

SANDUSKY CITY SCHOOLS

**Board of Education
Regular Meeting
Monday, July 15, 2013 at 3:00 p.m.**

1. Call to Order and Roll Call – Mrs. Faith Denslow, President
2. Pledge of Allegiance
3. Reading and Approval of Minutes of June 26, 2013, Meeting – Mr. Kevin Robertson, Treasurer
4. Approve Agenda
5. Student Recognition
6. Citizens Participation
 - a) Special Presentation: Senator Randy Gardner
7. Staff Presentations
8. Correspondence – Informational
9. Correspondence – Related to Action
 - a) Ms. Cosetta Adkins, 6th Grade Teacher at Osborne Elementary School
 - b) Mr. Thomas Freitas, Supervisor of Food Services
 - c) Mr. Dennis Muratori, Chief of Staff – Transformation Officer
10. Treasurer’s Report – Discussion Items, Mr. Robertson
 - a) Medicaid Reimbursement

For the period of 7/1/12-6/30/13, the District has received \$214,708.42 in Medicaid reimbursement. This is broken down by services as follows:

Counselor/Social Worker	\$20,313.15
Nursing	\$3,079.86
Occupational Therapy	\$21,384.53
Physical Therapy	\$4,736.76
Speech Therapy	\$154,821.30
Psychology	<u>\$10,372.82</u>
Total	<u><u>\$214,708.42</u></u>
11. Superintendent & CEO’s Report – Discussion Items, Dr. Sanders
 - a) Press Release Regarding Community Engagement for Initial Discussions for School Facilities in 2014

12. Treasurer's Recommendations – Action Items, Mr. Robertson

a) 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 June 2013.

b) Approval 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.

c) Approval of Appropriation Revisions

It is recommended that the Board of Education approve the appropriation revisions as presented in the attached documentation.

d) Approval of Revised FY 2013 5 Year Forecast

It is recommended that the Board of Education approve the 5-Year Forecast as revised in the attached documentation.

e) Approval of Change Order

It is recommended that a change order in the amount of \$6,150.00 for Feick Design Group, Inc. be approved for the baseball field project.

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 – Administrative

Thomas Freitas – Supervisor of Food Services at Administration Building, effective July 9, 2013, per his provided correspondence received July 9, 2013. Mr. Freitas will retire with 28 years of service within Sandusky City Schools (10 years as an administrative staff member and 18 years as a classified staff member).

2) Acceptance of Resignation – Administrative

Dennis Muratori – Chief of Staff – Transformation Officer at the Administration Building, effective July 31, 2013, per his provided correspondence received July 11, 2013.

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

A. Personnel: (continued)

3) Approval of Employment – Administrative

It is recommended that the Board of Education approve the employment of the following administrative staff member:

David Danhoff – Chief of Staff – Transformation Officer at the Administration Building, effective August 1, 2013

*** Employment of the administrative staff member listed above is contingent upon successful completion of all pre-employment requirements and receipt of the requisite administrative licensure. Compensation level, based upon the current and in-place salary schedule for administrators, will be determined after receipt of official college transcripts and verification of years-of-experience.*

4) Approval of Employment – Administrative Consultant Contract

David Danhoff – Chief of Staff – Transformation Officer at the Administration Building, beginning July 15, 2013, and continuing through July 31, 2013, as scheduled by the Superintendent & CEO.

5) Approval of Revised Administrative Salary Schedule, Effective August 1, 2013

It is recommended that the Board of Education approve the revised Administrative Salary Schedule (copy provided), effective August 1, 2013.

6) Acceptance of Resignation – Certificated

Cosetta Adkins - 6th Grade Teacher at Osborne Elementary School, effective July 31, 2013, per her provided correspondence, received July 2, 2013.

7) Approval of Reduction-in-Force (RIF) – Certificated

It is recommended that the Board of Education approve the reduction-in-force (RIF) of the following certificated staff member, effective August 1, 2013, per the communication from Mr. Dennis Muratori, Chief of Staff – Transformation Officer, on June 26, 2013:

Reduction-in-Force – Certificated			
Last Name	First Name	2012/13 SY Position	Effective Date of RIF
Grieger	Susanna	on Leave of Absence from Intervention Specialist for 2012/13 SY	8/1/2013

8) Approval of Unpaid Leave of Absence – Certificated

Beth Werling – Intervention Specialist at Sandusky Middle School, per her email correspondence. Ms. Werling is requesting an unpaid leave of absence from Monday, November 25, 2013, through Tuesday, November 26, 2013, and is scheduled to return to work on Monday, December 2, 2013 (first work day after the Thanksgiving holidays).

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

A. **Personnel:** (continued)

9) Approval of Employment – Certificated

It is recommended that the Board of Education approve the employment of the following certificated staff members for the 2013/14 school year:

Megan Barone – Title I Tutor/Title II-A Teacher at Venice Elementary School

Holly Blanton – Title I Tutor/Title II-A Teacher at Osborne Elementary School

Erin Coles – Title I Tutor/Title II-A Teacher at Mills Elementary School

Holly LaMarca – Title I Tutor/Title II-A Teacher at (building to-be-determined)

Jeffrey Lewis – Title I Tutor/Title II-A Teacher at Sandusky Middle School

Rebecca Nottke – Title I Tutor/Title II-A Teacher at Mills Elementary School

Alanna Villarreal – Title I Tutor/Title II-A Teacher at Hancock Elementary School

*** Employment of the certificated staff members listed above is contingent upon successful completion of all pre-employment requirements and receipt of the requisite teaching licensure. Compensation level, based upon the current and in-place salary schedule for teachers, will be determined after receipt of official college transcripts and verification of years-of-experience.*

10) Approval of Award of Extended Service Supplemental Contracts 2013/14 SY – Certificated

It is recommended that the Board of Education approve the award of an extended service supplemental contract to the following certificated staff members for the 2013/14 school year with days to be worked before August 21, 2013, and/or after June 3, 2014:

Extended Service Supplemental Contracts - 2013/14 SY			
Last Name	First Name	Ext Serv Contract	Ext Serv # Days
Blackburn	Karen	Interv Spec: Ext Serv	10
Bush	Cheryl	Coun (Elem): Ext Serv	5
Capucini	Kathy	Coun (JH): Ext Serv	10
Carter	William	Psych: Ext Serv	20
Collins	Sean	Psych: Ext Serv	20
DeLuca	Toni	Coun (Elem): Ext Serv	5
Hart	Mary Ellen	Coun (HS): Ext Serv	15
Herman-Wells	Elizabeth	Librarian: Ext Serv	5
Hixson	Faith	Career Based Interv Instr: Ext Serv	5
Maceo	Betty	Coun (HS): Ext Serv	15
Nowak	Kristen	Psych: Ext Serv	20
Straka-Kenning	Barbara	Coun (HS Dir): Ext Serv	20
Trent	Janice	Coun (Elem): Ext Serv	5

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

A. Personnel: (continued)

11) 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 requisite certification and/or training.*

Approval of Supplemental Assignments 2013/14 SY		
Position	Name (last, first)	Building
Student Council-Osborne	Scott, Jeanne	Osborne
Student Council-Venice	Toft, Tara	Venice
Technology Spc. - SMS	Phillips, Melissa	SMS
Technology Spc. - Ontario	Pitcher, Dana	Ontario
Technology Spc. - Osborne	Scott, Jeanne	Osborne
Technology Spc. - Venice	Schmenk, Mike	Venice

12) Approval of Employment – Classified Exempt

It is recommended that the Board of Education approve the employment of the following classified exempt staff member:

Patricia Lynette Baxley – Administrative Assistant to the Superintendent and CEO at the Administration Building, effective July 22, 2013.

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

It is also recommended that the Board of Education approve the new job description for the Administrative Assistant to the Superintendent and CEO (copy provided).

13) 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, effective for the 2013/14 school year:

Susan Frausto – from annual non-renewal status (as One-on-One Paraprofessional) to One-on-One Paraprofessional at Venice Elementary School.

Darlene Larrick – from annual non-renewal status (as One-on-One Paraprofessional) to Classroom Paraprofessional at Venice Elementary School.

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

A. Personnel: (continued)

13) Approval of Change in Classification – Classified (continued)

Linda Towner – from annual non-renewal status (as One-on-One Paraprofessional) to Classroom Paraprofessional at Venice Elementary School.

Susan Weimer – from annual non-renewal status (as One-on-One Paraprofessional) to Classroom Paraprofessional at Mills Elementary School.

14) Approval of Employment – Adult Education Salaried Staff (2013/14 SY)

It is recommended that the Sandusky Board of Education approve employment contracts for the following Adult Education Department salaried staff members for the 2013/14 school year (August 1, 2013, through July 31, 2014) at the rate indicated, as recommended by Mrs. Nancy Zechman, Director of Career Tech and Adult Education, on July 8, 2013:

Employment of Adult Education – Salaried Staff Effective August 1, 2013, for the 2013/14 SY					
Last Name	First Name	Job Title	Annual Salary	Days	Hours/Day
Carroll	Suzanne	Adult Ed Practical Nursing Instructor	\$43,602.99	210.00	7.00
Painter	Rebecca	Adult Ed Financial Aide Coordinator	\$28,665.00	210.00	7.00
Painter	Rebecca	Adult Ed ABLE Director	\$ 4,200.00	24.00	7.00
Ricci	MeLinda	Adult Ed COST Coordinator	\$36,394.02	210.00	7.00

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

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 2013/14 school year at the rates indicated, as recommended by Mrs. Nancy Zechman, Director of Career Tech and Adult Education, on Monday, July 8, 2013:

Employment of Adult Education – Hourly Staff Effective June 26, 2013, for the 2013/14 SY				
Program Title	Last Name	First Name	Job Title	Hourly Rate
Police Academy	Blohm	Thomas	Police Academy Instructor	\$24.72
	Brumbaugh	Pamela	Police Academy Instructor	\$24.72
	Klamar	Ken	Police Academy Instructor	\$24.72
	McKenna	Patsy	Police Academy Instructor	\$24.72
	Parthemore	Robb	Police Academy Instructor	\$24.72
	Reel	Jason	Police Academy Instructor	\$24.00
	Schenk	Glenn	Police Academy Instructor	\$24.72
DIT/T&I	Gasteier	Robert	DIT/T&I Instructor	\$20.00
	Kastor	Michael	DIT/T&I Instructor	\$20.00
Health Education	Truman	Carol	Health Education Instructor	\$20.00
General Adult	Raponi	Theodore	Educational Services Coordinator	\$25.00
COST	Graffice	Karen	COST Instructor	\$18.80

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

A. Personnel: (continued)

16) Approval of Employment for Extended Service Supplemental Contracts – Certificated (2012/13 SY – Summer 2013)

It is recommended that the Board of Education approve the award of an extended service supplemental contract to the following certificated staff member for the 2012/13 school year (during Summer 2013 – after June 6, 2013, and prior to August 26, 2013), as submitted by Mrs. Julie McDonald, Chief Academic Officer – PreK-16, on July 10, 2013. The number of days shall not exceed 10, and will be paid through Title Professional Development funds:

Extended Service Supplemental Contracts 2012/13 SY (Summer 2013)			
Last Name	First Name	Position	Extended Service # Days
Blackburn	Karen	Intervention Specialist	up to 10 days

17) Approval of Employment of Substitutes – Classified (2013/14 SY)

It is recommended that the Sandusky Board of Education approve for employment as a classified substitute the individual listed below per the communication from Mr. Dennis Muratori, Chief of Staff – Transformation Officer, on June 19, 2013, as recommended by Mr. Kevin Toms, Supervisor of Maintenance/Facilities:

Employment of Substitutes – Classified 2013/14 SY			
Last Name	First Name	Position	Effective Date
Johnson	Eli	Substitute Custodian	2013/14 SY

18) Approval of Employment of 2013 Summer Employees – Classified

It is recommended that the Board of Education approve the employment of the following classified staff members for the 2013 summer positions listed below, as recommended by Mr. Dennis Muratori, Chief of Staff – Transformation Officer, on June 19, 2013, as submitted by Mr. Kevin Toms, Supervisor of Maintenance/Facilities:

Staff Employment for Summer 2013 Classified Staff			
Position	Last Name	First Name	Effective Date
Substitute Custodian	Johnson	Eli	6/17/2013
Summer Maintenance Worker	Mateyka	Dennis	6/14/2013

19) Approval of Stipend Payments to 2012/13 SY Mentors

It is recommended that Board of Education approve payment (as defined in the Sandusky Education Association/Sandusky Board of Education negotiated Agreement) to the following staff members for their services as a certificated staff mentor during the 2012/13 SY:

Approval of Stipend Payment – Mentors 2012/13 SY			
Last Name	First Name	Position	Stipend
Nitschke	Brian	Mentor	\$1,000.00
Coffey	Deb	Mentor	\$1,000.00

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

A. Personnel: (continued)

20) Approval of Compensation to Advisors for the “I Believe I Can Fly” Program

It is recommended that Board of Education approve compensation to the following staff members for their role as advisor for the “I Believe I Can Fly” program as submitted by Mr. Dennis Muratori, Chief of Staff – Transformation Officer, on May 30, 2013. (Payment of stipend to advisors upon fulfillment of their advisor responsibilities; funded by a grant from the Stein Foundation.)

“I Believe I Can Fly” Program 2012/13 SY			
Position	Last Name	First Name	Total Stipend
Advisor	DeLuca	Antonette (Toni)	\$750.00
Advisor	Bonner	Agenda	\$750.00

B. Other:

1) Approval of “Educational Service Center of Cuyahoga County Agreement for Admission of Pupils Pursuant to Ohio Revised Code Section 3313.841” with the Educational Service Center of Cuyahoga County (ESCCC) for the 2013/14 SY

It is recommended that the Sandusky Board of Education approve the provided Agreement, “Educational Service Center of Cuyahoga County Agreement for Admission of Pupils Pursuant to Ohio Revised Code Section 3313.841”, with the Educational Service Center of Cuyahoga County (ESCCC) for the 2013/14 school year, as submitted by Mrs. Julie McDonald, Chief Academic Officer – PreK-16.

2) 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
Terrance Scott	July 2013
Eric Woods	SHS Class of 2013

3) Approval of Revisions to the “Sandusky City Schools Report on Common Core Standards” (Report Cards) for Elementary Students for the 2013/14 SY

It is recommended that the Sandusky Board of Education approve revisions to the “Sandusky City Schools Report on Common Core Standards” (report cards) for elementary students, kindergarten through 6th grade, for the 2013/14 school year (copies provided), as submitted by Mrs. Julie McDonald, Chief Academic Officer – PreK-16, on July 9, 2013.

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

B. Other: (continued)

- 4) Approval of the Sandusky High School Student Handbook, Conduct and Disciplinary Information Handbook, Sandusky Middle School Handbook, and Elementary Student Handbook for 2013/14 SY

It is recommended that the Sandusky Board of Education approve the Sandusky High School Student Handbook, Conduct and Disciplinary Information Handbook, Sandusky Middle School Handbook, and Elementary Student Handbook for 2013/14 school year, as submitted by Mr. Dennis Muratori, Chief of Staff – Transformation Officer. (Copies of the handbooks and changes were provided to Board of Education members under separate cover.)

- 5) Approval of Sandusky City School Student Activity Fundraiser

It is recommended that the Sandusky Board of Education approve the following fundraiser from an IN-HOUSE club, as submitted by Mrs. Julie Bittinger, Business/Fiscal Office, on July 8, 2013:

Sandusky City Schools – “In-House” Fundraisers		
Group Name	Fundraiser Event	Dates of Fundraiser
SHS Student Council	Welcome Freshman Dance	08/15/13 - 08/15/13

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:

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
The Randolph J. and Estelle M. Dorn Foundation	SCS Marketing for Recruitment and Retention of students	\$25,000.00	
Flynn, Py & Kruse Co., LPA	Horner Family Scholarship Awards for Class of 2014	\$8,000.00	
The Frost-Parker Foundation	Wightman Wieber Community Safety Fair Kidsfest	\$1,000.00	
Ron Guerra	Leonard J. Thom Memorial Scholarship	\$25.00	Charles Frawley
Huron Browns Backers	Wightman Wieber Community Safety Fair Kidsfest	\$50.00	
Judy Monaghan	Sandusky Area Cultural Center for 2012-2013	\$100.00	
Judy Monaghan	Sandusky Area Cultural Center for 2013-2014	\$100.00	
Phyllis Moore	SHS Class of 1964 Scholarship Fund	\$17.00	
Susan Morrow	Leonard J. Thom Memorial Scholarship	\$25.00	Charles Frawley
John Thom	Leonard J. Thom Memorial Scholarship	\$25.00	Charles Frawley
Tim Thom	Leonard J. Thom Memorial Scholarship	\$25.00	Charles Frawley
UBS Employee Giving Programs	SCS Athletic Fund matching Brett Kinzel's gift of January 2013	\$900.00	
Lou Young	Sandusky Area Cultural Center for 2013-2014	\$100.00	

14. Anticipated Action

15. Unfinished Business

16. New Business
17. Board Liaison Committee Reports
18. Recommendations or Questions from Individual Board Members
19. Next Meetings

The next scheduled meetings of the Board of Education will be held in the 4th floor conference room at the Administration Building:

- Special Board Meeting: Thursday, July 18, 2013, at 3:00 p.m.
- Board Work Session: Wednesday, August 14, 2013, at 8:00 a.m.
- Regular Meeting: Monday, August 19, 2013, at 3:00 p.m.

20. Adjournment