidelines. **NOTE: Fundraisers by school sponsored organizations outside the regular school day are exempt from these standards; and interscholastic athletic events are exempt at all times.**

The Food Service Supervisor is responsible for implementing the food service program in accordance with the adopted nutrition standards and shall provide a report regarding the District’s compliance with the standards to the Superintendent. Such findings shall be presented to the Board of Education at one of its regular meetings annually.

[Adoption date: September 10, 2001]	[Revised: August 8, 2011]
[Reviewed: December 10, 2012]	[Revised: January 12, 2015]
[Revised: June 1, 2015]	

LEGAL REFS.: ORC 3313.814

B. EFG-R - WELLNESS POLICY RECOMMENDATIONS

COMMITTEE MEMBERSHIP:

The committee met in ~~March, 2014,~~ **April, 2015,** to evaluate the implementation of policy changes, and to consider additional recommendations. Building principals and the food service supervisor are responsible for implementation and monitoring of the wellness policy.

NUTRITION EDUCATION GOALS:

- 1. Health classes will continue to emphasize projects and assignments involving family input and participation.
- 2. Newsletters from principals will include health and nutrition information.
- 3. The District website will provide a link to the USDA website.

PHYSICAL ACTIVITIES:

- 1. The current practice of physical fitness testing in physical education classes will continue.
- ~~2. A walking program has been implemented at the elementary school. Community and staff members are making use of the opportunity.~~
- 3 2.** Encourage student walking and bicycle riding activities through physical education classes. Create bicycle riding and walking incentive rewards through the Safe-Routes-to-School Program.

- 4 ~~3~~. Develop a district transportation plan which would encourage student walking and/or bicycling to and from school. The addition of multi-use paved paths in the village during the summer of 2013 ~~should make~~ **made** this a viable option. Middle school walking recess programs will continue as weather permits.

STAFF WELLNESS:

1. Fitness classes will continue to be offered.
2. Disease management and wellness programs will be provided through the district health care plan. Employees will receive monthly updates via email.
3. A weight loss program will be offered for staff if there is enough interest to create a class. ~~Community members will be invited to participate.~~

SCHOOL LUNCH PROGRAM:

1. The food service department will **continue to** increase servings of fresh fruits and vegetables as required.
2. School meals will continue to be prepared following the ~~newly revised~~ **current** USDA (reimbursable) regulations.
3. New menu options will be tried in in order to increase participation.
4. The Food Service Department will continue to meet USDA nutritional guidelines ahead of required timelines.

SCHOOL BREAKFAST PROGRAM:

All buildings now have school breakfast programs. Efforts to increase the number of breakfast menu items will be undertaken in the coming year.

WEEKEND NUTRITION PROGRAM:

The committee recommends exploring ways to provide weekend nutritional assistance to qualifying students, through the establishment of community partnerships, securing volunteer assistance and financial support. A **Survey** will be administered **periodically**, to determine a probable level of participation.

COMMUNITY HEALTH:

~~High school staff and students have received provided by the Community Heartwatch program, through Fairfield Medical Center. Free community CPR training will be offered for community members in several locations throughout the county on May 18, 2013.~~ **The track is open 24 hours for public use. SCALE (School, Community, Agency, Law Enforcement) meetings are attended bimonthly by the superintendent and resource officer. Any information is relayed to the staff to prevent drug and alcohol abuse.**

New A.E.D. units have been installed in all buildings **and are tested regularly.**

CLASS PARTIES / BIRTHDAY TREATS / REWARD INCENTIVES:

1. Provide information to parents at the beginning of the school year, as well as reminders throughout the year, encouraging a voluntary program of healthy snacks, and portion limitation for these special events.
2. Work with room-~~mothers~~ **volunteers** to provide healthy alternatives and portion limitation for organized parties.

SNACK MACHINES **A LA CARTE ITEMS:**

1. ~~Candy and gum have been removed from snack machines~~ **Will meet General Nutrition Standards**
 - **Be a "whole grain -rich" grain product; or**
 - **Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food (meat, beans, poultry, seafood, eggs, nuts, seeds, etc.); or**
 - **Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or**
 - **Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines for Americans (calcium, potassium, vitamin D, or dietary fiber).**
2. ~~Additional baked and low-fat alternative snacks will be included in snack machines~~ **The following additional standards must also be met.**
 - **< 200 calories**
 - **< 230 mg sodium (will change to < 200 July 1, 2016)**
 - **Total fat: < 35% of calories**
 - **Saturated fat: < 10% of calories**
 - **Trans fat: zero grams**
 - **< 35% of weight from total sugars in foods**

BEVERAGE MACHINES:

Elementary School: Water and flavored water only, are available to students.

