

**MARIETTA CITY SCHOOL DISTRICT
BOARD OF EDUCATION
111 Academy Drive
Marietta, Ohio 45750
November 22, 2010**

The Marietta City School District Board of Education held a regular meeting on Monday, November 22, 2010 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. Gault, called the regular meeting to order at 5:30 P.M.

Roll Call:

Members Present: Mr. Atkins, Mrs. Burton, Mr. Hutchinson, Mrs. Myers, Mr. Gault
Members Absent: None

The President invited all to join in the Pledge of Allegiance to the flag of the United States.

PRESENTATIONS AND COMMENDATIONS

- Tangie Rumbold and Carol Garoza presented certificates from the Ohio Association of Gifted Children Art Auction to Cooper Halliday and Erica Roberts.
- Scott Kratche recognized Barbara Moberg for being selected the Ohio Physical Education Teacher of the Year.
- William Lee discussed holding the Cash Explosion game show at the high school and the fact that the National Honor Society was given a \$1000 donation for serving as ushers, and in turn, NHS is donating this \$1000 toward the purchase of a new playground for Phillips School.

CITIZEN FORUM

- Angela Feathers questioned the board regarding their plans for the school improvement plan and whether plans have been made for potential cuts in areas other than academic programs.
- Ron Feathers questioned the board regarding the establishment of the energy education position.
- Jeff Ferguson suggested revisions to the background check requirements for volunteers.

REPORTS AND COMMENTS

BOARD: • Don Atkins gave an update on the status of the ALICE program.

SUPERINTENDENT:

- Matthew Reed discussed the revised board policy on expense reimbursements.
- Dr. Thomas discussed the revised board policy on hazing and bullying and informed the board that our Race to the Top application has been approved for \$436,000.

APPROVAL AND ACCEPTANCE ACTIONS

Res. #2010-108 Mr. Hutchinson made a motion to accept the minutes as presented for the regular meeting held on October 25, 2010. Mrs. Myers seconded the motion.

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

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

Res. #2010-109

Mrs. Burton made a motion to approve and authorize the following financial data as presented by the Chief Fiscal Officer. Mr. Atkins seconded the motion.

- Record of Cash and Investments – October 31, 2010
- Financial Report by Fund/SCC – October 31, 2010
- General Financial Report – SM2 – October 31, 2010
- General Fund Budget Summary – October 31, 2010
- Amend FY 2011 Permanent Revenue and Appropriations with the legal level control set at the Fund Level
- Transfers and Advances

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

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

CONTRIBUTIONS AND GIFTS

Res. #2010-110

Mrs. Myers made a motion and Mr. Hutchinson seconded the motion to accept the following donations:

G(3) WHEREAS, the MHS Class of 1958 has donated a solid oak bench to MHS Library's Archive Room, and

WHEREAS, Mrs. Ida Holdren has donated her mother-in-law's MHS pin from 1906 to MHS Archive Room; therefore

BE IT RESOLVED, that the Marietta City School District Board of Education accept these donations, and

BE IT FURTHER RESOLVED, by the Marietta City School District Board of Education, that these donations be accepted with appreciation.

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

The President declared the motion passed and donations accepted as presented.

H. RECOMMENDED ACTIONS

1. Old Business
 - Greg Gault discussed the board's desire to have Dr. Thomas and Matthew Reed to begin looking at options for reducing costs for the future in regards to the outcome of the May levy.
2. New Business
 - a. Resignations and/or Leaves of Absence:
 - b. Appointments:
Professional Staff, Schedule C-10-11

CONSENT AGENDA - Items 2a through 2e

Res. #2010-111 Mr. Atkins moved and Mrs. Burton seconded the motion to accept the consent agenda.

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 and classified personnel (pending receipt of proper certification from the State Department of Education, BCII and FBI approval), be approved, effective at the dates and terms shown.

