

PUBLIC HEARING

Monday, February 9, 2015 - 6:30 P.M. Liberty Union District Office

30 DAY NOTICE: ADOPTION OF 2015-2016 SCHOOL CALENDAR

LIBERTY UNION-THURSTON BOARD OF EDUCATION REGULAR MEETING

Monday, February 9, 2015 - 7:00 P.M.

Liberty Union District Office

- 1. **ROLL CALL**
 - Caryl Caito _____
 - Shaun Hochradel _____
 - John Hutton _____
 - Shawn Shook _____
 - John Walter _____

- 2. **PLEDGE OF ALLEGIANCE**

Anthony Angelo	Paige Devoe	Brooke Gaskill	Payton Hochradel
Leah Huber	Riley Kennedy	Emmalee Putnam	Gunnar Ross
Johnathon Ward	Luke Williams	Anna Wolfe	

- 3. **MOMENT OF SILENCE** - While you are still standing, please observe a moment of silence to reflect on two former Liberty Union teachers. Please honor the memory of **Donna Morehouse**, who taught high school special education, third grade and fifth grade and **Nancy Perdue**, who taught high school English. Thank you.

- 4. **RECOGNITION**
HIGH SCHOOL STUDENTS-OF-THE-MONTH - Madison Donald & Cera Maraugh

- 5. **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

6. REFRESHMENTS - Prepared by Liberty Union Food Services Department

7. DISCUSSION AND APPROVAL OF THE MINUTES

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

Monday, January 12, 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:

Gavin Beery Hannah Chabot Heidi Chabot Sebastian Coulter
 Ben Fisher Kaleb Fleahman Mekenna Gaskill Payton Hochradel
 Annika McManes Sophia Poling Dominick Stanley Abby Todd

RECOGNITION:

A. BOARD OF EDUCATION MEMBERS:

	Name	Position	LU Grad	Term Began
1)	John Hutton	President	1978	Jan, 2003
2)	Shaun Hochradel	Vice President	1996	Appointed Aug 15, 2009
3)	Shawn Shook	Member	1986	Jan, 2012
4)	John Walter	Member	1990	Jan, 2012
5)	Caryl Elliott Caito	Member	1978	Jan, 2014

B. HIGH SCHOOL STUDENTS-OF-THE-MONTH: Cari Cooley & Tessa Price

ANNUAL BOARD REORGANIZATION: It is necessary to appoint a President Pro Tempore for the re-organizational meeting.

001-15 Motion by Shawn Shook, seconded by Caryl Caito, to appoint John Hutton as President Pro Tempore for the January 12, 2015, Board of Education Re-Organizational Meeting. Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes. Motion carried.

ELECTION OF BOARD PRESIDENT:

002-15 Motion by Shawn Shook, seconded by John Walter to nominate John Hutton as Board of Education President for calendar year 2015. Hochradel, yes; Hutton, **abstain**; Shook, yes; Walter, yes; Caito, yes. Motion carried.

ELECTION OF BOARD VICE-PRESIDENT:

003-15 Motion by John Walter, seconded by John Hutton to nominate Shaun Hochradel as Board of Education Vice-President for calendar year 2015. Hutton, yes; Shook, yes; Walter, yes; Caito, yes; Hochradel, **abstain**. Motion carried.

OATH OF OFFICE:

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

ESTABLISH REGULAR MONTHLY MEETINGS: The Board of Education must establish the monthly date and time for regular board meetings in calendar year 2015.

004-15 Motion by Shaun Hochradel, seconded by Caryl Caito to establish the second Monday (day) of the month at 7:00 (time) P.M. as the date and time for regular monthly meetings of the Board of Education in calendar year 2015. The meetings will be held in the district office at 1108 S. Main St, unless otherwise announced. Shook, yes; Walter, yes; Caito, yes; Hochradel, yes; Hutton, yes. Motion carried.

REQUEST ADVANCE PAYMENT:

005-15 Motion by Shawn Shook, seconded by Caryl Caito, to give the Treasurer authority to request advance payment on taxes collected, as allowed by law. Walter, yes; Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes. Motion carried.

ESTABLISH BOARD LEGAL COUNSEL: The legal firm Brickler & Eckler, LLP is recommended to provide legal assistance to the Board of Education and their designees during calendar year 2015.

006-15 Motion by Shaun Hochradel, seconded by Shawn Shook to approve the legal firm of Brickler & Eckler, LLP to provide legal assistance to the Board of Education and their designees during calendar year 2015. Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes. Motion carried.

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

BALTIMORE TREE COMMISSION - Steve Cothrel, representing the Baltimore Downtown Restoration Committee, requested approval of the following Memorandum of Understanding.

007-15 Motion by John Walter, seconded by Caryl Caito, supports efforts of the Village of Baltimore Tree Commission in requesting financial funds as printed below. Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes; Caito, yes. Motion carried.

MEMORANDUM OF UNDERSTANDING (MOU)

Between

**Baltimore Downtown Restoration Committee and
Liberty Union Thurston Board of Education**

This is an agreement between Baltimore Downtown Restoration Committee, hereinafter called BDRC and Liberty Union Thurston Board of Education hereinafter called LUTBOE.

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to Tree Sale Fundraiser conducted by the BDRC with the assistance of LUTBOE by permitting the fundraiser materials to be sent home with the students of LUT Elementary and Middle School.

In particular, this MOU is intended to:

- Establish the boundaries by which the fundraiser will be conducted
- Clarify the roles of the BDRC and LUTBOE in the fundraiser
- Increase the understanding of the need for the partnership
- Reduce the cost to the LUTBOE, BDRC and Village of Baltimore for the greening of the Safe Routes to School Path

II. BACKGROUND

The Liberty Union Thurston Schools and the Village of Baltimore have formed a collaborative partnership to promote and encourage the safe and healthy travel of children to the school campus located within the Village of Baltimore. With the development of the Safe Routes to School (SRTS) Program, a new 6ft walking and bike path, sidewalks and signaled crosswalks have been installed. The BDRC, in conjunction with the LUTBOE and Village of Baltimore have formed a Commemorative and Memorial Tree Program.

