YOUNGSTOWN BOARD OF EDUCATION

- A G E N D A -

Tuesday, September 8, 2015
5:30 p.m.
- Board Room –
- Formal Meeting -
I. Ward Building
REGULAR BOARD MEETING
September 8, 2015
AGENDA

I. CALL TO ORDER
II. PLEDGE OF ALLEGIANCE
III. ROLL CALL
IV. APPROVAL OF AGENDA
V. APPROVAL OF MINUTES
VI. COMMUNICATIONS/RECOGNITIONS
VII. REQUESTS TO ADDRESS THE BOARD (Citizens Participation)
VIII. BOARD RECOMMENDATIONS/PRESENTATION
IX. TREASURER’S RECOMMENDATIONS
X. SUPERINTENDENT’S RECOMMENDATIONS
   • Superintendent’s Motions/Resolutions
   • Academic Affairs Recommendations
   • Business Office Recommendations
   • Personnel Recommendations
   • Policy Recommendations
XI. BOARD/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
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
I wish to recommend to the Board the following recommendations:

**RECOMMENDATION**

**TO THE BOARD OF EDUCATION**

**August 8, 2015**

**Recommendation 1:** I wish to recommend entering into a service agreement with Supplemental Educational Services, Inc. to provide staff for McGuffey and DTTC (D3) @ Volney 21st Century after schools programs.

(83,163.60) Fund 599 McGuffey

(37,290.00) Fund 599 DTTC @ Volney

**Recommendation 2:** I wish to recommend to the Board that the following pay increase be approved for the Substitute Crossing Guards - .50 per hour, effective 9/9/15.

**Old Rate** $8.17 per hour

**New Rate** $8.67 per hour
SUPERINTENDENT'S
Personnel Recommendation

Human Resources

SEPTEMBER 8, 2015
**SUPERINTENDENT'S PERSONNEL RECOMMENDATIONS**

**TO THE BOARD OF EDUCATION**  
*September 8, 2015*

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

**Supervisor of Special Education** – Fund 516 – 10 Months, 193 Days – Grade 7, Step 5 - $69,530.00 - **$62,685.24 prorated** – Effective September 9, 2015:
Joanne Carney-Smith

**Tutors Fund 572 – Harding Elementary** - $25.00 per hour, to be used on an as needed basis, not to exceed 25 hours per week, Effective September 9, 2015 through May 20, 2016:
Courtney Angelo

**Tutors Fund 572 – M.L. King Elementary** - $25.00 per hour, to be used on an as needed basis, not to exceed 25 hours per week, Effective September 9, 2015 through May 20, 2016:
Pamela Kemp

**Tutors Fund 572 – Taft Elementary** - $25.00 per hour, to be used on an as needed basis, not to exceed 25 hours per week, Effective September 9, 2015 through May 20, 2016:
Danielle Borsh-Vaughan
Anita Romeo
Jacqueline Smith

**Tutors Fund 572 – Williamson Elementary** - $25.00 per hour, to be used on an as needed basis, not to exceed 25 hours per week, Effective September 9, 2015 through May 20, 2016:
Antoniette Kozar
Elizabeth Warrick

Item 2: I wish to recommend to the Board the following **APPOINTMENTS for the 2015-2016 School Year**:

**Assistant Tutors Fund 572 – M.L. King Elementary** - $15.50 per hour for Non-YEA Members, to be used on an as needed basis, not to exceed 25 hours per week, Effective September 9, 2015 through May 20, 2016:
Teresa Kopp
**Assistant Tutors** Fund 572 – Taft Elementary - $15.50 per hour for Non-YEA Members, to be used on an as needed basis, not to exceed 25 hours per week, Effective September 9, 2015 through May 20, 2016:
Stacie Helminiak
Barbara Vargo

**Assistant Tutors** Fund 572 – Discovery Program @ Kirkmere - $15.50 per hour for Non-YEA Members, to be used on an as needed basis, not to exceed 25 hours per week, Effective September 9, 2015 through May 20, 2016:
Jean Stonework

**Academic Coach** Fund 001 – Youngstown Early College - $15.50 per hour for Non-YEA Members, to be used on an as needed basis, not to exceed 25 hours per week, Effective September 9, 2015 through May 20, 2016:
Hannah Ferguson

**Youngstown City Resident Educator Program-Teacher Lead Mentor** Fund 001/Fund 440 - $1,500.00 stipend for the 2015-2016 school year:
Rachel Carter

**Youngstown City Resident Educator Program-Teacher Mentors** Fund 001/Fund 440 - $750.00 stipend for the 2014-2015 school year:
James Alexi
Jennifer Amendola
Tara Amill
Doreen Anderson
Victor Arcenio
Catherine Buonavolonta
Catherine Cammack
Julie Clark
Jeanne Constantino
LaShonda Cross
Melissa Della Gatta
Angela Dooley
Chryse Ellinco
Joan Fahey
Tina Felger
Sandra Petrucci
Mary Jo Ferguson
Barbara Fintor
Bethany Flores
Melissa Forde
Corissa Freeman
Amy Glaser
Janet Halicki
Julie Hazy
Kathy Barth
Madonna Barwick
Juanita Bermudez-Rogers
Debra Bowers
LeTanya Brown
Andrea Lewinsky-Riebe
Tiffany Lewis
Jill Luknis
Frances Machuga
Laura Mogg
Linda Murphy
Patricia Musolino
Lauren Olson-Sadlak
Christina Pacurar
Scott Pryor
Sharon Ragan
Jennifer Ritter
Mark Robinson
Lynne Rosati
Dina Rowe
Kalliope Sdegras
Stacie Shepard
Monique Smith
Stacey Snyder
Superintendent's Personnel Recommendations  September 8, 2015  Page 3

Gregory Henderson  Bunny Stuber
Cynthia Johnson  Gail Tigner
Jennifer Jones  Cheryl Vanatsky
Jennifer Kluchar  Diana Vrabel
Colette Kovach  Michaela Wolfgang
Christina Lanterman  Hannah Wine

**Youngstown City Resident Educator Program-Hourly Mentor** Fund 001/Fund 440 - $22.35 per hour for Teachers, to be used on an as needed basis
Diane Piesto

**Local Professional Development Committee Members (LPDC)** Fund 590 - $22.35 per hour for Teachers, $30.13 per hour for Administrators and $29.83 per hour for Utility Administrators, to be used on an as needed basis, not to exceed 25 hours per week:
Madonna Barwick  Patricia Musolino
Mary Carter  Denise Ormerod
Rachel Carter  Melissa Puhalla
Amy Glaser  Mark Robinson
Julie Hazy  Pauline Russo
Jennifer Jones  Richard Scarsella
Susan Koulianos  Patricia Trell
Patricia Lyden

**Substitute Teacher: (Fund 001)** - To be used on an as needed basis; not to exceed 25 hours per week, effective date 9/9/2015, to be paid as follows:

- $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

Lindsay Bates  Vivian Morgan
Ronald Carik  Tracy Patton
John Catheline  Lynn Ramsey
Jamira Ellis  George Repasky
Chester Hunter  Nelson Schiavi
Donna Moore  Devalynn Searcy

**Substitute Teacher: (Fund 001)** - To be used on an as needed basis; not to exceed 25 hours per week, effective date 8/25/15, to be paid as follows:

- $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

Joyce Mason
Neglected and Delinquent Youth-Tutor – (Fund 572) - To be used on an as needed basis, not to exceed 25 hours per week, with a retro-effective date 8/26/15, to be paid $22.35 per hour.  
Kristen DeToro

For the record:

- **Shaunna Scoville-Dental Assistant Instructor @ Choffin has a revised effective start date of August 31, 2015.**

- **All Tutors for the Homeless, Neglected, and Delinquent Youth Programs are to be paid an hourly rate of $22.35 effective 7/1/2015.**

**Fall Sports Supplemental Contract** Fund 001 – Percentages are based upon teacher’s base salary per YEA Agreement:

**East High School**

Charles Harris  
Assistant Football Coach  
$3,964.38 (12.5%)

For the record:

Utility administrator Martha Bruce will be paid out of Fund 001 not Fund 572.

