

Sandusky City Schools Board Meeting Agenda



Regular Meeting



Board of Education
8:00 a.m.
Friday, June 30, 2017



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
Mrs. Brigitte Green-Churchwell, Vice-President - 419.239.7222
Mrs. Martha Murray, Member - 419.621.1120
Mr. Thomas Patterson, Member - 419.625.9170
Ms. Kate Vargo, Member - 419.656.5490



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

Mrs. Gina Deppert, CFO & Treasurer
Office: 419.984.1005



Sandusky City Schools District Goals

Academics

We will achieve and maintain the highest standards of academic excellence while providing an environment in which students are encouraged to reach their maximum potential.

Financial Resources

We will maintain and enhance the financial condition of the district so as to provide sufficient resources for our programs and facilities.

Facilities

We will strive to provide an optimal learning, safe and healthy environment for our students, staff and community so that there will be no physical barriers to learning.

Community

We will continue to improve communications with our students, families and community members, as well as our staff. We will encourage collaboration with these stakeholders on all fronts, including the recruitment and retention of students.

Staff

The entire staff of SCS will be held accountable for the success of our students. We will provide and facilitate professional development for our staff so that they will have the ability to challenge every student. We will recruit and retain highly qualified staff members who will be strongly encouraged to participate in all aspects of the SCS community.

• 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. Academics:** We will achieve and maintain the highest standards of academic excellence while providing an environment in which students are encouraged to reach their maximum potential.
- 2. Financial Resources:** We will maintain and enhance the financial condition of the district so as to provide sufficient resources for our programs and facilities.
- 3. Facilities:** We will strive to provide an optimal learning, safe and healthy environment for our students, staff and community so that there will be no physical barriers to learning.
- 4. Community:** We will continue to improve communications with our students, families and community members, as well as our staff. We will encourage collaboration with these stakeholders on all fronts, including the recruitment and retention of students.
- 5. Staff:** The entire staff of SCS will be held accountable for the success of our students. We will provide and facilitate professional development for our staff so that they will have the ability to challenge every student. We will recruit and retain highly qualified staff members who will be strongly encouraged to participate in all aspects of the SCS community.

• 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.

2017 Calendar Year

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

• Schedule of Board Meetings – 2017•

| <u>Meeting Date</u> | <u>Meeting Time</u> | <u>Meeting Type</u> |
|----------------------------|---------------------|---------------------------|
| Monday, January 11, 2017 | 7:50 a.m. | Budget |
| Monday, January 11, 2017 | 8:00 a.m. | Reg & Organ'l |
| Monday, February 6, 2017 | 7:00 p.m. | Regular Meeting |
| Monday, March 6, 2017 | 8:00 a.m. | Regular Meeting |
| Monday, March 6, 2017 | 9:00 a.m. | Board Work Session |
| Monday, April 3, 2017 | 7:00 p.m. | Regular Meeting |
| Monday, May 8, 2017 | 8:00 a.m. | Regular Meeting |
| Monday, June 5, 2017 | 8:00 a.m. | Regular Meeting |
| Monday, June 5, 2017 | 9:00 a.m. | Board Work Session |
| Thursday, June 29, 2017 | 8:00 a.m. | Regular Meeting |
| Monday, July 10, 2017 | 8:00 a.m. | Regular Meeting |
| Monday, August 7, 2017 | 8:00 a.m. | Regular Meeting |
| Monday, August 7, 2017 | 9:00 a.m. | Board Work Session |
| Monday, September 11, 2017 | 7:00 p.m. | Regular Meeting |
| Monday, October 9, 2017 | 7:00 p.m. | Regular Meeting |
| Monday, November 6, 2017 | 8:00 a.m. | Regular Meeting |
| Monday, November 6, 2017 | 9:00 a.m. | Board Work Session |
| Monday, December 11, 2017 | 8:00 a.m. | Regular Meeting |
| Monday, January 8, 2018 | 7:50 / 8:00 a.m. | Budget / Reg & Organ'l |

• Uniform School Accounting System – Account Codes

| A. Fund | | B. Function |
|--------------------------------------|---|---|
| 001-General | 200-Student Managed Activities | 1000-Instruction |
| 002-Bond Retirement | 300-District Managed Student Activities | 2000/3000-Support Services |
| 003-Permanent Improvement | 401,....499-State Projects | 4000-Extracurricular Activities |
| 005-Replacement | 501,....599-Federal Projects | 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 | | |

Revised 10/7/2017

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.

