YOUNGSTOWN BOARD OF EDUCATION

- A G E N D A -

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

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES
   Work Session          Regular
   November 4, 2015      November 12, 2015

VI. COMMUNICATIONS/RECOGNITIONS
   • Resolution Honoring Richard Atkinson
   • Resolution Honoring Marcia Haire-Ellis
   • Resolution of Commendation for John T. Allen

VII. REQUESTS TO ADDRESS THE BOARD (Citizens Participation)

VIII. BOARD RECOMMENDATIONS/PRESENTATION
   • Presentation on After School Programs - (10 mins.)
   • Presentation on Contracted Services - East HS & DTTC (Volney) - (10 mins.)

IX. TREASURER’S RECOMMENDATIONS

X. SUPERINTENDENT’S RECOMMENDATIONS
   • Superintendent’s Motions/Recommendations/Resolutions
   • Business Office Recommendations
   • Personnel Recommendations
   • Policy Recommendations (First Reading)
     • Policy 9211 - District Support Organizations (Revised)
     • Policy 1130 - Conflict of Interest - Administration (Revised)
     • Policy 3113 - Conflict of Interest - Professional (Revised)
     • Policy 4113 - Conflict of Interest - Classified (Revised)
     • Policy 2260.2 - Single Gender Classes and Activities (New)

XI. BOARD REPORTS/ COMMITTEE CHAIR’S REPORTS

XII. TREASURER’S REPORT

XIII. SUPERINTENDENT’S REPORT
XIV. UNFINISHED BUSINESS

XV. NEW BUSINESS

XVI. EXECUTIVE SESSION

- Executive Session to Discuss Programs, Personnel and Finance Issues

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
TREASURER’S RECOMMENDATIONS
JAMES REINHARD

ITEM I & II

December 8, 2015
TREASURER'S RECOMMENDATIONS
TO THE BOARD OF EDUCATION
December 8, 2015

Treasurer James Reinhard presents the following items:

Item I: It is recommended that the Youngstown Board of Education join the National School Boards Association Council for Urban Boards of Education (CUBE) for 2016 and that the Treasurer be authorized to pay the annual membership fee of $8,250.

Item II: It is recommended that the Youngstown Board of Education join the Ohio School Boards Association Legal assistance Fund for 2016 and that the Treasurer be authorized to pay the annual fee of $250.
SUPERINTENDENT’S MOTIONS/RECOMMENDATIONS/RESOLUTIONS

December 8, 2015
I wish to recommend to the Board the following recommendation:

SUPERINTENDENT’S RECOMMENDATION
TO THE BOARD OF EDUCATION
December 8, 2015

Item 1: I wish to recommend to the Board of Education the appointment of Jerron Jenkins as Head Football Coach at East High School.
SUPERINTENDENT'S RECOMMENDATIONS

Business Office
Harry Evans

December 8, 2015
**THE YOUNGSTOWN BOARD OF EDUCATION**

Brenda Kimble, President  
Stephen Stohla, Interim- Superintendent  
James Reinhard, Treasurer

**BUSINESS AFFAIRS RECOMMENDATIONS**  
**TO THE SUPERINTENDENT**  
December 8, 2015

**Item 1:** I wish to recommend entering into a 3-year service contract with Roth Bros, Inc., to begin on December 10, 2015 and end on December 10, 2018, for technical assistance with energy management and HVAC maintenance of all District buildings to be paid from Fund 034 (current fund balance is $4.6M), at yearly costs, as follows:

Bids were received, as follows:

<table>
<thead>
<tr>
<th>Company</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>Grand Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roth Bros., Inc.</td>
<td>$175,000.00</td>
<td>$178,000.00</td>
<td>$181,000.00</td>
<td>$534,000.00</td>
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<td>Johnson Controls, Inc.</td>
<td>$177,490.00</td>
<td>$179,000.00</td>
<td>$179,000.00</td>
<td>$535,490.00</td>
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<tr>
<td>Western Reserve Mech.</td>
<td>$185,390.00</td>
<td>$193,480.00</td>
<td>$201,570.00</td>
<td>$580,440.00</td>
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<td>Best Energy Heating &amp; Cooling</td>
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<td></td>
<td></td>
<td>No Bid</td>
</tr>
<tr>
<td>Gardiner / WH Gardiner</td>
<td></td>
<td></td>
<td></td>
<td>No Bid</td>
</tr>
<tr>
<td>Simpson Technical Services</td>
<td></td>
<td></td>
<td></td>
<td>No Bid</td>
</tr>
</tbody>
</table>
SUPERINTENDENT'S
PERSONNEL RECOMMENDATION

Human Resources

December 8, 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
December 8, 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 - 10 Months, 183 Days - BA, Step 1 - $33,428.00 - $18,997.07 prorated; effective - December 14, 2015:
Demi Lohr

**Utility Administrator** - Fund 001 - not to exceed 29 hours per week on an “as needed basis” at an hourly rate of 29.83; effective January 4, 2016
James Reinhard

**Assistant Tutor** - Fund 572 – Discovery @ Kirkmere- $15.50 per hour, to be used on an as needed basis, not to exceed 25 hours per week, effective December 9, 2015 through May 20, 2016:
Rachel M. Heffron

**YAA Teacher Leader** - Fund 599 - OPU 313 - McGuffey - $22.35 per hour, to be used on an as needed basis; not to exceed 16 hours per week; effective December 9, 2015:
Quiana Faison

**Substitute Teachers:** (Fund 001) - To be used on an as needed basis not to exceed 25 hours per week; effective 12/14/15:
- 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
- $172.36 a day from day 61 to day 183 in the same position
Davita Fitzgerald
Georgia Nancy Saunders

**Substitute Teachers** - (Fund 001) - To be used on an “as needed basis” not to exceed 25 hours per week, effective 12/9/15.
- $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
- $172.36 a day from day 61 to day 183 in the same position

*Lyman Taylor (pending pre-employment requirements)
Supplemental Contracts Fund 001 - Percentages are based upon teacher’s base salary per YEA Agreement:

Chaney Campus

- James Courim, Drama, $3,805.80 (12%)
- Don Day, Strings Director, $3,171.50 (10%)
- Steve Ferenczy, Band Director, $3,171.50 (10%)
- Shylah Kobel, Yearbook Advisor, $2,537.20 (8%)

East High School

- Mark Halls, Choir Director, $3,171.50 (10%)
- Shawn Marko, Band Director, $6,343.00 (20%)
- Victor Arcenio, Yearbook Advisor, $2,537.20 (8%)

Youngstown Early College

- Dennis Mamone, Yearbook Advisor, $2,537.20 (8%)

Item 2: I wish to recommend to the Board the following CERTIFICATED LEAVES OF ABSENCE for the 2015-16 School Year:

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

- Patrella Lightfoot, Medical Leave, Effective 10/14/2015 - 10/28/2015
- Cheryl Nuzzi, Medical Leave, Effective 12/08/2015 - 03/14/2015
- Laura Parise, Medical Leave, Effective 09/15/2015 - 12/08/2015
- Laura Parise, Extended Medical Leave, Effective 09/15/2015 - 12/08/2015
- John Protopappa, Medical Leave, Effective 12/09/2015 - 06/03/2016
- Mary Ramhoff, Medical Leave, Effective 10/12/2015 - 11/02/2015
- Mary Scali, Medical Leave, Effective 09/14/2015 - 12/14/2015
- Unpaid Medical Leave, Effective 12/15/2015 - 03/01/2016
- Tracy Schuler-Vivo, Maternity Leave, Effective 01/06/2016 - 02/22/2016
- Kara Sertick, Medical Leave, Effective 10/13/2015 - 11/27/2015
- Diane Shattuck, Medical Leave, Effective 12/07/2015 - 03/11/2016
- Virginia Stonemeyer, Medical Leave, Effective 10/29/2015 - 12/04/2015
- Shari Zackasee, Medical Leave, Effective 11/30/2015 - 01/07/2016

Item 3: I wish to recommend to the Board the following CLASSIFIED APPOINTMENTS for the 2015-16 School Year:

Sub Educational Assistant: (Fund 001)
To be used on an as needed basis; not to exceed 25 hours per week, to be paid $ 8.10 per hour, effective 12/14/15.
Stephanie Oquendo
**For the Record:** Educational Assistant ESL - William Zayas Ortiz is assigned to DTTC @ Volney

**Sub Bus Driver:** (Fund 001)
To be used on an as needed basis; not to exceed 25 hours per week, to be paid $11.00 per hour, effective 12/14/15.
Tswana Sharp

**Item 4:**
I wish to recommend to the Board the following **CLASSIFIED LEAVES OF ABSENCE for the 2015-16 School Year:**

- Tina McQuiston  Medical Leave  Effective 09/29/2015 - 01/04/2016

**Item 5:**
I wish to recommend to the Board the following **CLASSIFIED RESIGNATIONS for the 2015-16 School Year:**

**Security**
- Charles E. Swanson  Personal Reasons  Effective 12/01/2015
SUPERINTENDENT'S RECOMMENDATIONS

POLICY RECOMMENDATIONS

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

First Reading
Item 1: I wish to recommend to the Board of Education to approve the following revised policy:
   • Policy 9211 - District Support Organizations (Revised)

