

**LIBERTY UNION-THURSTON BOARD OF EDUCATION  
RE-ORGANIZATIONAL MEETING**

January 9, 2012 - 7:00 P.M.

Liberty Union District Office

- 1. **ROLL CALL:** Shaun Hochradel \_\_\_\_\_  
 John Hutton \_\_\_\_\_  
 Mike Raver \_\_\_\_\_  
 Shawn Shook \_\_\_\_\_  
 John Walter \_\_\_\_\_

2. **PLEDGE OF ALLEGIANCE**

Note: During the regular meeting of the LU-T Board of Education, **Mr. S. Michael Raver** was elected President Pro Tempore for the January re-organizational meeting.

- 3. **OATH OF OFFICE:** The Treasurer will administer the Oath of Office to newly elected members of the Board of Education.

4. **ELECTION OF BOARD PRESIDENT**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to nominate \_\_\_\_\_ as Board President for the calendar year 2012. Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_.

5. **ELECTION OF BOARD VICE-PRESIDENT**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to nominate \_\_\_\_\_ as Board Vice-President for calendar year 2012. Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_; Hochradel, \_\_\_\_\_.

6. **OATH OF OFFICE**

The Treasurer will administer the Oath of Office to the newly elected President and Vice-President of the Board of Education.

7. **ESTABLISH REGULAR MONTHLY MEETINGS**

The Board must establish the monthly date and time for regular meetings in calendar year 2012. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to establish \_\_\_\_\_ (day) of the month at \_\_\_\_\_ (time) as the date and time for regular monthly meetings of the Liberty Union-Thurston Board of Education in calendar year 2012. The meetings will be held \_\_\_\_\_ (location) unless otherwise announced. Raver, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_; Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_.

**8. REQUEST ADVANCE PAYMENT**

It is recommended that the Treasurer be given authority to request advance payment during calendar year 2012 on taxes collected, as allowed by law.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to grant the Treasurer authority to request advance payment during calendar year 2012 on taxes collected, as allowed by law. Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_.

**9. ESTABLISH LEGAL COUNCIL**

The legal firm Bricker & Eckler, LLP is recommended to provide legal assistance to the Board of Education and their designees during calendar year 2012.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ the legal firm Bricker & Eckler, LLP will provide legal assistance to the Board of Education and their designees during calendar year 2012. Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Hochradel, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_.

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

**1. RECOGNITION:**

**A. STUDENTS OF THE MONTH: Haylie Roth & Shannon Tigner**

**B. MAINTENANCE STAFF: Kenny Kosch, Supervisor  
Troy Donahue  
Bob Hendershot**

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

**3. 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 BDDDB, Agenda Format BDDC, Agenda Preparation and Dissemination

**4. DISCUSSION AND APPROVAL OF THE MINUTES:**

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

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

Liberty Union High School Library

**Roll Call:**

Art Brate,	present
Judith Cosgray,	present
Shaun Hochradel,	present
John Hutton,	arrived 7:15
Mike Raver,	present

**PLEDGE OF ALLEGIANCE**

**RECOGNITION:**

**STUDENTS OF THE MONTH: Braham Glasgow and Joe Green**

**ALL-OHIO FOOTBALL SELECTION: Josh Makuch**

**BUILDING SERVICES STAFF: Rick Delynko, Supervisor**

<b>Yvonne Bidwell</b>	<b>Kathy Clevenger</b>	<b>Vanessa Donahue</b>
<b>Mike Griggs</b>	<b>Chad Kille</b>	<b>Denny Messerly</b>
<b>Max Mount</b>	<b>Kacy Pettit</b>	<b>Steve Thompson</b>

**BOARD OF EDUCATION MEMBERS:**

<b>Mrs. Judith Cosgray</b>	1 year
<b>Mr. Shaun Hochradel</b>	3 years
<b>Mr. John Hutton</b>	9 years
<b>Mr. Art Brate</b>	20 years
<b>Mr. Mike Raver</b>	22 years

**REFRESHMENTS:** Prepared by the Liberty Union - Thurston 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 CROSS REFS.: BCE, Board Committees  
 3313.20 BD, School Board Meetings  
 BDDDB, Agenda Format  
 BDDC, Agenda Preparation and Dissemination

**DISCUSSION AND APPROVAL OF THE MINUTES:**

**119-11** Motion by John Hutton, seconded by Judith Cosgray, to approve the minutes of the Regular Meeting of the Liberty Union-Thurston Board of Education held on November 14, 2011, as printed. Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, yes; Raver, yes. Motion carried

**OLD BUSINESS**

**120-11** Motion by Shaun Hochradel, seconded by Mike Raver, to approve the Policies presented in Old Business, as printed below. Cosgray, yes; Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes. Motion carried.

