

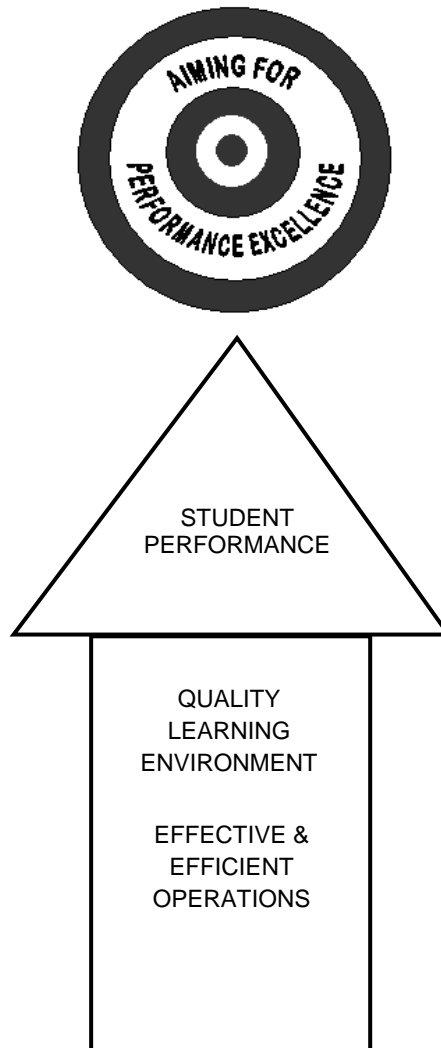
BUCKEYE LOCAL BOARD OF EDUCATION

April 17, 2012

5:30 p.m. – Executive Session

7:00 p.m. – Public Meeting

Wallace H. Braden Junior High School



WE EDUCATE FOR SUCCESS.

Buckeye Local Board of Education

Jacqueline Hillyer, President

Mark Estock, Vice President

Gregory Kocjancic

David Tredente

Mary Wisnyai

**Nancy L. Williams
Superintendent**

**Sherry L. Wentworth
Treasurer**

VISION STATEMENT

The Buckeye Local School District unifies individuals, communities and resources to create a WORLD CLASS LEARNING COMMUNITY that gives ALL students the opportunity to be successful in THEIR future.



GOALS

The Buckeye Local Board of Education has established the following goals.

1. The board of education will achieve excellence in learner-focused governance.
2. The board of education will conduct efficient and effective meetings.
3. The board of education will increase community and staff trust and satisfaction.

This meeting is a meeting of the board of education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

BUCKEYE LOCAL BOARD OF EDUCATION
REGULAR MEETING
April 17, 2012

I. Call to Order

II. Roll Call of Members

III. Executive Session

For the purpose of considering the employment of an employee or official of the school district

IV. Meditation

V. Pledge of Allegiance to the Flag

VI. Approval of Minutes

VII. Communications

Kingsville Public Library – Partnership Update from Jim Booth

United Way – Top Ten and Bronze Awards

VIII. Public Participation Related to Agenda Items

Please limit your comments to three minutes or less.

IX. Treasurer's Report

A. Information

1. First Half Real Estate Tax Settlement

The first half real estate tax settlement was received on March 29, 2012. The total distribution received was \$3,609,753.81, less \$88,443.94 in deductions, and \$2,959,384.96 in advances. The net distribution was \$561,924.91.

April 17, 2012

IX. Treasurer's Report

B. Reports and Recommendations

It is the recommendation of the Treasurer that the Board approve the following items.

1. Bills Paid in March

The list of bills paid in March, as sent to the Board on April 11, 2012

2. Financial Reports

The financial reports, as sent to the Board on April 11, 2012

X. Superintendent's Report

A. Information

1. Math Materials

Mrs. Santee will provide the board with a brief overview of the process the district used to select new instructional materials for the 2012-13 school year.

2. Cell Phone Pilot Project

Ms. Williams will give the board an overview of a pilot program that will take place this spring at Edgewood Senior High School permitting a limited number of students to use cell phones for educational purposes.

April 17, 2012

X. Superintendent's Report

A. Information

1. Board Policy Update

Review the following changes to board policies.

