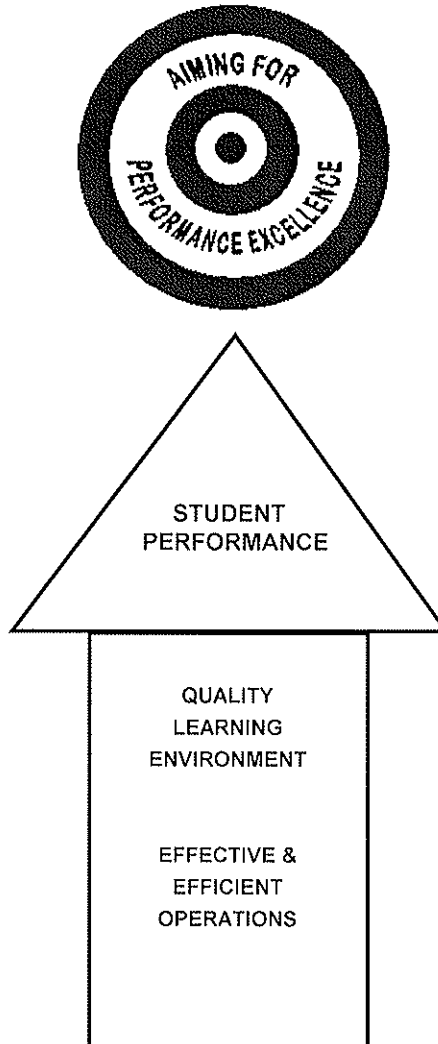


BUCKEYE LOCAL BOARD OF EDUCATION

July 21, 2009

7:00 p.m.

Wallace H. Braden Junior High School



WE EDUCATE FOR SUCCESS.

*Buckeye Local Board of Education*

Norah Anderson, President  
Mary Wisnyai, Vice President  
Mark Estock  
Jacqueline Hillyer  
Sharon Schoneman

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  
July 21, 2009

- I. Call to Order
- II. Roll Call of Members
- III. Meditation
- IV. Pledge of Allegiance to the Flag
- V. Approval of Minutes
- VI. Communications
- VII. Public Participation Related to Agenda Items

*Please complete a public participation form and submit it to the board president prior to the start of the meeting. Please limit your comments to three minutes or less.*

VIII. Treasurer's Report

A. Information

1. Food Service Report

Ms. Denise Hasek, Food Service Supervisor, will present a financial report for FY 09 to the board.

2. Second Half Real Estate Tax Settlement

The second half real estate tax settlement was received on July 13, 2009. The total collection was \$3,109,396.38, less \$75,737.69 in deductions, which results in a net distribution of \$3,033,658.69. Exhibit **A** details the distribution of these funds.

B. Reports and Recommendations

It is the recommendation of the Treasurer that the Board approve all 3 items below with one motion.

1. Bills Paid in June

Approve the list of bills paid in June, as sent to the Board on July 15, 2009.

2. Financial Reports

Approve the financial reports, as sent to the Board on July 15, 2009.

July 21, 2009

VIII. Treasurer's Report

B. Reports and Recommendations

3. Designation of Depository for Active and/or Interim Funds

Approve the following financial institution as a public depository for active and/or interim funds of the Buckeye Local Board of Education for the period of August 1, 2009, to and including July 31, 2013.

Northwest Savings Bank

IX. Superintendent's Report

A. Information

1. Ohio Schools to Watch

Ms. Williams will share information with the board about this program which is a recognition and capacity building program designed especially for middle grade schools. The OSTW program provides a self study for schools to determine how they measure up against specific research based criteria found in high performing schools specifically in the areas of:

1. Academic Excellence
2. Developmental Responsiveness
3. Social Equity
4. Organization Structure and Processes

B. Reports and Recommendations

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

1. Free and Reduced Price Meals

Approve the district's participation in the National School Lunch Program and adopt the following documents and forms that were sent to the board on July 15, 2009.

- Document A: Letter to Parents and Application Form
- Document B: Notification Letter Regarding School Meals
- Document C: Public Release – Income Eligibility Scale
- Document D: USDA Income Eligibility Guidelines
- Document E: Sharing Information with Other Programs

July 21, 2009

IX. Superintendent's Report

B. Reports and Recommendations

2. Job Description – Head Coach

Approve the revised job description for head coach, as found in Exhibit B.

3. Job Description – Assistant Coach

Approve the revised job description for assistant coach, as found in Exhibit C.

C. Personnel

It is the recommendation of the Superintendent that the Board approve the following items below with one motion.

1. Resignations

Cathy DuFour, Central Call-In Coordinator, effective August 14, 2009

Juli Meaney, school nurse, effective July 10, 2009

Maria Oblak, general music teacher (part-time), effective July 2, 2009

2. Re-employment from Reduction In Force

Holly White, Title I teacher at Ridgeview Elementary, effective August 20, 2009, B/150, 2 years exp., \$36,062

3. Appointments – Certified Staff

French Teacher

Shannon Dalton as French teacher (2.5 hrs./day) at Wallace H. Braden Junior High School, effective August 20, 2009, one year limited contract, B/150, 0 years exp., \$10,280.63

Social Studies Teacher

Ryan Sardella as social studies teacher at Edgewood Senior High School, effective August 20, 2009, one year limited contract, B + 20, 3 years exp., \$38,909

July 21, 2009

IX. Superintendent's Report

C. Personnel

3. Appointments – Certified Staff

Tutors / \$22.14/hour

Intervention

Aimee Canter – NK (4.0 hrs./day)  
Al Goodwin – E (4.0 hrs./day)

SLD

Elaine Applebee – K (4.0 hrs./day)  
Renee Campagne – R (4.0 hrs./day)  
Deborah Collins – R (4.0 hrs./day)  
Gabriel Juist – B (6.0 hrs./day)  
Martha Laurila – B (4.0 hrs./day)  
Patricia Zetlaw – E (4.0 hrs./day)

Title I

Abigail Kauppila – R (4.0 hrs./day)  
Tina Furmage – R (4.0 hrs./day)

4. Appointments - Extracurricular and Special Fee Assignments

<u>Name</u>	<u>Position</u>	<u>School</u> <u>Year</u>	<u>Yrs. Exp.</u>	<u>Start Date</u>	<u>Salary</u>
Gregory Stolfer	Asst. football coach (9)	2009-10	7+	8/3/09	\$3,795.96
Christopher Juncker	Head girls basketball coach	2009-10	7+	11/2/09	\$5,693.94
Kevin Andrejack	Head boys basketball coach	2009-10	7+	11/9/09	\$5,693.94
Gregory Stolfer	Head wrestling coach	2009-10	7+	11/13/09	\$5,693.94
Debra Paxson	Technical director – spring play	2009-10	6	12/1/09	<u>\$695.93</u>
				TOTAL	\$21,573.71

July 21, 2009

IX. Superintendent's Report

C. Personnel

4. 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 2009-10 contract year only, 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>
Mary Ann Kline	Spring drama co-director	2009-10	2	12/1/09	\$790.83
William Kline	Spring drama co-director	2009-10	2	12/1/09	<u>\$790.82</u>
				TOTAL	\$1,581.65

July 21, 2009

IX. Superintendent's Report

C. Personnel

5. Appointments – Operational Staff

Bus Driver

Susan Farmer, effective August 24, 2009  
Step 1 of 6, \$15.84

Central Call-In Coordinator

Jennifer Lovley, effective August 20, 2009  
Step 1 of 11, \$14.09

Substitute Secretary – 2009-10

Jennifer Lovley  
Michelle Thomas

Substitute SMEA / Library Aide / Crossing Guard – 2009-10

Michelle Thomas  
Patricia J. Walker

Substitute Cafeteria – 2009-10

Michelle Thomas

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.



