

SANDUSKY CITY SCHOOLS

An educational partnership striving for excellence.

Board Meeting Agenda



Regular Meeting



Board of Education

7:00 p.m.

Monday, November 4, 2013



Mission:

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

• Board of Education •

Mrs. Faith Denslow, President – (419)625-8397
Mr. Jeff Krabill, Vice-President – (419)627-9999
Mrs. Brigitte Green-Churchwell – (419)239-7222
Mrs. Martha Murray, Member – (419)621-1120
Ms. Kate Vargo, Member – (419)656-5490



Dr. Eugene T.W. Sanders, Ph.D., Superintendent & CEO
(419)984-1000 (office)

Mr. Kevin Robertson, Treasurer & CFO
(419)984-1005 (office)

Sandusky City Schools



Vision

Sandusky City Schools: THE premier district of choice for all students.

Mission

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

Core Values

- ◆ We value the fact that each of us must work to "raise the bar" toward **higher expectations**.
- ◆ We value **uniqueness and quality in our curriculum**, in order to meet the demands of a varied and diverse population.
- ◆ We value the engagement attained through participation in Blue Streak **athletics** and other **extra curricular activities** that build skills in teamwork, leadership, and responsibility.
- ◆ We value the **integration of technology** into everyday experiences so students, staff, families and community members have the knowledge, skill and comfort level to be fully productive and engaged in our community.
- ◆ We value a unique and quality **curriculum that is student centered** and allows for the varied interests, needs and abilities of all students.
- ◆ We value and encourage **lifelong learning** in academic, vocational, creative, and social pursuits.
- ◆ We value **the arts** because they educate, communicate and inspire us to know more about ourselves, one another, and our place in society.
- ◆ We value **diversity** and acknowledge the fundamental **dignity of all individuals**.
- ◆ We value **integrity and character** and will work to build and acknowledge these attributes in students and one another.
- ◆ We value a **safe, caring, and inviting atmosphere**, free of intimidation that fosters respect for each other and ourselves.
- ◆ We value **family involvement and community partnerships** as necessary for the overall success of our district.
- ◆ We value our **history, legacy, and traditions** and will continue to strive for excellence in academics, the arts, and athletics.

• **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

• The Sunshine Law • (continued)

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 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.

**2013 Calendar Year
Liaison Chairperson**

Area of Expertise	Liaison Chairperson
Curriculum and Instruction.....	Mrs. Faith Denslow & Mrs. Martha Murray
Operations and Facilities.....	Mrs. Faith Denslow & Mr. Jeff Krabill
Policies	Mrs. Martha Murray & Ms. Kate Vargo
Finance and Audit.....	Mr. Jeff Krabill & Mrs. Brigitte Green-Churchwell
Hall of Fame	<i>vacant as of 2/20/13</i>
Community Relations	Ms. Kate Vargo & Mrs. Brigitte Green-Churchwell

• Schedule of Board Meetings – 2013 •

<u>Meeting Date</u>	<u>Meeting Time</u>	<u>Meeting Type</u>
Monday, January 14, 2013	7:50 / 8:00 a.m.	Budget / Reg & Organ'l
Monday, February 11.....	7:00 p.m.	Regular Meeting
Monday, March 18.....	7:00 p.m.	Regular Meeting
Monday, April 15	7:00 p.m.	Regular Meeting
Thursday, May 2.....	8:00 a.m.....	Board Work Session
Monday, May 13.....	8:00 a.m.....	Regular Meeting
Monday, June 3	8:00 a.m.....	Regular Meeting
Wednesday, June 26	8:00 a.m.....	Regular Meeting
Monday, July 15	3:00 p.m.	Regular Meeting
Thursday, July 18	3:00 p.m.	Special Meeting
Thursday, August 14.....	8:00 a.m.....	Board Work Session
Monday, August 19.....	3:00 p.m.	Regular Meeting
Monday, September 16	7:00 p.m.	Regular Meeting
Monday, October 7	7:00 p.m.	Regular Meeting
Monday, November 4.....	7:00 p.m.	Regular Meeting
Monday, December 9.....	8:00 a.m.....	Regular Meeting
Monday, January 6, 2014	7:50 / 8:00 a.m.	Budget / Reg & Organ'l
Thursday, January 16, 2014.....	8:00 a.m.....	Board Work Session

• Uniform School Accounting System – Account Codes

A. Fund	200-Student Managed Activities
001-General	300-District Managed Student Activities
002-Bond Retirement	
003-Permanent Improvement	401,...,499-State Projects
005-Replacement	501,...,599-Federal Projects
006-Food Service	
007-Special Trusts	
008-Endowment	
012-Adult Education	B. Function
014-Internal Services Rotary	1000-Instruction
018-Public School Support	2000/3000-Support Services
019-Other Grants	4000-Extracurricular Activities
022-District Agency	5000-Facilities Acquisition & Construction Services
024-Employee Benefits Self Insurance	6000-Debt Service
029-Educational Foundation	7000-Other

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.

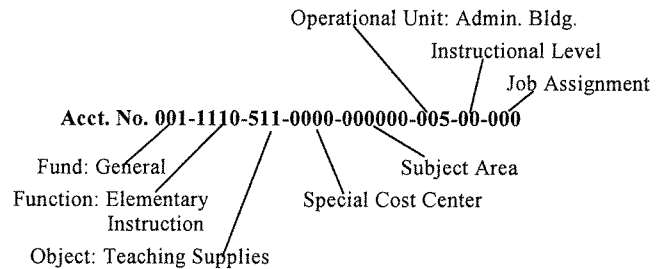
G. Instructional Level

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
Lynette Baxley.....	Executive Assistant to the Superintendent & CEO
Donna Brown	Principal, Venice Heights Elementary School
Keith Brown	Assistant Treasurer
Shawn (William) Coakley.....	Athletics / Activities
Theodore (Ted) Caleris.....	Principal, SHS
David Danhoff	Chief of Staff – Transformation Officer
Claire Grantier	Technology Facilitator
Eddie Holman	Coordinator of Network Technology
Bradley Kraft.....	Supervisor of Food Services
Julie McDonald.....	Chief Academic Officer (CAO) – PreK-16
Rebecca Muratori.....	Principal, Osborne Elementary School
Kathy Pace-Sanders.....	Principal, Hancock Elementary School
Ted Peters.....	Transportation Supervisor
Todd Peugeot.....	Assistant Principal, SHS
Marie Prieto.....	Assistant Principal, Sandusky Middle School
Sabrina Scott.....	Director of Student Services
Vicki Slaughter	School Improvement Coordinator
Eric Talbot.....	Assistant Principal, SHS
Kevin Toms	Supervisor of Buildings/Facilities
Linda Wohl.....	Principal, Sandusky Middle School
Jill Wasintak.....	Principal, Ontario Elementary School
Nancy Zechman	Director of Career Technical and Adult Education

SANDUSKY CITY SCHOOLS

Board of Education Regular Meeting Monday, November 4, 2013 at 7:00 p.m.

1. Call to Order and Roll Call – Mrs. Faith Denslow, President
2. Pledge of Allegiance
3. Reading & Approval of Previous Meeting Minutes – Mr. Kevin Robertson, Treasurer (pages 14-25)
4. Approve Agenda
5. Student Recognition
6. Citizens Participation
7. Staff Presentations
8. Correspondence – Informational (pages 27-29)
 - a.) ASBO – ASBO Certificate of Excellence in Financial Reporting Award
 - b.) ODE Auxiliary Services Compliance Review
9. Correspondence – Related to Action (pages 30-35)
 - a.) Ms. Ka'reena Brown, Assistant Cheer Coach
 - b.) Mr. Casey Harrington, Head Wrestling Coach
 - c.) Ms. Renee Johnson, 5th Grade Teacher at Mills Elementary
 - d.) Ms. Amy Rayo, Bus Driver
 - e.) Ms. Vicki Ritchie, Freshman Girls' Basketball Coach
 - f.) Mr. Keith Williams, 8th Grade Girls' Basketball Coach
10. Treasurer's Report – Discussion Items, Mr. Robertson

Levy Renewal 2014
11. Superintendent & CEO's Report – Discussion Items, Dr. Sanders

Update from the CEO on the Transformation Plan for the 2013-2014 school year.
12. Treasurer's Recommendations – Action Items, Mr. Robertson
 - a) Approval of Monthly Financial Statement and Monthly Investments
(under separate cover)

It is recommended that the Board of Education approve the financial statement and investments as listed in the attached documentation for the month of October 2013.

12. Treasurer’s Recommendations – Action Items, Mr. Robertson (continued)

b) Approval to Dispose of Assets

It is recommended that the Board of Education approve the disposal of the following assets:

Projector – 21219

It is also recommended that the Board of Education approve disposal, through sealed bid, St. Peter and Paul’s Mobile Class Unit (trailer) – SPPMOBLE. Item will be advertised in the local paper for 2 weeks and sealed bids will be accepted. Board of Education will be asked to accept the highest, responsible, bid prior to actual disposal.

c) Approval to Advertise Bus Purchase Bids

It is recommended that the Board of Education approve the advertisement for the purchase of two buses with possible trade in of two current buses.

Additionally, it is recommended that the Board of Education approve the advertisement for the purchase of one bus with the trade in of bus #4 with a minimum trade in value of \$55,000.

All bids received will be evaluated and presented to the Board of Education for final approval of all purchases and trade ins.

13. 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) Acceptance of Retirement Resignation – Certificated

Ms. Renee Johnson – 5th Grade Teacher at Mills Elementary School, effective March 1, 2014, per her provided correspondence, received October 11, 2013. Ms. Johnson will retire with 30 years of combined service within Sandusky City Schools.

2) Approval of Employment – Certificated Tutors

It is recommended that the Board of Education approve the employment of the following staff member(s) for the 2013/14 school year, as recommended by Mrs. Julie McDonald, Chief Academic Officer, as submitted by Mrs. Sabrina Scott, Director of Student Services, on October 21, 2013:

Approval of Employment – Certificated Tutors			
Last Name	First Name	Position	Effective Date(s)
Simonton	Michael *	Home Instruction Tutor	2013/14 SY

*non-employee

13. Superintendent & CEO’s Recommendations – Action Items, Dr. Sanders (continued)

3) Approval of Over-sized Class Stipends

It is recommended that the Sandusky Board of Education approve payment to the following certificated staff members for over-sized class stipends as stipulated in Article 16 (Class Size) of the *Negotiated Agreement between the Sandusky City School District Board of Education and the Sandusky Education Association 2013-2014*, as submitted by Mr. David Danhoff, Chief of Staff & Transformation Officer, on October 24, 2013:

Teachers in departmentalized classrooms grades 7-12 shall have a maximum of twenty seven (27) students scheduled per class:

Last Name	First Name	# Students over Limit x \$75	Total Stipend
Bach	Lee	1	\$75.00
Cox	Nettie	1	\$75.00
Downing	Kristina	2	\$150.00
Esposito	Anthony	3	\$225.00
Esposito	Carolyn	3	\$225.00
Good	Alicia	2	\$150.00
Harris	Traci	1	\$75.00
King	Justin	2	\$150.00
Knupke	William	8	\$600.00
Martin	Matthew	2	\$150.00
Smith	Linda	5	\$375.00
Walton	Hilaria	1	\$75.00
Weatherspoon	Dana	1	\$75.00
Wechter	Gerald	3	\$225.00
White	Marnie	1	\$75.00
		TOTAL	\$2,700.00

Teachers in self-contained classrooms K-6 shall have a maximum of 26 students per scheduled class with no more than four being permitted to enter any one classroom above the stated limit. In grades K-6 special area classes of art, music, computer and physical education classes should not exceed twenty seven (27) students per class:

Last Name	First Name	# Students over Limit x \$75	Total Stipend
Schmenk	Michael	16	\$1,200.00
Schreck	Shelagh	2	\$150.00
Scott	Jeanne	1	\$75.00
Ziemke	Michele	2	\$150.00
		TOTAL	\$1,575.00

13. Superintendent & CEO's Recommendations – Action Items, Dr. Sanders (continued)

4) Approval of Payment of Involuntary Reassignment Stipend – Certificated

As stated in Article 9, Section 9.07, page 23 of the *Negotiated Agreement between the Sandusky City School District Board of Education and the Sandusky Education Association 2013 - 2014*, any teacher involuntarily reassigned after the start of the school year shall receive two (2) professional leave days prior to the effective date of the reassignment for classroom preparation and shall be paid an additional stipend of \$500 dollars within 30 days after the effective date of the reassignment.

The information above is based on the involuntary reassignment of **Antoya Ashford** and **Michelle Wentworth** due a move from Hancock Elementary School to the Administration building, as submitted by Mr. David Danhoff, Chief of Staff – Transformation Officer, on October 30, 2013.

5) Acceptance of Employment Resignations – Supplemental Assignments

It is recommended that the Board of Education accept the following supplemental assignment resignation(s) as requested in the provided communications from Mr. Shawn Coakley, Athletic/Activities Director, received on October 25, 2013:

Approval of Supplemental Assignment - RESIGNATIONS 2013/14 SY		
Position	Name (last, first)	Building
Cheer Ass't Adv	Brown, Ka'reena	SHS
WR HS var hd	Harrington, Casey	SHS
BK girls HS 9 th hd	Ritchie, Vickie	SHS
BK girls JH 8 th hd	Williams, Keith	SMS

6) 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.

Approval of Supplemental Assignments 2013/14 SY		
Position	Name (last, first)	Building
BK girls JH 8 th hd	Badamy, Katherine	SMS
Mentor of Entry Year Teacher	Coffey, Deb	Osborne
Technology Specialist	Collins, Elizabeth	Mills
BK girls JH 8 th asst	Davis, Kristina	SMS
Mentor of Entry Year Teacher	Doughty, Amy	SHS
Mentor of Entry Year Teacher	Forsythe, Anissa	Venice
Student Council Advisor	Laughlin, Kathryn	Venice
Student Council Advisor	Loomis, Heather	Mills
Mentor of Entry Year Teacher	Nitschke, Brian	SHS
Mentor of Entry Year Teacher	Norwell-Fischer, Christina	Hancock
Mentor of Entry Year Teacher	Pahl, Staci	Hancock
Mentor of Entry Year Teacher	Roth, Julie	Hancock

Cheer Ass't Advisor	Schmeidl, Wendy	SHS
BK girls JH 7 th asst.	Sidoti, Babe	SMS
Mentor of Entry Year Teacher	Souter, Cindy	Osborne
Mentor of Entry Year Teacher	Terry, Erin	Hancock
BK girls HS var asst	Williams, Elaine	SHS
BK girls HS 9 th hd	Williams, Keith	SHS

7) Approval of Employment – Classified 2013/14 SY (pages 36-37)

It is recommended that the Board of Education approve the employment of the following classified staff member(s) for the 2013/14 school year as recommended by Mr. David Danhoff, Chief of Staff & Transformation Officer, and as submitted by Mr. Ted Peters, Transportation Supervisor, on October 23, 2013:

Employment of Classified Staff Effective 2013/14 SY			
Last Name	First Name	Position	Effective Date
Hart	Rose Mary	Bus Aide	10/21/13
Hicks	Dawn	Crossing Guard	10/14/13

*** Employment of the classified staff member(s) listed above is contingent upon successful completion of all pre-employment requirements and receipt of any requisite license or permit. Compensation level, based upon the current and in-place salary schedule for classified staff, will be determined after receipt of written verification of years-of-experience.*

8) Approval of Salary Schedule – Classified Exempt (page 38)

It is recommended that the Board of Education approve the additional classified exempt salary schedule as recommended by Dr. Eugene T.W. Sanders, Superintendent and CEO, on October 28, 2013.

9) Approval of Unpaid Leave of Absence – Classified

Amy Rayo – Bus Driver, per her correspondence dated October 11, 2013. Ms. Rayo is requesting an unpaid leave of absence for five (5) days from Monday, December 9, 2013, through Friday, December 13, 2013 and is scheduled to return to work on Monday, December 16, 2013.

10) Approval of Change in Classification – Classified

It is recommended that the Board of Education approve the change in classification status for the following classified staff member(s):

Change in Classification - Classified					
Name (last, First)	From:	Bldg.	To:	Bldg.	Effective Date(s)
Wilson, Patricia	Paraprofessional	Hancock	Receptionist	Administration	10/10/13

13. Superintendent & CEO's Recommendations – Action Items, Dr. Sanders (continued)

- 11) Approval of Employment of Hourly Staff Adult Education 2013/14SY (pages 39-41)

It is recommended that the Sandusky Board of Education approve for employment the following individuals as hourly employee for the Adult Education Department for the 2013-2014, school year at the rates indicated, as recommended by Mrs. Nancy Zechman, Director of Career Tech and Adult Education, on Wednesday, October 23, 2013:

Adult Education – Hourly Staff Effective November 4, 2013 for the 2013/2014 SY				
Program Title	Last Name	First Name	Job Title	Hourly Rate
LPN	Bruner	Robin	Sub as LPN Instructor	\$21.63
	Matthews	Beverly	Sub as Health Education Instructor	\$20.60
Police Academy	Frias	James	Police Academy Instructor (new)	\$24.00
	Orzech	Nathan	Police Academy Instructor (new)	\$24.00

- 12) Approval of Employment of Substitutes – Classified (page 42)

It is recommended that the Sandusky Board of Education approve for employment as a classified substitute the individual(s) listed below (position and start date specified for each person), as recommended by Mr. David Danhoff, Chief of Staff & Transformation Officer, on October 30, 2013:

Employment of Substitutes – Classified 2013/14 SY			
Last Name	First Name	Position	Effective Date
Dendinger	Sibyl	Substitute Crossing Guard	11/4/2013

- 13) Approval of Compensation for Fall 2013 Athletic Workers – Sandusky High School

It is recommended that the Sandusky Board of Education approve the compensation for the Fall 2013 Athletic Workers for Sandusky High School as submitted by Mr. Shawn Coakley, Athletics/Activities Director, on October 24, 2013.

Sandusky City Schools Athletic Workers - Sandusky High School Season: Fall 2013 Assignments				
Athletic Worker Name	\$20.00	\$25.00	Total	Verified Completed Assignment
Alexander, Denny		11	\$275.00	yes
Bahnsen, Jules	2		\$40.00	yes
Barnum, Karen		5	\$125.00	yes
Borton, Tom		6	\$150.00	yes
Canino, Dick		42	\$1,050.00	yes
Churchwell, William		5	\$125.00	yes
Cornwell, Denise		6	\$150.00	yes
Dendinger, Chris	4		\$80.00	yes
Dendinger, Sybil	6		\$120.00	yes
Dickman, Ben		5	\$125.00	yes

Dickman, Bob	4	11	\$355.00	yes
Etchil, Jen		2	\$50.00	yes
Etchill, Alex		2	\$50.00	yes
Etchill, Tom		2	\$50.00	yes
Fry, Ryan	1		\$20.00	yes
Gates, Melisa		5	\$125.00	yes
Gruhlke, PJ		12	\$300.00	yes
Harrington, Casey	4		\$80.00	yes
Helgeson, Chris	1		\$20.00	yes
Helgeson, Jeanne	2	3	\$115.00	yes
Hollier, Dayna	4		\$80.00	yes
Hughes, Joe	16		\$320.00	yes
Jensen, Bob	1	35	\$895.00	yes
Jensen, Lani	4	14	\$430.00	yes
Johnson, Renee		4.5	\$112.50	yes
Jones, Gary		15	\$375.00	yes
Kaufman, Terry	3		\$60.00	yes
McKenna, Patsy		9	\$225.00	yes
Miller, Dave		6	\$150.00	yes
Miller, Sharon		25	\$625.00	yes
Morris, Mike	4	5	\$205.00	yes
Patterson, Tom		10	\$250.00	yes
Pean, Brad	10		\$200.00	yes
Perdue, Jude	1		\$20.00	yes
Peugeot, Al	7		\$140.00	yes
Poeschl, Roseanne		7	\$175.00	yes
Riedel, Heidi		12	\$300.00	yes
Russell, Heather		1	\$25.00	yes
Russell, Scott		3	\$75.00	yes
Sample, Candace		4	\$100.00	yes
Schlett, Stephanie	13		\$260.00	yes
Seiler, Bernie		8	\$200.00	yes
Sharrah, Tom		8	\$200.00	yes
Smith, Chuck	4		\$80.00	yes
Smith, Schuyler		4	\$100.00	yes
Smith, Vera		6	\$150.00	yes
Solet, Annette		3	\$75.00	yes
Sullivan, Bob		2	\$50.00	yes
Vargas-Kwiakowski, Faye	1	5	\$145.00	yes
Webb, Scott	2	3	\$115.00	yes
Whipple, Dawn	1		\$20.00	yes
Williams, April	3	11	\$335.00	yes
Williams, Deb		14	\$350.00	yes
Wilson, Pat		6	\$150.00	yes

14) Approval of Compensation for Fall 2013 Athletic Workers – Sandusky Middle School

It is recommended that the Sandusky Board of Education approve the compensation for the Fall 2013 Athletic Workers for Sandusky Middle School as submitted by Mr. Shawn Coakley, Athletics/Activities Director, on October 24, 2013.

Sandusky City Schools			
Athletic Workers - Sandusky Middle School			
Season: Fall 2013			
<u>Athletic Worker Name</u>	<u>Assignments \$20.00</u>	<u>Assignments \$25.00</u>	Total
Gildenmeister, Chris	5	5	\$225.00
Poeschl, Rosanne		6	\$150.00
Good, Alicia	9	1	\$205.00
Grant, Andre	1		\$20.00
Cornwell, Denise	2	8	\$240.00
Russell, Scott		1	\$25.00
Webb, Scott	1		\$20.00
Kwiatkowski, Faye	3		\$60.00
Scheel, Nicole S	4		\$80.00
Schlett, Stephanie	9		\$180.00
Gates, Melissa		2	\$50.00
Morris, Michael		5	\$125.00
Phillips, Missy	2		\$40.00
Corso, Jeff	2		\$40.00
Williams, April		2	\$50.00
Poeschl, Bill	2		\$40.00
Poeschl, Megan	2		\$40.00
Knupke, Mike	1		\$20.00

15) Approval of Compensation for Professional Development Training

It is recommended that the Sandusky Board of Education approve the following professional development payments.

Ontario Elementary Planning Day		
Title I Funds to pay for PD		
Date: August 14, 2013		
Time: 8:00 am to 2:45 pm		
Last Name, First Name	Days	\$100.00 per day
Burch, Megan	1	\$100.00
Didion, Tammy	1	\$100.00
Poggiali, Linda	1	\$100.00
Runner, Kathy	1	\$100.00
Camp, Becki	1	\$100.00
Betzel-Conrad, Jackie	0.5	\$50.00
Roth, Sarah	1	\$100.00
White, Cindy	1	\$100.00
Weatherspoon, Dana	1	\$100.00
Pitcher, Dana	1	\$100.00
Napholz, Renae	1	\$100.00

Neyman, Rene	1	\$100.00
Schweck, Kendra	1	\$100.00
Bonner, Agenda	1	\$100.00
Walton, Hilaria	1	\$100.00
Cassel, Sarah	1	\$100.00
Benson, Sara	1	\$100.00
Newell, Michelle	1	\$100.00
Rosekelly, Heidi	1	\$100.00
Bush, Cheryl	1	\$100.00
Zahniser, Virginia	1	\$100.00

It is recommended that the Sandusky Board of Education approve the following professional development payments for Preschool license per ODE:

Name: CPR Training for Pre-K Staff

Fund: 001-2211-119		
Date: Monday, October 7, 2013		
Time: 3:15 - 6:15 pm		
Last Name, First Name	Hours	\$20.00 per hour
Panzer, LeeAnn	3	\$60.00
Sampsell, Amy	3	\$60.00
Terry, Erin	3	\$60.00
Walker, Holly	3	\$60.00
Weimer, Susan	3	\$60.00
Whipple, Dawn	3	\$60.00
Wilson, Patricia	3	\$60.00

It is recommended that the Sandusky Board of Education approve the following professional development payments for Preschool license per ODE:

Name: First Aid Training for Pre-K Staff

Fund: 001-2211-119		
Date: Wednesday, October 16, 2013		
Time: 3:15 - 6:15 pm		
Last Name, First Name	Hours	\$20.00 per hour
Burch, Valerie	3	\$60.00
Etchill, Jenny	3	\$60.00
O'Loughlin, Jackie	3	\$60.00
Panzer, LeeAnn	3	\$60.00
Sampsell, Amy	3	\$60.00
Terry, Erin	3	\$60.00
Weimer, Susan	3	\$60.00
Whipple, Dawn	3	\$60.00

16) Approval of Volunteers – Employees/Non-Employees

Approval of Volunteers – 2013/14SY		
Position	Name	Building
WR HS var hd	Harrington, Casey	SHS
BK girls HS 9 th hd	Ritchie, Vickie	SHS

13. Superintendent & CEO's Recommendations – Action Items, Dr. Sanders (continued)

B. Other:

1) Approval of Educational Service Agreements

It is recommended that the Sandusky Board of Education approve the following three educational service agreements with Huron City School District for providing special educational services for the 2013-14 school year, per the provided agreements submitted by Ms. Julie McDonald, Chief Academic Officer on October 28, 2013.

2) Approval to Give Written Notice to Administrators

It is recommended that the Board authorize the President of the Sandusky Board of Education and the Treasurer to give written notice, pursuant to Ohio Revised Code 3319.02, to each administrator listed below whose contract expires this school year, that the Administrator may request a meeting with the Board of Education by giving the Treasurer written notice of the administrator's request at least 24 hours before the Board's (regular or special) meeting to be held in February, 2014, or March, 2014.

Administrator Contract Expiration 2014				
Last Name	First Name	Position	Contract Expires	CURRENT Contract Term
Andres	Jude	Elementary Principal	07/31/14	three (3)
Bailey	Tonya	Assistant HS Principal	07/31/14	three (3)
Brown	Donna	Elementary Principal	07/31/14	three (3)
Coakley	(William) Shawn	Athletics/Activities Director	07/31/14	two (2)
Grantier	Claire	Technology Facilitator	07/31/14	two (2)
Holman	Eddie	Interim Coordinator of Technology	08/14/14	one (1)
Muratori	Rebecca	Elementary Principal	07/31/14	three (3)
Pace-Sanders	Kathy	Elementary Principal	07/31/14	three (3)
Peugeot	Todd	Assistant HS Principal	07/31/14	one (1)
Scott	Sabrina	Director of Student Services	07/31/14	three (3)
Slaughter	Venice	School Improvement Coordinator	07/31/14	three (3)
Talbot	Eric	Assistant HS Principal	07/31/14	two (2)
Wasiniak	Jill	Elementary Principal	07/31/14	three (3)
Zechman	Nancy	Director of Career Tech and Adult Ed.	07/31/14	one (1)

3) Approval of the Sandusky City Schools Preschool Growth Report (pages 43-44)

It is recommended that the Sandusky Board of Education approve the Sandusky City Schools Preschool Growth Report, as submitted by Ms. Julie McDonald, Chief Academic Officer on October 28, 2013.

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

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

Sandusky City Schools Policy Manual Revisions	
Policy #	Policy Title or Policy Regulation Title
EHA	Data and Records Retention

	OSBA - August, 2013
EHA-R	Data and Records Retention (Regulation)
GBQ	Criminal Records Check
GBR	Family and Medical Leave
GBR-R	Family and Medical Leave
JEC	School Admission
JECB	Admission of Nonresident Students
KBA	Public's Right to Know
KMA	Relations with Parent Organizations
KMB	Relations with Booster Organizations
	OSBA - May 2013
AA	School District Legal Status
BDC	Executive Sessions
DD	Funding Proposals and Applications
DE	Revenues from Tax Sources
EEAD	Special Use of School Buses
GCD	Professional Staff Hiring
IGBEA-R	Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
IGCF	Home Schooling
IGCH-R	Postsecondary Enrollment Options
IGD	Co-curricular and Extracurricular Activities
IGDJ	Interscholastic Athletics
IGDK	Interscholastic Extracurricular Eligibility
IKE	Promotion and Retention of Students
JEBA	Early Entrance to Kindergarten
JECBC	Admission of Students from Nonchartered or Home Schooling
JN	Student Fees, Fines and Charges
LEC-R	Postsecondary Enrollment Options

5) 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 October 28, 2013:

Sandusky City Schools – "In-House" Fundraisers		
Group Name	Fundraiser Event	Dates of Fundraiser
SMS Student Council	Concessions @ Jackson/Basketball Season	11/01/13 - 02/28/14
SHS National Honor Society	Stoller Pastry & Cookie Sale	10/14/13 - 10/25/13
Sandusky Middle School	Cookie Dough & Magazine Sale	01/27/14 - 02/07/14
SHS BPA/Business Management	Scentsy Candle Sales	11/25/13 - 12/06/13
SHS BPA/Business Management	Beef Sticks	10/21/13 - 11/04/13
SHS BPA/Business Management	Links of Love for Special Olympics	01/27/14 - 01/31/14
SHS BPA/Business Management	Popcorn Sales	02/17/14 - 02/28/14
SHS Art Club	Malleys Candy Bar Sale	12/01/13 - 12/31/13
SHS BPA/Medical Office Assist	Feed the Teachers @ Parent/Teacher Conferences	10/10/13 - 04/24/14
SHS BPA/Medical Office Assist	Meat Sticks Sale	11/11/13 - 11/22/13
SHS Cheerleading	Kids Cheer Clinic	03/08/14 - 03/08/14
SHS Class of 2015	Pancake Breakfast	11/09/13 - 11/09/13
SHS Student Council	Winter Dance	01/13/14 - 01/25/14
SHS Student Council	Valentine's Day Carnation Sale	02/10/14 - 02/14/14
SHS Student Council	Student vs Faculty Volleyball Game	03/24/14 - 03/28/14
SHS Student Council	Spring Flower Basket Sale	04/17/14 - 04/25/14
SHS Student Council	Oddball Olympics Day	05/19/14 - 05/23/14

SHS Pep Club	St Paddy's Day Pins & Bracelets	03/10/14 - 03/14/14
SHS UBS Club	Mother/Son Dance	11/08/13 - 11/08/13
SHS UBS Club	Afro Ball	03/08/14 - 03/08/14
SHS Wrestling	"Our Fund" Donations Website	11/23/13 - 02/28/14
SHS Wrestling	Gordon Food Service Discount Cards	11/23/13 - 02/28/14
SHS Boys Basketball	Shirt Sale	11/4/13 - 12/4/13
* - 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	In Memory of
Donald Lenhart	Sandusky City Schools Ontario School Uniform Fund and Rewards and Bridging Day	\$1,200.00	
Sandusky Erie County Community Foundation	Osborne School Playground Fence and Gate	\$2,234.00	
Sandusky Erie County Community Foundation	iPads & iTunes Cards for Speech Therapy	\$5,334.00	
Sandusky Erie County Community Foundation	Computers for Blended Learning Initiative	\$1,900.00	
Sandusky Erie County Community Foundation	iPad mini and Licenses for 21st Century learning	\$3,840.00	
Phyllis Thomas	SHS Class of 1964 Scholarship Fund	\$17.00	
Esther Barto	SHS Class of 1964 Scholarship Fund	\$500.00	
Suzy Dietrich	Sandusky Cultural Center	\$10.00	
Michael Anderton	Sandusky Cultural Center	\$25.00	
Barbara Butkus	Sandusky Cultural Center	\$10.00	
Laura Dahnke	Sandusky Cultural Center	\$100.00	
Gene Gentner	Sandusky Cultural Center	\$25.00	
Joshua Risner	Sandusky Cultural Center	\$50.00	
Brett Kinzel	SHS Boys Basketball Program	\$350.00	
Nicole Wilson-Fennell	Coach Terry Wilson Scholarship Fund	\$20.00	
Anonymous	Sandusky Area Cultural Center	\$7,000.00	
Eugene Kidwell	Douglas Kidwell Memorial Scholarship Fund	\$25.00	Ruth Thiede
Arthur Geyh	Sandusky Cultural Center	\$450.00	
Cable Steinemann	Sandusky Cultural Center	\$250.00	
Erik Anderson	Sandusky Cultural Center	\$100.00	
Patricia James	Sandusky Cultural Center	\$10.00	
Paul Schoenegge	Sandusky Cultural Center	\$25.00	
Betsy Oberhausen	Sandusky Cultural Center	\$10.00	
Regina Werner	Sandusky Cultural Center	\$5.00	
Andrew Kraus	Sandusky Cultural Center	\$10.00	
Suzanne Jeffery	Sandusky Cultural Center	\$10.00	
Jane Brock	Sandusky Cultural Center	\$50.00	
Jim Geller	Sandusky Cultural Center	\$25.00	
Margaret Murray	Sandusky Cultural Center	\$100.00	
David Pletcher	Sandusky Cultural Center	\$100.00	
Sue Haering	Sandusky Cultural Center	\$10.00	
Ruth Parker	Sandusky Cultural Center	\$100.00	
Carolyn Jensen	Sandusky Cultural Center	\$25.00	
David Waddington	Andrew Dunn Sandusky Police Academy Memorial Scholarship for the month of October	\$30.00	
Darcy Johnson	Andrew Dunn Sandusky Police Academy Memorial Scholarship for the month of October	\$8.00	
Kevin Robertson	Candy to the Cedar Point Trick or Treat	\$64.56	
Tina Beatty	Sandusky Career Center "Suite & Such"	\$115.00	
Fresch Hair Designs	6 Stress mats	\$300.00	

** Value of non-monetary donation.

14. **Executive Session**
 - To prepare for negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment and to consider the employment or compensation of a public employee or official.
15. Anticipated Action
16. Unfinished Business
17. New Business
18. Board Liaison Committee Reports
19. Recommendations or Questions from Individual Board Members
20. Next Meeting

The next regular meeting of the Board of Education is scheduled for Monday, December 9, 2013, at 8:00 a.m. in the 4th floor conference room at the Administration Building.
20. Adjournment

Minutes of Sandusky Board of Education’s Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

The regular meeting of the Sandusky Board of Education of October 7, 2013 was called to order by President Faith Denslow at 7:00 p.m.

The following members were present: Mrs. Faith Denslow, Mrs. Green-Churchwell arrived at 7:10 p.m., Mrs. Martha Murray, Ms. Kate Vargo, and Mr. Jeff Krabill.

Mrs. Denslow led with the Pledge of Allegiance.

Resolution #13-10a-1

Mr. Krabill moved and Ms. Vargo seconded approval of the Minutes of the September 16, 2013 Regular Meeting and to waive the reading thereof.

On Roll Call: Mr. Krabill AYE, Ms. Vargo AYE, Mrs. Murray AYE, Mrs. Denslow AYE. Motion carried.

Resolution #13-10a-2

It was moved by Ms. Vargo and seconded Mrs. Murray by to approve the agenda as presented.

On Roll Call: Mrs. Murray AYE, Ms. Vargo AYE, Mr. Krabill AYE, Mrs. Denslow AYE. Motion carried.

Correspondence – Informational

Non-District Fundraiser(s)

The following is a list of fundraiser(s) from OUTSIDE organizations that are asking to conduct fundraisers within our district. This list is provided to the Board of Education for information only (no action required), as submitted by Mrs. Julie Bittinger, Business/Fiscal Office Worker, on September 25, 2013:

Sandusky City Schools – “Outside” Fundraisers		
Group Name	Fundraiser Event	Dates of Fundraiser
Venice Elementary Parent Council	Gift Catalog/All American fundraising	09/26/13 – 10/10/13

Correspondence – Related to Action

- Mr. Doug Parthemore, 5th Grade Teacher
- Ms. Melissa Tucker, Community Based Teacher 1-4
- Ms. Beverly Baker, Paraprofessional
- Ms. Cynthia Bankieris, Clinical Assistant
- Ms. Lynnette Hermes, Receptionist

Treasurer’s Report

Health Insurance – Mr. Robertson discussed the current financial status of the District Health Insurance Fund, funding percentages and plans to keep the fund solvent.

RECORD OF PROCEEDINGS

Minutes of Sandusky Board of Education's Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Superintendent & CEO's Report

Update from the CEO on the Transformation Plan for the 2013-2014 school year (former Academic Plan) and video presentation from Julie McDonald.

Resolution #13-10a-3

It was moved by Mr. Krabill and seconded by Mrs. Murray to approve the following:

Approval of Monthly Financial Statement and Monthly Investments

It is recommended that the Board of Education approve the financial statement and investments as listed in the attached documentation for the month of September 2013.

Approval to Dispose of Assets

It is recommended that the Board of Education approve the disposal of the following assets:

Violin/Viola Rack – 17364
Computer Workstation Desks – 13296, 13297, 13293, 13289, 13292, 13291,
13290, one (1) untagged.
Metal Folding Chair – 08738
Projectors – 22772, 20537
Metal Bookshelf – 01414
Cassette Recorder – 19924
Typewriter – 06246
Overhead Projectors – 15829, 02210, 08130, 08746, 00256, 00054
Hospital Bed – 03376

The following items are Auxiliary Service computers which will be reviewed by our IT department for any salvageable parts.

Laptop – 18342
Computers – 23426, 23427, 23428, 23429, 23430, 23431, 23432, 23433,
23434, 23435, 23436, 23437, 23497, 23498, 23590, 23591, 23594, 23595,
23597, 24015, 24019, 24020, 24021, 24025, 24032, 24035, 25105,
23593, and 23598.

Acceptance of Amended Certificate of Estimated Resources

It is recommended that the Board of Education approve the Amended Certificate of Estimated Resources as presented in the attached documentation.

Approval of Permanent Appropriations

It is recommended that the Board of Education approve the Permanent Appropriations for Fiscal Year 2014 as presented in the attached documentation.

Approval of 5 Year Forecast and Notes

It is recommended that the Board of Education approve the 5 Year Forecast and Notes as presented in the attached documentation.

Minutes of Sandusky Board of Education’s Regular Meeting
 Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-3 (continued)

Approval of Annual Spending Plan

It is recommended that the Board of Education approve the annual spending plan as presented in the attached documentation.

On Roll Call: Mr. Krabill AYE, Mrs. Murray, AYE, Mrs. Green-Churchwell AYE, Ms. Vargo AYE, Mrs. Denslow AYE. Motion Carried.

Resolution #13-10a-4

It was moved by Mr. Krabill and seconded by Ms. Vargo to approve the following:

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.

Personnel:

Acceptance of Retirement Resignation – Certificated

Mr. Doug Parthemore – 5th Grade Teacher at Mills Elementary School, effective at the end of the 2013/14 school year (July 1, 2014) per his provided correspondence, received September 25, 2013. Mr. Parthemore will retire with 23 years within Sandusky City Schools.

Approval of Employment – Certificated Tutors

It is recommended that the Board of Education approve the employment of the following staff member(s) for the 2013/14 school year, as recommended by Mrs. Julie McDonald, Chief Academic Officer, as submitted by Mrs. Sabrina Scott, Director of Student Services, on September 23, 2013:

Approval of Employment – Certificated Tutors			
Last Name	First Name	Position	Effective Date(s)
Borton	Thomas	Home Instruction Tutor	2013/14 SY
Butler	Abigail		
Ruggles	Sharon		
Schlosser	Sheryl		
Sharp	Dustin		
Tucker	Melissa		
Werling	Beth		
Williams	Margaret (Elaine)		

Approval of Family and Medical Leave of Absence – Certificated

Shelly Wentworth – Early Childhood Intervention Specialist, per her correspondence dated September 23, 2013. Ms. Wentworth is requesting FMLA leave (intermittent and/or reduced-leave basis), starting September 25, 2013, with the end date of the leave to be determined in the near future.

RECORD OF PROCEEDINGS

Minutes of Sandusky Board of Education's Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-4 (continued)Approval of Family and Medical Leave of Absence – Certificated (continued)

Al Lasch – Intervention Specialist at Sandusky High School, per his correspondence dated September 25, 2013. Mr. Lasch is requesting five (5) days of FMLA leave from Friday, September 27, 2013 through Thursday, October 3, 2013.

Approval of Unpaid Leave of Absence – Certificated

Melissa Tucker – Venice Heights Elementary School, per her correspondence dated September 3, 2013. Ms. Tucker is requesting an unpaid leave of absence for nine (9) days from Tuesday, October 1, 2013, through Monday, October 14, 2013, (one personal day was approved during this time period for October 4, 2013) and is scheduled to return to work on Tuesday, October 15, 2013.

Approval of Payment of Involuntary Reassignment Stipend – Certificated

As stated in Article 9, Section 9.07, page 23 of the *Negotiated Agreement between the Sandusky City School District Board of Education and the Sandusky Education Association 2013 - 2014*, any teacher involuntarily reassigned after the start of the school year shall receive two (2) professional leave days prior to the effective date of the reassignment for classroom preparation and shall be paid an additional stipend of \$500 dollars within 30 days after the effective date of the reassignment.

The information above is based on the involuntary reassignment of **Heather Loomis** and **Holly LaMarca** due to the necessity for an additional autism unit at Mills Elementary School, as submitted by Mr. David Danhoff, Chief of Staff – Transformation Officer, on September 12, 2013.

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 supplemental 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.

Approval of Supplemental Assignments 2013/14 SY		
Position	Name (last, first)	Building
Class Advisor: Fr	Amos, Kali	SHS
TN Girls Asst	Schlett, Marcus	SHS
BK Boys HS Var Asst	Redding, Issian	SHS
TK Boys HS Var Asst	Brunow, Ben	SHS
BK Boys JH 7 th Asst	Bahnsen, Jarrod	SMS
Cheer Asst Advisor	Brown Ka'Reena	SHS
TK Girls HS Var Asst	Badamy, Katherine	SHS
BK Girls JH 8 th Hd	Williams, Keith	SMS
TK Girls HS Hd Var	Downing, Kristina	SHS
TK Girls HS Var Asst	Cooley, Mason	SHS

Minutes of Sandusky Board of Education’s Regular Meeting
 Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-4 (continued)

Approval of Supplemental Contracts – Employees/Non-Employees (continued)

Approval of Supplemental Assignments 2013/14 SY		
Position	Name (last, first)	Building
TK Girls HS Var Asst	Burch, Robert	SHS
NHS Advisor	Buck, Rod	SHS
Stage Manager	Albert, Ron	SHS
TK Boys HS Var Hd	Leech, Ron	SHS
TK Boys HS Var Asst	Borton, Tom	SHS
Intramurals Elem Boys BK	Fry, Ryan	SHS
FT HS Var Asst & Hd JV	Millisor, Justin	SHS

Acceptance of Resignation – Classified Staff

Hermes, Lynnette – Administration Building Receptionist, effective October 11, 2013, per her provided correspondence, received September 30, 2013.

Approval of Employment – Classified 2013/14 SY

It is recommended that the Board of Education approve the employment of the following classified staff member(s) for the 2013/14 school year as recommended by Mr. David Danhoff, Chief of Staff and Transformation Officer, and as submitted by Mr. Ted Peters, Transportation Supervisor, on September 26, 2013:

Employment of Classified Staff Effective September 23, 2013 for the 2013/14 SY		
Name (last, first)	Position	Building
Forney, Dawn	Bus Aide	Bus Garage
Miller, Stephanie	Bus Aide	Bus Garage

Approval of Change in Salary – Classified

It is recommended that the Board of Education approve the change in salary for the following classified staff members:

Ritchie, Vickie – from Cafeteria Worker 4 hrs./day at Sandusky High School to Cafeteria Worker 6 hrs./day at Sandusky High School, effective September 23, 2013.

Approval of Change in Classification – Classified

It is recommended that the Board of Education approve the change in classification status for the following classified staff members:

Beatty, Tina – from Administrative Assistant Personnel/Superintendent Office at the Administration building to HR Facilitator I at the Administration building.

Riedy, Jackie – from Interim Human Resource Facilitator at the Administration building to HR Facilitator II at the Administration building.

RECORD OF PROCEEDINGS

Minutes of Sandusky Board of Education's Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-4 (continued)

Approval of Unpaid Leave of Absence – Classified

Ms. Beverly Baker – at Sandusky High School, per her correspondence dated September 8, 2013. Ms. Baker is requesting an unpaid leave of absence from Wednesday October 16, 2013, through Thursday, October 17, 2013, and is scheduled to return to work on Monday, October 21, 2013.

Acceptance of Resignation – Adult Education Hourly Staff

Bankieris, Cynthia – hourly Clinical Assistant with the Practical Nursing program, effective September 25, 2013, per her provided correspondence, received September 25, 2013.

Approval of Employment of Hourly Staff – Adult Education 2013/14SY

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 2013-2014 school year at the rates indicated, as recommended by Mrs. Nancy Zechman, Director of Career Tech and Adult Education, on Wednesday, September 25, 2013:

Adult Education – Hourly Staff Effective October 7, 2013 for the 2013/2014 SY				
Program Title	Last Name	First Name	Job Title	Hourly Rate
ABLE	Aceto	Anna	Sandusky ABLE Instructor	\$19.00
	Agee	Bradley	Sandusky ABLE Instructor	\$19.00
	Auble	Mary Jo	Sandusky ABLE Instructor	\$19.00
	Widman	Carrie	Sandusky ABLE Office Assistant	\$17.00

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 (position and start date specified for each person), per the communication from Mr. David Danhoff, Chief of Staff & Transformation Officer, on September 12, 2013, as recommended by Mr. Kevin Toms, Facilities Supervisor and Mr. Brad Kraft, Food Services Supervisor:

Employment of Substitutes – Classified 2013/14 SY			
Last Name	First Name	Position	Effective Date
Pisarsky	June	Substitute Cross. Guard. Café. Work.	9/12/2013
Waddington	Tyler	Substitute Custodian	9/12/2013
Rhodes	Lori	Substitute Cafeteria Worker	9/12/2013
Ogilvy	Ashley	Substitute Cafeteria Worker	9/12/2013
Churchwell	Karen	Substitute Cafeteria Worker	9/12/2013
Sluga	Duane	Substitute Cafeteria Worker	9/30/2013

Minutes of Sandusky Board of Education’s Regular Meeting
 Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-4 (continued)

Approval of Compensation for Professional Development Training

It is recommended that the Sandusky Board of Education approve the following professional development payments:

Professional Development: Behavior and Community Based Meeting			
Date: August 14, 2013			
Time: 1:30 pm 3:30 pm			
Last Name	First Name	Hours	Total
Riedel (paraprofessional)	Heidi	2	At hourly rate
Roldan (paraprofessional)	Vanessa	2	At hourly rate
Roldan (paraprofessional)	Brett	2	At hourly rate

*Hourly rate for the above staff was submitted incorrectly for the 9/16/13 agenda.

Professional Development: Required for STNA certifications for high school students		
Date: August 12-14, 2013		
Time: N/A		
Last Name, First Name	Hours	Total (\$20.00 p/h)
McKenna, Patsy	16	\$320.00

Approval of Volunteers – Employees/Non-Employees

Approval of Volunteers – 2013/14SY		
Position	Name	Building
High School Football	Kiser, Tom	SHS
High School Cheerleading	Schmiedl, Wendy	SHS
High School Cheerleading	Esposito, Carolyn	SHS
Band Majorette Advisor	Risner, LaBreeska	SHS

On Roll Call: Mr. Krabill AYE, Ms. Vargo AYE, Mrs. Green-Churchwell AYE, Mrs. Murray AYE, Mrs. Denslow AYE. Motion carried.

Resolution #13-10a-5

It was moved by Mrs. Green-Churchwell and seconded by Mrs. Murray to approve the following:

Approval of the NETech Corporation Contract for October 1, 2013 through September 30, 2015

It is recommended that the Board approve the agreement with NETech Corporation for an on-site Support Engineer per the provided Contract received on September 18, 2013.

Approval of FY14 Grant Consortium Agreement

It is recommended that the Board of Education approve the grant consortium agreement with North Central Ohio ESC for FY 2014 Title III funding per the provided agreement as submitted by Mrs. Julie McDonald, Chief Academic Officer, on October 1, 2013.

RECORD OF PROCEEDINGS

Minutes of Sandusky Board of Education's Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-5 (continued)

Approval of the Arena USA Agreement for September 1, 2013 through August 31, 2016

It is recommended that the Board of Education approve the agreement between the Sandusky City School District Board of Education, the Sandusky High School Swim Team, and Arena USA for swim team outfitting, per the provided agreement as recommended by Mr. David Danhoff, Chief of Staff and Transformation Officer, and as submitted by Mr. Shawn Coakley, Athletic Director, on October 1, 2013.

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:

Sandusky City Schools – "In-House" Fundraisers		
Group Name	Fundraiser Event	Dates of Fundraiser
SHS Boys' Basketball	Dominos' Dough Raising Card Sale	11/11/13 - 11/28/13
SHS Keynotes/Bell Choir	Mikey's Frozen Yogurt/20% of Day's Sales	09/20/13 - 09/20/13
SHS Keynotes/Bell Choir	Bob Evans Community Fundraiser/20% Sales	10/09/13 - 10/09/13
SHS Pep Club	Buttons & Hair Ribbons/Bows Sale	09/30/13 – 5/30/14
SHS Pep Club	Cancer Society/Buttons Sale	09/30/13 – 10/30/13

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 student(s) listed below to graduate and receive a diploma:

Sandusky High School – Award of Diploma	
Student Name	Date of Diploma
Shaquayla Reynolds (completed requirements in 2006 but volunteer hours were verified on September 18, 2013)	July 2006
Bethany Nicole Conti	October 2013

On Roll Call: Mrs. Green-Churchwell AYE, Mrs. Murray AYE Ms. Vargo AYE, Mr. Krabill AYE, Mrs. Denslow AYE. Motion carried.

Resolution #13-10a-6

It was moved by Mrs. Murray and seconded by Mrs. Green-Churchwell to approve the following:

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:

RECORD OF PROCEEDINGS

2529

Minutes of Sandusky Board of Education's Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-6 (continued)

Sandusky City Schools – Donations			
Donator Name	Donation To	Donation	In Memory of
Darcy Johnson	Andrew Dunn SPA Memorial Scholarship	\$ 12.00	
David Waddington	Andrew Dunn SPA Memorial Scholarship	\$ 45.00	
Nicole Wilson-Fennell	Coach Terry Wilson Scholarship Fund	\$ 25.00	
Allen Montelauro	Sandusky Cultural Center	\$ 10.00	
Andrew Young	Sandusky Cultural Center	\$ 50.00	
Andy Shannon	Sandusky Cultural Center	\$ 25.00	
Ann Bingham	Sandusky Cultural Center	\$ 25.00	
Ann Pokorny	Sandusky Cultural Center	\$ 10.00	
Barbara Berg	Sandusky Cultural Center	\$ 50.00	
Barbara Baughman	Sandusky Cultural Center	\$ 25.00	
Barbara Borzym	Sandusky Cultural Center	\$ 15.00	
Carol Barone	Sandusky Cultural Center	\$ 25.00	
Carol Reynolds	Sandusky Cultural Center	\$ 10.00	
Carol Van Arsdale	Sandusky Cultural Center	\$ 25.00	
Charles Cloak	Sandusky Cultural Center	\$ 100.00	
Dan Lachowyn	Sandusky Cultural Center	\$ 50.00	
Daniel Keller	Sandusky Cultural Center	\$ 100.00	
Dean Renward	Sandusky Cultural Center	\$ 50.00	
Deborah Cain	Sandusky Cultural Center	\$ 10.00	
Don Pflieger	Sandusky Cultural Center	\$ 25.00	
Don Hibbard	Sandusky Cultural Center	\$ 10.00	
Donald Izold	Sandusky Cultural Center	\$ 25.00	
Donald Senne	Sandusky Cultural Center	\$ 50.00	
Dorothy Ceruti	Sandusky Cultural Center	\$ 25.00	
Elanor Mayer	Sandusky Cultural Center	\$ 250.00	
Elma Nelson	Sandusky Cultural Center	\$ 25.00	
Eric Romoser	Sandusky Cultural Center	\$ 25.00	
Gary Bauer	Sandusky Cultural Center	\$ 100.00	
Gary Spinosa	Sandusky Cultural Center	\$ 50.00	
Gene Wright	Sandusky Cultural Center	\$ 10.00	
George Fitzpatrick	Sandusky Cultural Center	\$ 10.00	
George Mylander	Sandusky Cultural Center	\$ 50.00	
George Poulos	Sandusky Cultural Center	\$ 50.00	
Hal Douthit	Sandusky Cultural Center	\$ 250.00	
Howard Smith	Sandusky Cultural Center	\$ 50.00	
Isadore Lichtcsien	Sandusky Cultural Center	\$ 300.00	
Jan Everhart	Sandusky Cultural Center	\$ 25.00	
Jean Holzaepfel	Sandusky Cultural Center	\$ 25.00	
Jean Wieber	Sandusky Cultural Center	\$ 10.00	
Jeff Vaughan	Sandusky Cultural Center	\$ 50.00	
Jim Johnson	Sandusky Cultural Center	\$ 25.00	
Jim Lipp	Sandusky Cultural Center	\$ 100.00	
Jim Semon	Sandusky Cultural Center	\$ 25.00	
Joe Groscoast	Sandusky Cultural Center	\$ 50.00	
Joel Rudinger	Sandusky Cultural Center	\$ 25.00	
John Schaeffer	Sandusky Cultural Center	\$ 10.00	
John McNutt	Sandusky Cultural Center	\$ 100.00	
Josh Haplea	Sandusky Cultural Center	\$ 100.00	

RECORD OF PROCEEDINGS

Minutes of Sandusky Board of Education's Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-6 (continued)

Sandusky City Schools – Donations			
Donator Name	Donation To	Donation	In Memory of
Judy Monaghan	Sandusky Cultural Center	\$ 250.00	
Karen Shaylor	Sandusky Cultural Center	\$ 25.00	
Kathy Kovatch	Sandusky Cultural Center	\$ 25.00	
Keith Newton	Sandusky Cultural Center	\$ 10.00	
Lois Brickley	Sandusky Cultural Center	\$ 50.00	
Lou Young	Sandusky Cultural Center	\$ 100.00	
Louis Zorn	Sandusky Cultural Center	\$ 25.00	
Lura Magi	Sandusky Cultural Center	\$ 25.00	
Lynda David	Sandusky Cultural Center	\$ 500.00	
M P Marion	Sandusky Cultural Center	\$ 25.00	
Mary Jane Hahler	Sandusky Cultural Center	\$ 100.00	
Mary Toney	Sandusky Cultural Center	\$ 100.00	
Mel Stauffer	Sandusky Cultural Center	\$ 100.00	
Michael Bur	Sandusky Cultural Center	\$ 100.00	
Mike Frank	Sandusky Cultural Center	\$ 100.00	
Nan Prout	Sandusky Cultural Center	\$ 25.00	
Nancy McKeen	Sandusky Cultural Center	\$ 25.00	
Nanette Guss	Sandusky Cultural Center	\$ 100.00	
Ned Bromm	Sandusky Cultural Center	\$ 25.00	
Pat Murray	Sandusky Cultural Center	\$ 125.00	
Patrick Murray	Sandusky Cultural Center	\$ 50.00	
Paul Coleman	Sandusky Cultural Center	\$ 50.00	
Paul Dahnke	Sandusky Cultural Center	\$ 100.00	
Paul Ernst	Sandusky Cultural Center	\$ 25.00	
Paul Rothschild	Sandusky Cultural Center	\$ 100.00	
Paulette Grahl	Sandusky Cultural Center	\$ 25.00	
Peggy Gordon	Sandusky Cultural Center	\$ 50.00	
Peter Hanley	Sandusky Cultural Center	\$ 250.00	
Phyllis Miller	Sandusky Cultural Center	\$ 10.00	
Richard Spinello	Sandusky Cultural Center	\$ 100.00	
Stephanie Craig	Sandusky Cultural Center	\$ 25.00	
Steve Lichtcsien	Sandusky Cultural Center	\$ 250.00	
Sue Cloak	Sandusky Cultural Center	\$ 25.00	
Susan Fisher	Sandusky Cultural Center	\$ 50.00	
Susanne Scheid	Sandusky Cultural Center	\$ 25.00	
Tamara Murray	Sandusky Cultural Center	\$ 300.00	
Tom Cassidy	Sandusky Cultural Center	\$ 50.00	
Tom Stockdale	Sandusky Cultural Center	\$ 10.00	
Ursula Ryan	Sandusky Cultural Center	\$ 20.00	
Virginia Bodi	Sandusky Cultural Center	\$ 10.00	
Warren Steiner	Sandusky Cultural Center	\$ 50.00	
Brigitte Green-Churchwell	Sandusky High School Scholarship Fund	\$ 25.00	Dr. Faith Jackson
Faith Denslow	Sandusky High School Scholarship Fund	\$ 25.00	Dr. Faith Jackson
Jeff Krabill	Sandusky High School Scholarship Fund	\$ 25.00	Dr. Faith Jackson
Kate Vargo	Sandusky High School Scholarship Fund	\$ 25.00	Dr. Faith Jackson
Martha Murray	Sandusky High School Scholarship Fund	\$ 25.00	Dr. Faith Jackson
Phyllis Thomas	SHS Class of 1964 Scholarship Fund	\$ 17.00	

Minutes of Sandusky Board of Education's Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-6 (continued)

Donator Name	Donation To	Donation
Matt Kennedy	Sandusky High School Band	Clarinet & Trumpet valued at \$250.00 & \$300.00
Nancy McKenna	Sandusky Career Center "Suits & Such"	Clothing valued at \$437.00
Osborne School Staff	Sandusky City School's Libraries	3 books valued at \$35.97

On Roll Call: Mrs. Murray AYE with abstention on her donation, Mrs. Green-Churchwell AYE with abstention on her donation, Ms. Vargo AYE with abstention on her donation, Mr. Krabill AYE with abstention on his donation, Mrs. Denslow AYE with abstention on her donation. Motion carried.

Unfinished Business

Mrs. Murray inquired as to the availability of the OGT preparation class on-line.

Mrs. Murray inquired as to the status of Power School being available for parents to access.

Mr. Krabill inquired regarding the existence of a parent/student data base of email addresses.

New Business

Mr. Krabill presented Mrs. Denslow with the Distinguished Board Member Award from the Ohio School Board Association in recognition of 15 years of service to the Sandusky City School District as a Board of Education Member.

Board Liaison Committee Reports

Mr. Krabill reported that the Operations and Facilities Committee will meet at 9:00 a.m. on December 3, 2013, followed by the Finance and Audit Committee at 10:00 a.m.

Mrs. Denslow reported that the Curriculum and Instruction Committee will meet on October 15, 2013 at 8:30 a.m.

Recommendations or Questions from Individual Board Members

Mr. Krabill informed the Board of Education that there will be a benefit for the Andrew Dunn Scholarship in February 2014 and that he will forward additional details. The Andrew Dunn Scholarship funds students attending the Sandusky Career Center Police Academy.

Mrs. Green-Churchwell discussed the need to provide more guidance and services to our students who are transitioning out of high school to continue their academic studies.

RECORD OF PROCEEDINGS

Minutes of Sandusky Board of Education's Regular Meeting

Held at 407 Decatur Street, Sandusky, OH October 7, 2013

Resolution #13-10a-7

Mr. Krabill moved and Mrs. Green-Churchwell seconded that the meeting be adjourned.

On Roll Call: Mr. Krabill AYE, Mrs. Green-Churchwell AYE, Mrs. Murray AYE, Ms. Vargo AYE, Mrs. Denslow AYE. Motion carried.

Meeting adjourned at 8:16 p.m.

Mrs. Faith Denslow, President

Mr. Kevin D. Robertson, Treasurer

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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 is 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