**BOARD POLICY REVISION:** The Board Policy Committee has reviewed the following policies and included the recommended revisions:

Note: These policies were be placed on the November 14, 2011, agenda for Board review.

**A. POLICY: BDDF-E - VOTING METHOD**  
 (5-Member Board)

ITEM # <del>NEEDED</del>	# <b>NEEDED</b> ORC	<b>ORC</b> REFERENCE
(a) Majority of full membership		
(b) <del>2/3 of full membership these present and voting</del>		
(c) <del>3/4 2/3 of full membership</del>		
(d) <del>4/5 3/4 of full membership</del>		
(e) <del>2/3 4/5 of remaining full membership of the Board</del>		
(f) <del>Majority 2/3 of remaining members of the Board</del>		
(g) <del>3/5 Majority of full remaining membership of the Board</del>		
(h) <del>Unanimous vote of full membership 3/5 of full membership</del>		
(i) <del>Unanimous vote of full membership</del>		

SOURCE: Business Administration for Public Schools  
 Published by the Ohio School Boards Association

\* The number used is based upon the number of members on the Board of Education.

[Adoption date: January 10, 2000] [Revised: October 11, 2010]  
 [Revised: December 12, 2011]

**B. POLICY: GBQ - CRIMINAL RECORD CHECK**

The Board shall request from Superintendent of the Bureau of Criminal Identification and Investigation (BCII) criminal record checks of candidates under final consideration for employment or appointment in the District ~~if the candidates are responsible for the care, custody or control of students.~~ **The BCII criminal records checks include information from the Federal Bureau of Investigation (FBI).**

The Board may employ persons **on the condition that the candidate submit to and pass a BCII criminal records check in accordance with State law. Any person conditionally hired who fails to pass a BCII criminal records check is released from employment.** ~~responsible for the care, custody or control of students on the condition that the candidate submit to and pass a BCII criminal record check in accordance with the Ohio Revised Code.~~ Applicants are given a separate written statement informing them that the Board ~~may use~~ a criminal record check as part of the initial hiring process and at various times during the employment career. This notice must be on a separate document which only contains this notice. The applicant’s written authorization to obtain the criminal record check will be obtained prior to obtaining the criminal records check.

Prior to taking an adverse action against an applicant or employee (such as declining to employ, reassigning an employee, denying a promotion, suspension, non-renewal or termination) based in whole or in part on a criminal record check, the applicant or employee will be given a written pre-adverse action disclosure statement which ~~will~~ includes a copy of the criminal record check and the Federal Trade Commission’s notice entitled “A Summary of Your Rights Under the Fair Credit Reporting Act.”

After taking an adverse action, the applicant or employee will be given a written adverse action notice which includes the name, address and telephone number of BCII, a statement that BCII did not make the decision to take the adverse action and cannot give specific reasons for it, the individual’s right to dispute the accuracy or completeness of any information

furnished by BCII and the individual's right to an additional free criminal records check from BCII upon request within 60 days. Any person conditionally hired who fails to pass a BCH criminal background check shall be released from employment.

An applicant for employment may provide a certified copy of a BCII criminal background check to the District in compliance with the State law Ohio Revised Code. The District may accept this criminal records background check in place of its own records background check if the date of acceptance by the District is within one year after the date of issuance by the BCII.

State law requires subsequent criminal records checks every five years for all school employees except bus drivers. For currently employed bus drivers driving applicants, a BCH, county or local law enforcement agency records check is required. For currently employed bus drivers, a new report is required every six years.

Payment for all employee background checks is the responsibility of the employee, except where negotiated agreement indicates otherwise. Payment for volunteers will be paid by the LU-T Board of Education.