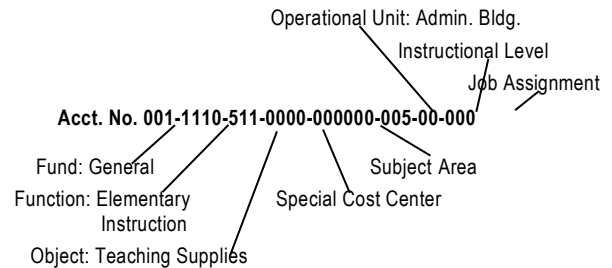
G. Instructional Level

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 •

| | |
|----------------------------|---|
| Yvonne Anderson | Assistant Treasurer |
| Jude Andres | Principal, Mills Elementary School |
| Donna Brown | Principal, Venice Heights Elementary School |
| Shawn (William) Coakley | Athletics & Activities Director |
| Gina Deppert | CFO & Treasurer |
| Todd Downing | Elementary Athletic & Activities Coordinator |
| Eric Eckenrode | Technology Coordinator |
| Claire Grantier | Technology Facilitator |
| Nancy Hall | Director of Career Technical and Adult Education |
| Colin Irish | Family & Community Liaison |
| Jodi Johns | Coordinator of Community Programming |
| Jennifer Joubert | Assistant Principal, Sandusky High School |
| Richard Koonce, PhD | College & Career Readiness Coach |
| Timothy Kozak | Principal, Ontario Elementary |
| Bradley Kraft | Supervisor of Food Services |
| Julie Lenner-McDonald, EdD | 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 |
| Theodore (Ted) Peters | Transportation Supervisor |
| Megan Peugeot | Director of Student Services & Family Support |
| Todd Peugeot | Assistant Principal, Sandusky High School |
| Dan Poggiali | Chief of Staff and Transformation Officer |
| Marie Prieto | Principal, Sandusky Middle School |
| Eugene T.W. Sanders, PhD | CEO & Superintendent |
| Sherry Smith | Alternative Program Coordinator, Sandusky Digital Academy |
| Eric Talbot | Principal, Sandusky High School |
| Tara Toft | Principal, RCAAS |
| Kevin Toms | Supervisor of Buildings/Facilities |
| Linda Wohl | Assistant Principal, Sandusky Middle School |



SANDUSKY CITY SCHOOLS
Board of Education
Regular Meeting
Friday, June 30, 2017 at 8:00 a.m.

1. Call to Order and Roll Call – Jeff Krabill, President
2. Pledge of Allegiance
3. Approve Agenda
4. Citizens Participation
Lovey Anna Leavell, Honorary Diploma
5. Correspondence – Action (Pages 15-19)
Dotson, Myisha – Pre-School Teacher, Hancock
Johns, Jodi – Coordinator of Community Programming
O’Hanlon, Marcie - Social Studies Teacher - SMS
Schieber, Anna – Intervention Specialist – SMS
Vallinger, Tyler – Latin Teacher - SHS
6. CFO & Treasurer’s Report – Discussion Items, Gina Deppert
The CFO & Treasurer will defer her report to the Board Work Session scheduled for Friday, June 30, 2017 at 8:30 a.m.
7. CEO & Superintendent’s Report – Discussion Items, Eugene T.W. Sanders, PhD
The CEO & Superintendent will defer his report to the Board Work Session scheduled for Friday, June 30, 2017 at 8:30 a.m.
8. CFO & Treasurer’s Recommendations – Action Items, Gina Deppert
 - a) Approval of Group Retrospective Program (Page 21)
It is recommended that the Board of Education approve the Group Retrospective Program with Sheakley UniServices / Optimal Health Initiatives at a cost of \$7,620.
 - b) Approval of Disposal of Inventory Items
It is recommended that the Board of Education approve the following inventory listing for disposal:

Book Series
The Developing Child, 8th Edition, Last copy right 2000
Working With Young Children, 2002 last copy right

c) Approval of Temporary Advance Payments to Meet Fiscal Year Ending Cash Balance Requirements

In order to close the current fiscal year on June 30, 2017, it is necessary to make temporary advances from the General Fund to the funds identified below, so that they will end the fiscal year with positive cash balances as required. In most cases, these funds depend upon local revenues and state and federal reimbursements for expenses, and requested funds have not been received. It is recommended that the Sandusky Board of Education approve the temporary advances as shown. These funds are advanced on a temporary basis and will be repaid to the General Fund during July of 2017. Postings subject to change with the fiscal year end closing procedures.

| | Advance up to |
|--------------------------|--|
| 524-9017 Carl Perkins | \$ 7,023.76 |
| 551-9017 Limited English | \$ 2,227.57 |
| 590-9017 Title II-A | \$ 22,186.59 |
| 004-9017 LFI | \$ 4,038.46*reduction of expenditure from General Fund |

d) Allocation of Interest Earnings

Pursuant to Section 3315.01 of the Ohio Revised Code, it is recommended that the Sandusky Board of Education authorize the CFO & Treasurer to allocate earnings from investments to the following funds during Fiscal Year 2016-2017. Interest earned on investments from all other funds shall be credited to the General Fund.

- 006 Food Service Fund
- 007 Expendable Trust Funds
- 008 Endowment Funds
- 029 Educational Foundation Funds
- 401 Non-Public Auxiliary Service Funds
- 024 Self Insurance Fund

e) Approval of Financial Resolutions

As the Board of Education is aware, the Ohio Revised Code establishes a fiscal year reporting cycle for all school districts within the State of Ohio. The next fiscal year is July 1, 2017 through June 30, 2018. Inherent in this reporting cycle is the need to address a variety of resolutions and measures.

It is recommended that the Board of Education to approve the following:

Resolution for Fiscal Procedures for Fiscal Year 2017-2018

BE IT RESOLVED, by the Board of Education of the Sandusky City School District that the Treasurer, in concert with the Superintendent, be authorized to perform the following functions in order to proceed with prompt transactions of fiscal affairs during the fiscal year July 1, 2017 through June 30, 2018.

1. Pay salaries, wages and other obligations when due within authorized appropriated amounts.
2. Invest district funds in public depositories in accordance with the Uniform Depository Act, as specified in Sections 135.01 through 135.21 of the Ohio Revised Code.
3. Borrow money and issue notes in anticipation of the collection of revenues for the current fiscal year, if the financial situation of the school district should warrant such borrowing.
4. Request advance in taxes, when necessary, from the Erie County Auditor.
5. Sign payroll checks and general account checks with the mechanical signature system.
6. Employ such temporary personnel as may be required for emergency conditions, with such employment to be submitted to the Board for approval at its next regular meeting.

f) Approval of Amended Certificate of Estimated Resources (Provided Under Separate Cover)

It is recommended that the Board of Education approve the Amended Certificate of Estimated Resources for fiscal year 2017 to close the end of fiscal year 2017.

g) Approval of Revised Annual Appropriation Measure for the 2016-2017 Fiscal Year

Pursuant to Section 5705.38 of the Ohio Revised Code, during the fiscal year a school district may approve such supplemental appropriation measures as it finds necessary, based on the revised tax budget and the official certificate of estimated resources or amendments thereof. Based upon the Amended Official Certificates of Estimated Resources for the current fiscal year, it is recommended that the Sandusky Board of Education approve the Revised Annual Appropriation Measure for the 2016-2017 Fiscal Year.

h) Approval of Temporary Annual Appropriation Measure for the 2017-2018 Fiscal Year (Provided Under Separate Cover)

It is recommended that the Sandusky Board of Education approve the Temporary Appropriation Measure for the 2017-2018 Fiscal Year. The Temporary Appropriation Measure for the 2017-2018 Fiscal Year is based on the Official Certificate of Estimated Resources for FY 2018 and will be adjusted once an Amended Certificate of Estimated Resources is completed.

i) Acceptance and Approval of Insurance Bids (Page 23)

It is recommended that the Board of Education accept the bids for District Fleet, Property and Liability insurance coverage as presented:

| | |
|------------------|----------------|
| <u>Agent</u> | <u>Carrier</u> |
| Assured Partners | Liberty Mutual |

j) Adjusted May Financial Summary (Provided Under Separate Cover)

It is recommended that the Board of Education accept the adjusted May Financial Summary (page)

9. CEO & Superintendent’s Recommendations – Action Items, Eugene T.W. Sanders, PhD

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 Resignations – Professional

It is recommended that the Board of Education accept the following resignation(s) as requested in the provided communications:

| Last Name | First Name | Position | Effective |
|-----------|------------|------------------------------------|---------------|
| Dotson | Myisha | Pre-School Intervention Specialist | June 30, 2017 |
| O’Hanlon | Marcie | Social Studies Teacher - SMS | June 30, 2017 |
| Schieber | Anna | Intervention Specialist – SMS | June 30, 2017 |
| Vallinger | Tyler | Latin Teacher – SHS | June 30, 2017 |

2) Approval of Resignation Date Change – Administrative Staff

It is recommended that the Board of Education accept the following change in resignation date:

| Last Name | First Name | Position | Effective Date |
|-----------|------------|--------------------------------------|----------------|
| Johns | Jodi | Coordinator of Community Programming | June 26, 2017 |

3) Approval of Unpaid Leave – Professional Staff

It is recommended that the Board of Education accept the following military leave of absence as recommend by Dan Poggiali, Chief of Staff & Transformation Officer:

| Last Name | First Name | Position | Leave Dates |
|-----------|------------|----------|-------------|
| Tyren | Alyson | Teacher | 2017/18 SY |

4) Approval of Employment – Professional Staff (Pages 25-56)

It is recommended that the Board of Education approve the following employment as recommended by Dan Poggiali, Chief of Staff & Transformation Officer:

| Last Name | First Name | Position | Degree | Effective |
|-----------|------------|-------------------------------|--------|------------|
| Adkins | Cosetta | English-SMS | MA+24 | 2017-18 SY |
| Docherty | Rebecca | English-SMS | MA | 2017-18 SY |
| Hanson | Jessica | English-SMS | BA | 2017-18 SY |
| Kovac | Paul | Intervention Specialist - SMS | BA | 2017-18 SY |

5) Approval of Change in Contract Status – Professional

It is recommended that the Sandusky Board of Education approve the change in contract status per the SEA Negotiated Agreement as recommended by Dan Poggiali, Chief of Staff & Transformation Officer:

| Last Name | First Name | Position | Effective |
|------------------|-------------------|-------------------------------|------------------|
| Webb | Elizabeth | From Title I Tutor to Teacher | 17/18 SY |
| Washek | Kimberly | From Title I Tutor to Teacher | 17/18 SY |

6) Approval of Renewal of Limited Contract – Professional Staff

It is recommended that the Board of Education approve the following employment as recommended by Dan Poggiali, Chief of Staff & Transformation Officer:

| Last Name | First Name | Position | Effective |
|------------------|-------------------|-------------------------|------------------|
| Spaulding | Brooke | Intervention Specialist | 17/18 SY |

7) Approval of Employment for SHS OGT Tutor, Commencement, ,Senior Reception Workers:

It is recommended that the Sandusky Board of Education approve for employment as submitted by Eric Talbot, SHS Principal, and recommended by Dan Poggiali, Chief of Staff & Transformation Officer:

| SHS Senior Reception Workers | | | |
|-------------------------------------|-------------------|------------------|--------------------|
| Last Name | First Name | Position | Hourly Rate |
| Dvorsky | Tanya | Teacher | \$20.00/hr. |
| Fry | Amanda | Teacher | \$20.00/hr. |
| Gast | Kevin | Teacher | \$20.00/hr. |
| Martin | Jay | Teacher | \$20.00/hr. |
| Vallinger | Tyler | Teacher | \$20.00/hr. |
| Schlett | Stephanie | Paraprofessional | \$14.47/hr. |

| SHS Commencement Workers | | | |
|---------------------------------|-------------------|-----------------|--------------------|
| Last Name | First Name | Position | Hourly Rate |
| Andrezejewski | Jacqueline | Therapist | \$20.00/hr. |
| Bates | Kayshon | Para | Hourly rate |
| Brown | Lenora | Admin Asst. | Hourly rate |
| Costante | Gabrielle | Teacher | \$20.00/hr. |
| Cremean | Erin | Teacher | \$20.00/hr. |
| Davis | Kristina | Counselor | \$20.00/hr. |
| Downing | Kristina | Teacher | \$20.00/hr. |
| Fleck | Joann | Teacher | \$20.00/hr. |
| Fry | Amanda | Teacher | \$20.00/hr. |
| Gant | Katherine | Teacher | \$20.00/hr. |
| Hager | Ira | Teacher | \$20.00/hr. |
| Jensen | Lani | Teacher | \$20.00/hr. |
| Johnson | Dawn | Teacher | \$20.00/hr. |
| Lasch | Lawrence | Teacher | \$20.00/hr. |
| Marsh | Judina | Teacher | \$20.00/hr. |
| Mears | Laura | Teacher | \$20.00/hr. |
| Schlett | Stephanie | Para | Hourly rate |

| | | | |
|---------------|-----------|-----------|-------------|
| Shields | Elizabeth | Teacher | \$20.00/hr. |
| Sidoti-Palmer | Babe | Counselor | \$20.00/hr. |
| Sisak | Kevin | Teacher | \$20.00/hr. |
| Herman-Wells | Elizabeth | Teacher | \$20.00/hr. |

| SHS OGT Tutoring – Title I Fund | | | |
|--|-------------------|-----------------|--------------------|
| Last Name | First Name | Position | Hourly Rate |
| Mitchell | Kristi | Teacher | \$33.92 |

8) Approval of Project Lead the Way – Professional Development – Career Tech Funds:

It is recommended that the Board of Education approve the following professional development as required by ODE, as recommended by Nancy Hall, Director of Career Technical and Adult Education, and recommended by Dan Poggiali, Chief of Staff & Transformation Officer:

| Approval of Training July 10 -14, 2017 | | | | |
|---|-------------------|-----------------------|-------------------|-------------|
| Last Name | First Name | Training | Building | Date |
| Root | Matthew | 40 hours: \$20.00/hr. | Career Tech - SHS | July, 2017 |

9) Approval of Supplemental Contracts – Professional

It is recommended that the Board of Education accept the following supplemental assignment as submitted by Principals: Eric Talbot, SHS; Donna Brown, Venice Heights Elementary; Marie Prieto, SMS and recommended by Dan Poggiali, Chief of Staff & Transformation Officer:

| Approval of Supplemental Assignments | | | | |
|---|-------------------|-------------------------|-----------------|-------------|
| Last Name | First Name | Position | Building | Date |
| Cooper | Lisa | Spec. Ed. Ext. Days (5) | SHS | 16/17 SY |
| Lazzara | Julia | Student Council Advisor | Venice | 17/18 SY |
| Jensen | Lani | PEP Club Advisor | SHS | 17/18 SY |
| Gildenmeister | Christina | Technology Spec. | SMS | 17/18 SY |
| Martin | Julie | Technology Spec. | Venice | 17/18 SY |

10) Approval of Summer Gifted Professional Development – Title II-A Fund - Professional

It is recommended that the Board of Education approve the following Professional Development with Todd Kettler the week of June 12-16, 2017 up to five days, as submitted by Tara Toft, Coordinator for Advanced Academic Studies, as recommended by Julie McDonald, EdD, Chief Academic Officer:

| Last Name | First Name | Position | Rate |
|------------------|-------------------|-----------------|--------------|
| Kromer | Amy | Teacher | \$100.00/day |
| Foss | Karen | Teacher | \$100.00/day |
| Neyman | Renee | Teacher | \$100.00/day |
| Scott-Honigford | Jami | Teacher | \$100.00/day |
| Whelan | Conor | Teacher | \$100.00/day |

11) Approval of Dorn Summer Experience – Dorn Fund - New York

It is recommended that the Board of Education approve the following staff for the Summer Dorn Experience, as submitted by Tara Toft, Coordinator for Advanced Academic Studies, as recommended by Julie McDonald, EdD, Chief Academic Officer:

| Last Name | First Name | Position | Rate of Pay (week) |
|-----------------|------------|----------|--------------------|
| Whelan | Conor | Teacher | \$1000.00 |
| Scott-Honigford | Jami | Teacher | \$1000.00 |
| Harris | Traci | Teacher | \$1000.00 |

12) Approval of RCAAS Teachers – Summer Survivor Week – Dorn Fund - of July 10, 2017

It is recommended that the Board of Education approve the following staff for the Summer Survivor Week, per submitted time card, as submitted by Tara Toft, Coordinator for Advanced Academic Studies, as recommended by Julie McDonald, EdD, Chief Academic Officer:

| Last Name | First Name | Position | Teacher Daily Rate |
|-----------|------------|-----------|--------------------|
| Kromer | Amy | Teacher | \$200.00 |
| Foss | Karen | Teacher | \$200.00 |
| Hachey | Katy | Teacher | \$200.00 |
| Neyman | Renee | Teacher | \$200.00 |
| Zimmerman | Julie | Teacher | \$200.00 |
| Toft | Tara | Principal | \$300.00 |

13) Approval of RCAAS Summer Gifted Testing

It is recommended that the Board of Education approve the following staff for compensation for required testing, per submitted time card, up to 10 days, as submitted by Tara Toft, Coordinator for Advanced Academic Studies, as recommended by Julie McDonald, EdD, Chief Academic Officer:

| Last Name | First Name | Position | Teacher Daily Rate |
|-----------|------------|--------------|-----------------------|
| Toft | Tara | Principal | \$300.00/day |
| Grathwol | Virginia | Admin. Asst. | Hourly rate/time card |

14) Additional Approval of Summer Employment – Summer Art Studio & Art Seminar June, July 2017

It is recommended that the Board of Education approve the employment of the following staff member(s) for Summer Art Studio, to replace staff who were no longer available, as submitted by Rosalyn Shepherd, GLVPAA, as recommended by Julie McDonald, EdD, Chief Academic Officer, employees will be paid from general funds:

| Summer Art Seminar & Studio | | | |
|-----------------------------|------------|--------------------|-------------|
| June – July 2017 | | | |
| Last Name | First Name | Position | Hourly Rate |
| Schmenk | Ronda | Non-district-Music | \$32.51 |
| Esposito | Carolyn | Teacher | \$33.92 |
| Boissoneault | Katie | Summer Intern | \$10.00 |

- 15) Approval of Stipend Payment for PBL Training – Title II-A Fund- BOE June 14-16, 2017

It is recommended that the Board of Education approve payment of the following staff members for PBL Training, as recommended by Julie McDonald, EdD, Chief Academic Officer:

| PBL Training - June 14-16, 2017 | | | |
|--|-------------------|-----------------|------------|
| Last Name | First Name | Position | Pay |
| Biddlecombe | Linda | Teacher | \$300.00 |
| Loomis | Heather | Teacher | \$300.00 |
| Pahl | Staci | Teacher | \$300.00 |
| Blanton | Holly | Teacher | \$300.00 |
| Chavez | Cynthia | Teacher | \$300.00 |
| Washek | Kimberly | Teacher | \$300.00 |
| Webb | Elizabeth | Teacher | \$300.00 |
| Shepherd | Rosalyn | Teacher | \$300.00 |

- 16) Approval of Employment for Customized Training– Adult Education -17/18 SY

It is recommended that the Sandusky Board of Education approve the employment for the Customized Training Instructors for the Adult Education Department for the 2017/18 SY listed below, as submitted by Nancy Hall, Director of Career Technical and Adult Education, and recommended by Dan Poggiali, Chief of Staff & Transformation Officer:

| Adult Education – Customized Training Staff Effective July 1st, 2017 for the 2017/18 School Year | | | |
|--|-------------------|----------------------------|--------------------|
| Last Name | First Name | Position | Hourly Rate |
| Graffice | Karen | COST Customized Instructor | \$38.00 |
| Anderson | Robert | FM Customized Instructor | \$38.00 |
| Leslie | Paul | FM Customized Instructor | \$38.00 |

- 17) Approval of Compensation for Additional Responsibilities:

It is recommended that the Sandusky Board of Education approve the following effective June 27, 2017, as submitted and recommended by Julie McDonald, EdD, Chief Academic Officer:

| Last Name | First Name | Position | Pay |
|------------------|-------------------|--|------------------------------|
| Maschari | Luanne | Curriculum Facilitator Coverage for FMLA of EMIS Coordinator | \$100.00 additional per diem |

- 18) Approval of Employment –3rd Grade Summer Literacy/Reading Program

It is recommended that the Board of Education approve the addition of the following staff member(s) for the Literacy Program, as submitted by Kathy Pace-Sanders, Hancock Principal, as recommended by Julie McDonald, EdD, Chief Academic Officer:

| Employment of 3rd Grade Summer Literacy/Reading Program June 25 – 30, 2017 – Time Card – General | | | | |
|--|-------------------|-----------------|--------------------------|--------------------|
| Last Name | First Name | Position | Effective Date(s) | Hourly Rate |
| Riedel | Heidi | Para | 6/25 – 6/30, 2017 | \$17.97 |

- 19) Approval of Stipend Payment for PBL Training – Title II-A BOE June 21-23, 2017
 It is recommended that the Board of Education approve payment of the following staff members for PBL Training, as recommended by Julie McDonald, EdD, Chief Academic Officer:

| PBL Training June 21-23, 2017 | | | |
|--|-------------------|-----------------|------------|
| Last Name | First Name | Position | Pay |
| Kromer | Amy | Teacher | \$300.00 |
| Foss | Karen | Teacher | \$300.00 |
| Claus | Charlene | Teacher | \$300.00 |
| Mueller | Michele | Teacher | \$300.00 |
| Joubert | Jennifer | Asst. Principal | \$300.00 |
| Adkins | Cosetta | Teacher | \$300.00 |

- 20) Approval of Payment for Wilson Reading Training June 8-9, 2017
 It is recommended that the Board of Education approve payment of the following staff member for Wilson Training, as recommended by Julie McDonald, EdD, Chief Academic Officer:

| Wilson Training - June 8-9, 2017 | | | |
|---|-------------------|-----------------|------------|
| Last Name | First Name | Position | Pay |
| Trayanum | Gwendolyn | Teacher | \$200.00 |

- 21) Approval of Payment for SDA Retention and Recruitment - Summer, 2017
 It is recommended that the Board of Education approve payment of the following staff member for SDA Retention and Recruitment, per time card, as recommended by Dan Poggiali, Chief of Staff & Transformation Officer:

| SDA Retention and Recruitment | | | |
|--------------------------------------|-------------------|-----------------|------------------------|
| Last Name | First Name | Position | Pay/day |
| Cole-Caston | Jarvis | Teacher | \$100.00 |
| Smith | Sherry | Admin. | Per diem after 6/27/17 |

- 22) Approval of Summer Literacy Camp – Staff
 It is recommended that the Sandusky Board of Education approve the following Summer Literacy Camp Staff, per funds provided, July, 2017, as listed below. Submitted by Donna Brown, Principal and recommended by Julie McDonald, EdD, Chief Academic Officer:

| Summer Literacy Camp – July 2017 | | | |
|---|-------------------|----------------------|-------------------|
| Last Name | First Name | Position | Pay Rate |
| Villarreal | Alanna | Teacher – Title Fund | \$1000.00 stipend |
| Johnson | Darcy | Teacher – Title Fund | \$1000.00 stipend |
| Thompson | Amber | Teacher – Title Fund | \$1000.00 stipend |
| Schweck | Kendra | Teacher – Title Fund | \$1000.00 stipend |
| Lazzara | Julie | Teacher – Title Fund | \$1000.00 stipend |
| Huber | Leslie | Teacher – Title Fund | \$1000.00 stipend |
| Paputza | Rebekah | Teacher – Title Fund | \$1000.00 stipend |

| | | | |
|-----------------|------------|---|----------------------------|
| Weatherspoon | Dana | Teacher – Title Fund | \$1000.00 stipend |
| Wade | Richard | Teacher – Title Fund | \$1000.00 stipend |
| Thompson | Shauna | Para – Title Fund | Hrly. Wage/Rate |
| Hearn | Dianna | Para – Title Fund | Hrly. Wage/Rate |
| Riedel | Heidi | Para – Title Fund | Hrly. Wage/Rate |
| Andrzejewski | Jacqueline | Mental Health – Title Fund | \$1000.00 stipend |
| Martin | Julie | Technology – Title Fund | \$1000.00 stipend |
| Schreck | Shaleigh | Art – Title Fund | \$1000.00 stipend |
| Norwell-Fischer | Chris | Reading Coach – Title Fund | \$1500.00 stipend |
| Roth | Julie | Math Coach – Title Fund | \$1500.00 stipend |
| Adams | Melony | Zumba Instructor – General Fund | \$200.00 per day |
| Kelley | Darla | Dance 2 Fit Instructor - General Fund | \$200.00 per day 2 days |
| Jordan | Eric | Next Level Fit Instructor – General Fund | \$200.00 per day |
| Brown | Donna | Administrator - – Title Fund | \$2000.00 stipend |
| Saunders | Mary | Yoga Instructor – General Fund | \$200.00 per day |

b) Other:

1) Approval of SHS Graduates

Upon successful completion of the requirements for graduation prescribed by the Sandusky Board of Education, by the Department of Education of the State of Ohio, and by the North Central Association of Colleges and Secondary Schools, the following student(s) have fulfilled all requirements for graduation from Sandusky High School. It is requested that the Board of Education approve the students listed below to graduate and receive a diploma:

| Sandusky High School – Award of Diploma | |
|--|------------------------|
| Student Name | Date of Diploma |
| Naja Danae May-Pearson | June 2017 |

2) Approval of Sandusky City Schools Board of Education Policy Manual Revisions

It is recommended that the Board of Education approve the following revised Sandusky City Schools Board of Education policies, provided by the Ohio School Boards Association (OSBA) and approved by the Sandusky City Schools Policy Committee:

| Sandusky City Schools Policy Manual Revisions | | |
|--|-----------------|---|
| Month | Policy # | Policy Title or Policy Regulation Title |
| May 2017 Updates | DID | Inventories (Fixed Assets) |
| | DJC | Bidding Requirements |
| | DN | School Properties Disposal |
| | EF/EFB | Food Services Management/Free and Reduced-Price Food Services |
| | IGBB | Programs For Students Who Are Gifted |
| | IGBI | English Learners |
| | IGBJ | Title I Programs |
| | IGBL | Parent and Family Involvement In Education |
| | JN | Student Fees, Fines and Charges |

- 3) Approval of Educational Service Center of Cuyahoga County Agreement for Admission of Pupils Pursuant to Ohio Revised Code Section 3313.841” for admission of pupils to the Positive Education Program Services (Pages 57-59)
It is recommended that the Board of Education approve the provided agreement with the Cuyahoga County Educational Service Center for the admission of pupils for educational purposes for the 2017-18 school year, as submitted by Megan Peugeot, EdD, Executive Director Curriculum & Expanded Services and recommended by Julie McDonald, EdD, Chief Academic Officer.
- 4) Approval of 2017-18 Membership in the Ohio High School Athletic Association OHSAA) (Pages 61-62)
It is recommended that the Sandusky Board of Education approve the membership renewal with the Ohio High School Athletic Association for the 2017-18 school year per the provided communications from Dr. Dan Ross, Commissioner, OHSAA, as submitted by Shawn Coakley, District Athletic and Activities Director and recommended by Dan Poggiali, Chief of Staff & Transformation Officer.
- 5) Approval to Upgrade Existing Lenel Camera Security System (Pages 63-64)
It is recommended that the Board of Education approve the attached quote with Presidio Networked Solutions Group, LLC to upgrade existing Lenel Camera Security System to add new cameras around the district and improve the resolution of the existing cameras. This will also allow the capability to record video for longer periods of time. Submitted by Eric Eckenrode, Technology Coordinator and recommended by Dan Poggiali, Chief of Staff & Transformation Officer.
- 6) Approval for Renewal Maintenance Services with Presidio (Pages 65-67)
It is recommended that the Board of Education approve the renewal agreement with the Presidio, formerly Netech Corporation, for hardware maintenance, technical support, and licensing for the 2017-18 school year as found in the attached proposed maintenance renewal quote as submitted by Eric Eckenrode, Coordinator of Technology, and recommended by Dan Poggiali, Chief of Staff & Transformation Officer.
- 7) Approval of Sandusky City Schools High School Student Handbook and Conduct and Disciplinary Information Booklet for the 2017-2018 School Year (Pages 69-131)
It is recommended that the Board of Education approve the Sandusky City Schools High School Student Handbook and Conduct and Disciplinary Information booklet for the 2016-2017 School Year as submitted by Eric Talbot, Sandusky High School Principal and recommended by Dan Poggiali, Chief of Staff & Transformation Officer.
- 8) Approval of Consultant Services Agreement with Ohio Sue Young (Page 133)
It is recommended that the Board of Education approve the attached Consultant Services Agreement between Sandusky City Schools and Ohio Sue Young for the term starting on July 1, 2017 and ending on June 30, 2018 as recommended by Eugene, T.W. Sanders, PhD, Chief Executive Officer & Superintendent. Funding will be paid through Title 1 Grant Application.

- 9) Approval of First Amendment to the Athletic Training and Sports Medicine Services Agreement (Pages 135-139)

It is recommended that the Board of Education approve the attached First Amendment to the Athletic Training and Sports Medicine Services Agreement between Firelands Regional Medical Center and Board of Education, Sandusky High School to provide Athletic Training and Sports Medicines Services as submitted and recommended by Dan Poggiali, Chief of Staff & Transformation Officer.

- 10) 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 clubs, as recommended by Gina Deppert, CFO & Treasurer:

| Sandusky City Schools – “In-House” Fundraisers | | |
|--|--------------------------------------|----------------------------|
| Group Name | Fundraiser Event | Dates of Fundraiser |
| SHS Choir | Car Wash | 8/12/2017 |
| SHS Choir | Century Resources Treat Sale | 08/30/17-09/15/17 |
| SHS Choir | Brass Pelican Wings Fundraiser | 09/16/17-09/30/17 |
| SHS Choir | October Raffle | 10/01/17-10/31/17 |
| Sandusky High School P.S.S.F | Senior Scholarship Banquet Placemats | 08/30/17-11/21/17 |
| SHS Cheerleaders | July 4th Face Painting | 7/4/2017 |
| SHS Cheerleaders | Bake Sale @ Football Scrimmage | 8/17/2017 |
| SHS Cheerleaders | Fan Cloth Clothing | 8/15/17-10/30/17 |
| SHS Cheerleaders | Buttons for Fall & Winter Sports | 08/01/17-03/01/2018 |
| * - Indicates materials/supplies donated by outside individuals/organizations. | | |

- c) Donations:

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 – Donations | | |
|--|--|-----------------|
| Donator Name | Donation To | Donation |
| Sandusky High School Student Council | Sandusky High School Scholarship Fund | \$2,000.00 |
| Darcy Johnson | Andrew Dunn Sandusky Police Academy Memorial Scholarship | \$8.00 |
| David Waddington | Charles E. Odums II Memorial Scholarship | \$30.00 |
| The Sidney Frohman Foundation | Sandusky Area Cultural Center | \$14,000.00 |
| The Sidney Frohman Foundation | Sandusky Schools Planetarium | \$17,500.00 |
| DonateWell | Regional Center for Advanced Academic Studies | \$2,720.00 |

** Value of non-monetary donation.

10. Board Work Session: 8:30 a.m. – 11:00 a.m.
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, July 11, 2017 at 8:00 a.m. in the 3rd floor Board Decade Room at the Administration Building.***

17. Adjournment

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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