The goal is to complete the tree planting along the SRTS path on State Route 158 heading north from the LUT Elementary and Middle School campus. The completion of the planting is very

crucial to the health and welfare of students and residents in the community. Trees are a community’s green infrastructure, improving our neighborhoods, campuses and parks. Tree lined streets slow vehicular traffic, soften noise, cool our homes and buildings.

Trees proved more than just an aesthetic role, providing an important function for social and economic factors as well. Trees provide a wide variety of environmental services to area residents by providing clean air, serves as a barrier to and assists with storm water runoff as well as cleans our drinking water. Economically they boost local property values and contribute to more welcoming, healthy, and safe neighborhoods. Increased tree canopy reduces crime, there is less graffiti, vandalism and littering in outdoor spaces with trees as a part of the natural landscape than in comparable plant-less spaces.

Every dollar spent on planting and caring for a community tree yields benefits that are two to five times that investment.

III. BDRC RESPONSIBILITIES UNDER THIS MOU

The BDRC shall undertake the following activities:

- Develop a fundraising program that will be very low cost, the BDRC would like to propose a fundraiser sponsored by the Arbor Day Foundation consisting of one year old tree seedlings. More information can be found: <http://shop.arborday.org/content.aspx?page=gift-trees>
- Deliver, sort and get trees to the appropriate student (volunteer student helpers from the school would be appreciated)
- Share all information with the district concerning the fundraiser, including revenue and any feedback given by the student’s families.
- Provide documentation and maintain all records as to the disbursement of funds from the fundraiser.
- Comply with all rules and guidelines set forth by the LUTBOE for the fundraiser
- Evaluate the effectiveness of the fundraiser and tree planting program, and give a written summary to the LUTBOE at the conclusion of the fundraiser and planting.

Proposed Timeline of Events

Fundraising Materials will be printed and delivered to the Elementary and Middle Schools the week of: March 30, 2015

Orders will be collected by: April 10, 2015

Delivery should be made by April 24, 2015 (in time for Arbor Day)

Arbor Day Festivities will take place May 3, 2015

IV. LUTBOE RESPONSIBILITIES UNDER THIS MOU

The LUTBOE shall undertake the following activities:

- Support the greening efforts of the BDRC by permitting the fundraiser

V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. Modification of this may be done in writing and must be signed by both parties.
2. Termination of the program can only take place prior to the delivery of fundraising materials to the students.

VI. EFFECTIVE DATE AND SIGNATURE

This MOU shall be in effect upon the signature of BDRC’s and LUTBOE’s authorized officials. It shall be in force from _____ to _____.

Parties indicate agreement with this MOU by their signatures.

REFRESHMENTS - Prepared by Liberty Union Food Services Department

DISCUSSION AND APPROVAL OF THE MINUTES:

008-15 Motion by Shawn Shook, seconded by John Walter, to approve the minutes of the Regular Meeting of the Liberty Union-Thurston Board of Education held on December 8, 2014, as printed. Hutton, yes; Shook, yes; Walter, yes; Caito, yes; Hochradel, yes. Motion carried.

MONTHLY FINANCIAL STATEMENTS

009-15 Motion by Shawn Shook, seconded by John Walter, to approve Monthly Financial items as stated below. Shook, yes; Walter, yes; Caito, yes; Hochradel, yes; Hutton, 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.

FUND	AMOUNT
018	\$10,124.62
200	9,515.23
300	26,601.93
Total Changes	\$46,241.78

D. DONATIONS: Approved.

Amount	Donor	Fund
\$ 356.66	Kroger - Community Rewards	MS Principal
36.00	Misc: Jeans Day	Renaissance
300.00	Misc: Admission to HS Play	MS Play
120.00	The Car Company	FFA
100.00	Doug & Bette Merle	Athletics
447.50	General Mills - Box Tops for Education	MS Library
520.10	General Mills - Box Tops for Education	HS Library
5,809.98	Booster - Fair Booth	Jr Class
500.00	Booster Bingo	Cross Country
\$8,190.24	Total	

NEW BUSINESS - FINANCIAL:

010-15 Motion by Caryl Caito, seconded by Shaun Hochradel, to approve the New Business Financial item(s) listed below. Walter, yes; Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes. Motion carried.

A. TAX BUDGET FOR FISCAL YEAR 2016: Approved the school district tax budget; the complete budget is on file in the Treasurer’s office.

B. ADJUSTMENT TO SUBSTITUTE RATE-OF-PAY: Approved to adjust the rate of pay to \$8.10 per hour for substitute workers in the following classification as required (effective 1-1-2015):
 Teacher Aide
 Bus Aide
 Cook/Cashier
 Data Processing

PERSONNEL

011-15 Motion by Shawn Shook, seconded by Caryl Caito, to approve the Personnel items listed below. Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes. Motion carried.

A. RESIGNATION: Mr. Justin Halfhill, custodian, has submitted his resignation, effective January 5, 2015. Approved.

B. CERTIFIED SUBSTITUTE LIST - Approved the certified substitute teacher list as submitted from the Fairfield County Educational Service Center Superintendent.

NEW BUSINESS OTHER:

012-15 Motion by John Walter, seconded by Caryl Caito, to approved the New Business - Other items as printed below. Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes; Caito, yes. Motion carried.

A. SPRING BREAK BASEBALL TRIP PROPOSAL: Approved Varsity Baseball Coach, **Mike Schmidt**, permission to schedule a spring break trip for high school baseball players, as follows:

- Dates: April 2-6, 2015
- Location: South Carolina
- Transportation: Parents
- Lodging: Hotel
- Chaperones: Coaches and Parents
- Cost: Approximately \$50 per athlete (balance from fundraising)

B. SPRING BREAK SOFTBALL TRIP PROPOSAL: Approved Varsity Softball Coach, **Bill Putnam, Sr.**, permission to schedule a spring break trip for high school softball players, as follows:

- Dates: April 1-6, 2015
- Location: South Carolina
- Transportation: Parents
- Lodging: Hotel
- Chaperones: Coaches and Parents
- Cost: Approximately \$150 per athlete (balance from fundraising)

C. MIDDLE SCHOOL MODEL UNITED NATIONS - Board of Education granted approval for participation in the Junior High Model United Nations Program as requested:

- Dates: March 15 -17, 2015
- Location: Columbus Hyatt Regency Hotel
- Chaperones: Advisors & Program Security
- Student Cost: \$250.00 (Approximately)

NEW BUSINESS - INFORMATION: The policy IKEB-E was presented for review only and will be placed on the February 9, 2015, agenda for Board consideration.

SPECIAL BOARD OF EDUCATION WORK SESSION will be held on Saturday, January 17, 2015, at 8:00 a.m.

NEXT REGULAR MEETING: The next regular Board of Education Meeting will be held on **Monday, February 9, 2015, 7:00 p.m.** in the Liberty Union District Office.

ADJOURN:

013-15 Motion by Shawn Shook, seconded by Shawn Hochradel, to adjourn at 7:50 p.m. Hutton, yes; Shook, yes; Walter, yes; Caito, yes; Hochradel, yes. Motion carried.

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

January 17, 2015 - 8:00 A.M.
Liberty Union District Office Board Meeting Room

ROLL CALL:

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

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION AT BOARD MEETINGS

File: KD (Also BDDH)

NEW BUSINESS - PERSONNEL:

014-15 Motion by Shaun Hochradel, seconded by Caryl Caito to approve the New Business Personal item(s) listed below: Caito, yes; Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes. Motion carried.

SUPPLEMENTAL CONTRACT POSITIONS - Approved the following supplemental positions as requested:

Name	Supplemental Position	Level	Step	Salary
Schmidt, Michael	Head Baseball Coach	2	11+	\$5,351.99
Schmidt, Brach	JV Baseball Coach	3	0	1,888.94
Kingera, Larry	Baseball Coach	-	-	Volunteer
Mowery, Chris	Baseball Coach	-	-	Volunteer
Putnam, Bill Sr	Head Softball Coach	2	11+	5,351.99
Wiley, Mike	JV Softball Coach	3	0	1,888.94
Lauvray, Jennifer	Softball Coach	-	-	Volunteer
Mix, Doug	Softball Coach	-	-	Volunteer
Mix, Monica	Softball Coach	-	-	Volunteer
Azeltine, Krista	Head Var Boys Track Coach	2	11+	5,351.99
Kemmerer, Jacob	Var Asst Boys Track Coach	3	3	2,329.69
Azeltine, Jay	Boys Track Coach	-	-	Volunteer
Monahan, Ian	Boys Track Coach	-	-	Volunteer
Smith, Tim	Boys Track Coach	-	-	Volunteer
Smolewski, Jeff	Boys Track Coach	-	-	Volunteer
Mangette, Renee	Head Var Girls Track Coach	2	4	3,274.16
Miller, Ashleigh	Var Asst Track Coach	3	5	2,770.44
Truitt, Misty	JV Basketball Cheer Coach	5	0	1,038.92

All positions are contingent upon enough students to form a team.

All coaches / positions are pending obtaining all necessary paper-work & certifications.

NEW BUSINESS - OTHER:

015-15 Motion by John Walter, seconded by Caryl Caito, to approve the revised Custodian Job Description as printed. Hochradel, yes; Hutton, yes; Shook, yes; Walter, yes; Caito, yes. Motion carried.

CUSTODIAN JOB DESCRIPTION: Approved the Custodian job description has been reviewed; the Superintendent and OAPSE President request approval.

LIBERTY UNION-THURSTON LOCAL SCHOOL

**CUSTODIAN
JOB DESCRIPTION**

- QUALIFICATIONS:
1. Hold a high school diploma or equivalency
 2. Ability to follow written and oral procedures
 3. **Appearance** must be neat and clean
 4. Ability to communicate orally and in writing
 5. Submit a satisfactory background check as requested
 6. **Must have basic computer literacy skills: navigate Internet, email, and Microsoft software programs**
 7. **Passion to work with children and provide a clean and safe learning environment**
 8. **Ability to manage timelines and meet deadlines**
 9. **Ability to effectively multi-task**

REPORTS TO: Custodial Supervisor.

GOAL: To maintain fully-functional, as well as neat and clean school facilities

RESPONSIBILITIES: This job description is a guide. Its intent is not to limit the good judgment or ambition of the person in this position.

1. Mop corridors near the entrances as soon as students are in their classrooms.
2. Empty wastebaskets.
3. Clean and disinfect sinks, toilets, toilet seats, urinals, drinking fountains and metal fittings, mirrors, chrome fixtures, and writing from walls, stalls, floors, etc. Empty sanitary napkins from receptacles in girls' and women's restrooms.
4. Sweep the cafeteria floors and arrange the seating after the lunch period. The floor should be mopped and washed as needed.

