

**MARIETTA CITY SCHOOL DISTRICT
BOARD OF EDUCATION
111 Academy Drive
Marietta, Ohio 45750
December 23, 2013**

The Marietta City School District Board of Education held a regular meeting on Monday, December 23, 2013 at the Administrative Office, 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 5:43 PM.

Roll Call:

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

Members Absent:

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

PRESENTATIONS AND COMMENDATIONS

- Tonya Anderson-Introduced the new BBC Coordinator

CITIZEN FORUM

- Sharon Bricker spoke regarding the school lice policy.

REPORTS AND COMMENTS

BOARD:

- Mr. Atkins gave an IT update.
- Mr. Gault gave an update on Dr. Fleming.

SUPERINTENDENT:

- Matt Reed set the date and time for the Organizational Meeting to be held on January 6, 2014 at 9:00 a.m at the Administrative Office, 111 Academy Drive, Marietta, Ohio.

APPROVAL AND ACCEPTANCE ACTIONS

Res. #2013-81 Mr. Atkins made a motion to accept the minutes as presented for the regular meeting held on November 25, 2013. Mrs. Burton seconded the motion.

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

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

Res. #2013-82 Mr. Atkins 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 – November 30, 2013
- Financial Report by Fund/SCC – November 30, 2013
- General Financial Report – SM2 – November 30, 2013
- General Fund Budget Summary – November 30, 2013
- Amend FY 2014 Permanent 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. Gault called for a vote – Yeas: Mr. Atkins, Mrs. Burton, Mr. Hutchinson, Mr. Gault
Mrs. Myers
Nays: None

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

RECOMMENDED ACTIONS

1. Old Business
2. New Business
 - a. Resignations and/or Leaves of Absence:
Professional Staff, Schedule A-13-12
 - b. Professional Staff, Schedule C-13-12
Professional Staff, Schedule E-13-12
Classified Staff, Schedule F-13-12
Classified Staff, Schedule I-13-12
Educational Improvement Program

CONSENT AGENDA - Items 2a through 2h

Res. #2013-83 Mr. Atkins made a motion to accept consent agenda item 2a-2h Mr. Hutchinson seconded the motion.

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

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 A-13-12
RESIGNATIONS and/or LEAVES OF ABSENCE
Professional Staff

NAME	POSITION	REMARKS
Aaron Schmidlin	Math Coach-MHS	Eff. 12/27/13

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 results), be approved, effective at the date and terms shown.

Schedule C-13-12
APPOINTMENTS-Professional Staff
For the 2013-14 School Year

Name	Assignment	Amount
Michelle Whitacre	Secondary-Math Second Semester 2013-14 SY	\$23,122.00

Schedule E-13-12
SUBSTITUTES AND TUTORS
For the 2013-14 School Year

NAME	POSITION	REMARKS
Kathryn Hartline	Substitute-General Ed.	BA Short Term

Schedule F-13-12
APPOINTMENTS – Classified Staff
For the 2013-14 School Year

NAME	POSITION	REMARKS
Amanda Cozzens	Attendant /Aide	\$7.85/hr.
Robert Goodwin	9 th Boys Basketball	\$1,999.00
Emmy Alkire	Asst. Varsity Girls Basketball	\$2,855.00
Andrea Spanner	Secretary/Attendant/Aide	\$7.85/hr.

Schedule I-13-12
APPOINTMENTS – Educational Aides
For the 2013-14 School Year

Name	Salary
Edward Raybould	Volunteer
Mary Tatro	Volunteer
Brian Barth	Volunteer
Emily Addis	Volunteer
Melissa White	Volunteer
Dana Styer	Volunteer

EDUCATION IMPROVEMENT PROGRAM

NAME	SEM. HRS.	QTR. HRS.	AMOUNT
Mr. Jarod Hindy	3		\$600.00
Steve Parlin	2		\$350.00

2h

CA **WHEREAS**, the following job descriptions for classified positions have been added or revised: therefore

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

1. Teacher Aide

File: GDA

Position Title: Teacher Aide

Location: District

MAJOR DUTIES AND RESPONSIBILITIES:

The person holding this position is directly responsible to the building principal for the work assigned that is supportive of the instructional role of classroom teachers. The following duties shall be an integral part of the teacher aide's responsibilities:

1. Assisting with instructional tasks.
2. Performing clerical duties and assists in the office
3. Supervising students and assisting in the classrooms.
4. Testing: Bubble in information on answer sheets for younger classes. Check all booklets when tests are finished. Supervise make-ups. Assist the principal in preparing tests to send back to Student Services Center.
5. Fulfilling other duties as assigned by the principal, i.e.: Playground, lunch, recess, health related procedures and any other special assignments. Duties assigned the instructional aide shall be flexible but shall reflect the needs of the teacher, the instructional program and the student.

Minimum Qualifications:

1. _Thirty (30) semester hours of college credit with a C average maintained in the coursework.
2. Computer skills are required with a minimum speed of 30 words per minute. Computer skills required to assist students with computer instruction.
3. Knowledge of operation of office machines.
4. Brings to the position an understanding of child development and child behavior strategies.
5. Brings to the position an awareness of special needs of all students.
6. The aide must possess the following characteristics: personable, able to get along with both students and professional personnel, flexible for the job assigned, and willingness to acquire skills needed for Special Needs Students.
7. Basic knowledge and use of technological assisted instruction i.e.: video, tape recorder, overhead, etc.

Scope:

Educational aides may assist a teacher to whom they are assigned in the supervision of pupils. Teacher aides may also implement instruction when planned by the teacher and/or principal. The duties of an educational aide need not be performed in the physical presence of the teacher to whom assigned, but the activity of an educational aide shall be under the direction of the

teacher and/or principal to whom assigned. Educational aides assigned to supervise children shall maintain the degrees of control and discipline as outlined by the teacher and/or principal.

Educational Aides may not be used in place of classroom teachers or other employees as per Section 3319.088 of the Ohio Revised Code.

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

The President declared the consent agenda resolutions adopted as presented.

Res. #2013-84 Mr. Atkins 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, Mr. Gault
Mrs. Myers
Nays: None

The President declared the motion passed and the regular meeting adjourned at 6:15 P.M.

ATTEST:

Greg Gault, President

Matthew S. Reed, Chief Fiscal Officer