Schedule C-10-11
APPOINTMENTS - Professional Staff
For the 2010-11 School Year

NAME	POSITION	STEP & SALARY	REMARKS
Ms. Melissa Corcoran	Speech Pathologist St. Marys Aux. Svcs.	M-3 \$35,407 (to be prorated for actual time served)	1 yr. contract Eff. 11/01/10 3 hrs./week

Schedule D-10-11
EXTRACURRICULAR APPOINTMENTS
For the 2010-11 School Year

NAME	ASSIGNMENT	AMOUNT
Ms. Mollie Schramm	Head Varsity Track - Girls	\$3426.00
	Winter Site Manager	\$600.00
Mr. Ronald Warner	Winter Site Manager (2/3)	\$400.00
Mr. Darren Stevens	Winter Site Manager (1/3)	\$200.00
Ms. Kris Hill	7th Softball	\$1999.00
Mr. John Doughty	Head Varsity Softball	\$3426.00
Mr. Dennis Riley	MMS Track - Boys (50%)	\$999.00
Mr. Joshua McKittrick	Head JV Baseball	\$2284.00
Mr. James Thrash	Co-Head Varsity Baseball and Co-Head Ass't. Varsity Baseball	\$2855.00
Mr. Larry Burke	Co-Head Varsity Baseball and Co-Head Varsity Baseball	\$2855.00

Schedule E-10-11
SUBSTITUTES AND TUTORS
For the 2010-11 School Year

NAME	POSITION	REMARKS
Ms. Casiha Felt	Substitute - Gen. Ed.	MFA Short Term
Ms. Janel Kennedy	Substitute - Business	BA Long Term
Ms. Brittany Schob	Substitute - Elem.	BS Long Term
Ms. Elizabeth Houck	Homebound Tutor	\$16.10/hr.
Mr. Ricky Phillips	Homebound Tutor	\$16.10/hr.
Mr. Stephen McDougle	Homebound Tutor	\$16.10/hr.

Schedule F-10-11
APPOINTMENTS - Classified Staff
For the 2010-11 School Year

NAME	POSITION	REMARKS
Ms. Emmy Alkire	Head JV Softball	\$2284.00
Mr. Terry Wallis	8th Softball	\$1999.00
Mr. S. J. Tewkesbury	Head Varsity Crew - Girls	\$2855.00
Mr. B. J. Mayer	Head Varsity Track - Boys	\$3426.00
Mr. Michael Schafer	Ass't. Varsity Track - Boys	\$2284.00
Mr. Jeff Davis	MMS Track - Boys (50%)	\$999.00
Mr. Gus Lindamood	Ass't. Varsity Crew - Boys	\$1999.00
Mr. Eric Dowler	Head Varsity Crew - Boys	\$2855.00
Mr. Chris Fennell	MMS Track - Girls	\$1999.00
Ms. Shari Hirschfield	Teacher Aide - MMS	Step I-1, \$12.36/hr. 4 hrs./day Eff. 11/8/10

Schedule G-10-11
SUBSTITUTES - Classified Staff
For the 2010-11 School Year

NAME	POSITION	REMARKS
Ms. Janelle Chidester	Aide	\$7.30/hr.
	Secretary	\$7.70/hr.
	Study Hall Monitor	\$7.30/hr.
Ms. Janel Kennedy	Aide	\$7.30/hr.
Mr. John M. Caldwell	Custodian	\$7.30/hr., Eff. 11/12/10

Schedule R-10-11
REASSIGNMENT - Classified Staff
For the 2010-11 School Year

NAME	PRESENT	NEW
Ms. Marie Goglin	Teacher Aide - Washington	Teacher Aide - Putnam Step II-10, \$15.87/hr. Eff. 01/03/11 - 7.5/hrs./day
Mr. Allan Young	Teacher Aide - MMS 4 hrs./day	Teacher Aide - MMS Step V-10, \$17.27/hr. 7.5 hrs./day, Eff. 10/25/10

2c **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the following change in salary and/or contract status be approved:

Substitute Aides/Attendants/ Summer Help/Custodian I/ ISS/Study Hall Monitor	from \$7.30/hr.	to \$7.40/hr. Eff. 01/01/11
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2d **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 group(s) and upon the

recommendation of the Superintendent, the Board of Education approve the following trip(s):

Marietta City Schools
Southeastern Ohio Model United Nations
Athens, OH
December 2-3, 2010
53 students / 2 supervisors

2e **WHEREAS**, the Marietta City School District Board of Education must comply with the state and federal laws by adopting policies, and

WHEREAS, the Marietta City School District Board of Education has a need to revise the Board Policies: File: DLC (Expense Reimbursements) and File: JFCF (Hazing and Bullying); therefore

BE IT RESOVLED, by the Marietta City School District Board of Education, that these policies be revised and approved as submitted.