Any and all information obtained by the Board or persons under this policy is confidential and shall not be released or disseminated. Criminal records checks are not public records for purposes of the Public Records Law. Any applicant not hired because of information received from the records check shall be assured that all records pertaining to such information are destroyed.

Volunteers

Background checks for volunteers will be valid for the maximum time period in accordance with O.R.C. The District notifies current and prospective volunteers of extra-curricular activities, who have or will have unsupervised access to students children on a regular basis may, at any time, be subject to a criminal records check (BCII).

Payment for all employee background checks is the responsibility of the employee, except where negotiated agreement indicates otherwise. Payment for volunteers will be paid by the LU-T Board of Education. Background checks for volunteers will be valid for the maximum time period on accordance with O.R.C.

Contractors

Criminal records checks are required for contractors who meet the following four criteria:

- 1) the contractor is an employee of a private company under contract with the District to provide "essential school services";
- 2) the contractor works in a position involving routine interaction with a child or regular responsibility for the care, custody or control of a child;
- 3) the contractor is not licensed by ODE and
- 4) the contractor is not a bus driver.

[Adoption date: January 10, 2000] [Revised: September 10, 2001]  
 [Revised: April 9, 2007] [Revised: October 13, 2008]  
 [Revised: July 11, 2011] [Revised: December 12, 2011]

LEGAL REFS.: Fair Credit Reporting Act 15 U.S.C. Sections 1681 et seq.  
 ORC 109.57;109.572; 109.575; 109.576  
 2953.32  
 3301.074  
 3314.19;3314.41  
 3319.088; 3319.089; 3319.22; 3319.222; 3319.29; 3319.291; 3319.302;  
 3319.303; 3319.304; 3319.311; 3319.313; 3319.315; 3319.39;  
 3319.391; 3319.392  
 327.10  
 OAC 3301-27-01  
 3301-83-06

CONTRACT REFS.: EEAC, School Bus Safety Program  
 GBL, Personnel Records  
 GCB, Professional Staff Supplemental Contracts  
 GCD, Professional Staff Hiring  
 GCPD, Suspension and Termination of Professional Staff Members  
 GDBB, Support Staff Pupil Activity Contracts  
 GDD, Support Staff Hiring  
 GDPD, Suspension and Termination of Support Staff Members  
 IIC, Community Instructional Resources (Also KF)  
 IICC, School Volunteers  
 KBA, Public's Right to Know  
 LEA, Student Teaching and Internships

**C. POLICY IGBB - PROGRAMS FOR GIFTED AND TALENTED STUDENTS**

In accordance with the belief that all children are entitled to education commensurate with their particular needs, children in the District who are gifted are provided opportunities to progress as their abilities permit. The Board believes that these children require services beyond those offered in regular school programs in order to realize their potential contribution to themselves and society.

Children who are gifted are identified annually by qualified professionals using a variety of assessment procedures. The Board encourages efforts to provide services for the children who are gifted as an integral part of the total kindergarten through grade 12 program.

Identification

The District follows the identification eligibility criteria as specified in the Ohio Revised Code and the Ohio Administrative Code.

1. The District identifies children of the District, in grades kindergarten through 12, as gifted children who perform at remarkably high levels of accomplishment when compared to other children of the same age, experience and environment, as identified under the Ohio Revised Code and Ohio Administrative Code. Accordingly, a child can be identified as exhibiting:
  - A. superior cognitive ability;
  - B. specific academic ability in one or more of the following content areas:
    - 1) mathematics;
    - 2) science;
    - 3) reading, writing or a combination of these skills and/or
    - 4) social studies;
  - C. creative thinking ability and/or
  - D. visual or performing arts ability such as drawing, painting, sculpting, music, dance or drama.
2. The District uses only those instruments approved by the Ohio Department of Education for screening, assessment and identification of children who are gifted.

