

**LICKING HEIGHTS LOCAL BOARD OF EDUCATION MEETING
SPECIAL MEETING**

Monday, 7:41 p.m.

November 17, 2014

**MINUTES OF THE LICKING HEIGHTS LOCAL BOARD OF EDUCATION
SPECIAL MEETING HELD November 17, 2014.**

The Licking Heights Board of Education met in Special Meeting on Monday November 17, 2014 at 7:41 p.m. for the purpose of personnel decisions, financial reports, minutes and vendor contracts. The meeting was held at the High School, 4000 Mink Road, Pataskala, OH 43062 with Mr. Brian Bagley, President, presiding.

Mr. Bagley asked the Treasurer to call the roll. Those members present were: Mr. Brian Bagley, Mrs. Nicole Roth, Mrs. Tracie Russ, Mr. Matt Satterwhite and Mr. Richard Wand.

Pledge to flag

Resolution #11-14-239. ADOPTION OF AGENDA

Mr. Bagley moved and Mr. Satterwhite seconded that the Board of Education adopts the agenda.

AYES: Bagley, Satterwhite, Roth, Russ, Wand

The President declared motion carried.

Resolution #11-14-240. CONSENT AGENDA

Mr. Bagley moved and Mr. Satterwhite seconded that the Board of Education approve the consent agenda – Item A. Action by the Board of Education in “Adoption of the Consent Agenda” means that all items listed under the Consent Agenda are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the consent agenda and voted upon separately. Employments, where applicable, are contingent upon: 1. Verification of education and experience. 2. Proof of proper certification. 3. Clean results from a criminal records check. 4. All employment is subject to a properly executed contract.

A. Approve the following Personnel Actions:

1. Resignation(s):

- a. Jennifer Ryan-Peters, Dispatcher, Transportation, effective October 3, 2014 to take the Human Resource/Curriculum Secretary position, effective October 6, 2014.
- b. John Leeson, Bus Driver, Transportation, effective October 16, 2014.
- c. Joseph Semer, Bus Driver, Transportation, effective October 24, 2014.
- d. Kathy Korbecki, Server/Helper, Food Service, effective October 31, 2014.

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- e. Diane Hoy, Intervention Specialist, Special Education, effective May 29, 2015 for retirement purposes.
 - f. Cynthia Walker, Server/Helper, Food Service, effective November 13, 2014.
2. Employment – Classified, 2014/2015

- a. John Leeson, Substitute Transportation Assistant for 8 days, October 17th through October 28, 2014 at \$12.45 per hour. There is no further expectation of employment for Mr. Leeson with the school district.
- b. Eric Pratt, Mechanic’s Helper, Category E, Step 0, at \$12.45 per hour, not to exceed 12 hours per week, one year contract, 189 days (prorated to 136 effective October 30, 2014.

Comment: Eric is our student worker from C-TEC. This is our first partnership with their intern program.

- c. Sally Rudduck, moving from Secretary I to Secretary II, Category H, Level 8, 8 hours per day at \$17.40 per hour, currently on a continuing contract, effective November 5, 2014.

Comment: Mrs. Rudduck passed the secretary test to be moved from Secretary I to Secretary II.

- d. Faith Ortiz, Mechanic’s Helper, Transportation, Category E, Step 7, at \$15.17 per hour, currently on a continuing contract, 189 days (prorated to 130) not to exceed 5 hours a week, effective November 10, 2014.
- e. Courtney Robertson, Mechanic’s Helper, Category E, Step 0, at \$12.45 per hour, one year contract, 189 days (prorated to 129) not to exceed 20 hours per week, effective November 11, 2014.
- f. Amanda Britton, Server/Helper, LH North, Category C, Step 0, at \$11.17 per hour, one year contract, 189 days (prorated to 127 days) at 3 hours per day, effective November 13, 2014.
- g. Doug Harvey, Server/Helper, LH High, Category C, Step 0, at \$11.17 per hour, one year contract, 189 days (prorated to 127 days) at 3 hours per day, effective November 14, 2014.

3. Unpaid Leave of Absence(s):

- a. Melissa Baughn, 5th Grade Teacher, LH North, unpaid leave of absence from October 20 through November 25, 2014.

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4. Employment, Supplemental, 2014/2015

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Level</u>	<u>Exp.</u>	<u>Salary</u>
Chelsey Loschelder	Elementary Choir Director	S/N	3	1	\$1,467
Donald Carducci	Robots Club Advisor	Central	5	0	\$ 605
Pam Moore	Assistant Cheerleading	High	3	1	\$1,467
Tay Tufts	Head Girls Basketball	High	1	5	\$3,410
Daron Fleming	Girls Basketball	Central	3	1	\$1,467
Brian Dorsten	Boys Basketball	Central	3	4	\$1,638
Robert Ramsey	Head Wrestling	High	1	17	\$4,086
Tanya Singh	Elementary Music Accompanist	North	5	0	\$ 605
Tim Starr	Girls Basketball MS	Central	3	0	\$1,413
Josh Hahn	Girls Basketball Assistant (JV)	High	2	2	\$2,108
Danielle Fleming	Girls Basketball Assistant (FR)	High	3	2	\$1,525

5. Employment, Supplemental, Volunteer 2014/2015

<u>Name</u>	<u>Position</u>	<u>School</u>
Ciera Cumberlander	Girls Basketball Assistant	High

6. Employment, Home Instruction Tutor, for a special education student who is unable to attend school for the remainder of the 2014/2015 school year.

- a. Elizabeth Cisse, at 5 hours per week at a rate of \$25 per hour plus mileage at the prevailing IRS rate.

7. Employment, Home Instruction Tutor, for a special education student who is unable to attend school for the remainder of the 2014/2015 school year.

- a. Shellie Ryan, at 5 hours per week at a rate of \$25 per hour plus mileage at the prevailing IRS rate.

AYES: Bagley, Satterwhite, Roth, Russ, Wand

The President declared motion carried.

Resolution #11-14-241. MINUTES

Mr. Satterwhite moved and Mrs. Russ seconded that the Board of Education approves:

- a. Minutes of the October 21, 2014 Regular Meeting

AYES: Satterwhite, Russ, Bagley, Roth, Wand

The President declared motion carried.

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Resolution #11-14-242. FINANCIAL REPORTS

Mr. Satterwhite moved and Mrs. Russ seconded that the Board of Education approves the Treasurer's Financial Report, as presented.

Board Objective: 5.d.

AYES: Satterwhite, Russ, Bagley, Roth, Wand

The President declared motion carried.

Resolution #11-14-243. ADMINISTRATIVE ASSISTANT POSITION

Mrs. Russ moved and Mr. Satterwhite seconded that the Board of Education approves the Administrative Assistant to the Treasurer position for 260 days, 8 hours, exempted, on exempted pay scale Category VII(c).

AYES: Russ, Satterwhite, Bagley, Roth, Wand

The President declared motion carried.

Resolution #11-14-244. TRANSFERS

Mrs. Russ moved and Mr. Satterwhite seconded that the Board of Education approves the following transfer of funds:

From: Permanent Improvement Fund (003)	\$106,200
To: Debt Retirement Fund (002)	\$106,200

Comment: To repay bus purchase bonds.

From Permanent Improvement Fund (003)	\$506,872.50
To: Debt Retirement Fund (002)	\$506,872.50

Comment: To repay COPS (Certification of Participation).

AYES: Russ, Satterwhite, Bagley, Roth, Wand

The President declared motion carried.

Resolution #11-14-245. DONATIONS

Mr. Bagley moved and Mrs. Roth seconded that the Board of Education approves the following donations:

1. LH South PTO, donation of \$1,000 to 5th grade camp.

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2. Roland and Janet Tyler, donation of \$300 to 5th grade camp.
3. Best Buy, donation of a commercial garment steamer for the music department at a cost of \$62.99.

AYES: Bagley, Roth, Russ, Satterwhite, Wand

The President declared motion carried.

Resolution #11-14-246. JOB DESCRIPTION

Mr. Wand moved and Mr. Bagley seconded that the Board of Education approves to abolish 16 days from the Guidance Secretary I position.

Comment: The position would move from 220 days to 204 days

AYES: Wand, Bagley, Roth, Russ, Satterwhite

The President declared motion carried.

Resolution #11-14-247.

Mr. Bagley moved and Mrs. Roth seconded that the Board of Education approves to add 16 days to the Attendance/Discipline/Athletic Secretary I at the high school.

Comment: The position would move from 214 days to 230 days.

AYES: Bagley, Roth, Russ, Satterwhite, Wand

The President declared motion carried.

Resolution #11-14-248. APPROVE PERSONNEL

Mr. Satterwhite moved and Mr. Wand seconded that the Board of Education approves the following:

1. Deb Belleau, Secretary I, LH High, moving from 220 days to 204 days, effective the 2015/2016 school year.
2. Teri Bagley, moving from Server/Helper to Attendance/Discipline/Athletic Secretary II at the high school, Category H, Step 0, at \$13.85 per hour , currently on a continuing contract at 8 hours 230 days (prorated to 140 days), effective December 1, 2014.

AYES: Satterwhite, Wand, Roth, Russ

ABSTAIN: Bagley

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The President declared motion carried.

Resolution #11-14-249. JOB DESCRIPTIONS

Mr. Bagley moved and Mr. Satterwhite seconded that the Board of Education approves the following job descriptions, as presented:

Custodial Liaison
Food Service Liaison

AYES: Bagley, Satterwhite, Roth, Russ, Wand

The President declared motion carried.

Resolution #11-14-250. THE LEARNING SPECTRUM CONTRACT

Mrs. Roth moved and Mr. Wand seconded that the Board of Education approves the contract with The Learning Spectrum, LTD for Educational, Occupational and Speech Therapy at a cost not to exceed \$28,700.

Comment: The above services are for an autistic child whose behavior warrants intensive therapies and a one-on-one aide.

AYES: Roth, Wand, Bagley, Russ, Satterwhite

The President declared motion carried.

Resolution #11-14-251. STRAIGHT A GRANT - EQUIPMENT

Mr. Bagley moved and Mr. Wand seconded that the Board of Education approves the purchase of 30 Smart Boards and 30 wall mounted projectors at a cost not to exceed, \$113,602.70.

Comment: This will be paid with monies from the Straight "A" Grant.

AYES: Bagley, Wand, Roth, Russ, Satterwhite

The President declared motion carried.

Resolution #11-14-252. APPROVE PERSONNEL

Mr. Satterwhite moved and Mrs. Russ seconded that the Board of Education approves the following:

- a. Natalie Skaggs, Accounting Clerk moving to Administrative Assistant to the Treasurer, District Office, Category VII (c), 260 days, 8 hours per day, currently on a one year contract, at \$42,000, effective November 24, 2014.

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AYES: Satterwhite, Russ, Bagley, Roth, Wand

The President declared motion carried.

Resolution #11-14-253. SCHORR ARCHITECT CONTRACT

Mr. Wand moved and Mr. Bagley seconded that the Board of Education approves the contract with Schorr Architects for the pre-bond issue planning at a cost not to exceed \$15,000.

AYES: Wand, Bagley, Roth, Russ, Satterwhite

The President declared motion carried.

Resolution #11-14-254. ADJOURNMENT

Mrs. Roth moved and Mr. Bagley seconded that the Board of Education meeting is hereby adjourned at 8:08 p.m.

AYES: Roth, Bagley, Satterwhite, Russ, Wand

The President declared motion carried.

PRESIDENT

TREASURER