

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

Monday, November 14, 2016 - 7:00 P.M.

Liberty Union District Office Board Room

ROLL CALL:

Caryl Caito	<u>present</u>
Shaun Hochradel	<u>present</u>
John Hutton	<u>absent</u>
Shawn Shook	<u>present</u>
John Walter	<u>present</u>

PLEDGE OF ALLEGIANCE

PRINCIPALS UPDATE

- A. **Mr. Tim Turner, Middle School Principal:** Veterans Day hosted 52 Vets for lunch; discussed Future City (20 years into the future)
- B. **Mrs. Linda Rainey, Elementary School Principal:** Veterans Day hosted 63 Vets for lunch; students made all presentations
- C. **Mrs. Holly Griffin, Asst. High School Principal:** Breakfast for 313 Honor Roll Students, Perfect Attendance and discussed Remediation for end of Courses

RECOGNITION

HIGH SCHOOL STUDENTS OF THE MONTH: Lauren Dehart & Davis Soddors

PUBLIC PARTICIPATION AT BOARD MEETINGS File: KD (Also BDDH) There was none.

REFRESHMENTS

DISCUSSION AND APPROVAL OF THE MINUTES

107-16 Motion by Caryl Caito, seconded by John Walter, to approve the minutes of the Regular Meeting of the Liberty Union - Thurston Board of Education held on October 17, 2016, as printed. Caito, yes; Hochradel, yes; Hutton, **absent**; Shook, yes; Walter, yes. Motion carried.

MONTHLY FINANCIAL STATEMENTS

108-16 Motion by Shawn Shook, seconded by Shaun Hochradel, to approve Monthly Financial items as stated below. Hochradel, yes; Hutton, **absent**; Shook, yes; Walter, yes; Caito, yes. Motion carried.

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

<u>FUND</u>	<u>AMOUNT</u>
018	\$ 1,463.70
200	12,052.05
300	33,405.57
Total Changes	\$46,921.32

- D. **DONATIONS:** Approved.

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$ 40.00	Misc: Jeans Day	HS Principal

500.00	Booster Bingo	Girls Basketball
500.00	Booster Bingo	Boys Golf
250.00	Booster Concessions	MS Football
3,469.00	Misc: Amy's Army	Football
360.00	Ricart Automotive	Athletics
61.99	Pepsi	The Leader in Me
50.00	Cora Putnam	The Leader in Me
\$5,230.99	Total	-

OLD BUSINESS

109-16 Motion by Caryl Caito, seconded by Shawn Shook, to approve Board Policy EGAC-R as stated below. Hutton, **absent**; Shook, yes; Walter, yes; Caito, yes; Hochradel, yes. Motion carried.

BOARD POLICY - The following policy was presented for review only at the October 17, 2016, Board of Education Meeting, and is now presented for approval:

CELLULAR TELEPHONE USE

File: EGAC-R

Cellular telephone service may be provided to employees who, because of job related activities need such telephone access.

Annually, the Superintendent will approve a list of positions that require cellular telephones. The Treasurer will contract with a company that best meets the needs of the District.

Personal Calls

The District provides cellular telephones to employees for the purpose of conducting District business. If District owned cellular equipment is used to make or receive personal calls, all minutes, long distance, roaming or other charges are to be reimbursed to the District by the employee. It is the employee's responsibility to review and document personal calls and charges on the monthly statement. The Treasurer will monitor the monthly statements.

Wireless Telephone Expense Reimbursement - Effective January 1, 2016

Staff members whose primary assignment regularly requires travel or the need to communicate to other buildings for emergency purposes are eligible for a wireless telephone or other communication device allowance or reimbursement.

The District does not endorse any specific wireless telephone carrier, equipment or calling plan. The administration may periodically review market rates to determine the amount of wireless telephone allowance or reimbursement. The amount of allowance or reimbursement is established by the administration and approved by the Board.

Eligible staff members obtain their own wireless telephone, carry it with them while working, use it to conduct necessary business while working and submit a complete copy of their wireless telephone bill monthly with an expense report.

Cellular Phone Stipend

Due to the nature of certain administrative positions, frequent mobile contact is necessary. Designated administrative positions shall be paid at a fixed monthly rate per the following schedule. Monthly stipends are prorated based on contracted days and are considered taxable income to the extent the stipend exceeds reimbursement for actual business use of the cellular phones.

<p><u>Group I - \$40 per Month</u></p> <p>Superintendent</p> <p>High School Principal</p> <p>High School Athletic Director</p> <p>Technology Director</p> <p>Maintenance Director</p>	<p><u>Group II - \$20 per Month</u></p> <p>Middle & Elementary School Principal</p> <p>High / Middle School Asst Principal</p> <p>Middle School / Asst Athletic Director</p> <p>Student Services Director</p> <p>Curriculum Director</p> <p>Food Service Supervisor</p> <p>Transportation Director</p> <p>Building Services Supervisor</p>
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Safety and Security

Loss or theft of equipment must be reported to the vendor service provider immediately to minimize liability for airtime and toll call charges.

Conversations over cellphones are easily monitored, and may be monitored by outside parties. Confidential and sensitive information discussion and text/documents over cellphones shall not be conducted.

