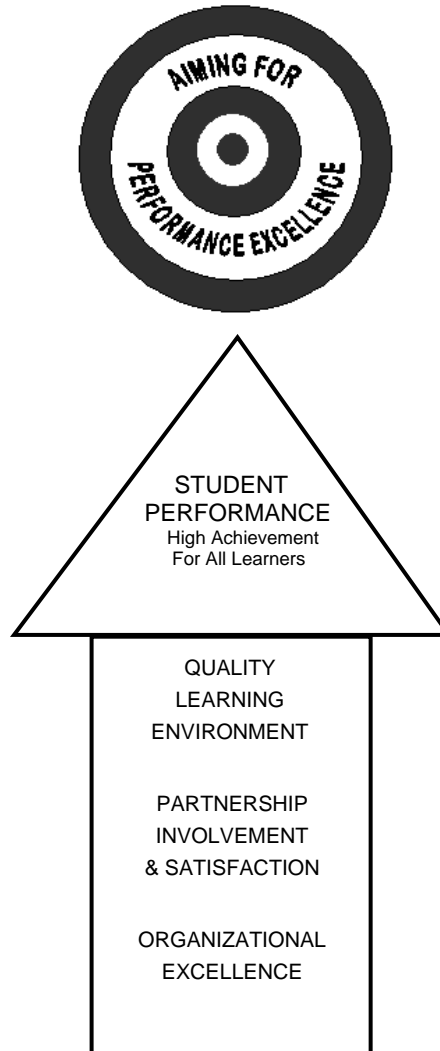


BUCKEYE LOCAL BOARD OF EDUCATION

January 15, 2008

7:00 p.m.

Wallace H. Braden Jr. High School



EXPECT, BELIEVE, ACHIEVE!!

Buckeye Local Board of Education

Jacqueline Hillyer, President

Norah Anderson, Vice President

Mark Estock

Sharon Schoneman

Mary Wisnyai

**Nancy L. Williams
Superintendent**

**Sherry L. Hamilton
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
January 15, 2008

- I. Call to Order
- II. Roll Call of Members
- III. Meditation
- IV. Pledge of Allegiance to the Flag
- V. Approval of Minutes
- VI. Communications
 - School Board Recognition
 - Kingsville Public Library – Partnership Update from James Hernandez
- VII. Public Participation Related to Agenda Item
Please limit your comments to three minutes or less.
- VIII. Treasurer's Report
 - A. Reports and Recommendations

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

1. Bills Paid in December
The list of bills paid in December, as sent to the Board on January 9, 2008.
2. Financial Reports
The financial reports, as sent to the Board on January 9, 2008.

January 15, 2008

IX. Superintendent's Report

A. Information

1. Value-Added Data

Miss Williams will present and explain the new value-added data that will become part of the report card in August 2008.

B. Reports and Recommendations

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

1. Operational Substitute Rates

Adopt new pay rates for the following operational substitutes and student workers, effective January 1, 2008.

| | |
|--------------------|---------------|
| Bus driver | \$11.40 / hr. |
| Summer maintenance | \$ 7.00 / hr. |
| Student worker | \$ 7.00 / hr. |

2. Job Description

Approve the revised job description for Head Bus Mechanic, as found in Exhibit A.

3. Accept Gifts

Accept the following gifts to the board of education:

Marge Kubichek

Electro-lux vacuum cleaner (1930's)

For Edgewood Sr. High – to be used in class plays

Tony O's Deli and Catering

\$325

Chest type refrigerator / freezer

For Kingsville Elementary – to be used at school and PTO functions

January 15, 2008

IX. Superintendent's Report

C. Personnel

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

1. Resignation

Cathy DuFour, crossing guard at Wallace H. Braden Jr. High, effective January 14, 2008.

2. Family Medical Leave

Dorothy Toth, central office receptionist, from December 5, 2007 through no longer than February 27, 2008.

Kathy March, bus driver, from September 21, 2007 through no longer than December 14, 2007.

3. Change in Assignment – For Public Acknowledgement Only

Resa Bilbie from Bus # 30, North Kingsville, to Bus #28, Kingsville, effective January 7, 2008. Step 6 of 6, \$16.91/hr.

Kathy March from Bus #7, Pierpont, to Bus #13, Ridgeview, effective January 22, 2008. Step 6 of 6, \$16.91/hr.