Revisions

1230	Responsibilities of the Superintendent
1240	Evaluation of the Superintendent
1330	Evaluation of the Treasurer
1530	Evaluation of Administrators
1540	Suspension of Administrative Contracts
3120.06	Selecting Student Teachers / Administrative Interns
3131	Reduction in Staff
5517.01	Bullying and Other Forms of Aggressive Behavior
6460	Vendor Relations
7540.03	Student Network and Internet Acceptable Use and Safety
7540.04	Staff Network and Internet Acceptable Use and Safety
8320.01	Personal Information Systems
8330	Student Records
8405	Environmental Health and Safety Issues
8451	Pediculosis (Head Lice)
8462	Student Abuse and Neglect

New

5460.01 Diploma Deferral

April 17, 2012

X. Superintendent's Report

B. Reports and Recommendations

It is the recommendation of the Superintendent that the Board approve the following items.

1. Student / Parent Handbooks

Adopt the Student / Parent Handbooks for each building for the 2012-13 school year, as sent to the board on April 11, 2012

2. Public Records Training

Name Sherry L. Wentworth, Treasurer, as the designee for Mary Wisnyai and David Tredente to receive three hours of mandatory training on the Public Records Act in accordance with Ohio Revised Code Section 109.43 and Section 149.43 E.

3. Math Materials

Approve the instructional materials for math as found in Exhibit **A**

4. Salary Schedule

Adopt the salary schedule for the Assistant Principal / Athletic Administrator position sent to the board on April 11, 2012.

5. Athletic Manager Job Description

Approve the job description as presented in Exhibit **B**

6. Accept Gift

Accept the following gift to the board of education

Ridgeview PTO

\$1,673.99

Laminator to assist teachers in laminating materials

7. Board Policy 5460 – Graduation Requirements

Revise Board Policy 5460, as presented in Exhibit **C**, to give students, starting with the graduating class of 2016, the option to waive the ½ credit of physical education required for graduation by participating in two seasons of athletics, cheerleading and/or marching band.

April 17, 2012

X. Superintendent's Report

C. Personnel

It is the recommendation of the Superintendent that the Board approve the following items.

1. Retirement

Dennis Kortyka, art teacher, Kingsville Elementary School and Braden Junior High School, effective July 1, 2012

Mr. Kortyka has served the Buckeye Local School District for a total of 44 years

Nancy Williams, Superintendent, effective September 1, 2012

Ms. Williams has served the Buckeye Local School District for a total of 9 years.

For Public Acknowledgement

Rebecca Eidens, Special Education Teacher, Kingsville Elementary School, effective July 1, 2012

Ms. Eidens has served the Buckeye Local School District for a total of 33 years.

2. Nonrenewal of Tutor Contracts

Effective at the end of the 2011-12 school year

Beverly Adams	Sandra Kerutis
Elaine Applebee	Wendy Montello
Lindsay Bennett	Beth Popely
Bonnie Bernato	April Scafuro
Michelle Bretz	Kelli Scafuro
Aimee Canter	John Scarniench
Marcy Clark	Bernadine Scarpitti
Deborah Collins	Darla Simmons
Stephen Cunha	Julie Simmons
Shannon DeCamillo	Beth Simpson
Tracy DeLuca	Joann Smith
Carol Falcione	Jessica Veon
Celeste Fenton	Stacey Webb
Tina Furmage	Holly White
Lois Graff	Cheryl Wickstrom
Tina Holden	

April 17, 2012

X. Superintendent's Report

C. Personnel

3. Family Medical Leave

Theresa Carpenter, business teacher, effective April 10, 2012, for no more than 12 work weeks in a 12 month period.

4. Appointment – Administration

Assistant Principal / Athletic Administration

Steve Kray as Assistant Principal / District Athletic Administrator at Braden Junior High School, 2 year contract, effective August 1, 2012 through July 31, 2014
Step 0 on the assistant junior high principal salary schedule, \$65,716.18

5. Certified Staff 2012-13

Re-employ certified employees listed in Exhibit **D** under a one year limited contract for the 2012-13 school year

Re-employ certified employees listed in Exhibit **E** under a three year limited beginning with the 2012-13 school year

Re-employ certified employees listed in Exhibit **F** that are currently on a limited contract under a continuing contract beginning with the 2012-13 school year

6. Appointments - Extracurricular and Special Fee Assignments

<u>Name</u>	<u>Position</u>	<u>School Year</u>	<u>Start Date</u>	<u>Yrs. Exp.</u>	<u>Salary</u>
Kevin Santee	Head boys soccer coach	2012-13	8/6/12	7+	\$3,226.60

April 17, 2012

X. Superintendent's Report

C. Personnel

6. Appointments - Extracurricular and Special Fee Assignments

**SUPPLEMENTAL RESOLUTION TO APPOINT CERTIFIED /
LICENSED NON-EMPLOYEE(S) TO SUPPLEMENTAL POSITION(S)**

WHEREAS, the Buckeye Local Board of Education strives to appoint qualified certified/licensed employees to fulfill supplemental contracts; and

WHEREAS, the board has offered the following supplemental position(s) to certified/licensed employee(s) of the district; and

WHEREAS, no such employee(s) qualified to fill the position(s) has accepted it; and

WHEREAS, the position(s) was then advertised to certified/licensed individual(s) who are not employed by the board; and

WHEREAS, the board has deemed the following certified/licensed non-employee(s) as qualified to fill the supplemental position(s);

THEREFORE, BE IT RESOLVED, that the Buckeye Local Board of Education, in compliance with O.R.C. 3313.53(D), awards the following supplemental contract(s), for the school year indicated below, to the following person(s):

<u>Name</u>	<u>Position</u>	<u>Year</u>	<u>Yrs. Exp.</u>	<u>Start</u>	<u>Salary</u>
Joseph Gerics	Asst. boys track coach (JV/V)	2011-12	0	3/22/12	\$1,784.31

April 17, 2012

X. Superintendent's Report

C. Personnel

6. Appointments - Extracurricular and Special Fee Assignments

**SUPPLEMENTAL RESOLUTION TO APPOINT NON-CERTIFIED /
NON-LICENSED INDIVIDUALS TO SUPPLEMENTAL TEACHING POSITION(S)**

WHEREAS, the Buckeye Local Board of Education strives to appoint qualified certified/licensed employees to fulfill supplemental contracts; and

WHEREAS, the board has offered the following supplemental position(s) to certified/licensed employee(s) of the district; and

WHEREAS, no such employee(s) qualified to fill the position(s) has accepted it; and

WHEREAS, the position(s) was then advertised to certified/licensed individual(s) who are not employed by the board; and

WHEREAS, no such person(s) qualified to fill the position(s) has accepted it; and

WHEREAS, the board has deemed the following non-licensed/non-certified individuals identified below as qualified to fill the supplemental position(s);

THEREFORE, BE IT RESOLVED, that the Buckeye Local Board of Education, in compliance with O.R.C. 3313.53(D), awards the following supplemental contract(s), for the school year indicated below, to the following person(s):

<u>Name</u>	<u>Position</u>	<u>School Year</u>	<u>Yrs. Exp.</u>	<u>Start Date</u>	<u>Salary</u>
Stephanie Simmons	Asst. girls track coach (JV)	2011-12	0	3/23/12	\$1,761.72
Dominic Iarocci	Head football coach	2012-13	7+	7/30/12	\$5,807.88
Kathy Pape	Varsity cheerleading coach	2012-13	4	7/30/12	\$2,903.94
Barbara Lambert	Head girls golf coach	2012-13	4	8/6/12	<u>\$2,903.94</u>
TOTAL					\$13,377.48

April 17, 2012

X. Superintendent's Report

C. Personnel

7. Appointment - Operational Staff

Substitute Bus Driver

Lloyd Kelly

All personnel appointments are contingent upon possessing or obtaining the appropriate certification/licensure, validation, and/or permit as required by law and board policy, as well as satisfactory physical examination, criminal background check and/or current CPR training where applicable.

April 17, 2012

XI. Board's Report

A. Conference Summary

Jackie Hillyer will provide a brief summary of the conference she attended last month.

Jackie Hillyer – OSBA/OASBO/BASA State Legislative Conference

B. Conference Attendance

Approve the registration and travel expenses for Ms. Jacqueline Hillyer to attend the Ohio School Boards Association's Board Leadership Institute to be held on April 13 and 14, 2012 in Columbus, Ohio.

C. Work Session

Schedule a work session to review board policies.

D. Superintendent Search

It is the intention of the Superintendent to retire on September 1, 2012. Since it is the Board's desire to select a highly qualified candidate to replace the Superintendent and to provide for a smooth transition of leadership, it is important to begin planning now. To that end, the board officers and Treasurer have had a discussion with the Ashtabula County Educational Service Center regarding the search process.

Approve the resolution as found in Exhibit G.

