

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

June 13, 2011

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

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

PLEDGE OF ALLEGIANCE

RECOGNITION

- A. STUDENTS OF THE MONTH: Jessica McCormick & Travis Runyon, Jr.**
- B. STATE SCIENCE FAIR PARTICIPANT: Ethan Schmelzer**
- C. STATE SCIENCE FAIR PARTICIPANT: Autumn Fickel**
- D. STATE SCIENCE FAIR PARTICIPANT: Alex Carrico**
- E. HIGH SCHOOL CHORALE: Superior Rating at State OMEA Competition,
Emily Fisher, Director**
- F. HIGH SCHOOL BAND: Superior Rating at State OMEA Competition,
Ben Fisher, Director**
- G. BOYS TRACK TEAM: MSL Co-Champions, Krista Azeltine, Coach**
- H. STATE TRACK & FIELD PARTICIPANT: Garrett Mathias**
- I. STATE TRACK & FIELD PARTICIPANT: Nick Richardson**
- J. BASEBALL MSL Co-Players-of-the-Year: Landon Hutchison**
- K. ALL-OHIO BASEBALL & MSL Co-Player-of-the-Year: Shane Snyder**
- L. VARSITY GIRLS SOFTBALL TEAM: State Runner-Up, Bill Putnam, Coach**
- M. ALL-OHIO SOFTBALL SELECTION: Megan VanAlmsick**
- N. ALL-OHIO SOFTBALL SELECTION & MSL Player-of-the-Year: Sarah Klopfer**

REFRESHMENTS: Served by the Liberty Union Food Services Department

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 Bddb, Agenda Format	BD, School Board Meetings BDDC, Agenda Preparation and Dissemination

DISCUSSION AND APPROVAL OF THE MINUTES:

068-11 Motion by Mike Raver, seconded by Shaun Hochradel, to approve the minutes of the Regular Meeting of the Liberty Union-Thurston Board of Education held on May 9, 2011, as printed. Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, **absent**; Raver, yes. Motion carried.

MONTHLY FINANCIAL STATEMENTS

069-11 Motion by Shaun Hochradel, seconded by Art Brate, to approve Monthly Financial items as stated below: Cosgray, yes; Hochradel, yes; Hutton, **absent**; 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	\$ 3,909.07
200	4,161.60
300	11,892.81
Total Changes	\$19,963.48

D. DONATIONS

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$ 500.00	Amy’s Army: Special Education	M S Principal
75.00	5 th Gr Science: Jaycee Crouch	M S Principal
20.00	Misc: Jaycee Crouch	M S Principal
667.00	Misc: Molly Holtman	H S Principal
100.00	Rose Cocanour	FFA
129.50	LU Elem Boosters-Rewards	Elem Store
48.00	Misc: Read-a-Thon	H S Library
351.00	Misc: Pennies for Patients	5 th Gr Science
500.00	Bingo	Boys Track
\$2,390.50	Total	

NEW BUSINESS: FINANCIAL

070-11 Motion by Judith Cosgray, seconded by Mike Raver, to approve the New Business: Financial items listed below: Hochradel, yes; Hutton, **absent**; Raver, yes; Brate, yes; Cosgray, yes. Motion carried.

A. SCHOOL BUS PURCHASE - DECLARING URGENT NECESSITY FOR BUS PURCHASE, VAIVING COMPETITIVE BIDDING, AND AUTHORIZING THE PURCHASE OF A BUS:

WHEREAS, the Board of Education of the Liberty Union-Thurston Local School District (the “District”) Received a \$25,000 grant from the Ohio Department of Education for the purchase of a handicapped accessible school bus, and the District has a recognized need for a new handicapped accessible school bus, which has an estimated total cost of \$87,000; and

WHEREAS, one of the conditions of the grant is that the funds must be spent by the end of September, 2011; and

WHEREAS, the Board is a member of the Metropolitan Educational Council (“MEC”) and purchases supplies and materials through the MEC, including school buses in the past; and

WHEREAS, the MEC bus bid process for 2010/2011 has concluded, but contacts were made to the participating vendors that had provided pricing to determine if a bus could be obtained at the same price provided for the 2010/2011 year, and can provide a bus at the same price that meets the District’s needs and will be available during September if the order is placed soon; and

WHEREAS, the purchase of school buses is subject to the competitive bidding requirements of Ohio Revised Code Section 3313.46, unless an urgent necessity exists and is declared by the Board to waive the requirements, and if the competitive bidding process is used for this purchase, the bus cannot be ordered, received, and paid for prior to the Ohio Department of Education deadline for use of the grant funds; and

WHEREAS, the Superintendent recommends that the Board exercise the authority granted by the Ohio Revised Code and waive competitive bidding for the purchase of the handicapped accessible school, so that it can be purchased using the \$25,000 of grant funds received from the Ohio Department of Education prior to the deadline for the expenditure of those funds; and be available to the District for use as soon as

possible for the 2011/2012 school year;

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

1. Based upon the Superintendent’s recommendation with respect to the procurement of a new handicapped accessible school bus, using grant funds received from the Ohio Department of Education, the Board declares an urgent necessity, pursuant to the authority granted to the Board in Ohio Revised Code Section 3313.46, and waives competitive bidding for the purchase of a new 61 passenger HDC bus that meets the District’s needs.
2. The Board authorizes the Superintendent, working with District staff, to proceed with the purchase of the new bus from Center City International, at the prices provided by the vendor to the MEC for the 2010/2011 school year.

B. CONSTRUCTION CONTRACTS - ACCEPTING WITHDRAWAL OF ELECTRICAL BIDS AND AWARDING CONTRACTS FOR THE ADMINISTRATION BUILDING PROJECT:

WHEREAS, bids were received on May 17, 2011, for the building trades packages for the new administration building (the “Project”); and

WHEREAS, the apparent low bid for the electrical contract was submitted by M. G. Abbott, Inc. in the amount of \$85,490, and the bidder withdrew its bid by a writing dated May 18, 2011, because it had omitted a significant quantity of work; and

WHEREAS, the second apparent low bidder for the electrical contract, Hi-Tech Electrical Contractor, LLC, also submitted a written withdrawal of its bid in the amount of \$89,500 because it had omitted a significant quantity of work from its bid and

WHEREAS, the Architect has reviewed the information relating to both bid withdrawals and recommends that the Board accept withdrawal of these two bids; and

WHEREAS, the Architect met with representatives of the apparent low bidder for each bid package for the Project, for the Project, reviewed the bid to verify that the bidder had included the work, equipment, and materials specified in the amount, evaluated the experience and qualifications of the bidder to perform the specified work, and prepared the attached letter of recommendation dated June 9, 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 Drummond Construction Inc. - \$ 324,800.00	Not Applicable	\$ 324,800.00
Plumbing Crawford mechanical Services - \$ 33,900.00	Not Applicable	\$ 33,900.00
HVAC Command Heating, Inc. - \$ 51,696.00	Not Applicable	\$ 51,696.00
Electrical Ingle-Barr Inc. - \$ 93,000.00	Not Applicable	\$ 93,000.00

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 accepts the withdrawal of the electrical bids submitted by M. G. Abbott and Hi-Tech Electrical Contractors, LLC.
2. 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.
3. The Board President or his designee, 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.

C. PARTICIPATION IN NATIONAL SCHOOL LUNCH PROGRAM - The Board of Education approved participation in the National School Lunch Program as required for authorization of qualifying meal reimbursement.

D. ESTABLISH SCHOOL MEAL PRICES - The Cafeteria Supervisor, Treasurer and Superintendent recommend the following meal prices to start the 2011/2012 school year.

The approved student lunch price for all three buildings is five cents higher than the previous year.

Student Reduced Price Breakfast:	Free
Student Reduced Price Lunch:	\$0.40
Student Breakfast (all Buildings):	1.10
Student Elementary School Lunch:	2.20
Student Middle School & High School Lunch:	2.45
Adult Breakfast:	1.50
Adult Lunch:	3.00

E. DAIRY BIDS - Annually, the LU-T District, through membership in the Metropolitan Education Council, bids for milk. The United Dairy bid, through MEC, is the lowest bid, and is recommended by the Food Service Supervisor to provide dairy products for the school cafeteria during the 2011/2012 school year. Approved.

F. BREAD BIDS - Annually, the LU-T District, through membership in the Metropolitan Education Council, bids for bread. In addition, the Food Service Supervisor received a bid from Heiner’s Bakery. The Food Service Supervisor recommends Heiner’s Bakery to provide bread needs for the school cafeteria during the 2011/2012 school year. Approved.

G. PURCHASED SERVICE AGREEMENTS

- 1) SERVICE PROVIDER: **Approved: Waste Management of Ohio, Inc.**
 CONTRACT PERIOD: August 1, 2011 through July 31, 2012
 SERVICE PROVIDED: Waste Removal
 COST: \$150.00 per 8-Yard Container per Month
 NOTE: One container per building; Additional for Football Season)

- 2) SERVICE PROVIDER: **Approved: Eastland-Fairfield Career & Technical Schools**
 CONTRACT PERIOD: June - August, 2011
 SERVICE PROVIDED: Ohio Graduation Test Remediation Instruction
 COST: \$50 per student
 Note: The total cost per student is \$75; students will be responsible for \$25 of the fee.

- 3) SERVICE PROVIDER: **Approved: Ohio School Boards Association**
 CONTRACT PERIOD: August 1, 2011 - July 31, 2012
 SERVICE PROVIDED: Policy Revision Service
 COST: \$650

- 4) SERVICE PROVIDER: **Approved: New Horizons Youth & Family Center**
 CONTRACT PERIOD: July 1, 2011 - June 30, 2012
 SERVICE PROVIDED: 420 Hours of Counseling Services (½ MS, ½ Ele.)
 COST: \$23,100

- 5) SERVICE PROVIDER: **Approved: New Horizons Youth & Family Center**
 CONTRACT PERIOD: July 1, 2011 - June 30, 2012
 SERVICE PROVIDED: Teen-Screen Depression Screening (HS/MS)
 COST: \$1000
 NOTE: The United Way will provide \$10,400 in matching funds in order to implement this program.

H. ADD SUBSTITUTE CATEGORY - Approved the addition of a substitute pay category as requested, to provide for “Health Aide” substitutes who possess a “RN” license.

In order to match the substitute teacher pay scale, which also requires a degree, the recommended rate of pay approved is \$10.50 per hour beginning Fiscal Year 2012.

I. END OF FISCAL YEAR BALANCE PROCEDURES - Approved the Treasurer request to transfer accounts as necessary to close the financial books for the end of the 2011 fiscal year.

J. PERMANENT APPROPRIATIONS FY 2012: Approved.

LIBERTY UNION-THURSTON SCHOOLS FY 2012 PERMANENT APPROPRIATIONS					
GOVERNMENTAL FUND TYPES					
Fund Class / Name	Fund No / SCC		Total Approp	Adj	New Approp
General Fund Class					
General Fund	001		\$12,400,000.00	\$0.00	\$12,400,000.00
Special Revenue Class					
Public School Support	018		\$ 72,000.00	\$0.00	\$ 72,000.00
Local Rotary	019		0.00	0.00	0.00
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		0.00	0.00	0.00
Data Comm.	451		0.00	0.00	0.00
Ed Jobs	504		307,594.46	0.00	307,594.46
Race to the Top	506		25,000.00	0.00	25,000.00
IDEA PART B	516		225,000.00	0.00	225,000.00
Title II D	533		0.00	0.00	0.00
Title I	572		124,000.00	0.00	124,000.00
Title II A	590		84,000.00	0.00	84,000.00
Total Special Revenue Class			\$1,444,594.46	\$0.00	\$1,444,594.46
Debt Service Fund Class					

Bond Retirement Fund	002		\$1,065,000.00	\$0.00	\$1,065,000.00
Capital Project Fund Class					
Perm. Imp.	003		\$ 225,000.00	\$0.00	\$ 225,000.00
Building Fund	004		2,275,000.00	\$0.00	2,275,000.00
Cl. Build - State	010-9000		5,300,000.00	\$0.00	5,300,000.00
Cl. Build - Local	010-9001		3,000,000.00	\$0.00	3,000,000.00
Proprietary Fund Types					
Enterprise Fund Class	006				
Food Service Fund			\$475,000.00	\$0.00	\$475,000.00
Internal Service Fund					
Special Rotary Fund	014		35,000.00	0.00	35,000.00
Employee Benefits Fund	024		1,700,000.00	0.00	1,700,000.00
Total Internal Services			\$1,735,000.00	\$0.00	\$1,735,000.00
Fiduciary Fund Type					
Trust Fund Class					
Custodial Refresh. Fund	022		\$ 40,000.00	\$0.00	\$ 40,000.00
Student Activity Fund	200		120,000.00	0.00	120,000.00
Total Trust Fund Class			\$160,000.00	\$0.00	\$160,000.00
Agency Funds					
South Central Ins Co	026		\$38,000,000.00	\$0.00	\$38,000,000.00
Total Appropriation: All Fund Types			\$66,079,594.46	\$0.00	\$66,079,594.46

NEW BUSINESS - PERSONNEL

071-11 Motion by Shaun Hochradel, seconded by Mike Raver, to approve the New Business - Personnel items listed below: Hutton, **absent**; Raver, yes; Brate, yes; Cosgray, yes; Hochradel, yes. Motion carried.

- A. **EMPLOY READING SPECIALIST** - Approved employment of the following candidate:
 - Name: **Paula Connor**
 - Position: Reading Specialist Trainer
 - Compensation: \$50 per Hour (Estimated 200 Hours of Training)
 - Contract Period: One Year
 - Starting Date: September 1, 2011

This will be paid from Reading Recovery Rotary; recommend approval.

- B. **SUPPLEMENTAL CONTRACT POSTIONS** - Approved the following candidates for supplemental positions as listed below:

<u>NAME</u>	<u>POSITION</u>	<u>LEVEL</u>	<u>STEP</u>	<u>SALARY</u>
Renee Manette	Jr Hi Cross Country	4	8	\$2,487.10
Renee Manette	M S Student Council	8	0	346.31
Renee Manette	LPDC	6	9	1,542.63
Lisa Feyko	LPDC	6	9	1,542.63
Joe Muck	6 th Gr Outdoor Ed	8	10	818.54
Kevin Yates	6 th Gr Outdoor Ed	8	1	346.31
Britt Tisdale	Flag Corps Advisor	6	3	1,038.92
Jay Fant	Band Assistant	3	11	3,651.94
Debbie Young	Jr Class Advisor	6	1	½ 393.53
Lisa Feyko		6	5	½ 645.39
Cathy Poston	Honor Society Advisor	8	4	503.72
Debbie Young	Knowledge Bowl Coach	6	11	1,794.49
Ashleigh Miller	H S Student Council	8	0	346.31
Erin Rodriguez	M S Model U N Advisor	8	2	503.72
Erin Rodriguez	Spelling Bee Advisor	8	2	503.72
Tonya Ransbottom	6 th Gr Outdoor Ed	8	0	346.31
Kevin King	Co-Science Fair Chair	8	2	½ 251.86
Holly Lavender			½ 330.57	
Renee Manette	Varsity Girls Track	2	4	3,274.16

- C. **CLASSIFIED SUBSTITUTE LIST:** Approved the substitute list for June, 2011, with the addition of the following name(s).