**Item 3:** I wish to recommend to the Board the following **CERTIFICATED LEAVES OF ABSENCE:**

**Administrators – FMLA**

John T. Allen  
Medical  
Eff. 08/13/15 through 09/12/15

**Teachers**

Pursuant to the agreement with Youngstown Education Association (YEA) and the Board of Education, the following leaves of absence will be concurrent with the provisions of the Family and Medical Leave Act (FMLA) of 1993:

Mary P. Scali  
Family Medical  
Eff. 08/20/15 through 09/07/15

For the record:

The unpaid leave of absence approved on 4/14/15 for Maria Barca has been changed to a family medical leave of absence, effective 4/13/15 to 4/30/15.

**Item 4:** I wish to recommend to the Board the following **RESIGNATIONS FOR 2015-2016 School Year:**

**Teacher**

Samantha L. Brackman  
Personal Reasons  
Eff. 09/01/15

**Tutor**

Melanie Pauley  
Personal Reasons  
Eff. 09/01/15
Supplemental-Coaching
William Burton Personal Reasons Eff. 08/24/15

Item 5: I wish to recommend to the Board the following RETIREMENTS:

Teachers
Alicia V. Anderson Retirement Eff. 07/01/16
Sarah E. Phillips Retirement Eff. 08/24/15
Shirley A. White Retirement Eff. 07/01/16

Item 6: I wish to recommend to the Board the following CLASSIFIED APPOINTMENTS:

Parent Advocate-(Fund 572)- To be used on an as needed basis; not to exceed 25 hours per week, effective date of 9/9/15, to be paid $ 8.10 per hour.
Tanisha Wheeler
Kierra Butler

Substitute Bus Driver: (Fund 001) - To be used on an as needed basis; not to exceed 25 hours per week, effective date of 9/9/15, to be paid $ 11.00 per hour.
Carol Santana

Substitute Security Officer (Fund 001) $24.25 per hour; not to exceed 25 hours per week Effective 09/09/2015
Mark Sember

Full-time Educational Assistant (Fund 001) $11.46 per hour; Effective 09/01/2015
Angela Meranto

For the Record:
Full-time Educational Assistant (Fund 001) $11.46 per hour;
Diane Tabus

Full-time Educational Assistant (Fund 001) $12.42 per hour;
Bertha Tate

Item 7: I wish to recommend to the Board the following CLASSIFIED RETIREMENTS for the 2015-16 School Year:

Custodian
Sylvester Pace Retirement Effective Date: 9/30/2015
Item 8: I wish to recommend to the Board the following **CLASSIFIED RESIGNATIONS for the 2015-16 School Year**:

**Secretary**

Sharon Edwards  
Personal Reasons  
Effective 12/07/2015

*For the record:*
Joy Nevels’ (Food Service) resignation date is effective 8/21/15.
SUPERINTENDENT’S RECOMMENDATIONS

POLICY RECOMMENDATIONS

September 8, 2015
SUPERINTENDENT’S POLICY RECOMMENDATIONS
TO THE BOARD OF EDUCATION
September 8, 2015

Third Reading

Item 1: I wish to recommend to the Board of Education to approve the following revised policy:
- Policy 5350 – Student Suicide (Revised)
- Policy 8390 – Animals on District Property (Revised)
STUDENT SUICIDE

The Board of Education recognizes that depression and self-destruction are problems of increasing severity among children and adolescents. A student who suffers the psychological disability of depression cannot benefit fully from the educational program of the schools, and a student who has attempted self-destruction poses a danger both to himself/herself and to other students.

