

BOARD OF EDUCATION  
CHILLICOTHE CITY SCHOOL DISTRICT

Regular Meeting

April 28, 2008  
Tiffin Elementary  
5:30 p.m.

Members Present: Mr. Benson, Mr. Drewyor, Mr. Hartmus, Mr. Markley, Mr. Mullins

Staff Present: Miss Atwood, Mr. Crago, Mr. Rose

**Call to Order**

Mr. Drewyor called the meeting to order and Mr. Rose called the roll. Mr. Drewyor announced the meeting was being recorded by audio tape which will become a part of the minute record.

**Pledge of Allegiance**

Mr. Drewyor led the Pledge of Allegiance.

**08-04-06 Approval of Board Agenda**

It was moved by Mr. Benson and seconded by Mullins to adopt the agenda and addendum for the April 28, 2008 Board of Education Regular Meeting as presented. Roll call: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

**Learn and Serve Program Presentation**

District Learn and Serve Coordinator Nancy Hinty explained how the District is using its Learn and Serve Grant in Grades K thru 12 to meet goals outlined in the District Philosophy, Mission and Vision Statements. She reviewed the 2007-2008 Service Partnerships for each grade level in the District. Mrs. Hinty said the Learn and Serve Program benefits both the students and the community by taking the adopted curriculum and putting it to practical use.

**Chinese Conference Presentation**

Chinese Teacher Jinjuan Lui reported on the first national Chinese Conference she attended recently in Washington D.C. Superintendent Crago and Assistant Superintendent Atwood also attended the conference. Mrs. Lui explained the growing importance of intercultural studies and the need for students to develop multi-lingual skills in the 21<sup>st</sup> century. She shared portions of a video about the Asian Studies Program at Shaker Heights High School in Shaker Heights, Ohio.

**Seniors to Sophomore Program**

Miss Atwood announced the District was successful with its application for the Seniors to Sophomores Early Adopters program. The Ohio Board of Regents review panel recommended funding in the amount of \$100,000 for the Chillicothe City School District. The grant funds are FY2009 monies and will be distributed after July 1, 2008. This pilot program is part of the Governor's Education Plan to make higher education a priority in Ohio. Participation in the Seniors to Sophomores Early Adopters program will not only prepare students for their college education, but it will also assist them in contributing to Ohio's workforce. Letters will be going out to parents and eligible students with information for an upcoming meeting.

**Public Participation**

Mr. Drewyor welcomed all visitors to the meeting and opened the floor for public participation. There was none.

**08-04-07 Treasurer's Report and Recommendations**

It was moved by Mr. Mullins and seconded by Mr. Hartmus to approve the following resolutions / recommendations as a group:

A. MINUTES

To approve the Board of Education minutes of the March 31, 2008 regular meeting and the April 14, 2008 special meeting as presented.

B. FY2008 PERMANENT APPROPRIATIONS

To adopt the following resolution:

BE IT RESOLVED by the Board of Education of the Chillicothe City School District, Ross County, Ohio that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year ending June 30, 2008, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year. Appropriations on file in the Office of the Treasurer.

C. FINANCIAL REPORTS

To approve the financial reports for the month of March 2008 and the updated Five-Year Forecast as presented.

D. INTER-FUND TRANSFERS

To approve the following transfers as recommended:

\$1,108.75 Transfer from the General Fund to the Non-Voted Permanent Improvement Fund for the interest earned during the month of January 2008 on construction fund money.

\$ 281.09 Transfer from the General Fund to the Non-Voted Permanent Improvement Fund for the interest earned during the month of February 2008 on construction fund money.

E. ACCEPTANCE OF GIFTS AND DONATIONS

To accept the following gifts and donations as presented.

\$ 500.00 from CHS Student Council to the Senior Class to help with Prom expenses.

\$ 200.00 from Citizens National Bank  
200.00 from PPG Industries  
200.00 from Ohio Valley Sports Medicine  
145.00 Anonymous donation  
100.00 from Ware Funeral Home  
100.00 from Click's Valley Vending  
100.00 from Herrnstein Hyundai to CHS Athletics  
100.00 from R.H.F. Enterprises  
50.00 from Susan Natoli, CLU, State Farm Insurance  
50.00 from John Lloyd Realty, Inc.

\$ 1,245.00 Total to the CHS Athletic Department for the Boys' Basketball Team State Tournament

\$ 100.00 from Worthington P.T.O.  
50.00 from Tiffin P.T.O.  
50.00 from Chillicothe Chapter #419 OES

\$ 200.00 Total to the Safety Town Program

Roll call on above group of resolutions: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

**08-04-08 Authorization of Agreement for CAFR Preparation**

It was moved by Mr. Markley and seconded by Mr. Benson to authorize the Treasurer to enter into a consulting agreement with Balestra, Harr & Scherer Consulting, LLC for assistance in preparation of the District's Comprehensive Annual Financial Report for a period of three years (June 30, 2008 — June 30, 2010) at a cost not to exceed \$4,500 per year. Note: The cost in FY06 was \$6,840 and the cost in FY07 was \$3,900. Roll call: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

**Treasurer's Informational Items**

Mr. Rose reported interest on investments for the month of March 2008 as \$63,560.49. Total fiscal year-to-date interest on all investments is \$427,090.66. Of that total, \$344,002.93 is attributable to General Fund investments. He compared interest rates on newly purchased investments at just over 2% to rates on investments purchased last fall at just over 5%.

Mr. Rose shared a news release from the Government Finance Officers Association which awards the Chillicothe City School District and John Rose, CPA, Treasurer, The Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual financial report (CAFR) for fiscal year 2007.

**08-04-09 Approval of Personnel Items**

It was moved by Mr. Benson and seconded by Mr. Mullins to approve the following personnel recommendations pursuant to the terms and conditions of the new employee's individual contract and his / her job description. Said employment will be contingent upon (1) receipt of a satisfactory criminal record check, (2) receipt of licensure / certification from the Ohio Department of Education, (3) verification of experience and training, and (4) negative results on a drug test.

A. RETIREMENTS — Certificated

Cindy Meeker — School Nurse — Effective July 1, 2008  
Ms. Meeker has been employed with the Chillicothe City Schools for 22 1/2 years.

Betty Scott — Grade 2 Teacher — Mt. Logan Elementary — Effective July 1, 2008  
Mrs. Scott has 22 years in education, with 17 years in the Chillicothe City Schools.

Marsha Warne — Grade 5 Teacher — Worthington Elementary — Effective May 30, 2008.  
Mrs. Warne has 35 years in education, all with the Chillicothe City Schools.

Roll call: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

**08-04-10 Approval of Personnel Items**

It was moved by Mr. Markley and seconded by Mr. Drewyor to approve the following personnel recommendations pursuant to the terms and conditions of the new employee's individual contract and his / her job description. Said employment will be contingent upon (1) receipt of a satisfactory criminal record check, (2) receipt of licensure / certification from the Ohio Department of Education, (3) verification of experience and training, and (4) negative results on a drug test.

A. RETIREMENT — Non-Certificated

Bernese Dennis — Bus Driver — Disability Retirement Effective July 1, 2008  
Mrs. Dennis has been a bus driver for the Chillicothe City Schools for 17 years.

B. RESIGNATION — Certificated

Erica Rapp — Health Teacher — Chillicothe Middle School — Effective May 23, 2008

C. CONTRACT CORRECTION —Certificated

Richard Hinty — 10 extended days to be added to the Middle School Athletic Director's Contract for 2008-2009 school year.