File: DLC

EXPENSE REIMBURSEMENTS

District personnel who incur expenses in carrying out their authorized duties are reimbursed by the District upon submission of a properly completed and approved voucher with supporting, itemized receipts.

When official travel by a personally owned vehicle is authorized, mileage payment is made at the rate of \$0.40 per mile. The current IRS rate is only paid if it is specified in a negotiated agreement with either the MEA or OAPSE Local #001. Adjustments will not be made for retroactive IRS rate increases.

An employee on official school business is expected to exercise the same care in incurring expenses as a prudent person exercises in traveling on personal business. Excessive costs, such as those caused by circuitous routes or luxury services or accommodations, are not considered prudent, and will be examined carefully to determine if the expense is subject to reimbursement.

As a guideline and in order to prevent disapproval of requests and reimbursement for professional and business trips, it is directed that compliance with the following stated procedures are required of all concerned.

1. All requests for professional trips are to be submitted to the Superintendent prior to the date of the trip.
2. All such requests must be submitted, in duplicate, through building principals (or other applicable administrative personnel). The duplicate copy will then be returned to the individual after the Superintendent has approved the trip. No more than one individual may be listed on each request form.
3. The trip request will be completed in full, especially in regard to the reason for the trip and the estimate of expenses involved.
4. Expense reports must be presented to the Superintendent no later than the first of the month following the date expenses were incurred. These reports must be completed in full. "Miscellaneous" as an expense item will not be accepted. All expenses must be itemized by receipts and attached to the expense reimbursement form.

Travel

All travel must be authorized by the Superintendent or the CFO as appropriate school business. The dollar amounts described below are reimbursements for money spent while traveling, and should not be considered a "per diem" or entitlement amount. As noted above, travel expenses must be submitted on the appropriate forms with the proper approvals.

A. Lodging

1. To qualify for overnight lodging, the employee's business destination must be in excess of 60 miles from his or her residence or headquarters and outside the county of residence.
2. Employees should utilize local government employee rates, when available.
3. An original itemized hotel receipt is required for reimbursement.

B. Meals

Reimbursements for meals **with an overnight stay** are limited to actual costs up to the maximum rate of \$35 per day with an itemized meal receipt. No meals will be reimbursed without an overnight stay. The actual costs of meals, within the meal allocation limits listed below, will be reimbursed up to the maximum allowance per calendar day when the employee is on travel status for a full calendar day, which consists of travel both preceded and followed by an overnight stay. Employees will not be reimbursed for entertainment or alcoholic beverages.

Travel Times for Meal Allocation for Travel

\$7.00	travel time between 12:01 am and 10:00 am (breakfast)
\$10.00	travel time between 10:01 am and 4:00 pm (lunch)
\$18.00	travel time between 4:01 pm and 12:00 am (dinner)

The following guidelines pertain to meals while on travel status:

1. The meal, tax, and applicable gratuity (up to 15%) shall not exceed the maximum meal rate as stated above.
2. The maximum reimbursement rate may be allocated for meals as the employee chooses but reimbursement **must be supported by an itemized receipt.**
3. A meal reimbursement is established on a reasonable person standard. A meal can consist of one appetizer, one entree item, and dessert, and one non-alcoholic beverage. Multiple entrees, appetizers, desserts, and/or beverages are not reimbursable. The exception to this rule is that two beverages are permitted for breakfast only.
4. Snack items, such as chips, pretzels, cookies, or candy bars are not allowable meal purchases and will not be reimbursed.
5. Itemized grocery store receipts will not be accepted for meal reimbursement purposes.
6. Individual beverages will not be accepted unless accompanied with a food purchase on that day.
7. If the employee is attending an event/conference, where a breakfast, lunch, and/or dinner is provided, then the meal allocation for the breakfast, lunch, and/or dinner, per the policy, is not applicable for reimbursement.
8. Alcoholic beverages will not be reimbursed and shall not be associated with a meal receipt. If an alcoholic beverage is part of the meal, the tax associated with that meal should be re-calculated accordingly.
9. When multiple food items are ordered, please identify which items are being requested for reimbursement, if over the meal allocation amount.