All school personnel should be alert to the student who exhibits signs of unusual depression or who threatens or attempts suicide. Any such signs or the report of such signs from another student or staff member should be taken with the utmost seriousness.

In accordance with Policy 8462, staff shall receive professional development training in the risk factors, warning signs, and resources regarding youth suicide awareness and prevention.

Additional professional development training in youth suicide risk assessment and intervention shall be provided to mental health employees, counselors, psychologists, and school nurses.

The Superintendent shall develop and implement administrative guidelines whereby members of the professional staff understand how to use an intervention procedure which includes the following:

Step 1 - Stabilization
Step 2 - Assessment of the Risk
Step 3 - Use of Appropriate Risk Procedure
Step 4 - Communication with Appropriate Parties
Step 5 - Follow-up

Throughout any intervention, it is essential that Board policies and District guidelines regarding confidentiality be observed at all times.

A.C. 5101:2-34/35
767 F2d 651 (1985)

Adopted: 8/24/04
Revised:
ANIMALS ON DISTRICT PROPERTY

Introduction

The Board of Education recognizes that there are many occasions when animals are present on District property and many reasons for those animals’ presence. Animals are commonly utilized by teachers during classroom presentations and often housed in classrooms and other locations on campus. Additionally, employees, students, parents, vendors, and other members of the public may be accompanied at school by a service animal in accordance with Federal and State law and this policy.

This policy applies to all animals on District property, including service animals.

Definitions

A. "Animal": includes any living creature that is not a human being.

B. "Service animal": pursuant to 28 C.F.R. Section 35.104, “means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual’s disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.”
The Americans with Disabilities Act (ADA) also defines a miniature horse as an animal that can serve as a service animal, so long as the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability. To better determine whether the Board must allow for the use of a miniature horse or make modifications to buildings, the Board should refer to Section 35.136 (c) through (i) of the ADA.

Non-Service Animals in Schools and Elsewhere on District Property

Animals permitted in schools and elsewhere on District property shall be limited to those necessary to support specific curriculum-related projects and activities, those that provide assistance to a student or staff member due to a disability (e.g., seizure disorder), or those that serve as service animals as required by Federal and State law.

Taking into consideration that some animals can cause or exacerbate allergic reactions, spread bacterial infections, or cause damage and create a hazard if they escape from confinement, the Principal may permit non-service animals to be present in classrooms to support curriculum-related projects and activities only under the following conditions:

A. the staff member seeking approval to have a non-service animal in his/her classroom shall:

1. provide a current satisfactory health certificate or report of examination from a veterinarian for the animal;

2. take precautions deemed necessary to protect the health and safety of students and other staff;

3. provide that the animal is treated humanely, keeping it in a healthy condition and in appropriate housing (e.g., a cage or tank) that is properly cleaned and maintained; and,

4. keep the surrounding areas in a clean and sanitary condition at all times;

B. other staff members and parents of students in areas potentially affected by animals have been notified in writing and adjustments have been made to accommodate verified health-related or other concerns.
Exempt where required by law, the presence of a **non-service** animal shall be disallowed if documented health concerns of a student or staff member cannot be accommodated.

**Service Animals for Students**

A *service animal* is permitted to accompany a student with a disability to whom the animal is assigned anywhere on the school campus where students are permitted to be.

A service animal is the personal property of the student and/or parents. The Board does not assume responsibility for training, daily care, or healthcare or supervision of service animals. The Board does not assume responsibility for personal injury or property damage arising out of or relating to the presence or use of service animals on District property or at District-sponsored events.

A *service animal* that meets the definitions set forth in the ADA and this policy shall be under the control of the student with a disability, or a separate handler if the student is unable to control the animal. A service animal shall have a harness, leash, or other tether, unless either the student with a disability is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the student's control (e.g., voice control, signals, or other effective means), or under the control of a handler other than the student.

If the student with a disability is unable to control the service animal and another person serves as the animal's handler, that individual shall be treated as a volunteer and, as such, will be subject to Policy 4120.09.

**Removing and/or Excluding a Student's Service Animal**

If a service animal demonstrates that it is not under the control of the student or its handler, the Principal is responsible for documenting such behavior and for determining if and when the service animal is to be removed and/or excluded from school property.

Similarly, in instances when the service animal demonstrated that it is not housebroken, the Principal shall document such behavior and determine whether the service animal is to be removed and/or excluded from school property.
The Principal shall notify the Superintendent when a service animal is removed and/or excluded, and, immediately subsequent to such notification, document the reasons for the removal and/or exclusion.

The Principal’s decision to remove and/or exclude a service animal from school property may be appealed in accordance with the complaint procedure set forth in Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity.

The procedures set forth in Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity do not interfere with the rights of a student and his/her parents or an eligible student to pursue a complaint with the United States Department of Education’s Office for Civil Rights or the Department of Justice.

Eligibility of a Student’s Service Animal for Transportation

A student with a disability shall be permitted to access School District transportation with his/her service animal. There may also be a need for the service animal’s handler, if the handler is someone other than the student, to also access School District transportation.

When a service animal is going to ride on a school bus or other Board-owned or leased vehicle, the student and his/her parents, or eligible student, and the handler, if s/he is someone other than the student, shall meet with the Principal and the Transportation Supervisor to discuss critical commands needed for daily interaction and emergency evacuation, and to determine whether the service animal should be secured on bus/vehicle with a tether or harness.

At the discretion of the Principal and the Transportation Supervisor an orientation will take place for students and staff who will be riding the bus/vehicle with the service animal regarding the animal’s functions and how students should interact with the animal.

The service animal shall board the bus by the steps with the student, not a lift, unless the student uses the lift to enter and exit the bus. The service animal must participate in bus evacuation drills with the student.

While the bus/vehicle is in motion, the service animal shall remain positioned on the floor, at the student’s feet.
Situations that would cause cessation of transportation privileges for the service animal include:

A. the student, or handler, is unable to control the service animal’s behavior, which poses a threat to the health or safety of others; or

B. the service animal urinates or defecates on the bus.

The student and his/her parents shall be informed of behaviors that could result in cessation of transportation privileges for the service animal, in writing, prior to the first day of transportation.

If it is necessary to suspend transportation privileges for the service animal for any of the above reasons, the decision may be appealed to the Superintendent.

Although transportation may be suspended for the service animal, it remains the District’s responsibility to transport the student. Furthermore, unless the behavior that resulted in the service animal’s removal from the bus is also documented during the school day, the service animal may still accompany the student in school.

**Service Animals for Employees**

In accordance with Policy 1623, Policy 3123, and Policy 4123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment, the Board provides qualified individuals with disabilities with **reasonable** accommodation(s). An employee with a disability may request authorization to use a service animal while on duty as such an accommodation. **The request will be handled in accordance with the ADA mandated interactive process.**
Service Animals for Parents, Vendors, Visitors, and Others

Individuals with disabilities who are accompanied by their service animals are permitted access to all areas of the District’s facilities where members of the public, as participants in services, programs or activities, as vendors, or as invitees, are permitted to go. Individuals who will access any area of the District’s facilities with their service animals should notify the Principal that their service animal will accompany them during their visit.

An individual with a disability who attends a school event will be permitted to be accompanied by his/her service animal in accordance with Policy 9160 - Public Attendance at School Events.

28 C.F.R. 35.104
Section 504 of the Rehabilitation Act of 1973, as amended (Section 504)
The Americans with Disabilities Act, as amended (ADA)
The Individuals with Disabilities Education Improvement Act (IDEIA)
R.C. 955.43
R.C. 1717.01

Adopted: 11/26/13
Revised: