

# Sandusky City Schools Board Meeting Agenda



## Regular Meeting



### Board of Education

8:00 a.m.

Monday, March 9, 2015



#### ***Mission:***

*To provide a diverse educational experience where all students will become respected, productive, and valued members of our community.*

#### **• Board of Education •**

Mr. Jeff Krabill, President - 419.627.9999

Ms. Kate Vargo, Vice-President - 419.656.5490

Mrs. Martha Murray, Member - 419.621.1120

Mrs. Brigitte Green-Churchwell, Member - 419.239.7222

Mr. Thomas Patterson, Member - 419.625.9170



Dr. Eugene T.W. Sanders, Ph.D., Superintendent & CEO  
Office: 419.984.1000

Mr. Keith Brown, Interim Treasurer  
Office: 419.984.1006



#### • Welcome •

The Sandusky Board of Education encourages and appreciates the attendance of parents, students, staff members and other interested citizens at meetings of the Board. Decisions of your Board affect our children's education and future, and, in the long run, the well-being of the community. Thank you for coming to this meeting.

#### • District Goals •

1. We will actively pursue sufficient resources to support an outstanding educational experience.
2. We actively collaborate with students, family, and community to prepare our students and provide them with tools essential for academic success.
3. We will utilize a variety of methods to effectively communicate with all stakeholders while, continuously making current and potential students and their families aware of the best of who we are.
4. We will provide and facilitate training for all members of our school community to meet the needs of all learners.
5. Our facilities will be environments that are conducive to building positive character and partnerships.

#### • The Board of Education •

The Board of Education is a policy-making body and, within the framework of State law, exercises complete control over the educational and financial affairs of the school district. Among its numerous duties, the Board adopts an annual budget and approves all expenditures; employs personnel; hires and evaluates a Superintendent of Schools; approves curriculum, textbooks and courses of study; and makes decisions on building plans.

The Board of Education is elected by qualified voters who reside within the Sandusky City School District. The Board is made up of five members, each elected for a four-year term. These terms are staggered to ensure that there will always be experienced individuals serving in the Board.

Board members elect a president and vice-president for one-year terms at their Organizational Meeting in January. The regular meeting dates for the remainder of the year are also set at the Organizational Meeting.

#### • Superintendent of Schools •

The superintendent is appointed by the Board as its chief administrative officer. The Board delegates to the superintendent the authority, and charges him with the responsibility, to implement its policies; to establish necessary procedures and regulations, to carry out its policies; and conduct the active administration of the schools and the educational program. The superintendent also acts as advisor to the Board and keeps board members informed of the needs and progress of the schools.

#### • Board Meetings •

Regular and special meetings of the Board of Education are open to the public and the news media. The Board of Education can act officially only at a public meeting when there are three or more members present. No member of the Board has the authority to act in the name of the Board outside of a legally constituted meeting.

The Board of Education may recess a regular or special meeting to meet privately in executive session to discuss only those matters permitted by (Sunshine Law) statute. No official action may be taken in executive session.

#### • The Order of Business •

The order of business for all official meetings of the Board of Education shall be as follows:

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Reading and Approval of Minutes
4. Approve Agenda
5. Student Recognition
6. Citizens Participation
7. Staff Presentations
8. Correspondence - Informational
9. Correspondence – Related to Action
10. Treasurer's Reports
11. Superintendent's Reports
12. Treasurer's Recommendations
13. Superintendent's Recommendations
14. Anticipated Action
15. Unfinished Business
16. New Business
17. Board Liaison Committee Reports
18. Recommendations or Questions from Board Members
19. Next Meeting
20. Adjournment

#### • Audience/Community Participation •

All regular and special meetings of the Sandusky City School District Board of Education shall be open to the public. Although Board of Education meetings are held in public, but are NOT public meetings, the Board recognizes the right of citizens to be heard and wishes to hear their views on issues that affect the District. Citizens of the school district may express ideas, concerns and judgments about the schools to the administration, to the staff, to any appointed advisory body and ultimately to the Board (Policy ABA).

An opportunity for citizens to address the Board shall be contingent upon the following criteria: 1. Individuals wishing to address the Board shall complete a Request Sheet listing their address, phone number, purpose of their comment(s), what group(s) they may be representing and with whom in the administrative chain they have previously had a discussion relative to their concern. The Request Sheet shall be turned in to the President of the Board BEFORE the beginning of the meeting. No requests will be accepted after the meeting has begun. 2. By signing the Request Sheet, individuals agree to the following guidelines: a. no employee or student in the school district can be criticized by name or inference, b. a sense of decorum will be maintained at all times, c. a strict time limit of three (3) minutes shall be enforced, d. a response to the speaker's concern(s) shall be submitted in writing within one (1) week with a copy of the response sent to the Board. 3. The Board has the right to deny comment to any individual who has not abided by the aforementioned rules on one (1) previous occasion. 4. The Board may suspend public comment at any meeting by giving and voting on a stated reason. A request may result in a referral to a school district employee who could more efficiently and more effectively address the concern.

In order for the Board to fulfill its obligation to complete a planned agenda in an effective and efficient fashion, a maximum of thirty (30) minutes may be set aside for public participation. Citizens approved to address the Board shall be recognized by the President of the Board at which time the presenter is required to state their name, phone number and address, etc. prior to making their statement. During those thirty (30) minutes, no person shall speak more than one time.

#### • Questions and Concerns •

Questions regarding individual students should usually be taken up initially with the teacher involved, and later, if necessary, with the principal or administrator who is closest to the situation. If still further discussion seems necessary, the questions can be referred to the Superintendent who may consider the matter himself or assign a staff member to resolve it.

This procedure has been effective for most people because it secures for the questioner a direct response and, at the same time, frees the Board to consider matters that affect the entire district. It is the posture of the board to give first consideration to the good of all children in the schools and the total educational program when evaluating requests, complaints or suggestions.

#### • The Sunshine Law •

The Sunshine Law has again been amended with an effective date of June 29, 1988. The legislation which modified the Sunshine Law is Amended Substitute Senate Bill #150. This statutory amendment contains several significant items. First, it requires that an executive session may be held only upon a roll call vote. Second, the motion to go into executive session must state which one or more of the approved reasons listed in the statute are the purposes for which the executive session is to be held. The statute provides that the motion need not include the name of any person to be considered at the executive session. Third, any person may bring an action to enforce the statute, and the new amendment provides for injunctive relief and attorney's fees, plus a civil forfeiture of \$100. Should the Court determine that the action seeking to enforce the Sunshine Law was frivolous, it may award costs and attorney's fees to the public body.

The reasons for an executive session are outlined as follows: (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee or regulated individual. The motion and vote to hold an executive session shall state which one or more of the approved purposes previously listed are the purposes for which the executive session is to be held, but need not include the name of any person to be considered at the meeting; (2) to consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest; (3) conferences with an attorney for the public body concerning disputes involving the public body that are subject to pending or imminent court action; (4) preparing for, conducting, or reviewing negotiations or bargaining session with public employees concerning their compensation or other terms and conditions of their employment; (5) matters required to be kept confidential by federal law or rules or state statutes; (6) specialized details of security arrangements where disclosure of the matters discussed might reveal

**• The Sunshine Law • (continued)**

information that could be used for the purpose of committing or avoiding prosecution for a violation of the law.

If a public body holds an executive session to consider any of the matters listed in numbers 2 through 6 above, the motion and vote to hold that executive session shall state which one or more of the approved matters listed in these sections are to be considered at the executive session.

**• Board Liaison Committees •**

The Sandusky Board may authorize the establishment of liaison committees from among its membership as it finds necessary to study operations in specific areas and to make recommendations for Board action. The following rules will govern the appointment and function of Board liaison committees: (1) The liaison committee shall be established through action of the Board. (2) The chairperson will be named by the Board president. (3) The chairperson may make recommendations for Board action, but may not act for the Board unless specifically authorized. (4) The Board president and school superintendent will be ex-officio members of all committees. (5) All liaison appointments will be for no longer than the ensuing annual organizational meeting, at which time the newly elected president will have the privilege of making new appointments or reappointments. However, a liaison committee may be dissolved at any time by a vote of the Board. (6) The Sunshine Law -- and its exceptions -- apply to both Board meetings and meetings at which a majority of the Board members are present.

**2015 Calendar Year**

Area of Expertise	Liaison Chairperson
Curriculum and Instruction	Brigitte Green-Churchwell and Kate Vargo
Operations and Facilities	Kate Vargo and Tom Patterson
Policies	Martha Murray and Brigitte Green-Churchwell
Finance and Audit	Jeff Krabill and Martha Murray
Hall of Fame	Tom Patterson
Community Relations	Tom Patterson
Business Advisory	Jeff Krabill and Martha Murray
Parent Congress	Brigitte Green-Churchwell and Jeff Krabill

**• Schedule of Board Meetings – 2015•**

Meeting Date	Meeting Time	Meeting Type
Monday, January 6, 2015	7:50 / 8:00 a.m.	Budget / Reg & Organ'
Monday, February 9, 2015	7:00 p.m.	Regular Meeting
Monday, March 9, 2015	8:00 a.m.	Regular Meeting
Monday, March 9, 2015	9:00 a.m.	Board Work Session
Monday, April 13, 2015	7:00 p.m.	Regular Meeting
Monday, May 11, 2015	8:00 a.m.	Regular Meeting
Monday, June 8, 2015	8:00 a.m.	Regular Meeting
Monday, June 8, 2015	9:00 a.m.	Board Work Session
Monday, June 29, 2015	8:00 a.m.	Regular Meeting
Monday, July 13, 2015	8:00 a.m.	Regular Meeting
Monday, August 10, 2015	8:00 a.m.	Regular Meeting
Monday, August 10, 2015	9:00 a.m.	Board Work Session
Monday, September 14, 2015	7:00 p.m.	Regular Meeting
Monday, October 12, 2015	7:00 p.m.	Regular Meeting
Monday, November 16, 2015	8:00 a.m.	Regular Meeting
Monday, November 16, 2015	9:00 a.m.	Board Work Session
Monday, December 14, 2015	8:00 a.m.	Regular Meeting
Monday, January 11, 2016	7:50 / 8:00 a.m.	Budget / Reg & Organ'

**• Uniform School Accounting System – Account Codes**

A. Fund	B. Function
001-General	1000-Instruction
002-Bond Retirement	2000/3000-Support Services
003-Permanent Improvement	4000-Extracurricular Activities
005-Replacement	5000-Facilities Acquisition & Construction Services
006-Food Service	6000-Debt Service
007-Special Trusts	7000-Other
008-Endowment	
012-Adult Education	
014-Internal Services Rotary	
018-Public School Support	
019-Other Grants	
022-District Agency	
024-Employee Benefits Self Insurance	
029-Educational Foundation	

**C. Object**

- 100-Personal Services (Salaries & Wages)
- 200-Employee Retirement & Insurance Benefits
- 400-Purchased Services
- 500-Supplies & Materials
- 600-Capital Outlay
- 700-Capital Outlay
- 800-Other (Debt Retirement, Interest on Debt, Dues and Fees)
- 900-Transfers, Advances, Refunds from Prior Year Receipts

**D. Special Cost Center**

is a dimension which recognizes that school districts must track costs to satisfy temporary or special requirements. The special cost center is also used for each special project which is supported by restricted monies when more than one project exists within a given fund. Special cost center assignments are to be made at the school district level.

**E. Subject Area/Subject**

is dimensions used to identify specific educational costs. Subject, a six (6) character dimension, can be separated into three (3) segments of two (2) characters each. The first two (2) characters, the subject area, are used to identify the basic subject areas. The second set of two (2) characters provides a further breakdown of basic

subject areas, while the third set provides a breakdown of the second set.

**F. Operational Unit**

is the dimension which identifies facilities in the system. An operational unit is identified as a permanent operational entity, such as a school, administration building, warehouse, department, office, etc. This dimension is used to identify costs by unit or facility. Operational unit assignments are made by each school district.

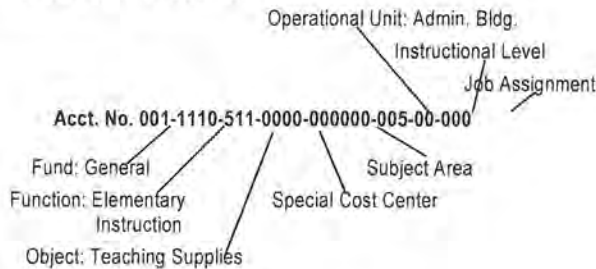
**G. Instructional Level**

is the dimension used to differentiate between various grades or educational levels within the district. Instructional level codes are assigned by the Auditor of State.

**H. Job Assignment**

is the dimension used to identify staff costs. This dimension has value principally for local officials in personnel administration, staff evaluation, assignments, and recruiting. It may be used also in relating staff cost to the activity to which they are assigned. It has value in manpower supply/demand studies and reports. Job assignment codes should be used to identify what personnel do, and are assigned by each school district.

**EXAMPLE OF EXPENSE CODING:**



**• Administrative Staff •**

Jude Andres	Principal, Mills Elementary School
Tonya Bailey	Assistant Principal, SHS
Donna Brown	Principal, Venice Heights Elementary School
Keith Brown	Interim Treasurer
Theodore (Ted) Caleris	Principal, SHS
Shawn (William) Coakley	Athletics / Activities
David Danhoff	Chief of Staff – Transformation Officer
Todd Downing	Elementary Athletic & Activities Coordinator
Richard Koonce	College & Career Readiness Coach
Bradley Kraft	Supervisor of Food Services
Claire Grantier	Technology Facilitator
Colin Irish	Family & Community Liaison
Laura Marvin	Special Education Supervisor
Julie McDonald	Chief Academic Officer (CAO) – PreK-16
Rebecca Muratori	Principal, Osborne Elementary School
Nichole O'Hara	Executive Assistant to the CEO and Superintendent
Kathy Pace-Sanders	Principal, Hancock Elementary School
Ted Peters	Transportation Supervisor
Todd Peugeot	Principal, Digital Academy
Marie Prieto	Assistant Principal, Sandusky Middle School
Sabrina Scott	Director of Student Services
Eric Talbot	Assistant Principal, SHS
Kevin Toms	Supervisor of Buildings/Facilities
Jill Wasiniak	Principal, Ontario Elementary School
Linda Wohl	Principal, Sandusky Middle School
Nancy Zechman	Director of Career Technical and Adult Education



## SANDUSKY CITY SCHOOLS

### Board of Education Regular Meeting Monday, March 9, 2015 at 8:00 a.m.

1. Call to Order and Roll Call – Mr. Jeff Krabill, President
2. Pledge of Allegiance
3. Reading and Approval of Minutes of the February 9, 2015 Regular Meeting and the February 11, 2015, February 17, 2015 and February 23, 2015 Special Meetings - Mr. Keith A. Brown, Interim Treasurer (pages 13-24)
4. Approve Agenda
5. Citizens Participation : Greg Hall with “Friends of 2083”
6. Correspondence – Related to Action (pages 25-36)
  - a) Mrs. Kellye Stephens, Hancock School
  - b) Mrs. Dawn Rumbutis, Bus Aide
  - c) Dr. Ted Calaris, Principal, Sandusky High School
7. Treasurer’s Report – Discussion Items, Mr. Brown  
There are no scheduled reports from the Treasurer for the Monday, March 9, 2015, Board meeting.
8. Superintendent & CEO’s Report – Discussion Items, Dr. Sanders  
The Superintendent will defer his report to the Board Work Session scheduled Monday, March 9, 2015 at 9:00 a.m.
9. Treasurer’s Recommendations – Action Items, Mr. Brown
  - a) Approval of Monthly Financial Statement and Monthly Investments (pages 37-55)  
It is recommended that the Board of Education approve the financial statement and investments as listed in the attached documentation for the month of February, 2015.
  - b) Approval to Pay Invoice from a Prior Fiscal Year  
It is recommended the Board approve a Then and Now Statement in the amount of \$1,805.00 for Bowling Lane Fees for the fiscal year 2013-2014. On 1/28/15, a statement was received by the Athletic Department for an unpaid invoice dated 3/4/14. In addition, no purchase order was created in the fiscal year 2013-2014 by the Athletic Department for this service.
  - c) Acceptance of Amounts and Rates and Approval of Certification  
It is recommended that the Board of Education approve the following resolution accepting the amounts and rates as determined by the Budget Commission and authorize the necessary tax levies and certifying them to the County Auditor:

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR**  
(CITY, VILLAGE OR RURAL BOARD OF EDUCATION)

Rev. Code. Secs. 5705.34, 5705.35

*The Board of Education of the SANDUSKY CITY School District  
ERIE County, Ohio, met in session  
on the 9th day of MARCH 2015.  
at the Board Office with the following members present:*

Mr. Krabill

\_\_\_\_\_

Ms. Vargo

\_\_\_\_\_

Mrs. Green-Churchwell

\_\_\_\_\_

Mrs. Murray

\_\_\_\_\_

Mr. Patterson

\_\_\_\_\_

M \_\_\_\_\_ moved the adoption of the following Resolution:

*WHEREAS, This Board of Education in accordance with the provisions of law, has previously adopted a Tax Budget for the next succeeding fiscal year commencing on July 1st, 2015; and*

*WHEREAS, The Budget Commission of ERIE County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore be it*

*The Board of Education of the SANDUSKY CITY School District  
ERIE County, Ohio, that the amounts and rates, as determined by the Budget  
Commission in its certification, be and the same is hereby accepted; and be it further*

*RESOLVED, That there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:*

**SCHEDULE A**

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND THE COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Outside 10 Mill Limit	Approved by Budget Commission Inside 10 Mill Limit	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 Mill Limit	Outside 10 Mill Limit
			Column II	Column IV
General Fund	21,853,668	1,734,216	3.45	75.08
General Bond Retirement Fund	0			-
Permanent Improvement Fund	987,201			2.00
Library Fund	716,929			1.50
<b>TOTAL</b>	<b>23,557,798</b>	<b>1,734,216</b>	<b>3.45</b>	<b>78.58</b>

**SCHEDULE B**

**LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Maximum Rate Maximum	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
<b>General Fund:</b>		
Current expense levy authorized by voters prior to ____, 1976__ for not to exceed ____ years. (Continuing)	33.00	5,882,075
Current expense levy authorized by voters on Nov. 7 ____, 1978__ for not to exceed ____ years. (Continuing)	3.50	795,788
Current expense levy authorized by voters on Nov. 3 ____, 1981__ for not to exceed ____ years. (Continuing)	3.90	1,086,181
Current expense levy authorized by voters on Nov. 3 ____, 1987__ for not to exceed ____ years. (Continuing)	4.90	1,485,118
Current expense levy authorized by voters on Nov. 2 ____, 1993__ for not to exceed ____ years. (Continuing)	5.40	1,858,850
Current expense levy authorized by voters on Mar. 19 ____, 1996__ for not to exceed ____ years. (Continuing)	4.90	1,865,705
Current expense levy authorized by voters on May 6 2014 for not to exceed ____ 5 ____ years. (Emergency \$1,500,000)	3.275	1,529,019
Current expense levy authorized by voters on Nov. 4 ____, 2003 for not to exceed ____ years. (Continuing)	5.90	2,612,211
Current expense levy authorized by voters on Nov. 6, 2007 for not to exceed ____ years. (Continuing)	5.40	2,484,378
Current expense levy authorized by voters on Nov. 6, 2012 for not to exceed ____ years. (Continuing)	4.90	2,254,343
<b>Total General Fund outside 10 mill Limitation</b>	<b>75.08</b>	<b>21,853,668</b>

**SCHEDULE B (Continued)**  
**LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
Permanent Imp. Fund: Levy authorized by voters on Nov. 3, 2009 for not to exceed _____ years. Continuing	2.00	987,201
Library Fund: Levy authorized by voters on ___ March 4, 2008. for not to exceed _____ years. (Continuing)	1.50	716,929

and be it further

*RESOLVED, That the Clerk/Treasurer of this Board be, and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.*

M. \_\_\_\_\_ seconded the Resolution and the roll  
 being called upon its adoption the vote resulted as follows:

M. \_\_\_\_\_

M. \_\_\_\_\_

M. \_\_\_\_\_

M. \_\_\_\_\_

M. \_\_\_\_\_

Adopted the \_\_\_\_\_ 9TH \_\_\_\_\_ day of \_\_\_\_\_ MARCH \_\_\_\_\_ 2015.

*Attest:*

\_\_\_\_\_  
*Treasurer of the Board of Education of the*

\_\_\_\_\_ SANDUSKY CITY \_\_\_\_\_ School District,  
 \_\_\_\_\_ ERIE \_\_\_\_\_ County, Ohio



# CERTIFICATE TO COPY

ORIGINAL ON FILE

The State of Ohio \_\_\_\_\_ ERIE \_\_\_\_\_ County, ss

I, Keith A. Brown \_\_\_\_\_ *Treasurer of the Board of Education*  
of the SANDUSKY CITY \_\_\_\_\_ *School District*  
in said County, and in whose custody the Files and Records of said Board are required by the Laws  
of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the  
original \_\_\_\_\_  
Board of Education Minutes of March 9, 2015

\_\_\_\_\_

\_\_\_\_\_

now on file with said Board, that the foregoing has been compared by me with said original document,  
and that the same is a true and correct copy thereof.

WITNESS my signature, this 9th day of March, 2015.

\_\_\_\_\_  
*Treasurer of the Board of Education of the*

*SANDUSKY CITY School District,*

*Erie County, Ohio*

A copy of this Resolution must be certified to the County Auditor before the first day of April in each year, or at such later date as may be approved by the Department of Taxation of Ohio.

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d) Acceptance of Official Certificate of Estimated Resources, FY 2016

It is recommended that the Board of Education accept the Official Certificate of Estimated Resources for Fiscal Year 2016, as presented:

## OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Ohio Revised Code Section 5705.36

**Office of the Budget Commission,**  
Sandusky Erie County, Ohio, March 3, 2015

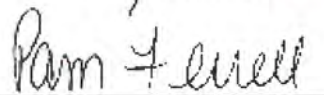
To the Taxing Authority of the **Sandusky City School District:**

*The following is the official certificate of estimated resources for the fiscal year beginning July 1, 2015, as made by the Budget Commission of Erie County, which shall govern the total of appropriations made at any time during such fiscal year.*

FUND	Unencumbered Balance July 1, 2015	Taxes	Other Sources	TOTAL
General Fund	3,154,615	18,671,519	25,060,560	46,886,694
Special Revenue Funds	488,100	-	5,143,600	5,631,700
Debt Service Funds	-	-	-	-
Capital Projects Funds	396,142	822,846	170,155	1,389,143
Special Assessment Funds	-	-	-	-
Enterprise Funds	125,579	-	2,620,000	2,746,579
Internal Service Funds	1,802,000	-	6,446,000	7,248,000
Fiduciary Funds	8,787,284	617,134	2,227,114	11,631,532
<b>TOTAL</b>	<b>14,754,720</b>	<b>20,111,499</b>	<b>40,667,429</b>	<b>75,533,646</b>

  
\_\_\_\_\_  
Eric County Auditor

  
\_\_\_\_\_  
Eric County Prosecutor

  
\_\_\_\_\_  
Eric County Treasurer

Erie County Budget Commission

10. Superintendent & CEO's Recommendations – Action Items, Dr. Sanders

It is recommended that the Sandusky Board of Education approve the following action items as delineated below. The recommendations presented to the Board of Education have been provided to the Board in advance of the Board meeting. Board members have had the opportunity to review available background information and request additional information to further prepare for action on recommendations presented in this section prior to the Board meeting.

a) Personnel:

1) Approval of Supplemental Contracts – Employees/Non-Employees

The Board has posted and advertised the positions listed as being available to employees of the district who hold educator licenses. It is recommended that the employees listed be awarded a supplemental contract in the area stipulated. Where no employees meeting all of the Board qualifications have applied for, been offered, and accepted said positions, it is recommended that the non-employees listed be awarded a pupil activity program contract in the area stipulated.

*Employment of the following supplemental staff is contingent upon their successful completion of all pre-employment requirements and receipt of the proper certification/training.*

It is recommended that the Sandusky Board of Education approve the following supplemental contracts as submitted by Mr. William Coakley, Athletic Director, and recommended by Mr. David Danhoff, Chief of Staff:

Approval of Supplemental Assignments 2014/15 SY		
Position	Name	Building
Girl Middle School Assistant Track Coach	Dustin Sharp	Middle School
Boys Middle School Assistant Track Coach	* Corey Croom	
	* Jarrod Bahnsen	
Varsity Head Coach Boys Tennis	Kevin Sisak	High School
Varsity Boys Head Track Coach	* Darrell Charleton	

\*Non-employee

2) Approval of Unpaid Leave of Absence – Certificated

**Mrs. Kellye Stephens** – 2<sup>nd</sup> Grade Teacher, Hancock Elementary School, per her correspondence dated January 26, 2015. Mrs. Stephens requested an unpaid leave of absence for February 12<sup>th</sup> and 13<sup>th</sup>, 2015.

3) Approval of Administrative Staff Salary Schedule

It is recommended that the Board of Education approve the administrative staff salary schedule effective August 1, 2014 through August 1, 2016 as submitted by Mr. Keith Brown, Interim Treasurer. (Schedule provided under separate cover)

4) Approval of Summer Pay for Principals

It is recommended that the Board of Education approve the payment for **Mrs. Jill Wasiniak**, Principal, Ontario School and **Mrs. Tara Toft**, Principal at RCAAS for summer 2014 as submitted on a time card per their per diem rate; as submitted by Dr. Julie McDonald, Chief Academic Officer.

5) Approval of Resignation – Adult Education

**Ricci, Melinda** –COST Coordinator, Adult Education: Melinda is resigning as the COST Coordinator, Adult Education effective February 27, 2015 per her communication dated February 23, 2015.

6) Approval of Employment - Classified

**Ricci, Melinda** – Administrative Assistant, Class II at Sandusky Middle School, effective Monday, March 2, 2015 as submitted by Mrs. Linda Wohl, Principal and recommended by Mr. David Danhoff, Chief of Staff and Transformation Officer.

**Rumbutis, Dawn** – Bus Aide, Transportation – Effective February 12, 2015 as submitted by Mr. Ted Peters, Transportation Supervisor and recommended by Mr. David Danhoff, Chief of Staff and Transformation Officer.

7) Approval of Employment of Hourly Staff – Adult Education (2014/15SY)

It is recommended that the Sandusky Board of Education approve for employment the following individuals as hourly employees for the Adult Education Department for the 2014-2015, school year, as recommended by Mrs. Nancy Zechman, Director of Career Tech and Adult Education, on Thursday, February 26, 2015:

Adult Education – Hourly Staff Effective March 9, 2015, for the 2014/2015 SY				
Program Title	Last Name	First Name	Job Title	Hourly Rate
LPN	King	Valarie	LPN Instructor	20.00

8) Approval of Employment of Substitutes – Classified

It is recommended that the Sandusky Board of Education approve for employment as a classified substitute the individual(s) listed below as recommended by Mr. Brad Kraft, Food Service Supervisor, and Mr. Ted Peters, Transportation Supervisor and Kevin Toms, Facilities Supervisor, as submitted by Mr. David Danhoff, Chief of Staff & Transformation Officer:

Employment of Substitutes – Classified 2014/15 SY			
Last Name	First Name	Position	Effective Date
Leimbach	Diane	Cafeteria Worker Sub	3/1/2015
Catri	Curtis	Custodian Sub	3/5/2015
Cerbus	Cheryl	Custodian Sub	2/18/2015
Michel	Jason	Custodian Sub	2/18/2015
Check	Timothy	Crossing Guard Sub	3/3/2015

9) Approval of SHS Art Trip: Pittsburgh, Pennsylvania May 6-8, 2015

It is recommended that the Sandusky Board of Education approve the proposed Sandusky High School Art Trip to Pittsburgh, Pennsylvania, as submitted by Dr. Ted Caleris, SHS Principal, and recommended by Mr. David Danhoff, Chief of Staff. Information items provided to the board under separate cover.

10) Compensation to Staff for Assistance at the 2015 Sandusky High School Choral Department Spring Musical

It is recommended that Board of Education approve payment to the following staff members for their services during the 2015 Sandusky High School Choral Department spring musical, as recommended by Mrs. Melanie Kennedy, Sandusky High School Music/Choir Director and Dr. Ted Caleris, SHS

Principal and as submitted by Mr. David Danhoff, Chief of Staff & Transformation Officer:

Hicks, Mary Ana	Pit Director	\$1,000
Fleck, Tim	Pit Musician	\$200
Klohn, Daniel	Pit Musician	\$200
VanScoy, Alexandria	Pit Musician	\$200

11) Approval of Compensation for Winter 2014-15 Athletic Workers – Sandusky H

It is recommended that the Sandusky Board of Education approve the compensation for the Winter 2014-2015 Athletic Workers for Sandusky High School as submitted by Mr. Shawn Coakley, Athletics/Activities Director, on February 20, 2015.

Sandusky City Schools			
Athletic Workers - Sandusky High School			
Season: Winter 2014-2015			
Athletic Worker Name	\$20.00	\$25.00	Total
Ahlers, Ashley		7	\$175.00
Birli, Annie		2	\$50.00
Bonner, Agenda		9	\$225.00
Borton, Tom		8	\$200.00
Brink, Abigail		2	\$50.00
Burriss, Amy	2		\$40.00
Collins, Beth		23	\$575.00
Collins, Roberta		11	\$275.00
Cornwell, Denise		22	\$550.00
Cornwell, John		26.5	\$662.50
Darden, Meg		2	\$50.00
Dendinger, Chris		3	\$75.00
Etchill, Jen		8	\$200.00
Fleck, Joanne		9	\$225.00
Fleck, Tim		8	\$200.00
Good, Alicia		1.5	\$37.50
Jensen, Bob		27.5	\$687.50
Jensen, Lani		28	\$700.00
Johnson, Renee		20	\$500.00
Jones, Alex		11.5	\$287.50
Lizzi, Amanda		2.5	\$62.50
Mateyka, Denny		3.5	\$87.50
Miller, David		9	\$225.00
Miller, Sharon		9	\$225.00
Moore, Terrance		12	\$300.00
Morris, Mike		13	\$325.00
Meyers, Zach		2	\$50.00
Peugeot, Al	1		\$20.00
Riedel, Heidi		18.5	\$462.50
Russell, Heather		2	\$50.00
Russell, Keegan		2	\$50.00

Russell, Scott		11	\$275.00
Sample, Candace		1	\$25.00
Schlett, Stephanie		10.5	\$262.50
Seiler, Bernie		7	\$175.00
Sharrah, Tom		15.5	\$387.50
Smith, Vera		4.5	\$112.50
Spayd, Ed		5	\$125.00
Thoren, Danielle		8	\$200.00
Tucker, Jeanne		5	\$125.00
Webb, Scott		3.25	\$81.25
Williams, Deb		16.5	\$412.50
Williams, Elaine		1.5	\$37.50
Wilson, Pat		4.5	\$112.50
<b>2015 Total</b>			<b>\$9,953.75</b>
<b>Sandusky City Schools</b>			
<b>Athletic Workers - Sandusky Middle School</b>			
<b>Season: Winter 2014-2015</b>			
<u>Athletic Worker Name</u>	<u>\$20.00</u>	<u>\$25.00</u>	<u>Total</u>
Alicia Good		15	\$375.00
Heidi Riedel		10	\$250.00
Michael Morris	2	7	\$215.00
Renee Johnson	0	8	\$200.00
Denise Cornwell	3	5	\$185.00
Tom Sharrah		3	\$75.00
John Cornwell		4	\$100.00
Stephanie Schlett	6	3	\$195.00
Babe Sidoti	5		\$100.00
Melissa Chaney	8		\$160.00
<b>2015 Total</b>			<b>\$1,855.00</b>

**b) Other:**

- 1) Approval of "Berckemeyer Consulting Group" Proposal – For Future Dates for Sandusky High School (page 57)

It is recommended that the Board of Education approve the contract with Berckemeyer Consulting Group, to be paid through School Improvement funds as submitted by Dr. Julie McDonald, Chief Academic Officer.

- 2) Approval of Todd Keller Proposal – for Curriculum Development or The Regional Center for Advanced Academic Studies (pages 59-61)

It is recommended that the Board of Education approve the contract with Todd Keller, to be paid through Title 2A funds as submitted by Dr. Julie McDonald, Chief Academic Officer.

- 3) Approval of “Smart Pedagogic Solutions, Inc.”, proposal for Sandusky City Schools (pages 63-65)

It is recommended that the Board of Education approve the proposal from “Smart Pedagogic Solutions Inc.” to work with Sandusky City Schools to be paid through Title 2A funds, as submitted by Dr. Julie McDonald, Chief Academic Officer.

- 4) Approval of Sandusky City School Student Activity Fundraisers

It is recommended that the Sandusky Board of Education approve the following list of fundraisers from IN-HOUSE club(s), as submitted by Mrs. Julie Bittinger, Business/Fiscal Office, on January 26, 2015:

Sandusky City Schools – “In-House” Fundraisers		
Group Name	Fundraiser Event	Dates of Fundraiser
SHS Track & Field	Cooke Dough Sale	03/09/15-03/27/15

c) Donations:

- 1) The Sandusky City Schools accept the following gifts and contributions and in doing so, do hereby acknowledge the positive and supportive activities of the identified party:

Sandusky City Schools - Donation		
Donators Name	Donation To:	Amount
Aaron T. Williamson	SHS Class of 2000 Streak of Excellence Scholarship Fund	\$100.00
Marguerite Prout	SHS Class of 2000 Streak of Excellence Scholarship Fund	\$100.00
Selma Z. Opie	Mary E. Opie Scholarship Fund	\$500.00
Cable A. Steinemann	Sandusky Cultural Center	\$250.00
Robert Barnes	Sandusky Cultural Center	\$100.00
Barbara Semans	Sandusky Cultural Center	\$10.00
Richard Kaman	Sandusky Cultural Center	\$50.00
W. John Parker	Sandusky Cultural Center	\$50.00
Richard A. Spinello	Sandusky Cultural Center	\$100.00
Daniel R. Corrigan	Sandusky Cultural Center	\$100.00
Patrick Murray	Sandusky Cultural Center	\$50.00
Nancy Bradford Garver	Sandusky Cultural Center	\$25.00
Junji Miyazawa & Kristen Sutcliffe	Sandusky Cultural Center	\$213.00
Laura Dahnke	Sandusky Cultural Center	\$100.00
Michael Manderer	Sandusky Cultural Center	\$50.00
Donald Guy	Sandusky Cultural Center	\$100.00
Charles T. Mayer	Sandusky Cultural Center	\$100.00
JoAnn Gongsos	Sandusky Cultural Center	\$10.00
Nicole Wilson-Fennell	Coach Terry Wilson Scholarship Fund	\$25.00
Beth Heyer	Sandusky High School Scholarship Fund for the Arts Impact Award scholarship	\$70.00
Diane Cole	Sandusky High School Scholarship Fund for the Arts Impact Award scholarship	\$20.00
Tiffany Chapman	Sandusky High School Scholarship Fund for the Arts Impact Award scholarship	\$60.00
Sandusky Elks Charitable Foundation	Sandusky High School Scholarship Fund for the Sandusky Elks #285 Scholarship	\$500.00
Marcia Twymon	SHS Class of 2000 Streak of Excellence Scholarship Fund	\$100.00
John Rosekelly	SHS Class of 2000 Streak of Excellence Scholarship Fund	\$100.00
Marc, Robin & Zach Meyers	SCS Band Program for the excel snare drum kit	\$150.00
William Deming	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$100.00
John Lippus	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$60.00
Dean Schnurr	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$50.00
Jeff Smith - Heartland Dwellings & Investments	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$50.00
Jeffrey Sennish	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$50.00
Law Office of Paul M. Koch, LLC	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$50.00
Mark Volz	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$200.00
Cameo Pizza	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$200.00
NOMS Healthcare	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$200.00

Coles Energy, Inc.	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$200.00
Mickey Mart	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$200.00
Gaymont Nursing Homes, Inc.	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$200.00
Matthews Ford Sandusky Inc.	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$200.00
Sandusky Eagles 444 - Charity Account	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$200.00
Sandusky Burgers LLC	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$500.00
Ohio State Eagles - Charity Fund	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$1,000.00
Erie Community Federal Credit Union - Friends of 2083	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$17,777.64
Darcy Johnson	Andrew Dunn Sandusky Police Academy Memorial Scholarship	\$8.00
David Waddington	Charles E. Odums II Memorial Scholarship for the month of February	\$30.00
Ronald Albert	Arts Impact Award	\$250.00
Kenneth McFarlan and Catherine Lewis	Arts Impact Award	\$250.00
Pete Kowalski - Kiwanis Club of Sandusky	Sandusky Kiwanis Award 2015	\$500.00
Jarrett Lang	Dano Memorial Fund	\$1,000.00
Robert Reardon - Perseverance Lodge Awards 2015	Perseverance Lodge Awards 2015	\$1,000.00
William Butler	Michelle Butler-Keegan Award	\$900.00
Jerry and Brenda Randolph	Clinton Bennett Memorial Scholarship	\$100.00
Shell Oil	Sally Kirner Memorial Scholarship Fund	\$4,000.00
Firelands Regional Medical Center	Firelands Surgery Center Award '15	\$2,000.00

\*\* Value of non-monetary donation.

11. Anticipated Action

12. Unfinished Business

13. New Business

14. Board Liaison Committee Reports

15. Recommendations or Questions from Individual Board Members

16. Next Meeting

The next regular meeting of the Board of Education is scheduled for ***Monday, April 13, 2015 at 7:00 p.m. in the third floor Board Decade Room at the Administration Building.***

17. Adjournment



## **PUBLIC COMPLAINTS**

Constructive criticism of the District is welcomed by the Board. Although no member of the community is denied the right to bring his/her complaints to the Board, he/she is referred to the proper administrative channels for solution before investigation or action by the Board. Exceptions may be made when the complaints concern Board actions or Board operations.

The Board believes that complaints and grievances are best handled and resolved as close to their origin as possible. The staff should be given the opportunity to consider the issues and attempt to resolve the problems prior to involvement by the Board. The proper channeling of complaints involving instruction, discipline or learning materials are: employee, principal, Superintendent and then the Board of Education.

If a complaint, which was presented to the Board and referred through the proper channels, is resolved before it comes back to the Board, a report of the disposition of the matter is made to the Board and then placed in the official files.

The Board expects the staff to receive complaints courteously and to make a proper reply to the complainant.

Matters referred to the Superintendent and/or Board must be in writing and signed. Requests are expected to be specific in terms of the action desired. Matters that are presented in writing and signed will receive a response.

[Adoption date: November 19, 2001]

[Re-adoption date: March 19, 2007]

[Re-adoption date: December 7, 2009]

LEGAL REFS.: ORC 121.22  
149.43

CROSS REFS.: KLB, Public Complaints about the Curriculum or Instructional Materials  
KLD, Public Complaints about District Personnel