[Adoption date: September 23, 2002]

[Revised: June 27, 2005]

[Revised: February 25, 2008]

[Revised: November 22, 2010]

LEGAL REFS.: ORC 2921.42; 2921.43
3313.12; 3313.20
3315.15

CROSS REF.: BHD, Board Member Compensation and Expenses
GCL, Professional Staff Development Opportunities

File: JFCF

HAZING AND BULLYING
(Harassment, Intimidation and Dating Violence)

Hazing means doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.

Throughout this policy the term bullying is used in place of harassment, intimidation and bullying.

Bullying, harassment and intimidation is an intentional written, verbal or physical act that a student has exhibited toward another particular student more than once. The intentional act also includes violence within a dating relationship. The behavior causes both mental or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. This behavior is prohibited on school property or at a school-sponsored activity.

Permission, consent or assumption of risk by an individual subjected to hazing, bullying and/or dating violence does not lessen the prohibition contained in this policy.

The District includes, within the health curriculum, age-appropriate instruction in dating violence prevention education in grades 7 to 12. This instruction includes recognizing warning signs of dating violence and the characteristics of health relationships.

Prohibited activities of any type including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher or other employee of the District shall encourage, permit, condone or tolerate any hazing and/or bullying activities. No students, including leaders of student organizations, are permitted to plan, encourage or engage in any hazing and/or bullying.

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, bullying and/or dating violence. If any of the prohibited behaviors are planned or discovered, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all such activities immediately. All hazing, bullying and/or dating violence incidents are reported immediately to the Superintendent/designee and appropriate discipline is administered.

The Superintendent/designee must provide the Board President with a semiannual written report of all verified incidents of hazing and/or bullying and post the report on the District's web site.

The administration provides training on the District's hazing and bullying policy to District employees and volunteers who have direct contact with students. Additional training is provided to elementary employees in violence and substance abuse prevention and positive youth development.

District employees, students and volunteers have qualified civil immunity for damages arising from reporting an incident of hazing and/or bullying. Administrators, teachers, other employees and students who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with State and Federal law.

No one is permitted to retaliate against an employee or student because he/she files a grievance or assists or participates in an investigation, proceeding or hearing regarding the charge of hazing and/or bullying of an individual.

[Adoption date: September 23, 2002]

[Revised: June 27, 2005]

[Revised: February 26, 2007]

[Revised: November 19, 2007]

[Revised: November 22, 2010]

LEGAL REFS.: ORC 117.53
2307.44
2903.31
3301.22
3313.666; 3313.667
3314.03
3319.073

CROSS REFS.: AC, Nondiscrimination
EDE, Computer/On-line Services (Acceptable Use and Internet Safety)
IGAE, Health Education
IIBH, District Web Site Publishing
JFC, Student Conduct (Zero Tolerance)
JFCEA, Gangs
JFCK, Use of Electronic Communications Equipment by Students
JHG, Reporting Child Abuse
Student Handbooks

Note: The terminology of bullying in this policy also includes harassment and intimidation and is defined as an intentional written, verbal or physical act that a student has exhibited toward another particular student more than once. The behavior causes both mental or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student.

Violence within a dating relationship is also included in this prohibition against harassment, intimidation and bullying.

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

The President declared the consent agenda resolutions adopted.

Res. #2010-112 Mr. Gault made a motion to adjourn the regular meeting. Mr. Hutchinson seconded the motion.

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

The President declared the motion passed and the regular meeting adjourned at 6:35 P.M.

ATTEST:

Greg Gault, President

Matthew S. Reed, Chief Fiscal Officer