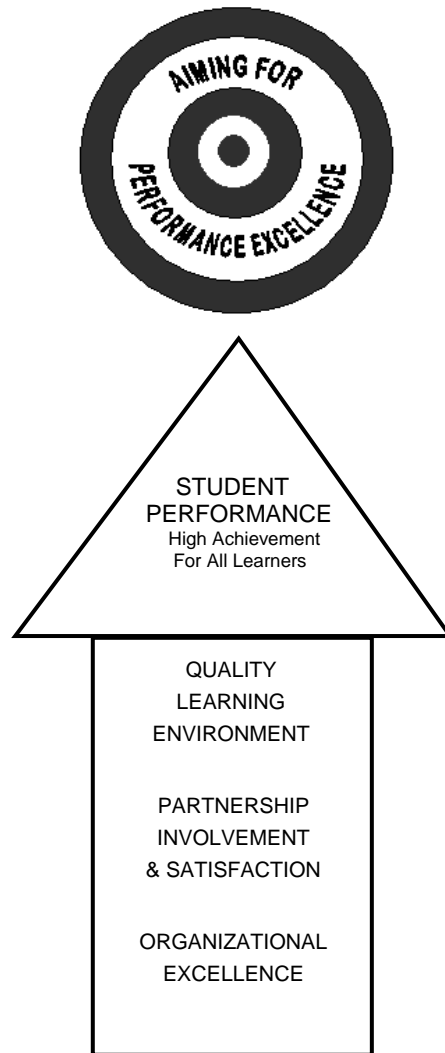


BUCKEYE LOCAL BOARD OF EDUCATION

March 18, 2008

7:00 p.m.
Kingsville Elementary 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
March 18, 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
 - Recognition of Katie McMellen – Honorable Mention, All Ohio Division II Girls Basketball
 - Kingsville Public Library – Partnership Update from Carole Vanek
- VII. Kingsville Building Report
- 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 10, 2008. The total distribution received was \$3,732,678.78, less \$87,864.04 in deductions and \$2,054,932.21 in advances. The net distribution was \$1,589,882.53. Exhibit **A** details the distribution of these funds.

B. Reports and Recommendations

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

1. Bills Paid in February

The list of bills paid in February, as sent to the Board on March 12, 2008.

2. Financial Reports

The financial reports, as sent to the Board on March 12, 2008.

3. Tax Rates

Adopt the resolution in Exhibit **B** accepting the tax amounts and tax rates as determined by the County Budget Commission.

March 18, 2008

X. Superintendent's Report

A. Information

1. School Safety Inspections

Mr. Richard Kreisher will give the board an overview of Jarod's Law, the results of recent school inspections, and the financial impact of this unfunded state mandate.

B. Reports and Recommendations

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

1. Breakfast Prices

Approve an increase in breakfast prices, effective March 31, 2008 from \$.75 to \$1.00 in the elementary schools and from \$1.00 to \$1.25 in the secondary schools.

2. School Calendar for 2008-09

Approve the school calendar in Exhibit C for the 2008-09 school year.

3. Addition to List of Graduating Seniors - 2008

Grant a March 2008 diploma to the following students:

Cassandra Lynn Ensman
Jennifer Nicole Soller

Mr. Karl Williamson, Principal of Edgewood Senior High School, has certified that these students have successfully completed all graduation requirements.

March 18, 2008

X. Superintendent's Report

C. Personnel

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

1. Family Medical Leave

Kathleen Measel, third grade teacher at Kingsville Elementary, from March 31, 2008 through June 6, 2008.

Karen Supplee, home economics teacher at Wallace H. Braden Jr. High, from April 28, 2008 through June 6, 2008.

Robert Kellogg, bus driver, from February 26, 2008 through no longer than May 27, 2008.

2. Retirement

Joseph Smialowski, special education teacher at Edgewood Senior High School, effective July 1, 2008. Mr. Smialowski has served the Buckeye Local Schools for 35 years.

3. Disability Retirement

Linda Demanett, effective November 1, 2007. Mrs. Demanett served the district for 9 years.

4. Change in Assignment – For Public Acknowledgement Only

Leslie Desin from Bus # 24, Pierpont, to Bus #7, Pierpont, effective March 3, 2008. Step 3 of 6, \$16.64/hr.

Kathy March from Bus # 13, Ridgeview, to Bus #25, North Kingsville, effective March 3, 2008. Step 6 of 6, \$17.33/hr.

5. Change in Salary

Change the salary for the following teachers due to additional graduate credits earned as follows, effective January 18, 2008.

Name	From	To
Connie Grugel	B + 20, 11 yrs. (\$49,560)	M + 10, 11 yrs. (\$53,817)
Michelle Sassler	B/150, 1 yr. (\$33,141)	B + 10, 1 yr. (\$33,750)

March 18, 2008

X. Superintendent's Report

C. Personnel

6. Appointments - Administrative Contracts

Re-employ the following administrators in accordance with Section 3319.02 of the Ohio Revised Code and issue a contract for a three year period from August 1, 2008 to July 31, 2011 with an annual salary and benefits as stipulated in the contract and salary schedule.

Name	Position	Step	Exp.	Salary
Jerry Mlack	Asst. Principal	8 of 8	16	\$80,566.68
Steven Kofol	Principal	4 of 8	2	\$72,984.10
Mary Balmford	Principal	3 of 8	2	\$68,876.29
Nicholas Orlando	Principal	5 of 8	5	\$72,668.11
Kenneth Veon	Principal	2 of 8	2	\$66,981.45

March 18, 2008

X. Superintendent's Report

C. Personnel

7. Appointments - Extracurricular and Special Fee Assignment

**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 2008-09 contract year only, to the following person(s):

<u>Name</u>	<u>Position</u>	<u>Yrs. Exp.</u>	<u>Start Date</u>	<u>Salary</u>
Joseph Kearney	Head Football	7+	7/31/08	<u>\$5,472.90</u>
			TOTAL	\$5,472.90

Volunteer Coaches

Debbie Fazenbaker – Asst. Track (9-12)
Shelly Miller – Asst. Track (9-12)
Christopher Simmons – Asst. Track (7-8)
Sharon Monas – Softball (9-12)
Glen Campbell – Softball (9-12)

March 18, 2008

X. Superintendent's Report

C. Personnel

7. Appointments - Extracurricular and Special Fee Assignment

**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 2008-09 contract year only, to the following person(s):

<u>Name</u>	<u>Position</u>	<u>Yrs. Exp.</u>	<u>Start Date</u>	<u>Salary</u>
David McCoy	Asst. Baseball	3	3/10/08	<u>\$2,128.35</u>
			TOTAL	\$2,128.35

March 18, 2008

X. Superintendent's Report

C. Personnel

8. Appointments - Operational Staff

Head Bus Mechanic

David Bilbie from bus mechanic to head bus mechanic, effective March 3, 2008. Step 1 of 9, \$16.91/hr.

Substitute Secretary

Ruth Powell

Substitute Library Aide

Ruth Powell

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.

March 18, 2008

XI. Board's Report

A. Long Range Planning Retreat

XII. Visitor Participation Relative to New Items

Please limit your comments to three minutes or less.

XIII. Board Evaluation of Meeting Processes

<p style="text-align: center;">+</p> <p>What did the board do this evening to add value to the meeting?</p>	<p style="text-align: center;">△</p> <p>What could the board do differently at the next meeting to make it more effective?</p>

XIV. Adjournment

AUDITOR'S OFFICE, ASHTABULA COUNTY

202 - BUCKEYE AREA LOCAL

STATEMENT OF SEMIANNUAL APPORTIONMENT OF TAXES

PAGE: 3

MADE AT THE FIRST HALF REAL ESTATE SETTLEMENT 2007, WITH THE COUNTY TREASURER FOR BUCKEYE AREA LOCAL

SOURCE OF RECEIPTS	GEN	PERM IMP	TOTAL
REAL ESTATE			
AGR/RES GROSS	2,077,924.84	170,576.06	\$2,248,500.90
COM/IND GROSS	1,061,466.69	68,038.88	\$1,129,505.57
SUB-TOTAL	3,139,391.53	238,614.94	\$3,378,006.47
LESS REIMBURSEMENTS			
HOMESTEAD	118,555.13	5,189.01	\$123,744.14
10% ROLLBACK	194,470.32	16,412.69	\$210,883.01
2 1/2% REDUCTION	31,627.94	2,667.50	\$34,295.44
TOTAL REIMBURSEMENTS	344,653.39	24,269.20	\$368,922.59
NET CURRENT REAL PROPERTY	2,794,738.14	214,345.74	\$3,009,083.88
DELINQ. REAL PROPERTY	154,220.76	12,671.66	\$166,892.42
PER. PROP. UTIL	533,358.07	23,344.41	\$556,702.48
TOTAL DISTRIBUTIONS	3,482,316.97	250,361.81	\$3,732,678.78
DEDUCTIONS			
AUD. AND TREA. FEES	70,386.58	4,649.21	\$75,035.79
DRETAC	8,093.42	650.32	\$8,743.74
ELECTION EXPENSE	3,526.22	0.00	\$3,526.22
COUNTY HEALTH DEPARTMENT	0.00	0.00	\$0.00
ADVERTISING DEL TAX LIST	558.29	0.00	\$558.29
MISCELLANEOUS	0.00	0.00	\$0.00
BOARD OF REVISIONS EXPS	0.00	0.00	\$0.00
	0.00		
	0.00		
	0.00		
TOTAL DEDUCTIONS	82,564.51	5,299.53	\$87,864.04
BALANCES	3,399,752.46	245,062.28	\$3,644,814.74
LESS ADVANCES RC SEC 321.34	2,054,932.21	0.00	\$2,054,932.21
NET DISTRIBUTIONS	\$1,344,820.25	\$245,062.28	\$1,589,882.53

COMMENTS

PLEASE SIGN AND RETURN TO THIS OFFICE, REVISED CODE, SEC. 321.34
 IT IS HEREBY CERTIFIED THAT THE ABOVE FUNDS FOR RETIREMENT OF BONDS
 HAVE BEEN RECEIVED AND PAID INTO THE BOND RETIREMENT FUND

x Roger A. Corlett

Roger A. Corlett, CPA COUNTY AUDITOR

Charlene Anchor DEPUTY AUDITOR

SIGNATURE OF OFFICER

BUCKEYE LOCAL BOARD OF EDUCATION

March 18, 2008

A RESOLUTION
ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET
COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR

WHEREAS, the Board of Education in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing July 1, 2008; and

WHEREAS, the Budget Commission of Ashtabula County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation;

THEREFORE, BE IT RESOLVED, by the Board of Education of the Buckeye Local School District, Ashtabula County, Ohio, that the amount and rates, are as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten mill limitation as per Schedule A attached hereto; and

BE IT FURTHER RESOLVED, that the Treasurer of this Board be, and she is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Jacqueline Hillyer, President
Board of Education
Buckeye Local Schools

Sherry L. Hamilton
Treasurer
Buckeye Local Schools

Date of Adoption of Board Resolution

_____, 2008

Exhibit B-1

SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION
AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount approved by Budget Comm- ission Inside 10M. Limitation		Amount to be Derived from Levies Outside 10 M. Limitation	Inside 10 mil Limit	or Tax Rate to be Levied Outside 10 mil Limit
	Column I		Column II		III
Classroom Facility					
OCF Bond Retirement					
Emergency Current					
General Fund	\$1,190,474.60		\$6,488,475.61	4.30	39.11
Permanent Improvement			\$522,830.03		1.90
Library Bond Retirement					
Textbooks					
OCF Maintenance					
Bond					
Site Acquisition					

SCHEDULE B
LEVIES OUTSIDE 10 MIL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to	Co. Auditor's Est. of Yield of Levy (Carry to Schedule A,, Column II)
OUTSIDE:		
Current Expense Levy authorized by voters on prior 76 not to exceed cont years. Cont	19.61	\$2,710,239.86
Current Expense Levy authorized by voters on Apr 6 78 not to exceed cont years. Cont.	8.00	\$1,105,656.24
Current Expense Levy authorized by voters on Nov. 5 91 not to exceed cont years. Current	5.00	\$993,329.53
Current Expense Levy authorized by voters on May 3 05 not to exceed cont years. Current	6.50	\$1,679,249.98
Current Expense Levy authorized by voters or not to exceed years. Current		
Current Expense Levy authorized by voters or not to exceed years. Current		
Current Expense Levy authorized by voters on not to exceed years.		
Current Expense Levy authorized by voters on not to exceed years.		
Current Expense Levy authorized by voters on not to exceed years.		
TOTAL OUTSIDE MILLAGE		
SPECIAL LEVY FUND		
TOTAL SPECIAL LEVY FUND		
PERMANENT IMPROVEMENT:		
Levy authorized by voters or not to exceed years. PI	2010	1.90
Levy authorized by voters or May 6, 06 not to exceed 5 years.		\$522,830.03
Levy authorized by voters or not to exceed years.		
Levy authorized by voters or not to exceed years.		
Levy authorized by voters on not to exceed years.		

**BUCKEYE LOCAL SCHOOL DISTRICT
SCHOOL CALENDAR 2008-2009**

Thursday	Aug.	21	Non-Student Instruction Day - No School	
Monday	Aug.	25	Orientation Inservice Day	
Tuesday	Aug.	26	Classes Begin for Students	
Monday	Sept.	1	Labor Day - No School	1 Non-Student Ins. Day
Thursday	Sept.	25	Delayed Start	1 Teacher Report Day
Tuesday	Sept.	30	High School Parent/Teacher Evening Conferences	44 Student Days
Wednesday	Oct.	1	Junior High Parent/Teacher Evening Conferences	
Friday	Oct.	17	NEOE Day - No School	
Wednesday	Oct.	22	Early Release	
Tuesday	Oct.	28	End of 1st Grading Period	
Wednesday	Nov.	5	Elementary Parent/Teacher Evening Conferences	
Thursday	Nov.	6	Elementary Parent/Teacher Evening Conferences	
Friday	Nov.	7	Teacher Professional Day - No School	
Tuesday	Nov.	25	Last School Day Before Thanksgiving Break	1 Teacher Professional Day
Monday	Dec.	1	Waiver Day - No School	1 Conference Day
Tuesday	Dec.	2	School Resumes After Thanksgiving Break	1 Waiver Day
Tuesday	Dec.	2	Junior High Parent/Teacher Evening Conferences	45 Student Days
Thursday	Dec.	4	High School Parent/Teacher Evening Conferences	
Friday	Dec.	19	Last School Day Before Winter Break	
Monday	Jan.	5	School Resumes After Winter Break	
Monday	Jan.	19	Martin Luther King Day - No School	
Wednesday	Jan.	21	End of 2nd Grading Period / First Semester	
Tuesday	Jan.	27	Elementary Parent/Teacher Evening Conferences	
Thursday	Jan.	29	Elementary Parent/Teacher Evening Conferences	
Friday	Jan.	30	Teacher Professional Day - No School	
Wednesday	Feb.	11	Delayed Start	1 Teacher Professional Day
Monday	Feb.	16	Presidents' Day – No School	1 Conference Day
Thursday	Feb.	19	High School Parent/Teacher Evening Conferences	45 Student Days
Thursday	Feb.	26	Junior High Parent/Teacher Evening Conferences	
Tuesday	Mar.	10	Early Release	
Friday	Mar.	27	End of 3rd Grading Period	
Thursday	Apr.	2	Delayed Start	
Friday	Apr.	3	Last Day Before Spring Break	
Monday	Apr.	13	School Resumes After Spring Break	
Wednesday	May	6	High School Parent/Teacher Evening Conferences	
Thursday	May	7	Junior High Parent/Teacher Evening Conferences	
Monday	May	25	Memorial Day - No School	1 Teacher Report Day
Thursday	June	4	Last Day of School	43 Student Days
			End of 4th Grading Period/Second Semester	
Friday	June	5	Teacher Report Day	
				177 Instructional (Student) Days
				1 Non-Student Instruction Day
				1 Waiver of Instruction Day
				1 Parent/Teacher Even. Conf. Days
				1 Teacher Professional Days
				<u>2</u> Teacher Report Days
				185

With 5 make-up days: June 5, 8, 9, 10, 11, 2009. (Teacher Report Day will follow the last make up day, excluding weekends).

BUCKEYE LOCAL SCHOOL DISTRICT **SCHOOL CALENDAR 2008-2009**

August – 2008					January – 2009				
M	T	W	T	F	M	T	W	T	F
				1				1	2
4	5	6	7	8	5	6	7	8	9
11	12	13	14	15	12	13	14	15	16
18	19	20	21	22	19	20	21	22	23
25	26	27	28	29	26	27ce	28	29ce	30
September – 2008					February – 2009				
M	T	W	T	F	M	T	W	T	F
1	2	3	4	5	2	3	4	5	6
8	9	10	11	12	9	10	[11]	12	13
15	16	17	18	19	16	17	18	19cs	20
22	23	24	[25]	26	23	24	25	26cj	27
29	30cs								
October – 2008					March – 2009				
M	T	W	T	F	M	T	W	T	F
		1cj	2	3	2	3	4	5	6
6	7	8	9	10	9	[10]	11	12	13
13	14	15	16	17	16	17	18	19	20
20	21	[22]	23	24	23	24	25	26	27/
27	28/	29	30	31	30	31			
November – 2008					April – 2009				
M	T	W	T	F	M	T	W	T	F
3	4	5ce	6ce	7			1	[2]	3
10	11	12	13	14	6	7	8	9	10
17	18	19	20	21	13	14	15	16	17
24	25	26	27	28	20	21	22	23	24
					27	28	29	30	
December – 2008					May – 2009				
M	T	W	T	F	M	T	W	T	F
{1}	2cj	3	4cs	5					1
8	9	10	11	12	4	5	6cs	7cj	8
15	16	17	18	19	11	12	13	14	15
22	23	24	25	26	18	19	20	21	22
29	30	31			25	26	27	28	29
					June – 2009				
					M	T	W	T	F
					1	2	3	4	5
					8	9	10	11	12
					15	16	17	18	19
					22	23	24	25	26
					29	30			

LEGEND

Δ	Non-Student Instruction Day	177	Instructional (Student) Days
□	Holiday or Vacation	1	Non-Student Instruction Day
○	Teachers' Meeting Day/Professional Day	1	Waiver of Instruction Days
{ }	Waiver Day	2	Parent/Teacher Evening Conference Days
[]	Early Release or Delayed Start	2	Teacher Report Days
_ce	Elementary Parent/Teacher Evening Conf.	2	Teacher Professional Days
_cs	High School Parent/Teacher Evening Conf.	185	Salary-Based Days
_cj	Junior High Parent/Teacher Evening Conf.		
—/	End of Nine Weeks Grading Period		

With 5 make-up days: June 5, 8, 9, 10, and 11, 2009. (Teacher Report Day will follow the last make up day, excluding weekends).

BUCKEYE LOCAL SCHOOL DISTRICT**OPERATIONAL PERSONNEL
WORK DAYS AND HOLIDAYS DEFINED
July 1, 2008 - June 30, 2009**

- A. CENTRAL OFFICE, BUS MAINTENANCE, MAINTENANCE AND CUSTODIANS
- 1) Fifty-two weeks per year
 - 2) Paid holidays: July 4, Labor Day, Thanksgiving Day, day after Thanksgiving, 1 day before Christmas, Christmas Day, 1 day before New Year's Day, New Year's Day, Martin Luther King Day, Good Friday and Memorial Day
 - 3) Orientation Day – August 25, NEOEA Day – October 17, Training Days – October 17, November 7, December 1
- B. SENIOR HIGH SECRETARIES
- 1) All days on school calendar designated as teacher work days except for the four evening parent/teacher conferences unless scheduled by the building principal
 - 2) All working days in August, and all working days in June
 - 3) Paid holidays: Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Day, Good Friday and Memorial Day
 - 4) Orientation Day – August 25, NEOEA Day – October 17, Training Days – October 17, November 7, December 1
- C. SENIOR HIGH GUIDANCE SECRETARY, JUNIOR HIGH SECRETARIES
- 1) All days on school calendar designated as teacher work days except for the four evening parent/teacher conferences unless scheduled by the building principal
 - 2) Twenty-five days beyond teacher workdays - generally 10 days before and 15 days after teacher work days
 - 3) Paid holidays: same as B3 above
 - 4) Orientation Day – August 25, NEOEA Day – October 17, Training Days – October 17, November 7, December 1
- D. ELEMENTARY SECRETARIES
- 1) All days on school calendar designated as teacher work days except for the four evening parent/teacher conferences unless scheduled by the building principal
 - 2) Ten days before and 10 days after teacher work days
 - 3) Paid holidays: same as B3 above
 - 4) Orientation Day – August 25, NEOEA Day – October 17, Training Days – October 17, November 7, December 1
- E. CENTRAL CALL-IN
- 1) All days on school calendar designated as teacher work days except for the four evening parent/teacher conferences
 - 2) Paid holidays: same as B3 above
 - 3) Orientation Day – August 25, Training Days – October 17, November 7, December 1
- F. LIBRARY AIDES
- 1) All days on school calendar designated as teacher work days except for the four evening parent/teacher conferences unless scheduled by the building principal
 - 2) Paid holidays: same as B3 above
 - 3) Orientation Day – August 25, Training Days – October 17, November 7, December 1
- G. BUS DRIVERS, STUDENT MONITOR EDUCATIONAL AIDES, BUS AIDES AND CROSSING GUARDS
- 1) All days school is in session with children in attendance
 - 2) Paid holidays: same as B3 above
 - 3) Orientation Day – August 25, Training Days – October 17, November 7, December 1
- H. CAFETERIA MANAGERS, COOKS AND CAFETERIA SERVICE PERSONNEL
- 1) All days school is in session with children in attendance
 - 2) All cafeteria employees will be assured of at least two (2) hours prior to opening of school for opening the kitchen. The date for opening will be announced by the Supervisor.
 - 3) Paid holidays: same as B3 above
 - 4) Orientation Day – August 25, Training Days – October 17, November 7, December 1
- I. COURIER
- 1) As needed
 - 2) Paid holidays: same as B3 above
 - 3) Orientation Day – August 25, Training Days – October 17, November 7, December 1

