

**MARIETTA CITY SCHOOL DISTRICT
BOARD OF EDUCATION
111 Academy Drive
Marietta, Ohio 45750
August 18, 2014**

The Marietta City School District Board of Education held a regular meeting on Monday, August 18, 2014 at the Administration Offices, 111 Academy Drive in Marietta, Ohio. All Marietta City School District Board of Education meetings are recorded. Please refer to the audio recording for a detailed account of this meeting.

The President, Mr. Hutchinson, called the meeting to order at 5:30 P.M.

Roll Call:

Members Present: Mr. Atkins, Mrs. Burton, Mr. Hutchinson
Members Absent: Mr. Gault, Mrs. Myers

Mr. Hutchinson invited all to join in the Pledge of Allegiance to the flag of the United States.

PRESENTATIONS AND COMMENDATIONS

- Dr. Fleming introduced Matthew Dehmlow

CITIZEN FORUM

- Title IVB – public participation comments

REPORTS AND COMMENTS:

BOARD:

- Mr. Atkins – WIFI up and running in all buildings
- Mrs. Burton reported on the new GED Program and gave an update on the Career Center

SUPERINTENDENT AND STAFF:

- Tasha Werry gave an update on PIE – Thermo Forma and Settler’s Bank
- Ruth Kunze discussed the new teacher orientation and gave a curriculum update

APPROVAL AND ACCEPTANCE ACTIONS

Res. #2014-54 Mrs. Burton made a motion to accept the minutes as presented for the regular meeting held on July 28, 2014 and the special meeting on July 31, 2014. Mr. Atkins seconded the motion.

Mr. Hutchinson called for a vote – Yeas: Mr. Atkins, Mrs. Burton, Mr. Hutchinson
Nays: None

The President declared the motion passed and the minutes adopted as presented.

Res. #2014-55 Mr. Hutchinson made a motion to approve and authorize the following financial data as presented by the Chief Fiscal Officer. Mrs. Burton seconded the motion.

- Record of Cash and Investments – July 31, 2014
- Financial Report by Fund/SCC – July 31, 2014

- General Financial Report – SM2 – July 31, 2014
- General Fund Budget Summary – July 31, 2014
- Approve FY 2014 Temporary Revenue and Appropriations with the legal level control set at the Fund Level
- Transfers and Advances
- Checks Over \$1,000.00 for the Month
- Fiscal Officers Certificate

Mr. Hutchinson called for a vote – Yeas: Mr. Atkins, Mrs. Burton, Mr. Hutchinson
 Nays: None

The President declared the motion passed and financial data adopted as presented.

H. RECOMMENDED ACTIONS

1. Old Business

2. New Business – Consent Agenda 2b through 2k
 - a. Resignations and/or Leaves of Absence:
 Classified Staff, Schedule B-14-8
 - b. Appointments:
 Professional Staff, Schedule C-14-8 (teaching)
 Professional Staff, Schedule D-14-8 (extracurricular)
 Professional Staff, Schedule E-14-8
 Classified Staff, Schedule F-14-8
 Classified Staff, Schedule G-14-8 (subs)
 Classified Staff, Schedule R-14-8 (reassignment)
 Professional Staff, Educational Improvement Program

CONSENT AGENDA - Items 2a through 2k
Addendum 2c

Res. #2014-56 Mrs. Burton made a motion and Mr. Atkins seconded the motion to accept the consent agenda items.

2a

BE IT RESOLVED, by the Marietta City School District Board of Education, that upon the recommendation of the Superintendent of Schools, the resignations and/or leaves of absence, for both professional and classified personnel, be approved, effective at the date shown.

Schedule B-14-8
 RESIGNATIONS and/or LEAVES OF ABSENCE
 Classified Staff

NAME	POSITION	REMARKS
Ms. Billie Livingston	MHS – Study Hall Monitor	Resignation, Eff. August 4, 2014
Nate Black	Asst. F.B. Off. Coord.	Resignation, Eff. August 1, 2014

2b

BE IT RESOLVED, by the Marietta City School District Board of Education, that upon the recommendation of the Superintendent of Schools, the employment of the following professional personnel and classified personnel (pending receipt of proper certification from the State Department of Education, BCII and FBI approval), be approved, effective at the date and terms shown.

Schedule C-14-8
 APPOINTMENTS – Professional Staff
 For the 2014-15 School Year

NAME	POSITION	STEP & SALARY	REMARKS
Marcella Swaney	Consultant for Student Service Center	\$285.00/day on an as needed basis	1 yr. contract
Nathan Watson*	4 th /5 th Split-Washington Elementary – Part time	B-1	1 yr. contract
Andrea Zacharias	6 th grade Intervention Spec. – MMS	5-1 - \$30,587.00	1 yr. contract
Sandra Wilson	Language Arts - MMS	M+30-2 - \$39,411.00	1 yr. contract
*Pending cert.			

Schedule D-14-8
 EXTRACURRICULAR APPOINTMENTS
 For the 2014-15 School Year

NAME	ASSIGNMENT	AMOUNT
Melanie Lockhart	Department Chair – MMS	\$882.00
Heather Stalter	Department Chair – MMS	\$882.00
Elizabeth Houck	Ticket Taker	\$7.95/hr.
Kimberly Wallace	MMS Student Council Dir.	\$882.00
Deborah Kiefer	MMS Lead Mentor/Res. Educator	\$1,176.00

Schedule E-14-8
 SUBSTITUTES AND TUTORS
 For the 2014-15 School Year

NAME	POSITION	REMARKS
Lori Hall	Substitute – 7-12 Science	BA Short Term
James Sundquist	4 Yr. Res. Educator	BA Short Term
Kathryn Hartline	Substitute – Gen. Educ.	BA Short Term
Monica Carhuay	Multi-Age P-12 Spanish	BA Long Term
Susan Lane	Substitute – General Educ.	BS Short Term
Garry Hogue	Substitute – General Educ.	BA Short Term
Erin Bennett	Substitute – General Educ.	BS Short Term
Michael Wells	Substitute – PK-3	BA Short Term
Allison Laumann	Substitute – PK-3	MA Short Term
Mary Ella Bauer	Permanent Cert.	MA Short Term
Brianna Moses	Tutor-Homebound	\$20.00/hr.
Judy Anderson (OVESC)	Tutor-Homebound	\$20.00/hr.
Tanner Gebhart	Substitute – General Educ.	MA Short Term
Karen Binkley	5 Yr. Professional	MA Short Term

Gail Popp Robert Hershey	Tutor-Homebound Substitute-General Educ.	\$20.00/Hr. BA Short Term
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Schedule F-14-8
APPOINTMENTS – Classified Staff
For the 2014-15 School Year

NAME	POSITION	REMARKS
Mark Duckworth	MMS Athletic Director	\$5,294.00
Mark Duckworth	MHS Head Varsity Basketball	\$6,176.00
Vincent Elder	MHS-Assoc. Head Football	\$3,529.00
Jeff Davis	MHS-Offensive Coordinator	\$2,941.00
Seth Murphy	9 th Grade Football	\$2,059.00
Amanda Mercer	Asst. Cross Country	\$1,471.00
Todd Morris	Head Varsity Soccer-Boys	\$3,529.00
Andy Porter	Head JV Soccer-Boys	\$2,353.00
Paige Lamb	Asst. Varsity Volleyball	\$2,353.00
Christina Brooks	8 th Grade Volleyball	\$2,059.00
Stacey Merrill	7 th Grade Volleyball	\$2,059.00
John Rake	MHS JV Cheer Coach	\$2,353.00
Gracey Bailey	9 th Grade Cheer Coach	\$2,059.00
Kayla Antill	8 th Grade Cheer Coach	\$2,059.00
Kayla Sutton-Barrett	7 th Grade Cheer Coach	\$2,059.00
Scott Canter	9 th Grade Football	\$2,059.00
Perry Wheeler	7 th Grade Football	\$2,059.00
B.J. Mayer	7 th Grade Football	\$2,059.00
Tom Fulton	Asst. JV Football	\$2,059.00

Schedule G-14-8
SUBSTITUTES – Classified Staff
For the 2014-15 School Year

NAME	POSITION	REMARKS
William Aldag	Secretary/Attendant/Teacher & Library Aide/Study Hall	\$7.95/hr.
Brenda Matthews	Secretary	\$7.95/hr.
Stephanie Clovis	Secretary/Teacher & Library Aide/Study Hall	\$7.95/hr.
Dusta Goodwin	Attendant/Secretary/Aide	\$7.95/hr.
Dean Strahler	Custodian	\$7.95/hr. Eff: 08/20/2014

Schedule I-14-8
APPOINTMENTS – Educational Aides
For the 2014-15 School Year

NAME	SALARY
James Thrash	Volunteer-MHS JV Golf

Mike Miller Will O'Connor William Mannix	Volunteer-MHS Girls Tennis Volunteer Volunteer-Soccer
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Schedule R-14-8
 REASSIGNMENT –Classified Staff
 For the 2014-15 School Year

NAME	PRESENT	NEW
Garic Warner	Asst. JV Football	Head JV Football - \$2,941.00 Eff. 08/01/2014
Cynthia Wanzo	MMS - ISS	MHS – Study Hall Monitor Eff. 08/18/2014

EDUCATIONAL IMPROVEMENT PROGRAM

Name	Sem. Hrs.	Qur. Hrs.	Amount
Coleen Fleming	2		\$350.00
Steve Foutty	1		\$130.00
Chrystal Barnett-Sheaves	2		\$260.00
Chrystal Barnett-Sheaves	1		\$130.00

2c

BE IT RESOLVED, by the Marietta City School District Board of Education, that upon the recommendation of the Superintendent of Schools, the following change in salary and/or contract status be approved for the 2014-15 school year:

Mr. Casey Mercer	From: 5-3	To: 5-4
Ms. Jessica Shreve	From: 5-1	To: 5-2
Ms. Angela Sprout	From: B-1	To: 5-2
Ms. Melinda Hayman	From: Half-Time St. Marys	To: Full time MMS
Ms. Kristen Nau-Schramm	From: B-1	To: B-2

ADDENDUM

2c

BE IT RESOLVED, by the Marietta City School District Board of Education, that upon the recommendation of the Superintendent of Schools, the following change in salary and/or contract status be approved for the 2014-15 school year:

Ms. Hattie Clarke	From: M+15-15	To: M+30-15
Ms. Jesse Abrecht-Burnett	From: M+15-10	To: M+30-10
Ms. JoAnne Huck	From: M+15-15	To: M+30-15

2d

WHEREAS, the transportation schedule submitted to the Marietta City School District Board of Education has been designed to serve the best interest of those students eligible to receive busing to and from their assigned schools; therefore

BE IT RESOLVED, that said schedule be adopted as the official routing plan for the 2014-15 school year, and that school administrators be authorized to implement any minor changes that may occur during the school year as justified by board policy and State of Ohio transportation regulations.

2e

WHEREAS, the Marietta City School District Board of Education, acting as fiscal agent, agrees to enter into contracts with Warren Local, Frontier Local, Fort Frye Local, Wolf Creek Local, and Belpre City Schools, Washington County, Ohio, for the purpose of providing instruction for low incidence handicapped children. Tuition or excess costs will be paid at the conclusion of the 2014-15 academic school year as invoiced by Marietta City Schools.

2f

WHEREAS, Washington County Children Services will provide the services of a diversion specialist for children who qualify under the guidelines of the "Education for Homeless Children and Youth," project, and

WHEREAS, the Diversion Program supports the district's continuous improvement plan; therefore

BE IT RESOLVED, that the Marietta City School District Board of Education enter into an agreement with Washington County Children Services for the 2014-15 school year to provide the aforementioned services at a cost not to exceed \$20,000.00.

2g

WHEREAS, the Marietta City School District Board of Education provides special education services to its qualified students, and

WHEREAS, these services include the need to provide specialized orientation and mobility services to blind or visually impaired students, and

WHEREAS, Ms. Jolene Craig, Orientation and Mobility Specialist, is a state certified Orientation and Mobility Specialist and Teacher of the Visually Impaired, and

WHEREAS, Ms. Jolene Craig has quoted a price of \$100.00 per hour for direct services and \$40.00 per hour for IEP meetings for services rendered as requested by the Marietta City School District and approved by the Director of Student Services, and has agreed to provide this service at the quoted price for a maximum of 75 hours per school year.

NOW THEREFORE BE IT RESOLVED, that the Marietta City School District enter into a purchase service contract with Ms. Jolene Craig for a period commencing August 18, 2014 through June 30, 2015 at a rate of \$100.00 per hour direct service and \$40.00 hour for IEP meetings in accordance with the "Work-For-Hire" agreement prepared and executed by the Director of Student Services and Treasurer.

2h

WHEREAS, the proposed Marietta Middle School Staff Handbook for the 2014-15 school year has been presented to the Board of Education for review and approval; therefore

BE IT RESOLVED, the Marietta City School District Board of Education approve the Marietta Middle School Staff Handbook as submitted.

2i

WHEREAS, the proposed Marietta High School Staff Handbook for the 2014-15 school year has been presented to the Board of Education for review and approval; therefore

BE IT RESOLVED, the Marietta City School District Board of Education approve the Marietta High School Staff Handbook as submitted.

2j

WHEREAS, the following classified job descriptions that have been added or revised; therefore

BE IT RESOLVED, that the new or revised classified job descriptions for the following positions be approved.

MARIETTA CITY SCHOOLS JOB DESCRIPTION

Job Title: **Bus Aide**
Department: **Transportation**
Reports To: **Director of Facilities and Transportation**
Grade: **Attendant Salary Schedule**

BASIC FUNCTIONS & SUPERVISION

Under the supervision of the Director of Facilities and Transportation, the position provides physical and behavior care of special needs students during the transport to and from school. Performance activities include the safe boarding, riding and exiting of passengers.

DUTIES & RESPONSIBILITIES:

- 1) Assist students requiring help to load or unload the bus.
- 2) Secure special needs students and/or equipment with restraints, tie downs, seat belts and/or car seats for the purpose of ensuring the safety and well-being of students.
- 3) Constantly monitor students' well-being and behavior during the route. Assist the bus driver in maintaining student conduct on the bus.

- 4) Applies proper physical restraint techniques when necessary for the purpose of protecting the students and staff.
- 5) Respond appropriately to students' needs during the route and notify the driver if an emergency exists.
- 6) Be familiar with the route in order to assist a substitute driver.
- 7) Reports observations and/or incidents (e.g. discipline, accidents, inappropriate social behavior, etc) for the purpose of communicating information to appropriate personnel.

MINIMUM JOB QUALIFICATIONS:

- 1) Possesses a high school diploma or equivalent.
- 2) Ability to address the needs of students with various handicapping conditions.
- 3) Must possess the physical dexterity, coordination and mobility to lift and restrain students of varying age levels and sizes.
- 4) Satisfactory pre-employment background checks.
- 5) Employee would have to agree to work a split-shift.

POSITION DESCRIPTION

Position Title: Study Hall Monitor

Responsible To: Principal of Building

Position Description:

The person holding this position is directly responsible to the building principal. The following duties are to be an integral part of the study hall monitor's responsibilities:

1. Monitor all student assigned to the study hall of the building.
2. Assume the responsibility of supervision of the hall during one of the lunch periods. (hall duty)
3. Supervise assigned homeroom.
4. When substitute teachers are not available, supervise other classes and/or activities during the regular school day as the need arises.
5. Assume the responsibility for the conduct of the students while under his/her supervision.
6. Dismiss the class at the normal dismissal time and see that students leave the room in an orderly manner.
7. Maintain an assigned room in a safe and orderly fashion.
8. Accurately keep attendance records of all students assigned to him/her.
9. Monitor all students assigned to after-school detention
10. Assume the responsibility of communicating with parents when the need arises regarding the reason a student gets a detention.

11. Assists student who need a tutor. (either requested by student, parent or IEP)
12. Perform other related duties as required pursuant to the supervision of school students.

Minimum Qualifications:

1. _Thirty (30) Semester hours of college credit with a C average maintained in the coursework.
2. Teacher Aide Permit required.
3. Computer Skills required to assist students with computer instruction
4. Knowledge of Office machines
5. The Study Hall Monitor must possess the following characteristics: personable, able to get along with both students and professional personnel and flexible for the job assigned.

Capable of maintaining effective discipline while providing for proper instructional environment

2k

WHEREAS, the policy of the Marietta City School District Board of Education, Student Overnight Trips, File: IICA, specifies that all student overnight trips must have the approval of the Superintendent of Schools and the Marietta City School District Board of Education; therefore

BE IT RESOLVED, that all policy regulations having been met by the advisor/teacher in charge of the following group(s) and upon the recommendation of the Superintendent, the Board of Education approve the following trips:

MHS Sophomore Class 2017
New York City American History Trip
New York City, NY
May 4-6, 2015

Res. #2014-57 Mrs. Burton made a motion and Mr. Atkins seconded the motion to Accept the consent agenda items.

Mr. Hutchinson called for a vote-Yeas: Mr. Atkins, Mrs. Burton, Mr. Hutchinson
Nays: None

The President declared the consent agenda items approved as presented.

Res. #2014-58 Mr. Hutchinson made a motion to adjourn the regular meeting.
Mrs. Burton seconded the motion.

Mr. Hutchinson called for a vote – Yeas: Mr. Atkins, Mrs. Burton, Mr. Hutchinson,
Nays: None

The President declared the motion passed and the regular meeting adjourned at 5:49 P.M.

August 18, 2014

ATTEST:

William Hutchinson, President

Matthew S. Reed, Chief Fiscal Officer