District Plan for Identifying Gifted Students

The District adopts and submits to the Ohio Department of Education a plan for the screening, assessment and identification of children who are gifted. Any revisions to the District plan are submitted to the Ohio Department of Education for approval. The identification plan includes the following:

1. the criteria and methods the District uses to screen and select **children** students for further assessment of those who perform or show potential for performing at remarkably high levels of accomplishment in **one any** of the gifted areas as specified in ORC Section 3324.03;
2. the sources of assessment data the District uses to select **children** students for further testing and an explanation to parents/**guardians** of the multiple assessment instruments required to identify **children** students who are gifted as specified in ORC Section 3324.03;
3. an explanation to parents/**guardians** of the methods the District uses to ensure equal access to screening and further assessment of all District **children** students, **culturally and linguistically diverse children, children from low socio-economic backgrounds, children with disabilities** including minority or disadvantaged students, students with disabilities and **children** students for whom English is a second language;
4. **the process of notifying parents/guardians regarding all policies and procedures concerning the screening, assessment and identification of children who are gifted** provision to ensure equal opportunity for all District students identified as gifted to receive any services offered by the District;
5. **an opportunity for parents/guardians to appeal any decision about the results of any screening procedure or assessment, the scheduling of children for assessment or the placement of a student in any program or for receipt of services** provisions to develop a plan for service of identified gifted students enrolled in the district;
6. **procedures for the assessment of children who transfer into the District** provisions to publish an annual report specifying the number of students in each grade K-12 screened, the number assessed, and the number identified as gifted in each category;
7. **at least two opportunities a year for assessment in the case of children requesting assessment or recommended for assessment by teachers, parents or other children and** provisions for student to withdraw from the gifted programs or services, for re-assessment of students and for assessment of students transferring into the District and;
8. **an explanation that the District accepts scores on assessment instruments approved for use by the Ohio Department of Education that are provided by other school districts and trained personnel outside the District** methods for resolving disagreements between parents and the District concerning identification and placement decisions.

**The District's plan may provide for the District to contract with any qualified public or private service provider to provide screening or assessment services under the plan. Gifted education coordinators provide the District with assistance in placing students, designing services, consulting on strategic planning, evaluating services on an ongoing basis and eliciting input from parents and staff.**

**District Plan for Services**

The District adopts and submits to the Ohio Department of Education a plan for a continuum of services that may be offered to students who are gifted.

1. The District ensures equal opportunity for all children identified as gifted to receive any or all services offered by the District.
2. The District implements a procedure for withdrawal of children from District gifted programs or services and for reassessment of children.
3. The District implements a procedure for resolving disputes with regard to identification and placement decisions.
4. Any District gifted education services are delivered in accordance with the Ohio Revised Code and the Ohio Administrative Code.
5. The District informs parents of the contents of this policy as required by the Ohio Revised Code and the Ohio Administrative Code.

**Written Education Plan**

The District provides gifted services based on the student's area(s) of identification and individual needs and is guided by a written education plan (WEP). The WEP, which is provided to parents of gifted students and educators responsible for providing gifted education services, includes a description of the services provided, including goals for the student in each service specified, methods for evaluating progress toward achieving the goals specified and methods and schedule for reporting progress to students. The WEP also specifies staff members responsible for ensuring that specified services are delivered, policies regarding the waiver of assignments and the scheduling of tests missed while a student is participating in any gifted services provided outside the general education classroom and a date by which the WEP will be reviewed for possible revision.

**Gifted Education Personnel**

Gifted education instruction is provided by gifted education intervention specialists by grade level in accordance with the Ohio Administrative Code. Gifted education instruction is offered during the regular school day and may be provided in large or small groups and /or individually in a variety of settings. The depth, breadth and pace of instruction based on the appropriate content areas may be differentiated. Where differentiated instruction is provided in a regular classroom, the teacher is either licensed in gifted education or has received professional development and ongoing assistance from a gifted education intervention specialist or gifted education coordinator.

**Annual Report and Accountability**

The District submits, as required, a gifted education annual report to the Ohio Department of Education.

The District submits, as required, a gifted education data audit to the Ohio Department of Education.

The Superintendent/designee implements all policies and procedures in accordance with laws, rules and regulations and follows the Ohio Administrative Code rules regarding gifted education.

[Adoption date: January 10, 2000]  
[Revised: December 12, 2011]

[Revised: March 13, 2000]

LEGAL REGS.: ORC 3324.01; 3324.02; 3324.03; 3324.05; 3324.06; 3324.07  
OAC 3301-51-15

CROSS REG.: JB Equal Educational Opportunities

**D. POLICY: JK - EMPLOYMENT OF STUDENTS**

The Board believes that a Students' school responsibilities are to take precedence over non-school related jobs. However, the Board acknowledges that extenuating circumstances may surface when a student may need to forgo the traditional method of obtaining an education in order to work and provide support or care for himself/herself or his/her family members.