5. Sweep all classrooms and office rooms.
6. Sweep (dry mop) all corridors after pupils are in their classrooms in the morning and at the close of the school day. Clean stairways.
7. Clean classroom sinks.
8. Sweep outside walks to the entrances of the building.
9. Sweep the gymnasium.
10. Remove marks on walls and furniture as soon as detected.
11. Clean soiled areas in case of illness of pupils or other occupants of the building.
12. Clean auditorium.
13. Clean both sides of building entrance glass or windows.
14. See that all doors and windows are securely locked before leaving the building.
15. Pick up debris from the grounds, trim shrubbery, and remove lawn clippings from the grounds.
16. Mop, wax, and buff corridors.
17. Dust school and office rooms. This includes shelves, classroom furniture, cases, map racks, window sills, etc. It should be done more often if needed.
18. Wash cafeteria walls near garbage pails.
19. Clean all chalkboards, chalk trays and erasers.
20. Mop and disinfect shower room.
21. Replenish supplies of toilet tissue, paper towels, and liquid soap in all dispensers.
22. Remove and clean all light fixtures.
23. Clean windows on inside. The outside of windows should be cleaned once yearly during the summer, or as needed.
24. Repair any equipment, furniture, or structure i.e. screws into furniture, replace feet to chairs, etc.
25. Painting during summer months as directed by the building-services supervisor.
26. Check the thermostats, fans, etc.
27. Check in freight.
28. Remove broken or cracked glass.
29. Make minor plumbing, electrical, and hardware repairs.
30. Keep supply rooms and custodian's rooms neat and clean.
31. Replace light bulbs as required.
32. Strip, wax and buff classroom floors as needed.
33. Remove snow and ice from all entrances and exits. Free operation of doors should be insured.
34. Maintain an appropriate rapport with co-workers.
35. Communicate effectively with the supervisor.
36. Comply with all Board of Education policies.
37. Complete all other building service-related duties assigned by the building services supervisor, principal or superintendent.
38. Maintain a friendly and helpful attitude with students, staff and the general public.
39. **Communicate directly with Building Principal and Supervisor in regards to all areas that may be a safety concern.**

[Approved: January 10, 2000]
 [Revised: March 13, 2006]
 [Revised: **January 17, 2015**]

EXECUTIVE SESSION - An Executive Session is requested to discuss legal matters.

GO INTO EXECUTIVE SESSION:

016-15 Motion by Shaun Hochradel, seconded by Shawn Shook, to go into Executive Session at 8:08 a.m. Hutton, yes; Shook, yes; Walter, yes; Caito, yes; Hochradel, yes. Motion carried.

RETURN FROM EXECUTIVE SESSION:

017-15 Motion by Shawn Shook, seconded by Caryl Caito, to return from Executive Session at 3:20 p.m. Shook, yes; Walter, yes; Caito, yes; Hochradel, yes; Hutton, yes. Motion carried.

NEXT REGULAR MEETING

The next regular meeting of the Board of Education will be held on **Monday, February 9, 2015**, at **7:00 p.m.** at the Liberty Union-Thurston District Office.

ADJOURN:

018-15 Motion by John Walter, seconded by Shaun Hochradel, to adjourn at 3:21 p.m. Walter, yes; Hochradel, yes; Hutton, yes; Caito, yes; Shook, 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 January 12, 2015, and the Special Meeting of the Liberty Union - Thurston Board of Education held on January 17, 2015, as printed above. Hochradel, _____; Hutton, _____; Shook, _____; Walter, _____; Caito, _____.

8. OLD BUSINESS - The following policy was presented for review only in January and is now presented to the Board; recommend approval.

**LIBERTY UNION – THURSTON DISTRICT POLICY
FOR THE IDENTIFICATION OF AND SERVICE STUDENTS WHO ARE GIFTED**

Contact: Lisa Feyko 740-862-4143, feykol@libertyunion.org

Information for Parents

Identification

The district follows Ohio Revised Code 3324.01-07 (law) and Ohio Administration Code 3301951-15 (rule).

Whole grade testing is completed in grades 3 and 6. All students are involved in the pre-assessment pool. By using the pre-assessment process, the district ensures equal access to screening and further assessment for all district children, including culturally or linguistically diverse children, children from low socioeconomic backgrounds, children with disabilities, and children for whom English is a second language. Opportunities exist for students to take these tests in their native language and for students with physical and sensory needs to take these tests with appropriate modifications. Tests are administered by qualified educators. By using tests from the ODE approved list, the district insures that the tests are valid for special populations. The district ensures that any child transferring into the district will be assess within 90 days of the transfer at the request of the parent. Outside testing data that follows the guidelines of ORC 3324.01-07 and OAC 3301.51-15 shall be accepted for identification and service. Parents will receive written notice of all testing results. Referrals are taken for testing in both the fall and spring. The pre-assessment part of the process involves gathering student data from a variety of sources including teacher, parent, and peer nominations, grades, portfolios, observations, review of student records, and outstanding products or performances, etc. Referral forms can be found in all school building main offices. Identification appeals maybe directed to the district Superintendent.

Services

The district serves 5th, 6th, 7th and 8th grades Superior Cognitive and/or Specific Academic Reading students through a daily gifted reading class. GIS is teacher of record. 8th grade Gifted Mathematics and Superior Cognitive students are served daily in an Algebra class, taught by the regular classroom teacher. The regular classroom teacher receives guidance and professional development form the GIS and Coordinator. Students are notified of placement into these courses by the first week of school. Withdrawal from the program is available at any time with written parent request. Placement appeals may be directed to the district Superintendent.

Written Education Plans

Each student who receives gifted services will have a Written Education Plan. The plan will include a description of services, individual student goals, progress monitoring methods and schedules, staff responsible for services, policies regarding waiver of assignments and review dates and deadlines for the next WEP. All services will match the areas of identification. Parents and all staff responsible for implementing services will receive copies of the WEP within 30 days of its completion.

Superior Cognitive Ability

A child shall be identified as exhibiting “superior cognitive ability” if the child did either of the following within the preceding twenty-four months:

Scored at or above two standard deviations, on an approved individual standardized intelligence test administered by a licensed psychologist; **or**

Scored at or above two standard deviations on an approved standardized group intelligence test; ~~or~~

Performed at or above the ninety-fifth percentile on an approved individual or group standardized basic or composite battery of a nationally normed achievement test; ~~or~~

Attained an approved score on one or more above-grade-level standardized, nationally normed approved tests.

Specific Academic Ability

A child shall be identified as exhibiting “specific academic ability” superior to that of children of similar age in a specific academic ability field if within the preceding twenty-four months the child performs at or above the ninety-fifth percentile at national level on an approved individual or group standardized achievement test of specific academic ability in that field. A child may be identified as gifted in more than one specific academic area: Math or Reading / Writing or Science or Social Studies.

Creative Thinking Ability

A child shall be identified as exhibiting “creative thinking ability” superior to children of a similar age, if within the previous twenty-four months, the child:

Scored at or above one standard deviation on an approved individual or group intelligence test and also did either of the following:

Attained a sufficient score, as established by the department of education on an approved individual or group test of creative ability or

Exhibited performance on an approved checklist of creative behaviors.

Visual and Performing Arts Ability

A child shall be identified as exhibiting “visual or performing arts ability” superior to that of children of similar age if the child has done both of the following:

Demonstrated to a trained individual through a display of work, an audition, or other performance or exhibition, superior ability in a visual or performing arts area and

Exhibited to a trained individual sufficient performance on an approved checklist of behaviors related to a specific arts area.

Screening and Identification Scores

Superior Cognitive Ability

- Otis-Lennon School Ability Test 8th Ed.: Screening SAI 123, Identification 126
- Cognitive Abilities Test 7 VQN Composite (CogAT) K-2 – Screening SAS 123, Identification 127; Grades 3-12 – Screening 123, Identification 129
- Stanford Achievement Test 10th Edition: Screening 92ndile, Identification 95thile
- Wechsler Individual Achievement Test (IAT) – 3rd Edition; Screening 92ndile, Identification 95thile
- WJ III-NU Tests of Achievement: Screening 92ndile, Identification 95thile
- ITBS Form E-Full Battery: Screening 92ndile, Identification 95thile

Specific Academic Ability

- Stanford 10 Achievement Test: Screening 90thile, Identification 95thile
- Woodcock-Johnson III, Tests of Achievement – NU (Form A or B) Screening 92ndile, Identification 95thile
- Wechsler Individual Achievement Test (WIAT) – 3rd Edition Screening 92ndile, Identification 95thile
- ITBS Form E: Screening 92ndile, Identification 95thile

Creativity:

- Gifted and Talented Evaluation Scale (GATES)
 - Creative Thinking Checklist Screening 80, Identification 83
- Scales for Rating the Behavior Characteristics of Superior Students (SRBCSS)
 - Creative Thinking Checklist Screening 48, Identification 51

and

Otis Lennon School Ability Test 8th Edition: Screening SAI 109, Identification 110
Cognitive Abilities Test Form 7 VQN Composite: Screening SAS 108, Identification 111 (K-1), 112 (2-12)

Visual and Performing Arts:

Display of Work, Audition or Performance: ODE Rubric:
Art Display Screening 20, Identification 21
Musical Performance Screening 17, Identification 18
Drama Performance Screening 19, Identification 20
Dance Audition Screening 25, Identification 29

and

Gifted and Talented Evaluation Scale (GATES)
Checklist Screening 57, Identification 78
Scales for Rating the Behavior Characteristics of Superior Students
Art Checklist Screening 59, Identification 61
Musical Checklist Screening 37, Identification 39
Drama Checklist Screening 54, Identification 57

[Approved: November, 2011]

**LIBERTY UNION - THURSTON DISTRICT POLICY AND PLAN
FOR THE IDENTIFICATION OF AND SERVICE
OF CHILDREN WHO ARE GIFTED**

POLICY IKEB-R

DEFINITION

“Gifted” means students who perform or show potential for performing at remarkably high levels of accomplishment when compared to others of their age, experience or environment and who are identified under division (A), (B), (C) or (D) of section 3324.03 of the Ohio Revised Code.

DISTRICT IDENTIFICATION PLAN

The district accepts referrals, screens and identifies, or screens and reassesses students who perform or show potential for performing at high levels of accomplishment in the areas of superior cognitive ability, specific academic ability, creative thinking ability, and/or visual and/or performing arts. The district must follow policy and procedures established in Ohio Administrative Code 3301-51-15. These rules specify that assessment instruments must come from the list approved by the Ohio Department of Education.

➤ **Superior Cognitive Ability**

Assessments the district administers that provide for superior cognitive identification (provide at least two for assessment and reassessment purposes):

Superior Cognitive Ability:
Otis Lennon School Ability Test- 8th Edition: Screening SAI 123, Identification 126
Cognitive Abilities Test Form 7 VQN Composite (CogAT) **K-2** - Screening SAS 123, Identification 127;
Grades **3-12** - Screening 123; Identification 128
Stanford 10 Achievement Test Complete Battery: Screening 90%ile, Identification 95%ile
Wechsler Individual Achievement Test (WIAT) - 3rd Edition:
Screening 90%ile, Identification 95%ile

➤ **Specific Academic Ability**

Assessments the district administers that provide for specific academic identification (provide at least two for assessment and reassessment purposes):

Specific Academic Ability:
Stanford 10 Achievement Test: Screening 90%ile, Identification 95%ile
Woodcock-Johnson III, Tests of Achievement - NU (Form A or B)
Screening 92%ile, Identification 95%ile
Wechsler Individual Achievement Test (WIAT) - 3rd Edition
Screening 90%ile, Identification 95%ile