Second Reading
Item 2: I wish to recommend to the Board of Education to approve the following revised policy:
   • Policy 1130 - Conflict of Interest - Administration (Revised)

Item 3: I wish to recommend to the Board of Education to approve the following revised policy:
   • Policy 3113 - Conflict of Interest - Professional (Revised)

Item 4: I wish to recommend to the Board of Education to approve the following revised policy:
   • Policy 4113 - Conflict of Interest - Classified (Revised)

Item 5: I wish to recommend to the Board of Education to approve the following policy:
   • Policy 2260.02 - Single Gender Classes and Activities (New)
DISTRICT SUPPORT ORGANIZATIONS

The Board of Education appreciates the efforts of all organizations whose objectives are to enhance the educational experiences of District students, to help meet educational needs of students and/or provide extra educational benefits not provided for, at the time, by the Board.

District support organizations are defined as any non-profit entity, group, or other organization formed and operating for the purpose of supporting District programs.

Each support organization must maintain and provide proof of general liability insurance coverage. The Board shall offer the opportunity for any authorized school support entity to receive coverage under the District's liability insurance program to protect the entity against claims resulting from damage or injury resulting from any act or omission of any school-support entity. The entity shall pay for such coverage upon written notification from the Treasurer.

Because of the connection between support organizations and the School District programs and students, and because of the common use of the School District name in connection with the organization’s activities, the public perception may be that the organizations and their activities are school-sponsored and approved by the Board, notwithstanding the fact that such organizations are independent entities, are not agents of the Board, and are not under the control or authority of the Board. In order to prevent disruption to the District’s educational programs and injury to the District’s reputation by conduct and activities of a support organization which are inconsistent with the District’s mission, only organizations formally recognized by the Board will be permitted to use the School District name, as well as any logos or other insignia or emblems associated with and used to identify the District and/or school-sponsored programs and activities.

The following rules and procedures shall govern the working relationships between the Board, administration, and any District support organization. The Board may revoke formal recognition of any support group that fails to comply with these rules:

A. School employees and Board-approved school volunteers may not be directly compensated in any manner by District support organizations.

B. In addition to parents, membership should be made available to District staff and members of the community.

C. Each District support organization shall work in cooperation with the principal and other staff members and shall abide by the policies of the Board.

D. It shall be the responsibility of each District support organization to monitor its activities to assure compliance with Board Policy.
E. A determination letter from the Internal Revenue Service that verifies the organization is a tax-exempt organization in good standing as described in Section 501(c)(3) of the Internal Revenue Code (if applicable).

F. A copy of the support organization’s Bylaws and any amendments.

G. A current list of names, addresses and titles of each officer of the organization. No administrative employee of the School District may be an officer of the booster organization in order for the organization to obtain Board recognition.

H. A description of the projects or activities the organization intends to undertake during the ensuing school year and the objective and goals of such projects or activities.

I. Each District support organization is encouraged to set goals that are consistent with those of the particular programs, activities or sports being supported as articulated by the coach/advisor and/or athletic director of such program, activity or sport, to avoid duplication of effort and to maximize the benefit to the organization or group.

J. The activities of District support organizations shall not involve the use of public funds and the District shall not assume responsibility for any purchases made on behalf of any support organization governed by this policy. The school district tax identification number shall not be used for District support organization purchases.

K. The time, date, purpose, location and conduct of all fund-raisers on District property shall have prior approval of the administration. District support organizations are encouraged to communicate their preferred activity dates to the administration as soon as possible as consideration for dates and facilities will be given on a first come, first served basis.

L. Each District support organization must abide by the policies and guidelines established for the use of District facilities and grounds. Projects that require any modification or alteration to District property must be pre-approved by the Superintendent.
M. All food items and beverages available for sale to students that will be consumed on the school campus (any area of property under the jurisdiction of the school that is accessible to students during the school day) during the school day (the period from the midnight before, to thirty (30) minutes after the end of the official school day) as fund-raisers, including items sold by student clubs and organizations, parent groups, or booster clubs, shall comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards. Fund-raisers also include giving away goods or services, but suggesting a monetary donation. All activities must be approved by the principal, in advance. If approved, fund-raisers that involve the sale of food items or beverages to students on campus must be consistent with regulations established in Policy 8550, Competitive Foods.

N. Proceeds from District support organization fund-raisers shall not be commingled with a student activity or other Board accounts. Board employees who commingle such proceeds with a student activity or other Board account shall be subject to discipline.

O. The Superintendent shall implement administrative guidelines that require each District support organization's fund-raising activities be in compliance with Board policies and that the funds generated by such fund-raising activities and donated to the District are used for school-related projects that have the approval of the Superintendent and principal.

P. District support organizations are encouraged to obtain 501(c)(3) status so that community members may properly take tax deductions for donations to the organization.

Q. Donations from District support organizations must be made in accordance with Board Policy 7230 and any accompanying guidelines. Donations shall become the property of the Board and used in a manner determined by the Board, in accordance with its policies and administrative guidelines.

Ohio Ethics Commission Advisory Opinion 2008-01
R.C. 3313.203
7 C.F.R. Parts 210 and 220

Adopted: 8/24/04
Revised: 5/12/09
Revised: 12/9/14
Revised:
CONFLICT OF INTEREST

A. The proper performance of school business is dependent upon the maintenance of unquestionably high standards of honesty, integrity, impartiality, and professional conduct by Board of Education's employees. Further, such characteristics are essential to the Board's commitment to earn and keep the public's confidence in the School District. For these reasons, the Board adopts the following guidelines to assure that conflicts of interest do not occur. These guidelines are not intended to be all inclusive, nor to substitute for good judgment on the part of all employees.

1. No employee shall engage in or have a financial interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with his/her duties and responsibilities in the school system.

2. Employees shall not engage in business, private practice of their profession, the rendering of services, or the sale of goods of any type where advantage is taken of any professional relationship they may have with any student, client, or parents of such students or clients in the course of their employment with the School District.

Included, by way of illustration rather than limitation are the following:

a. the provision of any private lessons or services for a fee

b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's employment or through his/her access to School District records

c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals
d. the requirement of students or clients to purchase any private goods or services provided by an employee or any business or professional practitioner with whom any employee has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations

3. Employees shall not make use of materials, equipment, or facilities of the School District in private practice. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.

B. Exceptions to Part A of this policy shall be approved by the Superintendent before entering into any private relationship.

C. Employees may not participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employees, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties described in this section, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No employee may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with Federal grant funds.

Violation of this policy shall result in discipline, which may include termination from employment.

R.C. Chapter 102, R.C. 2921.42, R.C. 2921.43
Ohio Ethics Commission Advisory Opinions No. 92-014 and 2001-03
2 C.F.R. 200.318

Adopted: 2/14/06
Revised:
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B. Exceptions to this policy shall be approved by the Superintendent before entering into any private relationship.

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Ohio Ethics Commission Advisory Opinions No. 92-014 and 2001-03
2 C.F.R. 200.318

Adoption: 2/14/06

Revised:
SINGLE GENDER CLASSES AND ACTIVITIES

The Board of Education does not discriminate based on gender or any other protected class. Equal educational opportunities are available to all students regardless of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age (except as authorized by law), religion, military status, ancestry, or genetic information. The Board recognizes, however, that some circumstances may prompt program coordinators or administrators to offer a single-gender class or activity. This policy delineates the circumstances permitting administrators to create single-gender educational offerings, and addresses additional requirements for such programs.

This policy addresses traditional non-vocational classes, as well as extracurricular activities and programs, including field trips, lunch, and recess. The policy applies regardless of whether the District administers a program directly or through another entity. This policy, however, does not apply to single-gender schools or athletic programs.

General Requirements and Overview

The District may offer single-gender programs when needed to achieve an important objective, and the single-gender nature of the class is substantially related to that objective. Only two objectives are allowed:

A. improving achievement through providing diverse educational opportunities; or

B. meeting a particular, identified educational need.

Further, these objectives shall be met in an evenhanded manner, and staff shall provide a substantially equal coeducational class for each subject. Additionally, student enrollment in the single-gender program shall be completely voluntary. The Superintendent shall conduct an annual evaluation to verify that the program complies with these requirements and established administrative guidelines.

Students with Special Requirements

Students with disabilities or language challenges shall not be excluded from single-gender classes because of their needs. Transgender students shall be permitted to participate in single-gender classes in a manner consistent with their gender identity.

Adopted:
Item 1: The Board wishes to discuss the sponsoring of four (4) Youngstown City School District at risk students and two (2) mentors working in the juvenile system to attend the Sojourn to the Past tour. The students would have to meet the same guidelines as the other students attending, as well as help raise a portion of the cost. This will be a pilot program to help save our at risk students. It is recommended that this be paid for out of the general fund. The cost per person attending would be $2800.00, but the District would be seeking donations to help offset some of the cost.
BOARD RESOLUTIONS

December 8, 2015
Item 1: The Board wishes to recommend the sponsoring of four (4) Youngstown City School District at risk students and two (2) mentors working in the juvenile system to attend the Sojourn to the Past tour. The students would have to meet the same guidelines as the other students attending, as well as help raise a portion of the cost. This will be a pilot program to help save our at risk students. It is recommended that this be paid for out of the general fund. The cost per person attending would be $2800.00, but the District would be seeking donations to help offset some of the cost.