If a students needs to work while attending school, he/she is they are cautioned against assuming work commitments which interfere with his/her their studies and achievement in school. Opportunities for employment are provided through work-experience programs and other employers in accordance with the following provisions for obtaining age and schooling certificates, as noted below:

**Age and Schooling Certificates (Work Permits)**

All students under the age of 18 must apply for a work permit in order to legally obtain paid employment. Students, ages 16 and 17, must have valid work permits for paid employment during the school year. Students, ages 14 and 15, must obtain valid work permits for employment at all times of the year.

In compliance with State law, the Superintendent/designee is responsible for processing requests for and issuing work permits as necessary. Students must provide all the documentation required by State law including, but not limited to, proof of age and physical fitness. Proof must also be provided identifying the potential employer as places of

**employment where minors can legally work.** Employment must meet all legal requirements pertaining to jobs suitable for minors.

In-School Employment

**The Board may make available to students** Part-time and summer jobs may be open to students commensurate with their abilities and the needs of the District school for student **employees** help. The Board also authorizes the District to provide cooperative work-experience programs.

The Board approves appointments and establishes pay rates. These rates comply with requirements of the minimum wage law.

[Adoption date: January 10, 2000] [Revised: December 12, 2011]

LEGAL REFS.: 48 USC 1324a et seq.  
ORC 3313.56; 3313.93  
3321.08-3321.11  
3301.01; **3331.02; 3331.04; 3331.06 through 3331.09** -3331.15  
Chapter 4109  
4111.02

CROSS REFS.: **IGADA, Work-Experience Opportunities**  
**JECE, Student Withdrawal from School (Loss of Driving Privileges)**  
JEG, Exclusions and Exemptions from School Attendance

**E. POLICY JN - STUDENT FEES, FINES AND CHARGES**

Materials Fees

Students enrolled in District schools are furnished basic textbooks without cost. However, a fee for consumable materials and supplies used in the instructional program is established at the beginning of each school year and may vary as the cost of materials and supplies fluctuates. **Such fees are to be deposited in the general funds of the Board to defray the cost of the materials and supplies.**

**The Board directs the Superintendent/designee to prepare a schedule of fees for materials to be used in courses of instruction and a schedule of charges that may be imposed for damage to school property.**

**The District does not charge students eligible for free lunch under the National School Lunch Act or Child Nutrition Act a fee for any materials needed to participate fully in a course of instruction. Any fees charged to students eligible for free lunch under the National School Lunch Act or Child Nutrition Act, will be charged in compliance with State and Federal law. This exception only applies to recipients of free lunch, not students who receive reduced-price lunch.** If the District receives Ohio Works First Assistance, it cannot charge a student recipient of Aid to Dependent Children or Disability Assistance a fee for any materials needed to participate fully in a course of instruction. This provision does not apply to extracurricular activities and student enrichment programs that are not a course of instruction.

Fines

When school property, equipment or supplies are damaged, lost or taken by individuals, a fine is assessed. The fine is reasonable, seeking only to compensate the school for the expense or loss incurred. **Free lunch eligibility does not exempt a student from paying fines for damage to school property.**

The late return of borrowed books or materials from the school libraries is subject to appropriate fines.

All fines collected are sent to the Treasurer for deposit in the general fund of the Board.

Collection of Student Fees and Fines

The administration may establish regulations for the collection of student fees and fines.

**Grades and credits are not** No diploma shall be delivered to a graduating senior nor shall any transcript be made available to any student, graduate or to anyone requesting same on his/her behalf until all fees and fines for that student have been paid in full. Participation in extracurricular field trips will not be permitted unless payment has been received. Students will be prohibited from participating in commencement exercises unless payment has been received.

The criteria utilized for the determination of financial need will be eligibility for free or reduced lunch through the District's food services program. A waiver of confidentiality (free/reduced lunch program form) must be completed before a student's fee will be waived or reduced.

Collection Process

1. The principal will advise parents of fees due at the beginning of the school year.
2. The first week of October, the principal will send a letter from the Treasurer and an invoice to parents of students with outstanding fees and fines.
3. A payment schedule may be arranged at the building level with full payment to be received by June 15.



