

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

February 14, 2011

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

ROLL CALL:	Art Brate	<u>present</u>
	Shaun Hochradel	<u>present</u>
	John Hutton	<u>present</u>
	Mike Raver	<u>present</u>

PLEDGE OF ALLEGIANCE

BOARD OF EDUCATION VACANCY

024-11 Motion by John Hutton, seconded by Shaun Hochradel, to appoint **Mrs. Judith Cosgray** to the vacant position on the LU-T Board of Education, effective immediately. The term of the appointment runs through December 31, 2011. Brate, yes; Hochradel, yes; Hutton, yes; Raver, yes. Motion carried.

OATH OF OFFICE

The District Treasurer, Mr. David Butler, administered the Oath of Office to **Mrs. Judith Cosgray**, the newly appointed member of the Board of Education.

RECOGNITION

STUDENTS OF THE MONTH: Brandon Englehart & Joshua Motts

REFRESHMENTS: Prepared by the Liberty Union Food Services Department

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

DISCUSSION AND APPROVAL OF THE MINUTES

025-11 Motion by Mike Raver, seconded by Shaun Hochradel, to approve the minutes of the Liberty Union-Thurston Board of Education Regular Meeting held on January 10, 2011, and the Special Meetings held on January 22, 2011, February 10, 2011, and February 12, 2011, as printed. Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes; Cosgray, **abstain**. Motion carried.

OLD BUSINESS - BOARD POLICY: The following policy was approved.

026-11 Motion by John Hutton, seconded by Art Brate, to approve Old Business - Board Policy as printed below: Hutton, yes; Raver, yes; Brate, yes; Hochradel, yes; Cosgray, **abstain**. Motion carried.

Policy GBH - STAFF-STUDENT RELATIONS

The relationship between the District's staff and student must be one of cooperation, understanding and mutual respect. Staff members have a responsibility to provide an atmosphere conducive to learning and to motivate each student to perform to his / her capacity.

Staff members should strive to secure individual and group discipline, and should be treated with respect by students all times. By the same token, staff members should extend to students the same respect and courtesy that they, as staff members, have a right to demand.

Although it is desired that staff members have a sincere interest in students as individuals, partiality and the appearance of impropriety must be avoided. Excessive informal and/or social involvement with individual students is prohibited. Such conduct is not compatible with professional ethics and, as, such, will not be tolerated. Common sense dictates that social involvement with students of relatives or close personal friends are exceptions.

Staff members are expected to comply with the ODE Code of Conduct, and use good judgment in their relationships with students both inside and outside of the school context including, but not limited to, the following guidelines:

1. Staff members shall not make derogatory comments to students regarding the school, its staff and/or other students.
2. Staff members should not give or receive expensive gifts from students which could be interpreted as being of a personal nature.
3. In most situations, it would not be appropriate for students to attend staff-oriented dinners, parties or functions.

4. Staff members are prohibited, under any circumstances, to engage in any improper fraternization or undo familiarity with students, regardless of student’s age and/or regardless of whether the student may have “consented” to such conduct. Fraternization includes, but is not limited to flirting and bantering with sexual overtones, dating, courting or engaging in a personal relationship on or off school grounds.
5. As role models, staff members should not use tobacco or alcohol in the presence of students. Staff members should not be in attendance at activities where students are present and there is illegal tobacco, alcohol or drug activity.
6. Staff members shall not use insults or demeaning language against students as a method of forcing compliance with requirements or expectations.
7. School board employees and volunteers should not initiate discussions about their private lives or the intimate details of the private life of unrelated students.
8. Staff members shall maintain a reasonable standard of care for the supervision, control and protection of students commensurate with their assigned duties and responsibilities.
9. Staff members shall not send students on personal errands.
10. Staff members shall, pursuant to law and Board policy, immediately report any suspected signs of child abuse or neglect.
11. Staff members shall not attempt to counsel, assess, diagnose or treat a student’s personal problem relating to sexual behavior, substance abuse, mental or physical health and/or family relationships but, instead, should refer the student to the appropriate individual or agency for assistance.
12. Staff members shall not disclose information concerning a student, other than directory information, to any person not authorized to receive such information. This includes, but is not limited to, information concerning assessments, ability scores, grades, behavior, mental or physical health and/or family background.

Social Networking Websites

1. Regarding “friends and friending” for district staff who have a presence on personal social networking websites:
 - Do not accept students as friends on personal social networking sites. Decline any student-initiated friend requests.
 - Do not initiate friendships with students.
2. Regarding the “content” of personal social networking websites of staff members:
 - Do not use commentary deemed to be defamatory, obscene, proprietary, or libelous. Exercise caution with regards to exaggeration, colorful language, guesswork, obscenity, copyrighted materials, legal conclusions, and derogatory remarks or characterization.
 - Do not discuss students or coworkers or publicly criticize school policies or personnel.
 - Do not post images that include students.
 - Do not disclose student record information including student work, photographs of students, names of students or any other personally identifiable information about students.
 - Do not engage in any communication or activity which violates the district’s anti-harassment policies; (Students-Preventing Bullying, Intimidation and Harassment), (Workplace Harassment).
 - Do not engage in any communication or activity which violates the district’s Internet Use policy.
 - Do not make or post discriminatory, confidential, threatening, libelous, disparaging, obscene, slanderous comments about the district, its employees, students or parents. (Employees are personally liable for their own commentary.)
3. Fraternization between District staff and students via the Internet, personal e-mail accounts, personal social networking websites and other modes of virtual technology is prohibited.

Violation of the prohibitions listed above will result in staff and/or student discipline in accordance with State law, Board policies and regulations, the Staff Handbooks, Student Code of Conduct and/or staff negotiated agreements. Nothing in this policy prohibits District staff and students from the use of education websites and/or use of social networking websites created for curricular, co-curricular or extra-curricular purposes.

[Adoption date: February 14, 2011]

LEGAL REFS.: ORC 3313.20

<p>CROSS REFS.:</p> <p>GBC, Staff Ethics GBCB, Staff Conduct IIBH, District Websites JG, Student Discipline JHG, Reporting Child Abuse JO, Student Records Staff Handbooks</p>	<p>GBCA, Staff Conflict of Interest GBI, Staff Gifts and Solicitations JFC, Student Conduct (Zero Tolerance) JHF, Student Safety JL, Student Gifts and Solicitations KBA, Public’s Right to Know Student Handbooks</p>
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CONTRACT REFS.: Teacher’s Negotiated Agreement Support Staff Negotiated Agreement

MONTHLY FINANCIAL STATEMENTS

027-11 Motion by Shaun Hochradel, seconded by Mike Raver, to approve Monthly Financial items stated below: Raver, yes; Brate, yes; Hochradel, yes; Hutton, yes; Cosgray, **abstain**. 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. ADJUST APPROPRIATIONS (FY 2011)

Liberty Union - Thurston Schools				
FY Revised Appropriations - 2 / 14 / 2011				
Governmental Fund Types				
<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	\$12,206,604.00	\$0.00	\$12,206,604.00
<u>Special Revenue Class</u>				
Public School Support	018	\$72,000.00	\$0.00	\$72,000.00
Local Rotary	019	\$2,376.38	\$1,200.00	\$3,576.38
Classroom Fac. Maint.	034	\$307,000.00	\$0.00	\$307,000.00
Athletics	300	\$300,000.00	\$0.00	\$300,000.00
E.M.I.S.	432	\$5,000.00	\$0.00	\$5,000.00
Data Comm.	451	\$6,000.00	\$0.00	\$6,000.00
Ed Jobs	504	\$222,917.03	\$0.00	\$222,917.03
Race to the Top	506	\$25,000.00	\$0.00	\$25,000.00
IDEA PART B	516	\$326,045.60	\$0.00	\$326,045.60
SFSF- STIMULUS	532-932O	\$380,000.00	\$0.00	\$380,000.00
Title II D	533	\$394.99	\$ - 11.62	\$383.37
Title I	572	\$137,304.94	\$ - 5,013.40	\$142,318.34
ARRA Title I FY 10	572-932N	\$9,333.96	\$0.00	\$9,333.96
ARRA Title I FY 11	572-932O	\$0.00	\$0.00	\$0.00
Drug Free	584	\$0.00	\$0.00	\$0.00
Title II A	590	\$137,311.19	\$ - 3,421.17	\$140,732.36
Total Special Revenue Class		\$1,930,684.09	\$ - 7,246.19	\$1,939,107.04
<u>Debt Service Fund Class</u>				
Bond Retirement Fund	002	\$1,064,691.89	\$0.00	\$1,064,691.89
<u>Capital Project Fund Class</u>				
Perm. Imp.	003	\$225,000.00	\$0.00	\$225,000.00
Building Fund	004	\$2,280,000.00	\$ - 5,000.00	\$2,275,000.00
Cl. Build - State	010-9000	\$9,700,000.00	\$0.00	\$9,700,000.00
Cl. Build - Local	010-9001	\$3,000,000.00	\$0.00	\$3,000,000.00
Proprietary Fund Types				
<u>Enterprise Fund Class</u>				
Food Service Fund	006	\$475,000.00	\$0.00	\$475,000.00
<u>Internal Service Fund</u>				
Special Rotary Fund	014	\$48,000.00	\$0.00	\$48,000.00
Employee Benefits Fund	024	\$1,592,049.60	\$0.00	\$1,592,049.60
Total Internal Services		\$1,640,049.60	\$0.00	\$1,640,049.60
Fiduciary Fund Type				
<u>Trust Fund Class</u>				
Custodial Refresh. Fund	022	\$60,000.00	\$0.00	\$60,000.00
Student Activity Fund	200	\$120,000.00	\$0.00	\$120,000.00
Total Trust Fund Class		\$180,000.00	\$0.00	\$180,000.00
<u>Agency Funds</u>				
South Central Ins. Cons.	026	\$38,000,000.00	\$0.00	\$38,000,000.00
Total Appropriations-All Fund Types		\$70,702,029.58	\$ 12,246.19	\$70,689,783.39

D. STUDENT ACTIVITY MONTHLY APPROPRIATIONS

<u>FUND</u>	<u>AMOUNT</u>
018	\$ 2,592.29
200	9,214.86
300	20,461.50
Total Changes	\$32,268.65

E. DONATIONS

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$5,760.00	Caring Connections	Elementary Counseling
123.20	General Mills - Box Tops for Education	H S Library
91.30	General Mills - Box Tops for Education	M S Library
53.50	Faler Feed Store	FFA
143.05	LU Ed Assn - Reimburs for Subs Red of Exp	H S Principals' Fund
\$6,171.05	Total	

NEW BUSINESS: FINANCIAL:

028-11 Motion by John Hutton, seconded by Art Brate, to approve the New Business - Financial items listed below: Brate, yes; Hochradel, yes; Hutton, yes; Raver, yes; Cosgray, yes. Motion carried.

A. **OHIO SCHOOL FACILITY COMMISSION FINANCIAL AUDIT:** Mr. Butler, District Treasurer, reviewed results of the recent OSFC audit of the district construction projects.

B. APPROVED PURCHASED SERVICE AGREEMENTS:

- 1) SERVICE PROVIDER: **Spence Environmental Consulting, Inc.**
 CONTRACT PERIOD: Estimated at Ninety Days
 SERVICE PROVIDED: Provide Environmental Soil Test Borings and Evaluation
 COST: \$4,366

- 2) SERVICE PROVIDER: **Metropolitan Education Council**
 CONTRACT PERIOD: July 1, 2011 through June 30, 2014
 SERVICE PROVIDED: Internet Services
 COST: \$36,000 per year

- 3) SERVICE PROVIDER: **WorkHealth**
 CONTRACT PERIOD: June 13, 2011
 SERVICE PROVIDED: Bus Driver Physicals
 COST: \$57 per Driver

- 4) SERVICE PROVIDER: **Fairfield County Education Service Center**
 CONTRACT PERIOD: Fiscal Year 2012
 SERVICE PROVIDED: Special Education Services
 COST: \$160,594.90 (3.81% increase)

C. **BLEACHER PURCHASE:** Approved purchase of one ten-row, twenty-seven foot bleacher unit for the middle school football field at a cost of \$15,550. (This bleacher unit is identical to the one purchased two years ago for the soccer field.)

Note: This is **not a general fund purchase**; it is **from the classroom facilities fund**.

NEW BUSINESS - PERSONNEL

029-11 Motion by Shaun Hochradel, seconded by John Hutton, to approve the New Business - Personnel items listed below: Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes; Cosgray, yes. Motion carried.

A. **RETIREMENT:** Approved the retirement of middle school principal, **Hank Gavarkavich**, effective June 30, 2011.

We thank Mr. Gavarkavich for his dedicated service for the past eight years.

B. **CERTIFIED SUBSTITUTE LIST:** Approved the substitute teacher list for February, 2011, as nominated by the Fairfield County Superintendent.

C. **CHANGE OF CLASSIFICATION:** **Vanessa Donahue** has been employed for more than one year as a “cleaner,” and is approved as a **custodian**, effective February 20, 2011.

(Rick Delynko, Building Services Supervisor, requested this change in classification.)

D. EMPLOY SUMMER HEALTH AND PHYSICAL EDUCATION TEACHERS:

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

<u>Name</u>	<u>Position</u>	<u>Instructional Hours</u>	<u>Student Cost</u>
Susan Steffen	Summer 2011 Phys. Ed.	60	\$100
Ruth Lockwood	Summer 2011 Health	60	\$100

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

E. SUPPLEMENTAL CONTRACT POSTIONS: The following candidates were approved for supplemental positions as listed below:

<u>NAME</u>	<u>POSITION</u>	<u>LEVEL</u>	<u>STEP</u>	<u>SALARY</u>
Krista Azeltine	Head Boys Track	2	11+	\$5,351.99
Jon Morris	Head Girls Track	2	11+	5,351.99
Ashleigh Miller	Asst Track	3	5	2,770.44
Jacob Kemmerer	Co-Asst Track	3	2	½ 1,164.85
Tim Smith	Co-Asst Track	3	3	½ 1,164.85
Jeff Smolewski	H S Track			Volunteer
Jared Stewart	Head Baseball	2	6	3,966.77
Chris Staten	H S Baseball			Volunteer
Michael Schmidt	JV Baseball	3	9	3,211.19
Steven Brown	H S Baseball			Volunteer
Bill Putnam	Head Softball	2	11+	5,351.99
Renee Mangette	Jr Hi Boys Track	4	8	2,487.10
Susan Steffen	Jr Hi Girls Track	4	9	2,487.10

NEW BUSINESS - PERSONNEL Continued

030-11 Motion by Shaun Hochradel, seconded by Mike Raver, to approve the following New Business - Personnel item. Brate, yes; Hochradel, yes; Hutton, **no**; Raver, yes; Cosgray, yes. Motion carried.

SUPPLEMENTAL CONTRACT POSTIONS: The following candidate is approved for the supplemental position as listed below:

<u>NAME</u>	<u>POSITION</u>	<u>LEVEL</u>	<u>STEP</u>	<u>SALARY</u>
Doug Mix	H S Softball			Volunteer

NEW BUSINESS: OTHER

031-11 Motion by Shaun Hutton, seconded by Art Brate, to approve the New Business - Other item listed below: Hutton, yes; Raver, yes; Brate, yes; Hochradel, yes; Cosgray, yes. Motion carried.

SUMMER SPORTS CAMP: Approved student participation in the following summer camp:

CROSS COUNTRY CAMP

- Dates: July 31 - August 4, 2011
- 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 Members

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.

EXECUTIVE SESSION: An Executive Session was requested in order to complete the performance evaluation of the Superintendent.

GO INTO EXECUTIVE SESSION:

032-11 Motion by John Hutton, seconded by Mike Raver, to go into Executive Session at 8:23 p.m. Raver, yes; Brate, yes; Hochradel, yes; Hutton, yes; Cosgray, yes. Motion carried.

RETURN FROM EXECUTIVE SESSION:

033-11 Motion by Shaun Hochradel, seconded by Mike Raver, to return from Executive Session at 8:54 p.m. Brate, yes; Hochradel, yes; Hutton, yes; Raver, yes; Cosgray, yes. Motion carried.

NEXT REGULAR MEETING: The next Board of Education Meeting will be held on Monday, March 14, 2011, at 7:00 p.m. in the high school library.

ADJOURN:

034-11 Motion by John Hutton, seconded by Art Brate, to adjourn at 8:55 p.m. Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes; Cosgray, yes. Motion carried.

President

Attest