Middle School: Water and flavored water only, will be offered in the middle school during the school day.

High School: Water, flavored water, juices, sports drinks are available as alternative offerings to the soda currently available. Students will be encouraged to voluntarily limit soda purchase to one per day. Only diet soda will be available.

CONCESSIONS, ETC.:

Request that booster groups, etc. voluntarily include some low-fat alternatives.

TOBACCO:

1. Continue to follow current policy:

- a. No student tobacco use at any time;
 - b. Staff may not use tobacco in buildings at any time;
 - c. Visitors may not use tobacco in buildings or at athletic events at any time.
 - d. E-cigarettes will not be permitted or used on school property or school events.**
2. Designate specific outdoor smoking areas for staff members in each building.
 3. Promote anti-tobacco student programs.
 4. Provide quit-tobacco programs through the Department of Health.

FUNDRAISING:

- 4- No fundraising sales which are primarily candy-oriented.

[Adoption date: March 13, 2006]	[Revised: May 12, 2008]
[Revised: April 13, 2009]	[Revised: April 12, 2010]
[Revised: August 11, 2011]	[Revised: May 14, 2012]
[Reviewed: December 10, 2012]	[Revised: April 8, 2013]
[Revised: May 13, 2014]	[Revised: June 1, 2015]

PUBLIC PARTICIPATION AT BOARD MEETINGS

File: KD (Also BDDH)

There was none.

EXECUTIVE SESSION - An Executive Session is requested to discuss a personnel matter.

GO INTO EXECUTIVE SESSION

059-15 Motion by Shawn Shook, seconded by Caryl Caito, to go into Executive Session at 7:45 p.m. Hutton, yes; Shook, yes; Walter, yes; Caito, yes; Hochradel, yes. Motion carried.

RETURN FROM EXECUTIVE SESSION

060-15 Motion by Shaun Hochradel, seconded by Shawn Shook, to return from Executive Session at 9:03 p.m. Shook, yes; Walter, yes; Caito, yes; Hochradel, yes; Hutton, yes. Motion carried.

MONTHLY FINANCIAL STATEMENTS: Tabled till next meeting.

A. TREASURER’S FINANCIAL REPORT: Recommend approval.

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

B. BILLS: Recommend approval.

C. STUDENT ACTIVITY MONTHLY APPROPRIATIONS: Recommend approval.

<u>FUND</u>	<u>AMOUNT</u>
018	\$
200	
300	
Total Changes	\$

D. DONATIONS: Recommend approval.

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$		
\$	Total	-

NEW BUSINESS - FINANCIAL:

061-15 Motion by Caryl Caito, seconded by Shawn Shook, to approve the New Business Financial item(s) listed below. Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes. Motion carried.

A. REVISED APPROPRIATIONS - Approved.

Liberty Union - Thurston Schools	
FY 2016 Permanent Appropriations	6/1/2015
<u>Governmental Fund Types</u>	

<u>Fund Class / Name</u>	<u>Fund No / SCC</u>	<u>Total Approp</u>	<u>Adj.</u>	<u>New Approp</u>
<u>General Fund Class</u>				
General Fund	001	\$13,300,000.00	\$0.00	\$13,300,000.00
<u>Special Revenue Class</u>				
Public School Support	018	45,000.00	0.00	45,000.00
Local Rotary	019	195.31	0.00	195.31
Classroom Fac Maint	034	400,000.00	0.00	400,000.00
Athletics	300	300,000.00	0.00	300,000.00
IDEA PART B	516-9016	200,000.00	0.00	200,000.00
Title I	572-9015	20,000.00	0.00	20,000.00
Title I	572-9016	175,000.00	0.00	175,000.00
Title II A	590-9015	50,000.00	0.00	50,000.00
Title II A	590-9016	70,000.00	0.00	70,000.00
Total Special Revenue Class		\$1,260,195.31	0.00	1,260,195.31
<u>Debt Service Fund Class</u>				
Bond Retirement Fund	002	1,200,000.00	0.00	1,200,000.00
<u>Capital Project Fund Class</u>				
Perm Imp	003	140,000.00	0.00	140,000.00
Building Fund	004	11,000.00	0.00	11,000.00
CI Build - State	010-9000	105,981.00	0.00	105,981.00
CI Build - Local	010-9001	3,466,000.00	0.00	3,466,000.00
<u>Proprietary Fund Types</u>				
<u>Enterprise Fund Class</u>				
Food Service Fund	006	600,000.00	0.00	600,000.00
<u>Internal Service Fund</u>				
Special Rotary Fund	014	5,000.00	0.00	5,000.00
Employee Benefits Fund	024	1,800,000.00	0.00	1,800,000.00
Total Internal Services		1,805,000.00	0.00	1,805,000.00
<u>Fiduciary Fund Type</u>				
<u>Trust Fund Class</u>				
District Agency Fund	022	35,000.00	0.00	35,000.00
Student Activity Fund	200	110,000.00	0.00	110,000.00
Total Trust Fund Class		145,000.00	0.00	145,000.00
<u>Agency Funds</u>				
South Central Ins Cons	026	65,000,000.00	0.00	65,000,000.00
Total Appropriations All Fund Types		\$87,033,176.31	0.00	\$87,033,176.31

- B. DISTRICT PRINTER AGREEMENT** - The technology coordinator and the superintendent recommend entering into an agreement with **Modern Office Machines** regarding printer use for the school district; approved.

- C. INSTRUCTIONAL AUDIT** - Jennifer Blackstone, curriculum coordinator, presented and explained AdvantaCore. This is a program that builds strong communities, customizes support for each school, promotes student success and targets improvement for each student.
 Approved entering into an agreement with AdvantaCORE as recommended by the superintendent and curriculum coordinator. Cost is \$15,000; however, \$5,000 will be paid from the Straight-A Grant Fund effective May 8 - November 1, 2015.

- D. PURCHASED SERVICE AGREEMENT(S)**
 - 1) **SERVICE PROVIDER:** **J. L. Uhrig, Inc.**
CONTRACT PERIOD: Three Years: Through June 30, 2017
SERVICE PROVIDED: GAAP Conversion (**FY 15, 16 & 17**) of Annual Financial Report for the South Central Ohio Insurance Consortium
COST: Actual Hours, not to Exceed \$2,800 for **Each** Fiscal Year
NOTE: Total Cost Paid by SCOIC
 Approved.

- 2) **SERVICE PROVIDER:** **Gahanna-Jefferson Public Schools**
CONTRACT PERIOD: 2014-2015 School Year
SERVICE PROVIDED: Reading Recovery
COST: \$850

Approved.

- E. END OF FISCAL YEAR BALANCE PROCEDURES** - The Treasurer requests to transfer accounts as necessary to close the financial books for the 2015 fiscal year; approved.

PERSONNEL

062-15 Motion by John Walter, seconded by Shaun Hochradel, to approve the Personnel items listed below. Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes; Caito, yes. Motion carried.

A. RESIGNATIONS

- 1) Approved the resignation of **Craig Hart** as a vocational agriculture teacher.
- 2) Approved the resignation of **Danielle Bruning**, middle school teacher, for retirement purposes, effective August 31, 2015 .

We thank **Mrs. Danielle Bruning** for her service to the LU-T District and wish her the very best in retirement.

- 3) Approved the resignation of **Ruth Lockwood**, high school and middle school in-school-intervention monitor effective at the end of the 2014-2015 school year.
 We thank **Mrs. Ruth Lockwood** for her service to the LU-T District and wish her the very best in retirement.

B. The following candidates were approved for employment as follows:

- 1) **Name:** **Andrew Bauer**
 Position: High School Intervention Specialist
 Salary: \$32,741.57 (BA - Step 1)
 Starting Date: August 7, 2015
- 2) **Name:** **Renee Mueller**
 Position: Middle School Science Teacher
 Salary: \$37,778.74 (MA - Step 2)
 Starting Date: August 7, 2015
- 3) **Name:** **Lauren Spector**
 Position: High School English Teacher
 Salary: \$34,158.27 (5-Year - Step 1)
 Starting Date: August 7, 2015
- 4) **Name:** **Meghan Wilder**
 Position: Elementary / Middle School Art Teacher
 Salary: \$32,741.57 (5-Year - Step 0)
 Starting Date: August 7, 2015

C. SUPPLEMENTAL CONTRACT POSITIONS - Approved the following supplemental personnel and positions as requested:

Name	Supplemental Position	Level	Step	Salary
Stefanie Russell	JV Volleyball Coach	3	0	\$1,888.94
Kailyn McComb	* Co-Freshman Volley Coach	4	0	629.64
Katy Noel				629.64
Lisa Feyko	Volleyball Coach	Volunteer		
Michael Sage	Volleyball Asst Coach	Volunteer		
Gabe Dominguez	Girls Soccer	Volunteer		
Harold Lloyd	* Var Girls Golf Coach	3	8	3,211.19
Ashley Ramey	H S Football Cheer Coach	Volunteer		
Darlene Brenner	Straight A Math	Stipend:		500
Cortni Brunty	Straight A Math	Stipend:		500
Michele Byers	Straight A Math	Stipend:		500
Jennifer Lauvray	Straight A Math	Stipend:		500
Angie Leitnaker	Straight A Math	Stipend:		500
Erik Smolewski	Straight A Math	Stipend:		500

Mindy Wallace	Straight A Math	Stipend:	500
Krystal Washburn	Straight A Math	Stipend:	500

* Pending enough athletes to build a complete team

D. CLASSIFIED SUBSTITUTE LIST: Approved the classified substitute list for May, 2015, with the addition of the following name(s):

<u>Name</u>	<u>Address</u>	<u>Classification</u>
Courtney, Diana	219 E North St, Baltimore	Cleaner

* Pending obtaining all necessary paper-work and certification.

PERSONNEL

063-15 Motion by Shaun Hochradel, seconded by Caryl Caito, to approve the Personnel item listed below. Hutton, yes; Shook, yes; Walter, yes; Caito, yes; Hochradel, yes. Motion carried.

SUPPLEMENTAL CONTRACT POSITIONS - Approved the following supplemental personnel and position(s) as requested:

<u>Name</u>	<u>Supplemental Position</u>	<u>Level</u>	<u>Step</u>	<u>Salary</u>
Adam Twiss	Head Girls Basketball Coach	1-A	11	\$5,918.67

PERSONNEL

064-15 Motion by Shawn Shook, seconded by John Walter, to approve the Personnel items listed below. Shook, no; Walter, no; Caito, no; Hochradel, yes; Hutton, yes. Motion failed.

SUPPLEMENTAL CONTRACT POSITIONS - Failed to approve the following supplemental personnel and position(s) as requested:

<u>Name</u>	<u>Supplemental Position</u>	<u>Level</u>	<u>Step</u>	<u>Salary</u>
Rob Compton	Head Boys Basketball Coach	1-A	4	\$3,840.84

NEW BUSINESS - OTHER

065-15 Motion by Shawn Shook, seconded by John Walter, to approve the New Business - Other item(s) as printed below. Walter, yes; Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes. Motion carried.

A. FFA CAMP - Mr. Chris Turner, Vo Ag Teacher, was granted permission to attend the 3rd session of summer FFA Camp with Liberty Union FFA student members.

Dates: June 22-26, 2015
 Location: FFA Camp Carrollton, Ohio
 Transportation: School Bus
 Chaperones: Chris Turner & Lora Heistand
 Cost: Approximately \$180 per Camper (This includes all food and housing for the week.)
 Note: \$4000 will be paid from the Straight-A Grant Fund.

B. HIGH SCHOOL GIRLS BASKETBALL CAMPS - Girls Varsity Coach, **Adam Twiss**, was granted permission to participate in the following summer camps:

- 1) Dates: June 5 & 6, 2015
 Teams: **Varsity and Junior Varsity Teams**
 Location: Ohio Dominican Team Camp
 Cost: \$40 per Camper
- 2) Dates: June 8 - 10, 2015
 Grades: **3 - 12**
 Location: Liberty Union High School Gym
 Cost: \$30 per Camper
- 3) Dates: June 11 - 12, 2015
 Teams: **Varsity and Junior Varsity Teams**
 Location: Indiana University Team Camp
 Cost: \$125 per Camper

NEXT REGULAR MEETING: The next regular Board of Education Meeting will be held on **Monday, July 13, 2015, 7:00 p.m.** at the Liberty Union Land Lab.

EXECUTIVE SESSION - An Executive Session is requested to discuss a personnel matter.

GO INTO EXECUTIVE SESSION

066-15 Motion by Shawn Shook, seconded by Caryl Caito, to go into Executive Session at 9:24 p.m. Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes. Motion carried.

RETURN FROM EXECUTIVE SESSION

067-15 Motion by John Walter, seconded by Shaun Hochradel, to return from Executive Session at 10:06 p.m. Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes; Caito, yes. Motion carried.

ADJOURN

068-15 Motion by Shawn Shook, seconded by Caryl Caito, to adjourn at 10:06 p.m. Hutton, yes; Shook, yes; Walter, yes; Caito, yes; Hochradel, yes. Motion carried.

President

Attest