<u>Name</u>	<u>Address</u>	<u>Classification</u>
Chris Turner	1533 Deer Run Pl, Lancaster, Oh	Bus Driver
Dan Roshon	401 E Market St, Baltimore, Oh	Maint Helper
Kyle Hobbs	2877 Bickel Church Rd, Baltimore, OH	Maint Helper

- D. RETIREMENT / RESIGNATION** - Approved **Mr. Edmond A LeBlanc**, high school science teacher, retirement/resignation as submitted, effective at the end of the current contract (August, 2011).

NEW BUSINESS - OTHER

072-11 Motion by Art Brate, seconded by Judith Cosgray, to approve the New Business - Other items listed below: Raver, yes; Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, **absent**. Motion carried.

- A. MIDDLE SCHOOL FINANCIAL LITERACY INSTRUCTION** - Recent legislation requires public schools in Ohio to provide instruction in the middle school to address “financial literacy.”

The LU-T Board approved a three-week cross-curricular immersion unit planned for eighth-grade students for the 2011/2012 school year.

Curriculum topics will include: Getting a Job, Basic Banking, Electronic Banking, Budgets, Loans, Credit, and Taxes.

- B. GIRLS’ BASKETBALL TRIP PROPOSAL** - At the May 9th Board meeting, Head Girls’ Basketball Coach, David May, provided information regarding a proposed trip to take girls’ basketball team members to a basketball tournament at Disney World in December, 2012. The Board approved the trip as requested.

- C. ATHLETIC DEPARTMENT STUDENT HANDBOOK** - Approved the student athletic participation handbook as requested.

No changes in the 2011/2012 handbook have been made.

POLICY REVIEW: The following policies of the Board of Education have been reviewed by the Policy Committee, and are presented in “draft” form for review by the entire Board. The policies, including any revisions, will be placed on the July 11, 2011, meeting agenda for formal approval.

- A. INTEGRATED PEST MANAGEMENT (ECG, EGC-R-1, ECG-R-2)**
- B. HOME INSTRUCTION (IGCF, IGCF-R)**
- C. ADMINISTERING MEDICINES TO STUDENTS (JHCD, JHCD-R-1, JHCD-R-2, JHCD-R-3)**
- D. ANIMALS IN THE SCHOOLS (ING, ING-R)**
- E. FOOD SALE STANDARDS (EFF)**
- F. DISTRICT WELLNESS POLICY (EFG-E)**
- G. PAY-TO-PARTICIPATE FEES (IGDE)**
- H. FAMILY & CIVIC ENGAGEMENT (BCFB, BCFB-E)**

INFORMATION

- A. “RACE TO THE TOP” COMMITTEE:** Holly Lavender, Member 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 for the purpose of addressing parent concerns which have been previously forwarded in writing to the Board of Education.

GO INTO EXECUTIVE SESSION:

073-11 Motion by Shaun Hochradel, seconded by Mike Raver, to go into Executive Session at 9:09 p.m. Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, **absent**; Raver, yes. Motion carried.

RETURN FROM EXECUTIVE SESSION:

074-11 Motion by Mike Raver, seconded by Judith Cosgray, to return from Executive Session at 10:28 p.m. Cosgray, yes; Hochradel, yes; Hutton, **absent**; Raver, yes; Brate, yes. Motion carried.

NEXT REGULAR MEETING: The next Board of Education Meeting will be held on Monday, July 11, 2011, at 7:00 p.m. at the Liberty Union Land Lab.

ADJOURN:

075-11 Motion by Shaun Hochradel, seconded by Judith Cosgray, to adjourn at 10:29 p.m. Hochradel, yes; Hutton, **absent**; Raver, yes; Brate, yes; Cosgray, yes. Motion carried.

President

Attest