D. EMPLOYMENTS

1. One Year Limited Teaching Contracts 2008-2009 School Year

Eric Caudill  
Ginger Hartman

2. Two Year Limited Teaching Contracts 2008-2009 through 2009-2010 School Year

Eugenia Benson	Misty Kuzmanoff	Christopher Pope
Jennifer Booth	Sarah Luthman	Josh Queen
Shannon Duncan	Kristin Parks	Toby Walls-Waller
Gerald French	Tanya Patino	Pamela Winks
Tia Gruber		

3. Three Year Limited Teaching Contracts 2008-2009 through 2010-2011 School Year

Judson Burns	Kyle Furness	Alissa Putnam
Tom Collins	Karl Justus	Erica Rapp
Katrena Corbett	Jessica Liddle	Mary Ann Robertson
Tricia Crawford	Tim McMahon	Jane Salyers
Jeff Fisher		

4. Two Year Limited Contract 2008-2009 through 2009-2010 School Year

Karen Sulzer — School Psychologist

5. Continuing Contracts Effective 2008-2009 School Year

Cheryl Ackley                      Sandina Tackett                      Tiffany Yelley

6. One Year Limited Teaching Contracts for 2008-2009 (New Hires)

Collen Crooks — Grade 3 Teacher — Mt. Logan Elementary — Masters, 9 yrs exp. – \$48,652  
Heather Tarlton — Grade 3 Teacher — Allen Elementary — BS+150, 1 yr exp. – \$33,279

7. Home Instruction Tutors for the 2007-2008 School Year (\$14.91 per hour)

Cheryl Ackley	Nancy Hinty	Kathy Nino
Jenna Bunstine	Ben Jenkins	Kristy Stapleton
Steve Burger	Julia Lambert	Pam Straight
Jennifer Cosimini	Christie Leachman	Sandina Tackett
Debra Givens	Barbara Mulholand	Heather Tarlton

8. Aide/Monitor Classification for 2008-2009 School Year

Cathy Bayless	Carole Hinger	Barbara Pittenger
Vivian Besonen	D. Sue Horsley	Beth Price
Joyce Braunlin	Zelma Jackson	Kim Ragland
Margaret Brown	Stephanie Lusher	Denise Ramsey
Nancy Butler	Deanna Malone	Debra Robinett
Tracy Cruz	Anne Menefee	Judy Semancik
Jeannie Fulkerson	Ronda Murray	James Shope
Sue Gray	Beth Neal	Karen Speakman
Rose Hamrick	Kim Oates	Susan Yingling
Shirley Hansel	Maxine Patterson	

9. Pioneer Attendants for the 2008-2009 School Year

Brandie Barr	Ben Caine
Christina Betts	Amy Watkins

10. Temporary Long Term Substitute — Certificated

Diane Hill for Lisa Clark — Language Arts — CMS — Effective April 18<sup>th</sup> through the end of the school year

11. Temporary Aide — Non-Certificated

Susan Ballard — Temporary Aide for the remainder of the school year — Chillicothe Middle School 7<sup>th</sup> & 8<sup>th</sup> Grade – \$8.19 per hr.

12. Substitute Teachers (\$80.00 per day, substitutes used on an as needed basis)

Marie Barada	Mary Kate Doerres	Sarah Good
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13. Substitute Bus Drivers

Gregory Kight	Donald Warren
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14. Supplemental Contracts for 2008-2009 School Year — Certificated

Eric Caudill — Golf Coach – CHS – 2 yrs exp. – \$2,440  
Tom Younge — Reserve Soccer Coach – CHS – 9 yrs exp. – \$2,440

15. Supplemental Contracts for 2008-2009 School Year — Non-certificated

Susie Burke — Ticket Manager – CHS – 2 yrs exp. – \$3,050

16. Leave Without Pay

Elsie McGuire — School Psychologist — Effective May 22, 2008

Roll call on above group of resolutions: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

**08-04-11 Resolutions Approved as a Group**

It was moved by Mr. Mullins and seconded by Mr. Hartmus to approve the following resolutions as a group:

A. APPROVAL OF AGREEMENT WITH MIDWEST SPORTS THERAPY

To approve the Athletic Trainer Service Agreement with Midwest Sports Therapy for the 2008-2009 school year for \$15,000.

B. APPROVAL OF ELEMENTARY SCIENCE TEXTS FOR 2008-2013

To approve the science program , A Closer Look, Macmillan / McGraw Hill, 2008 for the elementary grades K-5. Teacher Marcia McNeill reviewed the process completed by the selection committee.

C. APPROVAL OF LEARN AND SERVE GRANT PARTNERSHIPS FOR 2008-2009

To approve the Service Agency Partnerships for the 2008-2009 Learn and Serve Grant as follows:

Preschool.....UNICEF  
Kindergarten.....Senior Citizens  
First Grade.....Good Samaritan Food Pantry  
Second Grade .....American Red Cross  
Third Grade .....Ross County Historical Society  
Fourth Grade .....Chillicothe Parks and Recreation  
Fifth Grade .....Ross County Litter Control and Recycling  
Sixth Grade .....Big Brothers / Big Sisters  
Seventh Grade .....Ross County Humane Society  
Eighth Grade .....Ross County Habitat for Humanity  
Grades 9 - 12 .....United Way

D. APPROVAL OF RIGHT TO READ PARTICIPATION FOR ALL SCHOOLS

To approve the participation of all district schools in the Right to Read Program in April and May 2008. This is the 31<sup>st</sup> Annual Ohio Right to Read Celebration.

E. APPROVAL OF COLLEGE BOARD CHINESE GUEST TEACHER PROGRAM

To approve the College Board Chinese Guest Teacher Program Memorandum of Understanding for the second year (August 8, 2008 to August 7, 2009) of the Board's commitment to have a Chinese Program in the Chillicothe City Schools.

H. APPROVAL OF JOB DESCRIPTIONS

To approve the job descriptions for the following positions:

Cafeteria Manager  
Cafeteria Cook

Roll call on above group of resolutions: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

### **Assistant Superintendent's Informational Items**

Miss Atwood reviewed the new state report card design and updated requirements for excellent and / or effective schools designations.

Miss Atwood reviewed the work of the District's Safety Committee. The District has been working with the Police Department on a grant to have a Resource Office on site at the CHS / CMS campus. Until the grant is received, the Chillicothe Police Department has offered to have an officer walk through each school building as a regular routine. The District has gratefully accepted the offer, and the program began on Monday, April 21. These walk throughs will allow the police force to become familiar with all facilities and their exits. The same invitation will also be made to the fire department. If there would ever be a need for assistance from the community's safety forces, all departments will now have a working knowledge of the buildings. The Safety Committee is also reviewing automated messaging software that will streamline the task of contacting parents in the event of an emergency school closing.

### **08-04-12 Executive Session**

It was moved by Mr. Mullins and seconded by Mr. Markley to enter into executive session for the purpose of (1) seeking legal advice from the Board's attorney in considering the sale of real property, and (2) to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. Roll call: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

Executive Session began at 6:57 p.m.

Regular Session resumed at 7:32 p.m.

### **Public Participation**

Essex Commons, LLC has made an offer to purchase the old McArthur Elementary School Building. The Board invited Realtor Steve Madru and Jim Cutright from Essex Commons, LLC to address the Board with their interests. Mr. Madru and Mr. Cutright reviewed their plans to develop affordable housing for senior citizens or low-income families.

### **08-04-13 Sale of Real Property**

It was moved by Mr. Mullins and seconded by Mr. Hartmus to reject an offer to purchase the property located at 1049 Columbus Street, formerly McArthur Elementary School. Roll call: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

Board members explained this is not the time to consider selling the property. The Board is currently reviewing the District Master Plan for all facilities and there is always the possibility the District may need to use the property in the future. The current lease agreement with the Police Athletic League keeps the building in use and relieves the District of the majority of any maintenance expenses for the facility.

### **Board Comments**

Mr. Drewyor reported this year's prom was very successful and a larger majority of students remained for the "A Safe After Prom" activities.

Mr. Mullins thanked staff members for the presentations at the beginning of the meeting.

### **08-04-14 Adjournment**

It was moved by Mr. Benson and seconded by Mr. Hartmus to adjourn. Roll call: Mr. Benson-yes, Mr. Drewyor-yes, Mr. Hartmus-yes, Mr. Markley-yes, Mr. Mullins-yes. The motion carried.

The meeting adjourned at 7:38 p.m.