XII. Visitor Participation Relative to New Items
Please limit your comments to three minutes or less.

XIII. Adjournment

REQUEST FOR BOARD ADOPTION OF INSTRUCTIONAL MATERIALS

Date: April 17, 2012

The elementary staff reviewed a total of 3 programs for possible use in mathematics.

The programs we have reviewed are:

	<u>Title</u>	<u>Publisher</u>	<u>Copyright Date</u>
1.)	<u>Everyday Math</u>	<u>McGraw Hill</u>	<u>2012</u>
2.)	<u>Investigations</u>	<u>Pearson</u>	<u>2012</u>
3.)	<u>Math In Focus</u>	<u>Houghlin Mifflin Harcourt</u>	<u>2012</u>

We have selected the following program:

Title: Investigations

Author: Lucy Wittenburg and Karen Economopoulos

Publisher: Pearson Copyright Date: 2012

This recommendation is the most suitable for our classroom needs to replace:

Math-Scott Foresman 1999 which was adopted in 2001
 Title Copyright Date

The major reasons for our selection of the above program are:

- 1.) Materials provide students an opportunity to explore and investigate mathematical content in an in-depth way
- 2.) Alignment to the Math Academic Content Standards
- 3.) Recommended by the elementary members of the Math Materials Selection Committee

We respectfully request that the Board of Education adopt this program for grades K-5 for use beginning in August 2012 at a cost of approximately \$ 59,976.00.

REQUEST FOR BOARD ADOPTION OF INSTRUCTIONAL MATERIALS

Date: April 17, 2012

The staff at Braden Junior High School reviewed a total of 6 programs for possible use in mathematics.

The programs we have reviewed are:

	<u>Title</u>	<u>Publisher</u>	<u>Copyright Date</u>
3.)	<u>UCMP Transition Mathematics</u>	<u>McGraw Hill</u>	<u>2009</u>
2.)	<u>Glencoe Math</u>	<u>McGraw Hill</u>	<u>2013</u>
3.)	<u>Connected Math</u>	<u>Pearson</u>	<u>2009</u>
4.)	<u>Mathematics</u>	<u>Holt McDougal</u>	<u>2012</u>
5.)	<u>Big Ideas Math</u>	<u>Houghlin Mifflin Harcourt</u>	<u>2012</u>
6.)	<u>Math In Focus</u>	<u>Houghlin Mifflin Harcourt</u>	<u>2012</u>

We have selected the following program:

Title: Big Ideas Math
Author: Ron Larson and Laurie Boswell
Publisher: Big Ideas Learning, Holt McDougal Copyright Date: 2012

This recommendation is the most suitable for our classroom needs to replace:

<u>6th</u>	<u>Math-Scott Foresman</u>	<u>2001</u>	<u>which was adopted in</u>	<u>2001</u>
<u>6th</u>	<u>Connected Math-Prentice Hall</u>	<u>2001</u>	<u>which was adopted in</u>	<u>2001</u>
<u>7th</u>	<u>Mathematics-McDougal Little</u>	<u>1999</u>	<u>which was adopted in</u>	<u>2001</u>
<u>7th</u>	<u>Algebra I-Glencoe</u>	<u>2001</u>	<u>which was adopted in</u>	<u>2001</u>
<u>8th</u>	<u>Mathematics</u>	<u>1999</u>	<u>which was adopted in</u>	<u>2001</u>
<u>Grade</u>	<u>Title</u>	<u>Copyright Date</u>		

The major reasons for our selection of the above program are:

- 2.) Materials provide students an opportunity to explore and investigate mathematical content in an in-depth way
- 2.) Alignment to the Math Academic Content Standards
- 3.) Recommended by the junior high members of the Math Materials Selection Committee

We respectfully request that the Board of Education adopt this program for grades 6-8 for use beginning in August 2012 at a cost of approximately \$ 23,715.00.

ATHLETIC MANAGERGeneral Description of Essential Functions

1. The athletic manager shall coordinate the building interscholastic athletic program, intramural program and assist in the implementation, monitoring and assessment of the athletic program.

Specific Job Duties

The athletic manager shall perform the following duties:

1. Cooperate with the administration in enforcing student adherence to the Ohio High School Athletic Association rules and bylaws, board policies, administrative guidelines and the athletic code of conduct;
2. Secure game officials for all contests;
3. Work in conjunction with the athletic administrator to establish a master schedule for all interscholastic sports to eliminate conflicts and maintain a proper balance in all sport areas;
4. Create a practice schedule for the athletic facilities during each season;
5. Prepare requisitions for athletic equipment and supplies upon written request from the head coach, for training supplies and equipment in conjunction with the athletic trainer and submit the requisition orders to the administrator for approval;
6. Maintain an accurate inventory of all athletic equipment with the cooperation of the coaches;
7. Check and prepare seasonal and weekly athletic eligibility lists and submit them to the principal for final examination and signature;
8. Serve as a member of the athletic council;
9. Assist in the supervision of home athletic contests;
10. Cooperate with all stakeholders, (administration, coaches, staff, students, parents and community members) to promote the best interest of athletic programs in terms of good conduct and sportsmanship;
11. Supervise personnel working with the athletic program.
This includes home contest supervision of personnel working in the following areas:
 - a. scoreboards
 - b. public address system
 - c. police and / or security
 - d. officials and serving as host for visiting teams (rooms, etc.)
 - e. ticket sellers, ticket takers, scorers, timers, announcer, etc.
 - f. ambulance service as needed
 - g. media personnel
 - h. parking attendants;
12. Assist the administration with the interview process for prospective coaches;
13. Facilitate the requests for all transportation of athletic teams at their respective buildings;

14. Coordinate the exchange of video recordings for various contests as needed;
15. Assist with athletic awards programs and assemblies, and see that the proper athletic awards are provided for the various winners;
16. Make arrangements for special recognition programs at various contests such as senior night, parents night, homecoming, community youth programs, etc.;
17. Act as an athletic department liaison at booster club meetings;
18. Check game facilities in conjunction with the maintenance department;
19. Provide and document completion of appropriate athletic participation forms (code of conduct, physical, activity fee, etc.);
20. Provide for promotional schedules, such as calendars, poster and pocket schedules as needed;
21. Work closely with the ticket manager on ticket sales and pre-game sale procedures;
22. Coordinate and communicate opportunities to participate in athletic physicals being offered by local medical staff;
24. Perform such other duties as requested by the administration.

Qualifications

The athletic manager shall possess the following qualifications:

1. Have knowledge of the athletic program, the ability to assume responsibility and work cooperatively with staff, students, parents and the public;
2. Possess an Ohio Pupil Activity Permit (PAV), and meet the state certification requirements in sports medicine and CPR;
3. Be a member of the faculty;
4. Have coaching experience (head coaching and/or interscholastic or intercollegiate playing experience is preferred);
5. Demonstrate high moral character, display appropriate attire, be well groomed and have good personal hygiene;
6. Possess the ability to communicate, supervise and implement new processes and procedures as needed;
7. Possess strong organizational and problem solving skills;
8. Pass a pre-employment drug test for controlled substances and remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment in the district; and
9. Have a record free of criminal violations that would prohibit public school employment.

Salary

Refer to the extracurricular salary schedule in the current BEA Agreement.

Evaluation

Conducted annually by the athletic administrator in consultation with the building principal

Adopted: December 18, 1985
Revised April 17, 2012

REVISED POLICY, VOL. 30, NO. 2

GRADUATION REQUIREMENTS

In order to acknowledge each student's successful completion of the instructional program, appropriate to the achievement of District goals and objectives as well as personal proficiency, the Board of Education awards a diploma to eligible students at fitting graduation ceremonies.

The Board shall award a regular high school diploma to every student enrolled in this District who meets the requirements of graduation established by this Board or who properly completes the goals and objectives specified in his/her individualized education program (IEP) including either the exemption from or the requirement to complete the tests required by the State Board of Education in order to graduate. Each student must demonstrate, unless exempted, at least a proficient level of skill on the achievement tests required by the State Board of Education to graduate.

The requirements for graduation from high school through December 31, 2013 include earning twenty-five (25) units of credit in grades nine through twelve as follows:

<u>Subject</u>	<u>Units Required</u>
English Language Arts	4
Health	1/2
Physical Education	1/2
Mathematics	3
Science	3
Social Studies	3
Fine Arts, including music	1/2
Career Search	1/2
Technology	1
Electives	<u>9</u>
	25

**BOARD OF EDUCATION
BUCKEYE LOCAL SCHOOL DISTRICT**

STUDENTS
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The requirements for graduation from high school effective January 1, 2014 include earning twenty-seven (27) units of credit in grades nine through twelve as follows:

<u>Subject</u>	<u>Units Required</u>
English Language Arts	4
Health	1/2
Physical Education	1/2
Mathematics	4
Science	3
Social Studies	3
Fine Arts, including music	1/2
Technology	1
Career Search	1/2
Financial Literacy	1/2
Manage Transitions	1/2
Electives	<u>9</u>
	27

Credit may be earned by:

- A. completing coursework;
- B. testing out of or demonstrating mastery of course content; or
- C. pursuing one or more educational options in accordance with the District's Credit Flexibility Program.

Credit may be earned at an accredited postsecondary institution.

Every high school may permit students below the ninth grade to take advanced work for credit. This work shall count toward the graduation requirements if it was both:

- A. taught by a person who possesses a license/certificate issued under state law that is valid for teaching high school;
- B. designated by the Board as meeting the high school curriculum requirements.

Students who successfully complete two seasons of district-sponsored high school interscholastic athletics, cheerleading, and/or marching band shall not be required to complete any physical education course as a condition to graduate. An interscholastic athletic season is defined by the rules and by-laws of the Ohio High School Athletic Association. Partial credit will not be granted.

An honors diploma shall be awarded to any student who meets the established requirements for graduation or the requirements of his/her IEP; attains the applicable scores on the achievement tests required by the State Board of Education for graduation; and meets any additional criteria the State Board may establish.

Commencement exercises will include only those students who have successfully completed requirements for graduation (including the credit requirements outlined earlier in this policy and a passing score on all five (5) sections of the Ohio Graduation Test) as certified by the high school principal or those students who have been deemed eligible to participate in such exercises in accordance with the terms of their IEP. No student who has completed the requirements for graduation shall be denied a diploma as a disciplinary measure. A student may be denied participation in the ceremony of graduation when personal conduct so warrants.

The Board also shall grant a diploma of adult education to all District residents over the age of twenty-one (21) who meet the requirements established by the State Board of Education.

The Superintendent shall establish whatever administrative guidelines are necessary to comply with State rules and regulations.

R.C. 3313.60, 3313.603, 3313.61, 3313.611, 3313.614, 3313.647, 3323.08
R.C. 3301.07, 0710, 0711
A.C. 3301-41-01, 3301-13-01 to 07

Revised 8/18/09
Revised 12/15/09
~~Revised 1/19/10~~

Revised 4/17/12

**CERTIFIED EMPLOYEES
ONE YEAR LIMITED CONTRACTS**

The following certified employees that are currently on a one year limited contract will be re-employed under a one year limited contract for the 2012-13 school year.

<u>NAME</u>	<u>AMOUNT</u>
Michelle Bretz	\$35,170
Aimee Canter	\$46,140
Karen Compton (.33 contract currently)	\$13,948
Shannon Dalton (.31 contract currently)	\$11,999
David Fargo	\$54,207
Beth Gray (.75 contract currently)	\$31,459.50
Kim Hein	\$33,879
Abigail Kauppila	\$46,140
Dennis Mitchell	\$40,010
Jamie Mrosko	\$35,493
David Pykare (.41contract currently)	\$16,223
Beth Simpson (.50 contract currently)	\$21,457

**CERTIFIED EMPLOYEES
THREE YEAR LIMITED CONTRACTS**

The following certified employees that are currently on a two year limited contract will be re-employed under a three year limited contract beginning with the 2012-13 school year.

<u>NAME</u>	<u>AMOUNT</u>
Nicole DuFour	\$41,623
Katherine Essig	\$59,047
David Fowler	\$59,047

**CERTIFIED EMPLOYEES
CONTINUING CONTRACTS**

The following certified employees that are currently on a limited contract will be re-employed under a continuing contract beginning with the 2012-13 school year.

<u>NAME</u>	<u>AMOUNT</u>
Renee Cole	\$47,754
Kelley Loudon	\$60,337
Sarah Partyka	\$46,140

BUCKEYE LOCAL BOARD OF EDUCATION

April 17, 2012

RESOLUTION
AUTHORIZING THE ASHTABULA COUNTY EDUCATIONAL SERVICE CENTER
TO CONDUCT SUPERINTENDENT SEARCH

The Board of Education of the Buckeye Local School District, 3436 Edgewood Drive, Ashtabula, Ohio 44004, hereby authorizes the Ashtabula County Educational Service Center to conduct an executive search for a new Superintendent, upon the retirement resignation of current Superintendent Nancy L. Williams.

Jacqueline Hillyer, President
Board of Education
Buckeye Local Schools

Sherry L. Wentworth
Treasurer
Buckeye Local Schools