4. Appointments

Certified Staff

Extracurricular and Special Fee Assignment

| <u>Name</u> | <u>Position</u> | <u>Yrs. Exp.</u> | <u>Start Date</u> | <u>Salary</u> |
|-----------------|-----------------|------------------|-------------------|---------------|
| Barbara Lambert | Head Girls Golf | 0 | 8/4/08 | \$2,432.40 |

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.

January 15, 2008

X. Board's Report

A. Discussion

1. Community Engagement – Long Range Planning
2. Communication Strategies
 - a. District Newsletter
 - b. Other
3. Electronic Board Documents
 - a. Hard copies for board meetings
4. Analysis of the + / ρ charts from 2007

XI. Visitor Participation Relative to New Items

Please limit your comments to three minutes or less.

XII. Board Evaluation of Meeting Processes

| + What did the board do this evening to add value to the meeting? | ρ What could the board do differently at the next meeting to make it more effective? |
|---|--|
| | |

XIII. Adjournment

HEAD BUS MECHANICGeneral Description of Essential Functions

1. The head bus mechanic shall assume the responsibility for the efficient operation of the bus ~~maintenance~~ garage;
2. Direct the inspection and repair of all board-owned vehicles;
3. Perform quality preventive and regular maintenance programs and understand the relationship of vehicle maintenance to a safe pupil transportation program; and
4. Train and supervise personnel assigned to the bus ~~maintenance~~ garage.

Specific Job Duties

The head bus mechanic shall perform the following duties:

1. Schedule buses and other board-owned vehicles for service and repair;
2. Prepare all buses ~~during the summer months~~ for the annual bus inspection by the State Highway Patrol and be present at that inspection;
3. Make inspections of any reports coming from bus drivers indicating something is potentially or actually wrong with the bus;
4. Make recommendations for bus and tire replacement;
5. Make recommendations for school bus purchase;
6. Complete work orders for each vehicle serviced;
7. Take an annual inventory of all parts on hand;
- ~~8. Obtain daily gas consumption and pump readings and order gasoline as required;~~
9. Assist in the preparation of **bids and/or** quotations for ~~gasoline and~~ **bus purchases** and/or related products;
10. Purchase parts as needed to repair vehicles;
11. Keep repair equipment and bus garage in good operating condition;
12. Assist in the disposition of trade-in buses;
13. Annually attend a school bus mechanics' in-service workshop; and
14. Perform such other duties that may be assigned by the ~~supervisor of transportation~~ director of operations.

Physical Effort & Stress

| | High | Med. | Low | None |
|---|--------------|--------------|-------|-------|
| Lifting | <u> X </u> | _____ | _____ | _____ |
| Walking | _____ | <u> X </u> | _____ | _____ |
| Standing | _____ | <u> X </u> | _____ | _____ |
| Climbing | _____ | <u> X </u> | _____ | _____ |
| Visual | <u> X </u> | _____ | _____ | _____ |
| Limited movement or change of position | <u> X </u> | _____ | _____ | _____ |

Qualifications

The head bus mechanic shall possess the following qualifications:

1. Appropriate attire, well groomed, and good personal hygiene;
2. High moral character;
3. Assume responsibility and work cooperatively with others;
4. Operate various types of repair equipment found in a bus garage;
5. Make a complete engine overhaul, change springs, repair transmissions and differentials and have knowledge of automotive electrical systems;
6. Complete minor body repairs;
7. Ability to lift a minimum of 60 lbs. unassisted;
8. Operate a computerized maintenance program;
9. **Must** hold a valid ~~State of Ohio~~ **Class B** commercial driver's license with a school bus **and a passenger** endorsement. **This must be attained no later than six months from date of hire;**
10. Hold a school bus driver certificate issued by the county board of education;
11. Physical characteristics, health and initiative to perform the required work; including successful completion of a board required physical examination by a board designated physician at board cost, if so required;
12. **Pass a pre-employment drug test for controlled substances and remain free of any alcohol or nonprescribed controlled substance abuse in the workplace throughout his/her employment in the district;**
13. Possess five years of experience as a truck or bus mechanic, preferably; and
14. High school diploma or equivalent.

Salary

Refer to the operational salary schedule in the current U.A.W. Agreement.

Evaluation

Conducted annually by the director of operations.

Adopted: 1/15/86
Revised: 8/18/93
Revised: