YOUNGSTOWN BOARD OF EDUCATION

- A G E N D A -

Thursday, November 12, 2015
5:30 p.m.
- Board Room –
- Formal Meeting -
I.L. Ward
THE YOUNGSTOWN BOARD OF EDUCATION

Brenda Kimble, President
Michael Murphy, Vice-President
Jacqueline Adair
Richard Atkinson
Marcia Haire-Ellis
Ronald Shadd
Jerome Williams

Stephen Stohla, Interim Superintendent
Dr. Milton A. Walters, Asst. Superintendent
James Reinhard, Treasurer
Harry Evans, Business Manager

REGULAR BOARD MEETING
November 12, 2015
AGENDA

I. CALL TO ORDER
II. PLEDGE OF ALLEGIANCE
III. ROLL CALL
IV. APPROVAL OF AGENDA
V. APPROVAL OF MINUTES
   Work Session
   October 6, 2015
   Regular
   October 13, 2015
   Special Session
   October 27, 2015

VI. COMMUNICATIONS/RECOGNITIONS

VII. REQUESTS TO ADDRESS THE BOARD (Citizens Participation)

VIII. BOARD RECOMMENDATIONS/PRESENTATION

IX. TREASURER’S RECOMMENDATIONS (BLUE)

X. SUPERINTENDENT’S RECOMMENDATIONS
   • Superintendent’s Motions/Recommendations/Resolutions [PURPLE]
   • Business Office Recommendations [GREEN]
   • Personnel Recommendations [YELLOW]
   • Policy Recommendations [PINK] (* Third Reading)
     o Policy 8420 - Emergency Situations at Schools (Revised)
     o Policy 8452 - Automatic External Defibrillators (AED) (Revised)
   • Recommendation on Appeal Hearing for the Suspension of Deshawn Tubbs [PURPLE]

XI. BOARD REPORTS/ COMMITTEE CHAIR’S REPORTS

XII. TREASURER’S REPORT

XIII. SUPERINTENDENT’S REPORT

XIV. UNFINISHED BUSINESS

XV. NEW BUSINESS

XVI. EXECUTIVE SESSION (if necessary)

XVII. ADJOURNMENT

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda.
BOARD OF EDUCATION

The undersigned chair or presiding officer, under oath, certifies that a meeting of the Board of Education was held on ______________________. The Board closed its meeting as permitted by the Open Meetings Act of Ohio. The only matters considered or discussed during the closed portion of executive session of its meeting are as checked below:

1. ______ The appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing;

2. ______ The purchase of property for public purposes or the sale of property at competitive bidding;

3. ______ Conferences with the board’s attorney to discuss matters which are the subject of pending or imminent court action;

4. ______ Preparing for, conducting, or reviewing negotiations or bargaining sessions with employees;

5. ______ Matters required to be kept confidential by federal law or rules or state statutes;

6. ______ Specialized details of security arrangements.

This _____ day of __________________, ______

__________________________
Chair or Presiding Officer
SUPERINTENDENT’S MOTIONS/RECOMMENDATIONS/RESOLUTIONS

November 12, 2015
I wish to recommend to the Board the following recommendation:

SUPERINTENDENT'S RECOMMENDATION
TO THE BOARD OF EDUCATION
November 12, 2015

Item 1: I wish to recommend to the Board of Education to renew the service agreement with DeShawn Scott of the D5 Group, LLC, for photographic creation and video production, not to exceed $9500.00 from November 1, 2015 through April 30, 2016.
Youngstown City School District

Photographic + Video Service Proposal

Contact: Yvonne Mathis, Director of Public Relations + Communications
Prepared by: DeShawn Scott, President

October 2015
Proposal number: D5G-423
Job Description/Assignment Details/Proposal: Youngstown City School District

1. Provide photographic/video event coverage within the Youngstown City School District and special event locations for the purpose of enhancing the district’s branding, marketing and recruiting strategies on schools website, social media platform (Facebook), and digital/print media ex. brochures.

2. Host, administer and provide 24 hour electronic download ability on secured server consisting of event coverage and *special project images.

3. Create photographic/video content for *special projects.

**Job Scope: Photographic Creation and Video Production**

CLIENT WILL PROVIDE A MINIMUM NOTICE OF SEVEN TO TEN FOR EVENT ASSIGNMENTS.

<table>
<thead>
<tr>
<th>Photography: Per Assignment</th>
<th>Video (event only): Per Assignment</th>
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<tbody>
<tr>
<td><strong>Pre-Production</strong></td>
<td><strong>Pre-Production</strong></td>
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<tr>
<td>* Client Communications/ Shoot list supplied</td>
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<td>* Staff/Equipment/Supply Prep</td>
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<tr>
<td>* Travel to location for scouting (when applicable)</td>
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<td>* Location walk-thru (when applicable)</td>
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<td><strong>Production:</strong></td>
<td><strong>Production:</strong></td>
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<td>* Travel to/from</td>
<td>* Travel to/from</td>
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<tr>
<td>* Set-up</td>
<td>* Set-up</td>
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<tr>
<td>* One hour of event coverage</td>
<td>* Switch over (if combined with photography)</td>
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<tr>
<td>* Breakdown</td>
<td>* One hour of coverage (unless split with stills)</td>
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<tr>
<td><strong>Post-Production:</strong></td>
<td><strong>Post-Production (Video)</strong></td>
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<tr>
<td>* File transfer</td>
<td>* File Transfer</td>
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<tr>
<td>* Photo Edits</td>
<td>* Video Edit</td>
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<tr>
<td>* File Processing (color-correction, retouching etc)</td>
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<tr>
<td>* Master File Prep (Metadata, naming etc)</td>
<td></td>
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<tr>
<td>* Image Catalog Creation</td>
<td>* Digital Processing (audio, color-correction etc)</td>
</tr>
<tr>
<td>* File Upload to hosted server</td>
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<tr>
<td>* Delivery (via emailed link) or U.S. Mail</td>
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<tr>
<td>* Client Communications</td>
<td>* Master File Prep/Conversion</td>
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<td>* Data Transfer to Multimedia Device (CD, etc)</td>
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<td></td>
<td>* Optional Transfer to client web assets (addl fee)</td>
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<td></td>
<td>* Delivery (U.S. Mail, Messenger)</td>
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<td>* Client Communications</td>
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FEE STRUCTURE: Terms and Conditions form and signature required.
Fees are based on event coverage time, products and services and does not include *special projects. Special project’s are any assignment outside of event coverage. Special project fees are based on factors such as the assignment, expenses, and usage.

Photography Coverage (See Job Scope)
* For scheduling purposes, a minimum of a five to seven days is required for event coverage.
* Please note: THE IDEAL NOTIFICATION TO ENSURE AVAILABILITY IS 7-10 BUSINESS DAYS
* A shoot-list is recommended or selections are at the discretion of the photographer.

Includes:
* 1.5 hour of coverage
* Up to 100 images (non-advertising use) *Image count based on activity and attendance.
* Travel/Gas/Mileage (Youngstown School District Sites + Off-Site Venues) ex. Stambaugh Auditorium
* Hosting/Maintenance/Access of client gallery with 24 hour, 7 days a week access and image download capability. Each uploaded image will receive a 3 download limit. Fees will incur for additional downloads and administration time.
* 3-5 Day turnaround, additional fee for rush orders

Usage: Images may be used for Youngstown City School Assets: Website, social media platforms (Facebook), digital and print media (school brochures, newsletters, signage etc). Images requested for advertising use will require approval in writing from the D5 GROUP, LLC and usage fees will apply. Advertising is any platform where the client is paying for a media buy (3rd party websites/social media, magazines, billboards, etc). The D5 GROUP, LLC is sole copyright owner of images.

Video Coverage (See Job Scope)
Production & post-production time of video requires much more time and resources to complete.
* For scheduling purposes, a minimum of a five to seven days is required for event coverage.
* Please note: THE IDEAL NOTIFICATION TO ENSURE VIDEO IS 10 BUSINESS DAYS.
* A shoot-list is recommended or selections are at the discretion of the videographer.

Includes:
* 1.5 hour of coverage
* Hi-Definition Recording & Output
* Travel/Gas/Mileage (Youngstown School Districts Sites Only)
* 2GB-8GB Thumb Drive OR Single DVD-Rom Storage Medium
* Delivery by Messenger, USPS Signature, or Fed Ex
* 7-14 day turnaround. Additional time may be required for *special projects.

--> ONLINE IMAGE CATALOG HOSTING + ACCESS IS FOR DURATION OF CONTRACT<--

 Contract Effective Date: 11/1/2015 - 4/30/2016
 Not to Exceed: $9,500
I wish to recommend to the Board the following resolution:

Item 1:

RESOLUTION
TO THE BOARD OF EDUCATION
November 12, 2015

RESOLUTION NO. 11-12-15-01

CONTINUING CONTRACTS
WHEREAS, the persons whose name are listed below has served as teachers in the Youngstown City School District for at least three of the last five years, including the school year 2014-2015; and

WHEREAS, these teachers hold a five year license, professional or permanent certificate valid for the school year 2015-2016; and

WHEREAS, these teachers are, therefore, eligible for a continuing contract in accordance with Section 3319.11 R.C.; and

WHEREAS, it is the recommendation of the Superintendent of Schools, that these teachers be re-employed for the school year 2015-2016;

NOW THEREFORE, BE IT RESOLVED that these teachers be granted continuing contracts for the school year 2015-2016 as indicated and in accordance with the provision of the salary schedule:

Discovery @Klarkmere
Cindy Johnson

P.C. Bunn Elementary
Jill Cuscino

Harding Elementary
Monique Smith
Tiffany Lewis

NOTE: The foregoing listing of schools for programs is not intended to assure any teacher the same assignment.

____________________________________ moved, seconded by ______________________________________

that the foregoing resolution be adopted.
Ayes:
Nays:
SUPERINTENDENT’S RECOMMENDATIONS

Business Office
Harry Evans

November 12, 2015
THE YOUNGSTOWN BOARD OF EDUCATION
Brenda D. Kimble, President
Stephen Stohla, Interim Superintendent
Dr. Milton A. Walters, Asst. Superintendent
James Reinhard, Treasurer

BUSINESS AFFAIRS RECOMMENDATIONS
TO THE SUPERINTENDENT
November 12, 2015

Item 1: I wish to recommend that the Board authorize the Business Department to advertise for a request for proposals for a new district-wide energy management system and HVAC maintenance contract.
SUPERINTENDENT'S

PERSONNEL RECOMMENDATION

Human Resources

November 12, 2015
THE YOUNGSTOWN BOARD OF EDUCATION
Brenda Kimble, President
Michael Murphy, Vice-President
Jacqueline Adair
Richard Atkinson
Marcia Haire-Ellis
Ronald Shadd
Jerome Williams

Stephen Stohla, Interim Superintendent
Dr. Milton A. Walters, Assistant Superintendent
James Reinhard, Treasurer
Harry Evans, Business Manager

SUPERINTENDENT’S PERSONNEL RECOMMENDATIONS
TO THE BOARD OF EDUCATION
November 12, 2015

Item 1: I wish to recommend to the Board the following CERTIFICATED APPOINTMENTS for the 2015-2016 School Year:

**Limited Contract Teacher** – Fund 001
Edward J. Madej – Service Retirement, 10 Months, 184 days - $49,351.00 – 36,477.92 prorated – Effective 11/12/15

**Home Instruction:** (Fund 001) – Will not work more than five hours per week per student assigned, $22.35 per hour, effective immediately:
Denise Zordich

**Health Magnet – STNA Instruction** (Fund 001) - Choffin - $22.35 per hour, not to exceed 10 hours per week, effective 11/16/15: (previously tabled)
Victoria Dietz

**Substitute Teachers:** (Fund 001) - To be used on an as needed basis not to exceed 25 hours per week effective 11/12/15:
- $75.00 a day or from day 1 to day 10 in the same position
- $80.00 a day from day 11 to day 60 in the same position
- $168.98 a day from day 61 to day 183 in the same position

Elizabeth Arduin
Eslyn Woodberry
Jessie Akpadock

**Supplemental-Sysops** (Fund 001) – 3% of the teacher’s base salary per YEA Agreement:
Kristy Olinik
Susan Kempe
Vincent Shivers
Andrea Lewinsky
Scott Pryan
Violet Simpson
Delilah Ocasio-Williams
Don Cheffo
Amanda Whitmore

Choffin
Choffin
Choffin
Discovery @Kirkmere
Discovery @Kirkmere
Discovery @ Volney
East
MLK
MLK
Assistant LLI Tutor (Fund 572) - Will work on an as needed bases, not to exceed 25 hours per week, rate of pay will be $25 per hour, start date will begin 11/16/15: Laura Sullivan

YAA Tutor- Harding (Fund 599-916E-OPU303) - Will work 6-8 hours per week, will be paid $15.50 per hour, effective 11/16/15, pending drug screen results: Ryan Allen

YAA Tutor- McGuffey (Fund 599-916E-OPU313) - Will work 3-5 hours per week, will be paid $15.50 per hour, effective 11/18/15: Ashley Patton

YAA Tutor- DTTC Volney (Fund 599-916E-OPU206) - Will work 8-10 hours per week, will be paid $22.35 per hour, effective 11/12/15: Joshua Marsh

Item 2: I wish to recommend to the Board the following CERTIFICATED RETIREMENT for the 2015-16 School Year:
- Patricia Westfall - Teacher - Effective: 7/1/16
- Nancy Tondy - Teacher - Effective: 7/1/16
- John T. Allen - Ombudsman - Effective: 1/1/16

Item 3: I wish to recommend to the Board the following CLASSIFIED APPOINTMENTS for the 2015-16 School Year:
Activity Leader: Harding - Hired through Inspiring Minds - Will not exceed 12 hours per week, effective date 11/12/15, to be paid $10 per hour.
Laine Vummer

Educational Assistant for Intensive English (Fund 001) - Choffin - Full-time, $12.42 per hour, effective immediately:
- Carmelo Lebron
- William Zayas-Ortiz

For the record:
Educational Assistant (Fund 001) – To be paid $11.46 per hour, effective 11/12/15:
- Trinity Zayas-Ortiz

Substitute Educational Assistant (Fund 001) – To be used on an as needed basis; not to exceed 25 hours per week, effective date of 11/16/15, to be paid $8.10 per hour:
- Abdul Harris
- Sashainy Delgado-Rivas
- Eloise Suggs
- Mary Ann Mithchell
Substitute Bus Driver (Fund 001) – To be used on an as needed basis, not to exceed 25 hours per week, effective date Immediately, to be paid $11 per hour:
Lewis Macklin, Sr.

Substitute Cook Helper (Fund 006) – To be used on an as needed basis; not to exceed 25 hours per week, effective 11/16/15, to be paid $8.10 per hour:
Sheila Taylor

Substitute Satellite (Fund 006) – To be used on an as needed basis, not to exceed 25 hours per week, effective 11/12/15, to be paid $8.10 per hour:
Leona Caldwell

Nurse (Fund 001) – Full-time at East, to be paid $15.96 per hour, effective 11/12/15:
Yesenia Stubbs

Secretary (Fund 001) – Transportation - To be paid $103.69 per day – effective 11/12/15:
Alyssa Robbins

Administrative Secretary/ Superintendent Office/ Communications (Exempt- Fund 001) – 12 months, to be paid annual salary of $45,000 - (prorated effective 12/1/15 to June 30, 2016):
Phelicia Carpenter

Item 4: I wish to recommend to the Board the following CLASSIFIED LEAVE OF ABSENCE for the 2015-16 School Year:
Linda Thompson Nurse (LPN) Effective: 11/17/15-12/01/15

Item 5: I wish to recommend to the Board the following CLASSIFIED RETIREMENTS for the 2015-16 School Year:
David Wilson Security Effective: 9/30/15
Carl Williams Grounds Keeper Effective: 12/31/15
Connie Scandy Secretary- Special Education Effective: 12/31/15
Twila Weimer Assistant Cook Effective: 12/22/15
SUPERINTENDENT’S RECOMMENDATIONS

POLICY RECOMMENDATIONS

November 12, 2015
SUPERINTENDENT'S POLICY RECOMMENDATIONS
TO THE BOARD OF EDUCATION
THIRD READING
November 12, 2015

Item 1: I wish to recommend to the Board of Education to approve the following revised policy:
  • Policy 8420 - Emergency Situations at Schools (Revised)

Item 2: I wish to recommend to the Board of Education to approve the following replacement policy:
  • Policy 8452 - Automatic External Defibrillators (AED) (Revised)
EMERGENCY SITUATIONS AT SCHOOLS

The Board of Education is committed to providing a safe learning and work environment. Unfortunately, natural and man-made disasters do occur. Such emergencies are best met by preparedness and planning.