[Adoption date: October 9, 2006] [Revised: December 12, 2011]  
 LEGAL REFS.: ORC 3313.642; 3329.06  
 CROSS REFS.: IGCB, Experimental Programs  
 IGCD, Educational Options (Also LEB)

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

**MONTHLY FINANCIAL STATEMENTS**

**121-11** Motion by Mike Raver, seconded by Art Brate, to approve Monthly Financial items as stated below. Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes; Cosgray, 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	\$ 1,671.10
200	9,884.58
300	25,922.68
<b>Total Changes</b>	<b>\$37,478.36</b>

**D. DONATIONS**

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$130.50	Faler Feed	FFA
771.09	Pfizer	FFA
500.00	Baltimore Lions	Renaissance
<b>\$1,401.59</b>	<b>Total</b>	

**NEW BUSINESS: FINANCIAL**

**122-11** Motion by John Hutton, seconded by Shaun Hochradel, to approve the New Business - Financial item(s) listed below. Hutton, yes; Raver, yes; Brate, yes; Cosgray, yes; Hochradel, yes. Motion carried.

**A. 2012 REVISED APPROPRIATIONS**

<b>LIBERTY UNION THURSTON SCHOOLS</b>				
<b>FY 2012 Revised Appropriations</b>				<b>12/12/11 R</b>
<b>Governmental Fund Types</b>				
<b>Fund Class / Name</b>	<b>Fund No / SCC</b>	<b>Total Approp</b>	<b>ADJ</b>	<b>NEW Approp</b>
<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	\$ 82,433.47	\$ 0.00	\$ 82,433.47
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
<b>Data Conn</b>	<b>451</b>	<b>0.00</b>	<b>5,400.00</b>	<b>5,400.00</b>
Ed Jobs	504	307,594.46	8,256.12	315,850.58
Race to the Top	506	41,775.93	0.00	41,775.93
OPAPP	<b>506-9120</b>	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	42,704.48	0.00	42,704.48
<b>Total Special Revenue Class</b>		<b>\$2,005,047.09</b>	<b>\$13,656.12</b>	<b>\$2,018,703.21</b>
<b>Debt Service Fund Class</b>				
Bond Retirement Fund	002	\$1,110,428.48	\$0.00	\$1,110,428.48
<b>Capital Project Fund Class</b>				
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
<b>Proprietary Fund Types</b>				
<b>Enterprise Fund Class</b>				
Food Service Fund	006	\$ 520,000.00	\$0.00	\$ 520,000.00
<b>Internal Service Fund</b>				
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
<b>Fiduciary Fund Type</b>				
<b>Trust Fund Class</b>				
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
<b>Agency Funds</b>				
South Central Ins Cons	026	\$42,630,807.20	\$0.00	\$42,630,807.20
<b>Total Appropriations - All Fund Types</b>		<b>\$67,775,207.88</b>	<b>\$13,656.12</b>	<b>\$67,788,864.00</b>

**B. PURCHASED SERVICE AGREEMENT(S)**

SERVICE PROVIDER: **Schooldude.com**  
 CONTRACT PERIOD: January, 2012 through January, 2013  
 SERVICE PROVIDED: Facility Scheduling Software License  
 COST: \$992.72

**C. PERMANENT IMPROVEMENT PURCHASES**

As district school facility improvement projects near close-out, approval was granted for three equipment purchases:

**1) PURCHASE OF A ONE-TON TRUCK, EQUIPPED WITH STANDARD UTILITY BED AND SNOW PLOW**

The district parking and drive areas have been significantly increased with the facility improvements which have been completed in the past year. Additional snow removal equipment will be necessary to maintain safe access on district property. The school district, as a government entity, has the ability to purchase a vehicle under the State purchase program. Under this program the estimated cost is \$50,000.

**2) PURCHASE OF MUSICAL INSTRUMENTS**

Now that the middle school and high school are in different locations, the previous practice of sharing band instruments between middle school and high school musical groups is impractical. In order to adequately provide musical instruments to support the band program, brass, woodwind, and percussion instruments are necessary in both locations, at a (total) cost of \$48,000.

**3) PURCHASE OF PIANO**

Now that the middle school and high school are in different locations, an additional piano is needed in order to support the vocal music program in both locations, at a cost of \$7,000.

NOTE: These are purchases which are categorized as “permanent improvements,” and will be paid for with “construction” funds, NOT from the district “general fund.”

**NEW BUSINESS - PERSONNEL**

**123-11** Motion by Judith Cosgray, seconded by Mike Raver, to approve the New Business - Personnel items listed below. Raver, yes; Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, yes. Motion carried.

**A. EMPLOY MATHEMATICS TUTOR**

The following candidate was approved for temporary employment:

Name: **Linda Wilson**  
 Position: Fifth-Grade Mathematics Specialist  
 Duties: Provide intensive mathematics instruction for students through individual instruction, small-group instruction, inclusion-based instruction and team-teaching.  
 Work Schedule: Fifty days, Scheduled January, 2012 - April 2012  
 Compensation: \$160 per Day

**B. SUPPLEMENTAL CONTRACT POSTIONS -** The following candidates were approved for supplemental position(s) as listed:

<u>NAME</u>	<u>POSITION</u>	<u>LEVEL</u>	<u>STEP</u>	<u>SALARY</u>
<b>Anthony Mangette</b>	JV Girls Basketball	2-a	11	\$4,501.97
<b>Aisha Kuhns</b>	7 <sup>th</sup> Gr Girls Basketball	4	0	1,259.29
<b>Audrey McGee</b>	HS Girls Basketball	Volunteer		
<b>Ken Schaefer</b>	HS Wrestling	Volunteer		

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

**D. CLASSIFIED SUBSTITUTE LIST:** Approved the classified substitute list for December, 2011, with the addition of the following name(s).

<u>Name</u>	<u>Address</u>	<u>Classification</u>
* <b>Kay Young Bachman</b>	313 N Basil St, Baltimore	Bus Aide & Bus Driver

\* Pending obtaining all necessary paper-work & certifications.

**NEW BUSINESS: OTHER**

**124-11** Motion by Shaun Hochradel, seconded by Art Brate, to approve the New Business - Other item(s) listed below. Brate, yes; Cosgray, yes; Hochradel, yes; Hutton, yes; Raver, yes. Motion carried.

**A. RESOLUTION**

WHEREAS, the Ohio House of Representative is currently considering legislation that would significantly expand the availability of vouchers for students to attend private or parochial schools; and

WHEREAS, this legislation would grant vouchers to any public school student in Ohio to request and be granted a voucher, subject only to a family income standard of \$95,000 or less; and

WHEREAS, such vouchers would be granted without regard to the academic performance of the public school that the student is assigned to attend; and

WHEREAS, the bill provides that students already enrolled in private or parochial schools would be eligible for such vouchers;

WHEREAS, students receiving vouchers would be able to retain any excess funds in those instances where the cost of tuition is less than the value of the voucher for use in any private school or college in Ohio; and

WHEREAS, the operation of the proposed program would take dollars directly from the already financially beleaguered local public school districts resulting in fewer resources for the education of the remaining students;

NOW THEREFORE BE IT RESOLVED, that the Liberty Union - Thurston Board of Education does hereby express its opposition to this legislation, HB 136 School Choice; and

BE IT FURTHER RESOLVED that the Liberty Union - Thurston Board of Education expresses its opposition to any legislation that seeks to transfer public dollars to support private education; and

BE IT FURTHER RESOLVED that the Treasurer be directed to spread this resolution upon the minutes of the Board of Education and that copies of the resolution be forwarded to members of the Ohio House of Representatives.

**B. DISTRICT CALENDAR FOR 2012/2013 AND 2013/2014**

Approved district calendars for the 2012/2013 and 2013/2014 school years as requested.

The proposed calendars include a mid-August start date, breaks for the county fair, again in December, and a spring break, with the school year ending by June 3<sup>rd</sup>.

Note: Spring break days are also designated as make-up days in case of excessive calamity day school closures.

**ANNUAL BOARD RE-ORGANIZATION**

The Board of Education Re-Organizational Meeting, with the regular meeting immediately following, will be held on Monday, January 9, 2012, at 7:00 p.m. in the high school library. It is necessary to appoint a President Pro Tempore for the re-organizational meeting.

**125-11** Motion by John Hutton, seconded by Shaun Hochradel to appoint **Mike Raver** as President Pro Tempore for the January 9, 2012, Board of Education Re-Organizational Meeting. Cosgray, yes; Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes. Motion carried.

**INFORMATION**

**A. "RACE TO THE TOP" COMMITTEE:** Members of the District Race to the Top Committee provided an update.

**B. CONSTRUCTION PROJECT UPDATE:** There was an update on the progress of the high school renovation, new middle school and district office construction.

**NEXT REGULAR MEETING:** The next Board of Education Meeting will be held on Monday, January 9, 2012, at 7:00 p.m. at the Liberty Union District Office Conference / Broad Room.

**ADJOURN**

**126-11** Motion by John Hutton, seconded by Mike Raver, to adjourn at 8:22 p.m. Hochradel, yes; Hutton, yes; Raver, yes; Brate, yes; Cosgray, 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 December 12, 2011, as printed above. Raver, \_\_\_\_\_; Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_.

**5. 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	\$ 7,772.68
200	51,961.41
300	20,846.98
<b>Total Changes</b>	<b>\$80,581.07</b>

**D. DONATIONS**

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$5,316.48	LU Athletic Boosters - Fairbooth	Jr Class
605.76	Misc: Adopt-a-Family	FFA
500.00	Anonymous	Band
1,000.00	Laser Reproductions for Backstop	Athletics
2,355.08	LU Ath Boost - Scrap Metal Drive	Softball
<b>\$9,777.32</b>	<b>Total</b>	

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Monthly Financial items as stated above. Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_.

**6. NEW BUSINESS: FINANCIAL**

**A. TAX BUDGET FOR FISCAL YEAR 2013**

A copy of the complete school district tax budget is on file in the office of the Treasurer. An overview of the proposed tax budget will be provided by the Treasurer. Recommend approval.

**B. PURCHASED SERVICE AGREEMENT(S)**

- 1) **SERVICE PROVIDER: Metropolitan Education Council**  
**CONTRACT PERIOD:** July 1, 2012 - June 30, 2013  
**SERVICE PROVIDED:** District Internet Access Services  
**COST:** \$36,000

Recommend approval.

- 2) **SERVICE PROVIDER: WorkHealth**  
**CONTRACT PERIOD:** To be Scheduled for June 11, 2012  
**SERVICE PROVIDED:** LU-T Bus Driver Physicals for 2012  
**COST:** \$57 per Driver (Approximately twelve drivers, including substitutes)

Recommend approval.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the New Business - Financial item(s) listed above. Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Hochradel, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_.

**7. NEW BUSINESS - PERSONNEL**

**A. SUPPLEMENTAL CONTRACT POSTIONS** - The following candidate(s) is/are recommended for supplemental position(s) as listed below:

<u>NAME</u>	<u>POSITION</u>	<u>LEVEL</u>	<u>STEP</u>	<u>SALARY</u>
<b>Tony Caito</b>	Jr Hi Girls Basketball			Volunteer

**B. CERTIFIED SUBSTITUTE LIST:** Recommend approval of the substitute teacher list for January, 2012, as nominated by the Fairfield County Superintendent.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the New Business - Personnel items listed above. Raver, \_\_\_\_\_; Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_.

**8. INFORMATION**

**A. "RACE TO THE TOP" COMMITTEE:** Members of the District Race to the Top Committee will provide an update.

**B. CONSTRUCTION PROJECT UPDATE:** There will be an update on the progress of the high school renovation, new middle school and district office construction.

**9. SPECIAL MEETING**

A special meeting of the Liberty Union-Thurston Board of Education is scheduled for Saturday, January 21<sup>st</sup> at 8:30 a.m. at the District Office (1108 S. Main St.).

**10. NEXT REGULAR MEETING:** The next Board of Education Meeting will be held on \_\_\_\_\_ (date), at \_\_\_\_\_ p.m. (time) at the Liberty Union \_\_\_\_\_ (location).

**11. ADJOURN:** Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn at \_\_\_\_\_ p.m. Hochradel, \_\_\_\_\_; Hutton, \_\_\_\_\_; Raver, \_\_\_\_\_; Shook, \_\_\_\_\_; Walter, \_\_\_\_\_.