➤ **Creative Thinking Ability**

Assessments the district administers that provide for creative thinking identification (provide at least two for assessment and reassessment purposes):

Gifted and Talented Evaluation Scale (GATES) Creative Thinking Checklist Screening 80, Identification 83 Scales for Rating the Behavior Characteristics of Superior Students (SRBCSS) Creative Thinking Checklist Screening 48, Identification 51 Otis Lennon School Ability Test 8 th Edition: Screening SAI 109, Identification 110 Cognitive Abilities Test Form 7 VQN Composite: Screening SAS 108, Identification 111 (K-1), 112 (2-12)
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➤ **Visual and Performing Arts**

Assessments the district administers that provide for visual and performing arts identification (provide at least two for each arts area for assessment and reassessment purposes):

Display of Work, Audition or Performance: ODE Rubric: Art Display Screening 20, Identification 21 Musical performance Screening 17, Identification 18 Drama performance Screening 19, Identification 20 Dance audition Screening 25, Identification 26 <p style="text-align: center;">And</p> Gifted and Talented Evaluation Scale (GATES) Checklist Screening 57, Identification 78 Scales for Rating the Behavior Characteristics of Superior Students (SRBCSS) Art Checklist Screening 59, Identification 61 Musical Checklist Screening 37, Identification 39 Drama Checklist Screening 54, Identification 57
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IDENTIFICATION PROCESS

The district shall provide at least two opportunities each year for assessment in the case of children requesting assessment or recommended for assessment by teachers, parents or other children.

The district ensures there are ample and appropriate scheduling procedures for assessments and reassessment using:

Type of Assessment	Content Area(s)	Grade Level(s)
• Whole-grade tests	Superior Cog. & Specific Academic	3 rd & 6 th
• Individually-administered tests	All Areas	K-12 upon referral
• Audition, performance	Visual/Performing Arts	K-12 upon referral
• Display of work	Visual Arts	K-12 upon referral
• Exhibition		
• Checklists	Creative Thinking	K-12 upon referral

Referral

Children may be referred in writing on an ongoing basis, based on the following:

- Child request (self-referral);
- Teacher recommendation;
- Parent/guardian request;
- Child referral of peer; and
- Other (e.g., psychologist, community members, principal, gifted coordinator, etc.)

Upon receipt of a referral, the district will:

- Follow the process as outlined in this brochure; and
- Notify parents of results of screening or assessment and identification within 30 days.

Screening

The district ensures equal access to screening and further assessment of all district children, including culturally or linguistically diverse children, children from low socio-economic backgrounds, children with disabilities and children for whom English is a second language.

Identification

When the screening assessment has been completed, if the data obtained is from an approved identification instrument and the score meets cut-off scores specified in department of education guidance, the identification decision is made and student’s educational needs are determined. Identification scores remain in effect for the remainder of the student’s K-12 school experience.

Reassessment

When the screening assessment has been completed, if the data is from an approved screening instrument or from an identification instrument on which the student is within a district-specified range below the identification score, re-assessment for possible identification occurs.

Out of District Scores

The district accepts scores, completed within the preceding 24 months on assessment instruments approved for use by the Ohio Department of Education, provided by other schools and/or trained personnel outside the school district.

Transfer

The district ensures that any child transferring into the district will be assessed within 90 days of the transfer at the request of the parent. Parents shall contact the building principal.

Appeal Procedure

An appeal by the parent is the reconsideration of the result of any part of the identification process which would include:

- Screening procedure or assessment instrument (which results in identification);
- The scheduling of children for assessment;
- The placement of a student in any program; and
- Receipt of services.

Parents should submit a letter to the superintendent or designee outlining the nature of the concern. The superintendent or designee will convene a meeting with the parent/guardian, which may include other school personnel. The superintendent or designee will issue a written final decision within 30 days of the appeal. This written notice should include the reason for the decision(s).

DISTRICT SERVICE PLAN

The district ensures equal opportunity for all district students identified as gifted to receive any services offered by the district for which the student meets the criteria. (**Include all formal services provided by the district.**)

District Name for Service	Service Setting	Grade Level	Criteria for Service	Service Provider	
	Guidance Services				
	Regular Classroom				
	<i>Cluster Group</i>				
	Regular Classroom with Acceleration				
	Regular Classroom AP				
	Regular Classroom PSEO				
8 th Grade Algebra	Regular Classroom Honors	8th	Superior Cognitive, Specific Academic Identification	Regular Classroom Teacher	
	Educational Options				
	Co-teaching				
	<i>Guidance Services</i>				
	Co-teaching				
	<i>Cluster Group</i>				
	Co-teaching				
	<i>Acceleration</i>				

	Co-teaching AP				
	Resource Room/Pull Out				
	Co-teaching Honors				
	Educational Options with GIS				
	Self-Contained Classroom (Whole Grade)				
5 th -8 th Grades LA	Self-Contained Classroom (Single Subject)	5 th -8 th Grades	Superior Cognitive or Specific Academic Reading/Language Arts	GIS	
	Other (Use of this option should be rare and is likely to generate a request for additional information.)				

Written Education Plans

When students identified as gifted are reported to parents and the Ohio Department of Education as served, they must have a Written Education Plan in compliance with the *Operating Standards for Identifying and Serving Gifted Students*.

Withdrawal

If at any time a student wishes to withdraw from gifted programs or services the request should be written by the parent or child to the building administrator. If children request to withdraw, parents will be notified.

DISTRICT ENRICHMENT PLAN

Enrichments are activities purposely designed to expose students to a wide variety of disciplines, issues, occupations, hobbies, persons, places and/or events. They may expand the scope of the regular curriculum or introduce topics not covered in the general education program. Any staff member may be the originator of enrichment, and the student audience will vary depending on interest and ability. Enrichments are not reported to the Ohio Department of Education as gifted services.

IDENTIFICATION AND SERVICE PLAN APPROVAL

District identification and service plans must be sent to the Ohio Department of Education as a part of the annual self-report. The department will review the plans within 60 days of submission. Changes in identification and/or service plan procedures must be reported to the Ohio Department of Education immediately upon revision. The department will review and notify the district within 60 days of receipt of revisions.

If you have questions, please call your building principal or coordinator of gifted services for the Fairfield County Educational Service Center at **740-653-3193**.

[Approved: November, 2011]
[Revised: February 9, 2015]

Motion by _____, seconded by _____, to approve Policy IKEB-R, Liberty Union Thurston District Policy for the Identification of and Services for Students Who Are Gifted, as printed above. Hutton, _____; Shook, _____; Walter, _____; Caito, _____; Hochradel, _____.

9. MONTHLY FINANCIAL STATEMENTS

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	\$ 594.42
200	1,992.70
300	22,087.18
Total Changes	\$24,674.30

D. DONATIONS: Recommend approval.

<u>Amount</u>	<u>Donor</u>	<u>Fund</u>
\$ 24.00	Misc: Jeans Day	Renaissance
250.00	Booster Concession	Cross Country
31.24	Booster Concession	Softball
15.62	Booster Concession	Boys Basketball
250.00	Booster Concession	Boys Soccer
343.80	Booster Concession	MS Football
250.00	Booster Concession	Girls Soccer
199.77	Ares Sports Wear	MS Boys Basketball
500.00	Recycling Community Action	5 th Gr Science
50.00	Sherry Looney	5 th Gr Science
\$1,914.43	Total	-

Motion by _____, seconded by _____, to approve Monthly Financial items as stated above. Shook, _____; Walter, _____; Caito, _____; Hochradel, _____; Hutton, _____.

10. NEW BUSINESS - FINANCIAL:

A. WAIVER OF COMPETITIVE BIDDING FOR HVAC UNIT AT ELEMENTARY SCHOOL: The Superintendent and Maintenance Supervisor recommend that the Board waive competitive bidding based upon an urgent necessity, as permitted by the Ohio Revised Code, for the heating and cooling of the elementary school building and authorize a contract for the work.

DECLARING URGENT NECESSITY, WAIVING COMPETITIVE BIDDING, AND AUTHORIZING A CONTRACT FOR HVAC WORK NEEDED AT THE ELEMENTARY SCHOOL BUILDING

Rationale:

1. The heating unit and the chiller at the elementary school is not working properly and, if it fails, there will be no heat and no cooling in the warmer months in the building.
2. The gymnasium rooftop HVAC unit is also not working properly and if it fails the gymnasium will not have heat for classroom instruction and other activities.
3. The District’s Maintenance Supervisor has observed the status of the equipment at the elementary school, evaluated its operation and the impact of its failure and operation on classroom instruction and use of the elementary school building, obtained pricing from qualified contractors to perform the needed work as expeditiously as possible, and recommended using **Capital City** to perform the needed work.
4. The Board has the authority under ORC Section 3313.46 to waive competitive bidding when an urgent necessity exists.
5. The Superintendent recommends that the work proceed using **Capital City** for the cost of **\$223,935. (above ground)**, which includes replacement equipment and its installation to address

both HVAC conditions at the elementary school due to the unreliable equipment and the fact that there will be no heat in the building if the chiller fails and no heat in the gymnasium if the rooftop HVAC unit fails.

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

Based upon the Superintendent’s and Maintenance Supervisor’s recommendation and information concerning the condition of the chiller at the elementary school and the rooftop HVAC unit servicing the elementary school gymnasium, under the authority granted to the Board in Ohio Revised Code Section 3313.46, the Board finds that an urgent necessity exists for heating at the elementary school and waives competitive bidding for the purchase and installation of the equipment required to address these issues as expeditiously as possible.

The Board authorizes the Superintendent, on behalf of the Board and working with the Maintenance Supervisor, to enter into an agreement with Capital City in the amount of **\$223,935. (above ground)** for the HVAC equipment needed to replace the chiller and the rooftop HVAC unit at the elementary school, as the contractor determined most capable and reliable to perform the required work in the best interest of the Board.

B. RESOLUTION TO PARTICIPATE WITH METROPOLITAN EDUCATIONAL COUNCIL (MEC) THE PURCHASE OF COMPETITIVE RETAIL NATURAL GAS SERVICE FROM DIRECT ENERGY BUSINESS MARKETING -

Recommend approval.

RESOLUTION

AUTHORIZING THE PURCHASE OF COMPETITIVE RETAIL NATURAL GAS SERVICE FROM DIRECT ENERGY BUSINESS MARKETING, LLC, THE LOWEST RESPONSIBLE BID SUBMITTED TO LIBERTY UNION THURSTON LOCAL SCHOOL DISTRICT COMMENCING WITH THE JULY, 2015, BILLING CYCLE AND TERMINATING NO SOONER THAN JUNE, 2017, WITH POSSIBLE EXTENSIONS.

WHEREAS, the School District is a member of the Metropolitan Educational Council (“Council”), a body authorized by state statute to aggregate purchasing needs of schools and of related nonprofit educational entities so as to take advantage of economies of scale when purchasing essential products and services; and

WHEREAS, Council has conducted a Request for Proposal which was extended to all licensed competitive retail natural gas service providers in Ohio for supplying participating Council members; and

WHEREAS, Council has received several competitive offers from competitive retail natural gas suppliers which were in compliance with the Request for Proposal; and

WHEREAS, Council has selected the lowest responsible bid submitted in response to the Request for Proposal; and

WHEREAS, the Board has reviewed the Master Supply Agreement which implements the winning bid for natural gas service selected from the RFP for the period commencing with the July, 2015, billing cycle through June, 2017, with possible extensions;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LIBERTY UNION - THURSTON LOCAL SCHOOL DISTRICT, COUNTY OF FAIRFIELD, STATE OF OHIO, as follows:

Section 1. The Board of Education of this School District does hereby authorize the Superintendent or the Superintendent’s designee to execute the ratification of the Master Supply Agreement between the School District and Direct Energy Business Marketing, LLC for natural gas service commencing with the July, 2015, billing cycle.

An Equal Opportunity Employer

Section 2. The Board hereby directs the Treasurer to review the Master Supply Agreement and determine if the School District has sufficient funds to certify this resolution.

C. PURCHASED SERVICES

1)

Service Provider:	Fairfield Medical Center
CONTRACT PERIOD:	9-1-2014 - 6-30-2015
SERVICES PROVIDED:	Department of Transportation Required Drug / Alcohol Testing
COST:	\$42 per DOT Test, and \$22 per Breath Test

Recommend approval.

2)

Service Provider:	American Mechanical Group
CONTRACT PERIOD:	Summer, 2015
SERVICES PROVIDED:	Preventive Maintenance on all Kitchen Equipment
COST:	\$5,180.00

NOTE: Repairs will cost \$82. per hour when necessary. (This is \$8 less than previous contractor.)

Recommend approval.

D. OPEN FUNDRAISING ACCOUNT - Scott Williamson, Middle School Athletic Director, would like to open a fundraising account for the Middle School Boys Basketball Teams. The account would be used for awards and any other purchases the coaches feel are necessary. Funds for this account would be collected through donations and fundraisers. Recommend approval.

E. SALE OF SCHOOL BUS - Kevin Mapes, Transportation Coordinator, recommends to offer for sale Bus #10 for an estimated value of \$900 and Bus #12 for an estimated value of \$3100.

Motion by _____, seconded by _____, to approve the New Business Financial item(s) listed above. Walter, _____; Caito, _____; Hochradel, _____; Hutton, _____; Shook, _____.

11. PERSONNEL

A. EMPLOY PERSONNEL: The following candidates are recommended for employment:

CLASSROOM AIDE FOR HANDICAPPED STUDENTS - The following candidate is recommended for employment by the Elementary Principal and the Special Education Supervisor:

Name: **Maria Wolfe**
 Position: Classroom Aide for Handicapped Students
 Hours: Seven Hours per Day when School is in Session
 Compensation: \$13.84 per Hour

NOTE: This position is the remainder of the 2014-2015 school year ONLY.

B. RESIGNATIONS:

1) **Shawn Parker**, boys high school varsity soccer coach, has submitted his resignation. Recommend approval.

- 2) **Ron Owens**, physical education teacher at the elementary, has submitted his resignation for retirement purposes, effective May 31, 2015. We thank Mr. Ron Owens for his service to the LU-T District and wish him the best in retirement.
Recommend approval.

C. CERTIFIED SUBSTITUTE LIST - Recommend approval of the certified substitute teacher list as submitted from the Fairfield County Educational Service Center Superintendent.

D. SUPPLEMENTAL CONTRACT POSITIONS - Approval of the following supplemental positions is requested:

<u>Name</u>	<u>Supplemental Position</u>	<u>Level</u>	<u>Step</u>	<u>Salary</u>
Terry Morman	Softball	-	-	Volunteer
Eric Smolewski	Track	-	-	Volunteer

Motion by _____, seconded by _____, to approve the Personnel items listed above. Caito, _____; Hochradel, _____; Hutton, _____; Shook, _____; Walter, _____.

12. EXECUTIVE SESSION - An Executive Session is requested to discuss legal matters.

GO INTO EXECUTIVE SESSION - Motion by _____, seconded by _____, to go into Executive Session at _____ p.m. Hochradel, _____; Hutton, _____; Shook, _____; Walter, _____; Caito, _____.

RETURN FROM EXECUTIVE SESSION - Motion by _____, seconded by _____, to return from Executive Session at _____ p.m. Hutton, _____; Shook, _____; Walter, _____; Caito, _____; Hochradel, _____.

13. NEW BUSINESS INFORMATION

ESTABLISH BOARD COMMITTEES

Board Policy BCB authorizes the Board President to assign members of the Board of Education to various committees. For your information committee assignments for the 2014 calendar year were the following:

<u>Committee</u>	<u>Board Member(s)</u>
Athletic Council	Shawn Shook & John Walter
Transportation	Shawn Shook & John Walter
Land Lab	John Hutton & Shawn Shook
OSBA Student Achievement	Shaun Hochradel
Buildings & Grounds	John Hutton & Shawn Shook
Finance	Shaun Hochradel & Caryl Caito
Personnel	John Hutton & Shaun Hochradel
Legislative Liaison	Shaun Hochradel
Policy Review	Caryl Caito
Parks & Recreation	John Walter
Negotiations / Labor Management	John Walter & Caryl Caito
Curriculum	Shawn Shook & John Walter

Board Policy BCB authorizes the Board President to assign members of the Board of Education to various committees. Committee assignments for the 2015 calendar year will be:

Committee	Board Member(s)
Athletic Council	
Transportation	
Land Lab	
OSBA Student Achievement	
Buildings & Grounds	
Finance	
Personnel	
Legislative Liaison	
Policy Review	
Parks & Recreation	
Negotiations / Labor Management	
Curriculum	

- 14. **NEXT REGULAR MEETING:** The next regular Board of Education Meeting will be held on **Monday, March 9, 2015, 7:00 p.m.** in the Liberty Union District Office.

- 15. **ADJOURN:** Motion by _____, seconded by _____, to adjourn at _____ p.m. Shook, _____; Walter, _____; Caito, _____; Hochradel, _____; Hutton, _____.