The Board directs that a system of emergency preparedness be developed that addresses the following goals and/or objectives:

A. the health and safety of students and staff are safeguarded
B. the time necessary for instructional purposes is not unduly diverted
C. minimum disruption to the educational program occurs
D. students are helped to learn self-reliance and trained to respond sensibly to emergency situations.

All threats to the safety of District facilities shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness.

The Board also directs that fire, tornado, and school safety drills be conducted during the school year in accordance with State law.

Fire drills or rapid dismissals shall be conducted six (6) times a school year at the times and frequency prescribed by the State Fire Marshal with the first fire drill being conducted within ten (10) days of the beginning of classes. However, no fire drills are required to be conducted in any month that a school safety drill is conducted. Tornado drills shall be conducted on a regular basis during the tornado season in the spring. Times and frequencies of drills must be varied.

Note: If a school does not have smoke detectors or a sprinkler system, fire drills or rapid dismissals must continue to be conducted nine (9) times a school year. Such drills, however, may be combined with the three (3) required school safety drills (discussed below.)
School safety drills shall be conducted **at least three (3) times during** each school year. During the school safety drills, students must be instructed in the appropriate procedures to follow in situations where students must be secured in their building or **rapidly evacuated in response to:**

A. a threat to the school involving terrorism;

B. a person in possession of a deadly weapon or dangerous ordnance on school property; and

C. other acts of violence.

At least one (1) safety drill shall include a scenario where pupils must be secured in the school building rather than rapidly evacuated.

School safety drills (including drills and theoretical drills) shall be conducted in conjunction with the District’s emergency management plan.

The Principal must conduct at least one (1) drill or rapid dismissal or one (1) school safety drill during each month of the school year. A drill or rapid dismissal may be conducted during the same month as a school safety drill. All building occupants must participate in the drill.

Additionally, the Principal shall conduct a theoretical school safety drill at least once during the school year to provide instruction to school faculty and staff regarding procedures to be followed in such situations. The theoretical drill does not need to include student participation and may be conducted at the required annual employee school safety drill training session.

Each safety drill shall be conducted in conjunction with law enforcement officials.

Prior to conducting the annual school safety drills, each Principal shall:

A. provide advance written notice of each school safety drill (**actual and theoretical**) to the municipal or township police chief or other chief law enforcement officer (or in the absence of such officer, the county sheriff);

Such notice shall be provided no later than seventy-two (72) hours prior to the date the drill will be held, be sent by mail, facsimile, or electronic submission, and include the address of the school and the date and time the drill will be conducted.
B. provide follow-up written certification of the date and time the drill was conducted during the previous school year as well as the date and time each drill will be conducted during the current school year to the municipal or township police chief or other chief law enforcement officer (or in the absence of such officer, the county sheriff);

The certification must be submitted by mail facsimile or electronically by December 5th each calendar year.

C. Hold annual training sessions for school employees regarding the procedures to follow during school safety drills.

Each Principal shall keep a written record of the date and time of each drill conducted.

Procedures shall be developed for the handling of all emergency evacuations.

R.C. 3737.73
A.C. 1301:7-7-01, 1301:7-7-04, 3301-5-01

Adopted: 8/24/04

Revised: 3/27/07

Revised:
AUTOMATIC EXTERNAL DEFIBRILLATORS (AED)

The Board of Education has determined that it may enhance school safety to have an automatic external defibrillator (AED) placed in building(s) within the School District.

An AED is a medical device that interprets the cardiac rhythm of a person in cardiac arrest and, if appropriate, delivers an electrical shock to the heart intended to allow it to resume effective electrical activity.

The Superintendent is authorized to develop guidelines that govern AEDs, including the use of the AED, placement of the AED, and training in the use of AED in consultation with a healthcare professional.

R.C. 2305.235, 3701.85, 3313.717

Adopted: 03/14/06

Revised: