

**MARIETTA CITY SCHOOL DISTRICT
BOARD OF EDUCATION
111 Academy Drive
Marietta, Ohio 45750
March 25, 2019**

The Marietta City School District Board of Education held a regular meeting on Monday, March 25, 2019 at the Board of Education, 111 Academy Drive in Marietta, Ohio. All Marietta City School District Board of Education meetings are placed on the Marietta City Schools website after board approval.

The President, Mr. Mallett, called the meeting to order at 6:30 P.M.

Roll Call:

Members Present: Mr. Duckworth, Mr. Garrison, Ms. Hall, Mr. Hutchinson, Mr. Mallett
Members Absent: None

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

PRESENTATIONS AND COMMENDATIONS

Chad Rinard presented information on behalf of Jade Thompson – EF Tour Trip to Spain and Paris, France

REPORTS AND COMMENTS

SUPERINTENDENT:

- Mr. Hampton discussed Security Systems, MOV sponsorship, back ground check update, MOU Tennis Court update, Navigate update, and TAG services update.
- Ms. Hall gave an update on UDL Professional Development and discussed Testing.
- Tasha Werry gave an update on the Business Advisory Committee and BB2C.
- Darrell Prim – gave an update on summer work and installing air conditioners beginning next week and also presented metrics on work order completion.

BOARD:

- Mr. Garrison discussed evaluation policy updates, having OSBA to help the Board do a workshop in setting up evaluations.
- Mr. Duckworth discussed the OSBA workshop evaluation of Superintendent and Treasurer and Board self-evaluation.
- Ms. Hall attended business after hours
- Mr. Mallett discussed considering donation of lights from Don Drumm Field/Darrell Prim will follow up on this.

CITIZEN FORUM

- Melanie Lockhart discussed the policy of being placed on the board agenda for the April meeting. She would like more than three minutes.
- Robert Lockhart discussed board minutes and policy & procedure. Attempt to revise previous actions.

APPROVAL AND ACCEPTANCE ACTIONS

Res. #2019-39 Mr. Hutchinson made a motion to accept the minutes as presented for the regular meeting held on February 25, 2019. Mr. Garrison seconded the motion.

Mr. Mallett called for a vote – Yeas: Mr. Duckworth, Mr. Garrison, Ms. Hall, Mr. Hutchinson, Mr. Mallett
Nays: None

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

Res. #2019-40 Mr. Garrison made a motion to approve and authorize the following financial data as presented by the Chief Fiscal Officer. Mr. Hutchinson seconded the motion.

- Auditor’s Award Presented to Marietta City Schools
- Major Fund Balances – February 28, 2019
- Record of Cash and Investments – February 28, 2019
- General Financial Report – SM2 – February 28, 2019
- Approve FY 2019 Permanent Revenue and Appropriations with the legal level control set at the Fund Level
- Discussion of Five Year Forecast and Actuals
- Approve checks over \$1,000.00 for February 2019
- Approve Fiscal Officer’s Certification

Mr. Mallett called for a vote – Yeas: Mr. Duckworth, Mr. Garrison, Ms. Hall, Mr. Hutchinson, Mr. Mallett
Nays: None

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

CONTRIBUTIONS AND GIFTS

Res. #2019-41 Ms. Hall made a motion and Mr. Garrison seconded the motion to accept the following donations:

G(3) WHEREAS, Feed The Children, P.O. Box 36, Oklahoma City, OK 73101-0036 donated 200 backpacks and kits to Marietta City Schools valued at \$6,750.00, and

WHEREAS, Inspire donated \$95.00 and Marietta Girls Basketball donated \$760.00 to Marietta Girls Basketball, and

WHEREAS, Mark and Sally Weihl donated an Apple IPAD valued at \$400.00 to Marietta High School Football, and

WHEREAS, Marietta Cross Country donated \$1,195.00 and \$1,141.00 from Cabin Fever Race to Marietta Cross Country, and

WHEREAS, Marietta Girls Tennis donated \$105.60 to Marietta Girls Tennis, and

WHEREAS, Marietta Boys & Girls Track donated \$500.00 to Marietta Boys & Girls Track, and

WHEREAS, WVU Medicine with Dr. William Cline donated \$2,448.00 to Stop the Bleed, and

WHEREAS, Marietta Baseball donated \$271.50 to Marietta Baseball, 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 gifts be accepted with appreciation.

Mr. Mallett called for a vote - Yeas: Mr. Duckworth, Mr. Garrison, Ms. Hall, Mr. Hutchinson, Mr. Mallett
Nays: None

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

H RECOMMENDED ACTIONS

1. Old Business
 - a. Purchase of scoreboard for Glendale Football Field
 - b. Branding and licensing Mark Duckworth
 - c. Valley Gem Recognition
2. New Business
 - a. Resignations and/or Leaves of Absence
Professional Staff, Schedule A-19-03
Classified Staff, Schedule B-19-03
 - b. Appointments:
Professional Staff, Schedule D-19-03 (extracurricular)
Professional Staff, Schedule E-19-03 (subs and tutors)
Classified Staff, Schedule F-19-3 (appointments)
Classified Staff, Schedule G-19-3 (substitutes)
Appointments, Schedule I-19-03 (Educational Aides)
Re-Assignment, Schedule R-19-03 (classified)
Professional Staff, Educational Improvement Program

CONSENT AGENDA - Items 2a through 2l

Res. #2019-42 Mr. Garrison moved and Mr. Hutchinson 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 A-19-03
RESIGNATIONS and/or LEAVES OF ABSENCE
Professional Staff

NAME	POSITION	REMARKS
Vickie Hall	Head Varsity Marietta Marquettes	Resignation eff. 2/19/19

Schedule B-19-03
RESIGNATIONS and/or LEAVES OF ABSENCE
Classified Staff

NAME	POSITION	REMARKS
Al Young	Attendant-Marietta Middle School	Unpaid med. leave of absence, effective 3/18/19 through 5/30/19

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 D-19-03
EXTRACURRICULAR ASSIGNMENTS
For the 2018-2019 School Year

NAME	POSITION	REMARKS
Brandon Mathews	MMS Head Track Coach	\$2,278.00 3/4/19-6/8/19 eff. 3/1/19

Schedule E-19-03
SUBSTITUTES AND TUTORS
For 2018-2019 School Year

NAME	POSITION	REMARKS
Tee Hill	MMS Summer School	\$20.00 hr.
Heather Bucina	MMS Summer School	\$20.00 hr.
Kathy Finley-Boggs	MMS Summer School	\$20.00 hr.
Jodie Cassill	MMS Summer School	\$20.00 hr.
Elizabeth Fulton	MMS Summer School	\$20.00 hr.
Erica Lambert	MMS Summer School	\$20.00 hr.
Dennis Craig	Multi Age P-12-Music	\$90.00 day
Reece Nichols	Adol. to YA 7-12/Int. S.S.	\$90.00 day eff. 3/20/19
Linda Reynolds	Gifted Testing	\$20.00 hr.
Paige Fleming	Homebound Tutor	\$20.00 hr.

Schedule F-19-03
APPOINTMENTS-CLASSIFIED STAFF
For the 2018-2019 School Year

NAME	POSITION	REMARKS
Andrew Roberts	MMS Asst. Track Coach	\$1,627.00 3/4/19-6/8/19
Tyler Wise	Asst. Varsity Tennis	\$2,278.00 3/4/19-6/1/19

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Schedule G-19-03
 SUBSTITUTES – CLASSIFIED STAFF
 For the 2018-19 School Year

NAME	POSITION	REMARKS
Jeffrey Hansis	Custodian	\$10.00 hr. eff. 3/26/2019

Schedule I-19-03
 APPOINTMENTS – Educational Aides
 For the 2017-18 School Year

NAME	SALARY
Ashley Dalrymple	Volunteer
Courtney Blair	Volunteer
Kevin Middleton	Volunteer-Softball
Bridget Giovinazzo	Volunteer
Robert Sites	Volunteer
Tallarie Stewart	Volunteer

Schedule R-19-03
 REASSIGNMENT –Classified Staff
 For the 2018-19 School Year

NAME	PRESENT	NEW
Christen Canter	MMS Track Coach \$2,278.00	MMS Asst. Track Coach \$1,627.00

EDUCATIONAL IMPROVEMENT PROGRAM

NAME	SEM. HRS.	QTR. HRS.	AMOUNT
Vanessa Rowles	2		\$260.00
Megan Lankford	2		\$260.00
Amy Mendenhall	1		\$130.00
Sally Weihl	2		\$260.00
Jennifer Galloway	2		\$260.00
Emily Diehl	3		\$495.00

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 2019-20 SY:

Steve Parlin

From: M+15-15

To: M+30-15 eff. 2019-20 SY

2d

WHEREAS, the Calendar Committee of the Marietta City School District developed and submitted to the school district staff, alternate school calendars for the 2019-20 school year, and

WHEREAS, a majority of the staff members indicated a preference for Calendar A herein submitted; therefore

BE IT RESOLVED, by the Marietta City School District Board of Education, that Calendar A (subject to change) for the 2019-20 school year be approved as submitted.

**MARIETTA CITY SCHOOLS
2019-20 SCHOOL CALENDAR**

2019				
August	19	Monday	Opening Day/Staff Only	8
	20	Tuesday	Staff Only	
	21	Wednesday	Classes Begin	
September	2	Monday	Holiday**	20
October	11	Friday	Professional Development*	21
	14	Monday	No School/Trade Day*	
	18	Friday	1 st Grading Period Ends	
November	11	Monday	Holiday**	17
	27-29	Wednesday	Holiday Break**	
	28	Thursday	Holiday**	
December	2	Monday	Classes Resume	15
	20	Friday	2 nd Grade Period Ends	
	23-Jan.3	Monday	Holiday Break**	
	25	Wednesday	Holiday**	
2020				
January	1	Wednesday	Holiday**	19
	3	Friday	Records Day*	
	6	Monday	Classes Resume	
	20	Monday	Holiday**	
February	14	Friday	Professional Development Day*	18
	17	Monday	Holiday**	
March	6	Friday	3 rd Grade Period Ends	17
	9-13	Monday	Spring Break**	
	16	Monday	Classes Resume	
April	10	Friday	Holiday**	21
May	24	Sunday	Graduation	20
	25	Monday	Holiday**	
	29	Friday	4 th grade period ends	
	29	Friday	Last Day for Students	
June	1	Monday	Records Day*	
	2	Tuesday	Trade Day*	
			DAYS IN SESSION	176
			TEACHER PROF. DAY	4
			RECORDS DAY	2
			PT CONFERENCES	2
			TOTAL DAYS	184

* No school for students

**Schools closed

Note: Parent-Teacher Conf. will be scheduled on 4 evenings/Fall/Spring.

Grading Periods:

1 st - August 21-October 18	40
2 nd - October 21-December 20	41
3 rd - January 6-March 6	42
4 th - March 16-May 29	53

The calamity days will be as follows: Snow day-1, Snow day-2, Snow day-3, Snow day-4, Snow day-5.

Additional days missed beyond the five calamity days will be made up. The board will schedule these days at the first three days of spring break and/or at the end of the year as necessary at the boards discretion.

Rev. 3/12/19

2e

WHEREAS, the Marietta City School District enters into an agreement with Washington County Department of Job and Family Services (WCDJFS) to work together with the Comprehensive Case Management Employment Program (CCMEP),

THEREFORE BE IT RESOLVED, that the memorandum of understanding between MCS and Washington County Department of Job and Family Services be approved effective, March 1, 2019 through June 30, 2019.

2f

WHEREAS, the Marietta City School Board of Education has entered into an agreement with Marietta College for the use of their facilities for the 2019 graduation,

THEREFORE BE IT RESOLVED, to approve the agreement with Marietta College for use of facilities May 26, 2019.

2g

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):

MMS 8th Grade
Washington DC
March 27th-29th 2019
Approx. 120 students/25 adults

E.F. Barcelona Paris
Jade Thompson
July 9th-16th 2020
Students/Adults - undetermined

2h

WHEREAS, the proposed Marietta High School Parent-Student Handbook for the 2019-20 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 Parent-Student Handbook for the 2019-20 school year as submitted.

2i

WHEREAS, the proposed Marietta Middle School Parent-Student Handbook for the 2018-19 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 Parent-Student Handbook for the 2019-20 school year as submitted.

2j

WHEREAS, the proposed Elementary Schools Parent-Student Handbook for the 2019-20 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 Elementary Schools Parent-Student Handbook as submitted.

2k

WHEREAS, the Marietta City School Board discussed potential changes to policies related to Conduct during the February 2019 Regular Meeting, therefore

BE IT RESOLVED, that the Marietta City School Board approve the revisions to the following policies.

- | | |
|-------------|--|
| File: GBCB | Staff Conduct |
| File: KGB | Public Conduct on District Property |
| File: KGB-1 | Public Conduct-Maintaining a Respectful Work Environment |
| File: KK | Visitors to the Schools |
| File: KL | Public Complaints |
| File: KLD | Public Complaints about District Personnel |
| File: KLD-R | Public Complaints about District Personnel |

2l

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.

File: GCADEM

Position Title: System Software Specialist/Network Technician

Major Duties and Responsibilities:

Under the general direction and supervision of the Superintendent and the Director of Curriculum/Technology, the person holding this position is responsible for supporting activities related to the management of the technical aspects of the school district technology programs. The responsibilities of this position shall include, but not be limited to, system configurations, maintenance and procurements of technological related materials such as hardware, software, and other supplies. An integral part of the System Software Specialist/Network Technician duties shall be as follows:

1. Configuring, installing, maintaining, repairing and troubleshooting information technology hardware and software (as needed).
2. Assisting with information technology training and in-service on and off site.
3. The administration of district Student Information System (SIS).

4. The administration of district web based training software.
5. The administration of district calling system.
6. The administration of the district Web Site and the district IntraWeb.
7. The administration of Renaissance Place.
8. Record keeping of technology equipment and purchases.
9. Creating staff accounts in the aforementioned district used software as needed.
10. Creating district wide robo calls (if needed) for calamity days.
11. Maintaining district used web applications.
12. Managing all district staff/student email accounts.
13. Work with administration and contracted companies to gather info for the district – e-rate funding.
14. Work closely with the Testing Coordinator in preparation of all mandated testing.
15. Installation of new and tear down of old technology equipment (as needed).
16. Fulfilling other duties as assigned by the Superintendent and the Director of Curriculum/Technology or other administrator responsible for supervising the technology programs on a district-wide basis. Duties assigned to the System Software Specialist/Network Technician shall be flexible, but shall reflect the information technology needs of the staff and students of the school district.

Minimum Qualifications

1. Thirty (30) semester hours of college credit with an emphasis in IT and with a C average maintained in the IT coursework or a certificate of completion from an accredited educational institution in IT>
2. Two (2) years experience in a Network Management position.
3. Advanced computer skills.
4. Must be proficient with a wide variety of software programs that are used in the operation, maintenance and expansion of the information technology and educational programs of the school district.
5. Competent knowledge of all Google applications and services.
6. Competent knowledge of Smart Board hardware/software and projector maintenance.
7. Competent knowledge of servers, server operating systems, routers, wireless access points and other information technology network devices including the wiring thereof.
8. Competent knowledge of web site data entry and maintenance.
9. Have knowledge of Windows and MacIntosh operating systems.
10. Have knowledge of mobile device management.
11. Have knowledge of active directory.
12. Be able to lift up to 50 lbs, climb ladders, and maneuver around and under furniture.
13. The person holding this position 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 the information technology and educational programs.

ATTEST:

J. Douglas Mallett, President

Franklin Antill, Chief Fiscal Officer