Telephone use while operating a vehicle is prohibited.

[Adoption date: September 13, 2004]
 [Reviewed: December 10, 2012]

[Reviewed: December 13, 2010]
[Revised: November 14, 2016]

NEW BUSINESS - FINANCIAL:

110-16 Motion by John Walter, seconded by Shawn Shook, to approve the Financial item(s) listed below: Shook, yes; Walter, yes; Caito, yes; Hochradel, yes; Hutton, **absent**. Motion carried.

SCHOOL BUS PURCHASE - The Superintendent and Treasurer recommend the budgeting for the purchase of a school bus this fiscal year. Competitive bids for school buses, obtained through the Metropolitan Education Council, on our behalf, resulted in a low bid by Rush Bus Centers for a new seventy-seven passenger, IC Corp, Propane Powered school bus.

The purchase price of the 2018 bus is \$88,093. (This price does not include camera and 2-way radio plus installation). Approved.

NEW BUSINESS - PERSONNEL

111-16 Motion by Shaun Hochradel, seconded by Shawn Shook, to approve the Personnel item(s) listed below. Walter, yes; Caito, yes; Hochradel, yes; Hutton, **absent**; Shook, yes. Motion carried.

A. RESIGNATIONS

- 1) **Mrs. Angela Landis** has resigned her Middle School Basketball Cheer Advisor position due to personal obligations; approved.
- 2) **Mrs. Katie Martin** has resigned her High School Study Hall Aide position effective November 14, 2016; approved.

B. SUPPLEMENTAL CONTRACT POSITION(S): 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>
Peardon, Jamie	Var Basketball Cheer Adv	4	4	\$1,735.97
Senften, Lindsey	JV Cheer Adv	5	0	1,080.89
Davis, Elizabeth (Betsy)	MS Basketball Cheer Adv	6	0	818.85
Farmer, Kristi	Spelling Bee	8	0	360.30

C. CERTIFIED SUBSTITUTE LIST - Approved the November, 2016, Certified Substitute List from the Fairfield County Educational Service Center.

D. CLASSIFIED SUBSTITUTE LIST - Approved the November, 2016, Classified List with the addition of the following name(s):

<u>Name</u>	<u>Address</u>	<u>Classification</u>
* Arbaugh, Samantha	3825 BIS Rd SW, Lancaster	Nurse Aide
* Sarver, Richard	10565 York Rd SW, Pataskala	Bus Aide * Bus Driver
* Bookman, Patrick	849 S Broad St, Lancaster	Teacher Aide Study Hall Monitor

* Pending obtaining CDL and / Fair Co Certification

INFORMATION

BOARD POLICIES - The following policies are presented for review only, and will be placed on the December 12, 2016, agenda for Board consideration:

- A. AC - NONDISCRIMINATION / HARASSMENT
- B. ACA - NONDISCRIMINATION ON THE BASIS OF SEX (Delete)
- C. ACA/ACAA - **NONDISCRIMINATION ON THE BASIS OF SEX /** SEXUAL HARASSMENT
- D. ACA-R / ACAA-R - **NONDISCRIMINATION ON THE BASIS OF SEX /** SEXUAL HARASSMENT

- E. IIBH - DISTRICT WEBSITES
- F. IKC - CLASS RANKING (For your information ONLY.)
- G. IKC-R - CLASS RANKING REQUIREMENTS
- H. JEC - SCHOOL ADMISSION
- I. JECAA - ADMISSION OF HOMELESS STUDENTS
- J. JECAA-R - ADMISSION OF HOMELESS STUDENTS (Enrollment Dispute Resolution Process)
- K. JFCF - HAZING AND BULLYING (Harassment, Intimidation and Dating Violence)
- L. JFCF-R - HAZING AND BULLYING (Harassment, Intimidation and Dating Violence)
- M. JFG - INTERROGATIONS AND SEARCHES
- N. JFG-R - INTERROGATIONS AND SEARCHES
- O. JHCB - IMMUNIZATIONS
- P. JO - STUDENT RECORDS
- Q. JO-R - STUDENT RECORDS

NEXT REGULAR MEETING - The next regular Board of Education Meeting will be held on Monday, December 12, 2016, at 7:00 p.m. at the Liberty Union District Office.

EXECUTIVE SESSION: An Executive Session is requested for the purpose of discussing a legal issue.

GO INTO EXECUTIVE SESSION

112-16 Motion by Shawn Shook, seconded by Caryl Caito, to go into Executive Session at 7:50 p.m. Caito, yes; Hochradel, yes; Hutton, **absent**; Shook, yes; Walter, yes. Motion carried.

RETURN FROM EXECUTIVE SESSION

113-16 Motion by Shawn Shook, seconded by Caryl Caito, to Return from Executive Session at 8:52 p.m. Hochradel, yes; Hutton, **absent**; Shook, yes; Walter, yes; Caito, yes. Motion carried.

ADJOURN

114-16 Motion by John Walter, seconded by Shaun Hochradel, to adjourn at 8:53 p.m. Hutton, **absent**; Shook, yes; Walter, yes; Caito, yes; Hochradel, yes. Motion carried.

President

Attest