July 21, 2009

X. Board's Report

A. FY 2010-11 State Budget

XI. Visitor Participation Relative to New Items

*Please complete a public participation form and submit it to the board president prior to the start of the meeting. Please limit your comments to three minutes or less.*

XII. 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>

XIII. Adjournment

AUDITOR'S OFFICE, ASHTABULA COUNTY  
STATEMENT OF SEMIANNUAL APPORTIONMENT OF TAXES

202 - BUCKEYE AREA LOCAL  
PAGE: 3

MADE AT THE SECOND HALF REAL ESTATE SETTLEMENT 2008 , WITH THE COUNTY TREASURER FOR BUCKEYE AREA LOCAL

SOURCE OF RECEIPTS	GEN	PERM	IMP	TOTAL
REAL ESTATE				
AGRES GROSS	1,744,122.28	145,496.64		\$1,889,618.92
COM/IND GROSS	890,816.82	56,654.58		\$947,471.40
SUB-TOTAL	2,634,939.10	202,151.22		\$2,837,090.32
LESS REIMBURSEMENTS				
HOMESTEAD	100,273.14	8,355.48		\$108,628.62
10% ROLLBACK	198,853.65	16,588.13		\$215,441.78
2-1/2% REDUCTION	31,600.07	2,634.43		\$34,234.50
TOTAL REIMBURSEMENTS	330,726.86	27,578.04		\$358,304.90
NET CURRENT REAL PROPERTY	2,304,212.24	174,573.18		\$2,478,785.42
DELINQ. REAL PROPERTY	34,283.73	2,821.06		\$37,104.79
PER. PROP. UTIL	568,618.46	24,867.71		\$593,506.17
TOTAL DISTRIBUTIONS	2,907,114.43	202,281.95		\$3,109,396.38

DEDUCTIONS				
AUD. AND TREA. FEES	68,905.64	4,313.03		\$73,218.67
DRETAC	2,350.12	166.90		\$2,517.02
ELECTION EXPENSE	0.00	0.00		\$0.00
COUNTY HEALTH DEPARTMENT	0.00	0.00		\$0.00
ADVERTISING DEL TAX LIST	0.00	0.00		\$0.00
MISCELLANEOUS	0.00	0.00		\$0.00
BOARD OF REVISIONS EXPS	0.00	0.00		\$0.00
TOTAL DEDUCTIONS	71,255.76	4,481.93		\$75,737.69
BALANCES	2,835,858.67	197,800.02		\$3,033,658.69
LESS ADVANCES RC SEC 321.34	0.00	0.00	0.00	\$0.00
NET DISTRIBUTIONS	\$2,835,858.67	\$197,800.02		\$3,033,658.69

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

**HEAD COACH****General Description of Essential Functions**

1. The head coach shall provide leadership, direction and instill school spirit in athletics for grades 7-12;
2. Organize and maintain a safe athletic program consistent with the school district policies and procedures, the conference and the Ohio High School Athletic Association policies;
3. **Help athletes in the sport as well as in life by being a positive role model and teaching the rules and fundamentals of the sport; and**
4. **Develop sportsmanship, leadership and self-confidence in the player.**

**Specific Job Duties**

**The head coach shall perform the following duties:**

1. Coordinate the junior and senior high programs;
2. Supervise the actions of all concerned within the program;
3. Supervise all athletes after practice and contests and be the last to leave;
4. Assist in caring for athletes and providing and instructing in correct first aid procedures;
5. Develop and plan, with the athletic director, a practice and regular season schedule;
6. Be responsible for all equipment, inventories, and equipment storage;
7. **Prepare inside or outside facilities for all practice sessions;**
8. **Assign lockers and oversee the condition of the locker room;**
9. Organize the summer conditioning program and instruct athletes in the proper use of body building equipment, training and nutrition;
10. Develop a discipline plan which is consistent with the school district philosophies;
11. **Ensure proper conduct and actions of team players while athletes are under the coach's supervision;**
12. **Travel with the team to and from athletic events;**

13. Assist in the selection and annual evaluation of the assistant;
14. Attend Athletic Council meetings, as directed;
15. **Participate in awards program by distributing awards to players;**
16. **Attend meetings and in-services (including rules interpretation meetings) as required;**
17. **Attend Athletic Booster Club meetings while in season;**
18. **Correspond with college and university personnel to assist players in acquiring athletic scholarships;**
19. **Promote good public relations by personal appearance, attitude and conversation;**
20. **Interact in a positive manner with staff, students, parents and the public;**
21. **Maintain respect at all times for confidential information (e.g. student athlete grades, medical condition, etc.);**
22. **Communicate with classroom teachers to determine the achievement level of each player; and**
23. Perform all duties that are assigned by the athletic director.

### Qualifications

The head coach shall possess the following qualifications:

1. Have knowledge of the sport and the ability to assume responsibility and work cooperatively with staff, students and parents and the public;
2. Possess a Pupil Activity Supervisor Permit (PAV), and meet the state certification requirements in sports medicine and CPR;
3. **Must drive the school van (if applicable) in wrestling, cross country, golf and tennis;**
4. **Previous coaching experience is required (head coaching experience is preferred);**
5. **Display appropriate attire, be well groomed and have good personal hygiene;**
6. **Demonstrate high moral character;**
7. **Possess the ability to communicate, supervise and implement new processes and procedures as needed;**

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 principals and athletic director.

Adopted: July 27, 1988

Revised: July 21, 2009

**ASSISTANT COACH****General Description of Essential Functions**

1. The assistant coach shall assist in maintaining a safe athletic program consistent with the school district policies and procedures, the conference and the Ohio High School Athletic Association polices;
2. **Work cooperatively with all personnel to maintain a quality program within the framework of the school district;**
3. **Help athletes in the sport as well as in life by being a positive role model and teaching the rules and fundamentals of the sport;**
4. **Develop sportsmanship, leadership and self-confidence in the player.**

**Specific Job Duties**

The assistant coach shall perform the following duties:

1. Promote and follow the philosophy and coaching patterns of the head coach throughout all grades;
2. Attend all coaches' meetings and other meetings and in-services as required;
3. **Attend varsity and other contests as required by the head coach;**
4. **Participate in the awards program;**
5. **Supervise the actions of all concerned within the program;**
6. Supervise all players after practices and contests and be the last to leave;
7. **Ensure the proper conduct and actions of team players while athletes are under the coach's supervision;**
8. **Travel with the team to and from athletic events;**
9. **Interact in a positive manner with staff, students, parents and the public;**
10. **Promote good public relations by personal appearance, attitude and conversation;**
11. **Maintain respect at all times for confidential information (e.g. student athlete grades, medical condition, etc.);**

12. **Help with the issuance, collection, care and inventory of equipment, supplies and uniforms;**
13. **Assist in caring for athletes and providing and instructing in correct first aid procedures;**
14. **Report injuries to head coach;**
15. **Teach proper techniques; and**
16. Perform all duties as assigned by the head coach.

### Qualifications

The assistant coach shall possess the following qualifications:

1. Have knowledge of the sport and the ability to assume responsibility and work cooperatively with staff, students and parents;
2. Possess a Pupil Activity Supervisor Permit (PAV), and meet the state certification requirements in sports medicine and CPR;
3. **Must drive the school van (if applicable) in wrestling, cross country, golf and tennis;**
4. **Previous coaching experience is preferred;**
5. **Display appropriate attire, be well groomed and have good personal hygiene;**
6. **Demonstrate high moral character;**
7. **Possess the ability to communicate, supervise and implement new processes and procedures as needed;**
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 head coach, principals, and athletic director.

Adopted: July 27, 1988  
Revised: July 21, 2009