

**CELINA CITY BOARD OF EDUCATION  
AUGUST 21, 2006**

The Celina City Board of Education met in regular session on August 21, 2006 at 6:00 p.m. in the conference room of the Education Complex. Mr. Rable led those in attendance in the Pledge of Allegiance. Mr. Fetters, Mr. Gilmore, Mrs. Hoyng, and Mr. Rable answered the roll call. Mrs. Piper was absent.

**06-30** The Board on a motion by Mr. Gilmore, seconded by Mrs. Hoyng, set the agenda for the meeting.

VOTE: Mr. Fetters: Aye, Mr. Gilmore: Aye, Mrs. Hoyng: Aye, Mr. Rable: Aye. Approved.

The Board heard comments from Phil Long, CEA President and Carol Henderson, OAPSE President.

**06-31** The Board on a motion by Mrs. Hoyng, seconded by Mr. Gilmore, approved the presentation of the consensus agenda.

Treasurer's Report – Mr. Mike Marbaugh

1. Approve the minutes of the July 17, 2006 regular meeting.
2. Approve of checks written in July 2006 of \$2,491,148.47. Total expenditures for July 2006 were \$2,488,615.37.
3. Approve investments for the period. The balance as of August 15, 2006 is \$12,212,220.57.
4. Approve an amended annual temporary appropriation resolution: (Note: only the adjustments to the previous document appear in the minutes.)

<u>1</u>	<u>General Fund</u>	<u>PRESENT</u>	<u>PROPOSED</u>
400	Purchased Services	\$2,000,000.00	\$3,000,000.00
500	Supplies	\$750,000.00	\$1,000,000.00
800	Miscellaneous Objects	\$250,000.00	\$425,000.00
900	Other Uses of funds	<u>\$250,000.00</u>	<u>\$400,000.00</u>
	Total	\$3,250,000.00	\$4,825,000.00
	Increase by \$1,575,000.00		
<u>2</u>	<u>Debt Service</u>		
900	Refund of Prior Years	\$0.00	\$55,000.00
	Increase of \$55,000.00		
<u>3</u>	<u>Permanent Improvement Fund</u>		
400	Purchased Services	\$25,000.00	\$50,000.00
600	Capital Outlay-New	\$0.00	\$25,000.00
700	Capital Outlay-Replacement	<u>\$25,000.00</u>	<u>\$50,000.00</u>
	Total	\$50,000.00	\$125,000.00
	Increase by \$75,000.00		
<u>4</u>	<u>Building Funds</u>		
400	Purchased Services	\$0.00	\$500.00
600	Capital Outlay-New	<u>\$5,000.00</u>	<u>\$9,500.00</u>
	Total	\$5,000.00	\$10,000.00
	Increase by \$5,000.00		
<u>6</u>	<u>Food Service</u>		
400	Purchased Services	\$50,000.00	\$60,000.00
500	Supplies	\$200,000.00	\$250,000.00
900	Other Uses of Funds	<u>\$100,000.00</u>	<u>\$0.00</u>

Total	\$350,000.00	\$310,000.00
Decrease by \$40,000.00		

**11      Construction Services**

500	Supplies	\$125,000.00	\$150,000.00
600	Capital Outlay-New	<u>\$25,000.00</u>	<u>\$26,500.00</u>
	Total	\$150,000.00	\$176,500.00
	Increase by \$26,500.00		

**22      Agency Funds**

100	Salary/Wages	\$125,000.00	\$185,000.00
200	Fringe Benefits	\$100,000.00	\$115,000.00
400	Purchased Services	\$250,000.00	\$350,000.00
500	Supplies	<u>\$70,000.00</u>	<u>\$100,000.00</u>
	Total	\$545,000.00	\$750,000.00
	Increase by \$205,000.00		

**300      District Managed Activity Accounts**

400	Purchased Services	\$200,000.00	\$250,000.00
500	Supplies	<u>\$75,000.00</u>	<u>\$100,000.00</u>
	Total	\$275,000.00	\$350,000.00
	Increase by \$75,000.00		

**401      Auxiliary Service**

100	Salary/Wages	\$40,000.00	\$70,000.00
200	Fringe Benefits	\$15,000.00	\$20,000.00
400	Purchased Services	\$5,000.00	\$10,000.00
500	Supplies	<u>\$25,000.00</u>	<u>\$45,000.00</u>
	Total	\$85,000.00	\$145,000.00
	Increase by \$60,000.00		

**432      EMIS**

100	Salary/Wages	\$5,000.00	\$5,750.00
200	Fringe Benefits	\$1,000.00	\$1,500.00
400	Purchased Services	\$7,500.00	\$7,250.00
500	Supplies	<u>\$1,000.00</u>	<u>\$0.00</u>
	Total	\$14,500.00	\$14,500.00

**439      Public Preschool**

100	Salary/Wages	\$35,000.00	\$42,201.80
200	Fringe Benefits	\$15,000.00	\$19,095.69
400	Purchased Services	\$1,500.00	\$700.00
500	Supplies	\$2,000.00	\$500.00
900	Other Uses of Funds	<u>\$4,560.00</u>	<u>\$0.00</u>
	Total	\$58,060.00	\$62,497.49
	Increase by \$4,437.49		

**452      School Net Professional Development**

400	Purchased Services	\$500.00	\$420.54
	Decrease by \$79.46		

**459      Ohio Reads**

500	Supplies	\$2,500.00	\$559.75
	Decrease by \$1,940.25		

**461    Vocation Equipment Enhancements**

600	Capital Outlay -New	\$5,000.00	\$0.00
	Decrease by \$5,000.00		

**499    Other State Grants**

400	Purchased Services	\$2,400.00	\$2,434.85
500	Supplies	<u>\$50.00</u>	<u>\$0.00</u>
	Total	\$2,450.00	\$2,434.85
	Decrease by \$15.15		

**516    Title 6B Special Education**

100	Salary/Wages	\$200,000.00	\$242,358.32
200	Fringe Benefits	\$100,000.00	\$115,847.40
400	Purchased Services	\$200,000.00	\$323,236.59
500	Supplies	\$50,000.00	\$88,142.41
600	Capital Outlay-New	\$25,000.00	\$36,765.90
900	Other Uses of Funds	<u>\$227,147.68</u>	<u>\$72,314.73</u>
	Total	\$802,147.68	\$878,665.35
	Increase by \$76,517.67		

**524    Vocational Education**

100	Salary/Wages	\$30,000.00	\$66,683.77
200	Fringe Benefits	\$15,000.00	\$24,458.31
400	Purchased Services	\$40,000.00	\$45,212.59
500	Supplies	\$15,000.00	\$14,514.47
900	Other Uses of Funds	<u>\$60,442.35</u>	<u>\$19,261.76</u>
	Total	\$160,442.35	\$170,130.90
	Increase by \$9,688.55		

**525    Federal Head Start**

100	Salary/wages	\$300,000.00	\$285,728.19
200	Fringe Benefits	\$175,000.00	\$173,510.50
400	Purchased Services	\$32,000.00	\$22,207.15
500	Supplies	\$40,000.00	\$21,508.97
800	Other Objects	\$3,000.00	\$1,000.00
900	Other Uses of Funds	<u>\$146,246.97</u>	<u>\$55,000.00</u>
	Total	\$696,246.97	\$558,954.81
	Decrease by \$137,292.16		

**572    Title 1**

100	Salary/Wages	\$175,000.00	\$277,599.73
200	Fringe Benefits	\$65,000.00	\$118,067.00
400	Purchased Services	\$5,000.00	\$7,778.32
500	Supplies	<u>\$5,000.00</u>	<u>\$13,470.23</u>
	Total	\$250,000.00	\$416,915.28
	Increase by \$166,915.28		

**573    Title VI**

100	Salary/Wages	\$500.00	\$174.19
200	Fringe Benefits	\$100.00	\$43.00
600	Capital Outlay-New	<u>\$10,000.00</u>	<u>\$4,193.31</u>
	Total	\$10,600.00	\$4,410.50
	Decrease by \$6,189.50		

**584 Drug Free Schools**

400	Purchased Services	\$15,000.00	\$19,846.01
500	Supplies	\$5,000.00	\$2,794.41
600	Capital Outlay-New	\$0.00	\$2,488.00
900	Other Uses of Funds	<u>\$20,396.95</u>	<u>\$16,722.81</u>
	Total	\$40,396.95	\$41,851.23
	Increase by \$1,454.28		

**587 Handicapped Preschool**

100	Salary/Wages	\$10,000.00	\$12,600.00
200	Fringe Benefits	\$5,000.00	\$5,381.59
400	Purchased Services	\$15,000.00	\$22,400.00
500	Supplies	<u>\$2,000.00</u>	<u>\$500.00</u>
	Total	\$32,000.00	\$40,881.59
	Increase by \$8,881.59		

**590 Improving Teacher Quality**

100	Salary/Wages	\$75,000.00	\$82,000.00
200	Fringe Benefits	\$50,000.00	\$31,000.00
400	Purchased Services	<u>\$25,000.00</u>	<u>\$26,223.68</u>
	Total	\$150,000.00	\$139,223.68
	Decrease by \$10,776.32		

**599 Other Federal Grants**

400	Purchased Services	\$5,500.00	\$2,122.66
500	Supplies	\$10,000.00	\$11,921.75
900	Other Uses of Funds	<u>\$11,715.46</u>	<u>\$10,999.54</u>
	Total	\$27,215.46	\$25,043.95
	Decrease by \$2,171.51		

5. Approval of SM-2 for July 2006.
6. Acceptance of donation from:
  - a. Celina Insurance Group \$500.00 Tennis Court Project
  - b. Celina Athletic Boosters \$3,000.00 Scoreboards
7. Approval of amended activity budget for Marine Biology trip.

Business Manager's Report – Mr. Mike McKirnan  
Personnel

1. Approve a 60-day probationary contract for Emily Hines, Head Start bus/classroom aide, Step 0/135 days/3 hrs, as needed, effective 09/11/06.
2. Approve a change of contract for Connie Sapp, teacher assistant, requests four (4) deduct days for December 18-21, 2006.
3. Recommend approval of the following substitutes for the 2006-07 school year:
 

Mary Adkins	Betty Mayes
Kelly Anderson	Vivian McLean
Cathy Bertke	Kim Morden
Karen Blanchard	Cathy Owens
Olan Bole	Donna Post
Terry Borger	Kim Rammel
Chris Botkin	Barbara Reichard
Nicole Crowell	Susan Sanders

Doris Dutra  
Ginger Eisenzimmer  
Murlada Everett  
Shelly Felver  
Terry Ferguson  
Valerie Feters  
Dick Garwood  
Patricia Geise  
Susan Goedde  
Sue Harmon  
Robert Hoersting  
Deborah Hoersting  
Heather Keiser  
Julie Klosterman  
Lynn Krogman  
Ken Lange  
Theresa Lochtefeld  
Linda Long  
Norma Luth  
Stacey Dress

Tim Schoen  
Marguerite Schoen  
Michelle Sharp  
Kaye Smith  
Angela Smith  
Deb Sneddon  
Connie Steinbrunner  
Kathleen Temple  
Sue Thomas-Campbell  
Julietta Trafzer  
Jennifer Vogan  
Judy Waterman  
Pam Weis  
Jerry Weisman  
Jodi Wenning  
Wayne Wiehe  
Susan Wilker  
Kim Williams  
Tina Yoder

Resolution

1. Recommend approval of the 2006-07 bus routes, as adjustments are needed.
2. Recommend approval of the 2006-07 Bus Driver Handbook.

Superintendent's Report– Mr. Matt Miller

Personnel

1. Recommend approval of the following substitutes as needed, for the 2006-07 school year:

John Bernstein	Lauren Jutte
David Bertke	April Kaiser
Diana Bertke	Heather Koesters
Susan Bertke	Whitney Kraimer
Karen Blanchard	Martin Krick
Travis Boley	Margaret Kuck
Sarah Bomholt	Patricia Kuck
Sara Borger	Stacy Kuhn
Kristy Bruggeman	Tiffany Laffin
Kim Brunns	Denise Lefeld
Louis Brunswick	Roberta LePage
Virginia Bryan	Cassandra Lewis
Amber Buening	Patricia Loughrige
Emilie Buening	Marie McKirnan
Cindy Buschor	Tambria Miller
Deborah Call	Sheena Mohre
Caroline Chittum	Kelly Moniz
Patricia Clark	Rick Muhlenkamp
Gwendolyn Cron	Marilyn Napier
Angela Dircksen	Kenneth Nuss
Cynthia Dircksen	Christopher Painter
Jill Dull	Leslie Peculinas
Janis Ebbing	Karen Poeppelman
Erin Elking	Racheal Powell
Norma Enyart	Susan Quinn
Susan Etzcorn	Mary Rampe
Elizabeth Everman	Sarah Regedanz
Cynthia Eversman	Virginia Remington
Betty Feliciano	Christopher Roop
Valerie Feters	Ken Rosengarten
Jaclyn Fleck	Cynthia Schlotterer
Julie Fleck	Martha Schoen
Jay Fledderjohann	Candice Schwieterman
Catherine Fox	Melinda Settlage
Sheila Gudorf	Alice Shiverdecker-Cook
Rose Harrod	Ron Shoemaker
Gary Hays	Laura Siefring
Nancy Head	Bill Simons

Ann Heckman	Jane Smith
Lisa Hein	Janet Smith
Donna Heyne	Rex Spencer
Mark Highley	Ryan Spriggs
Casey Hinton	Steve Stewart
Dwyn Hirt	Yvonne Strohmeier
Susan Homan	John Tangeman
Tanya Homan	Kenneth Taylor
Eric Horstman	Eric Temple
Michele Huber	Havilah Tonkin
Tammy Huntsman	Tim Tuttle
Sylvia Hux	Laura Walker
Angela Imel	Joni Weigel
Amy Imwalle	Ron Wietholter
Christopher Woltermann	Aaron Winner
Tim Wurster	Christopher Woltermann
Gina Wynk	

2. Approve a change of contract for Jenny Dippold, from 3<sup>rd</sup> grade – .50 FTE to K-4 guidance counselor – 1 FTE.
3. Hire Tracy Brockman, Intervention, as needed – BS 0 yrs
4. Approve the Executive Secretary Compensation Plan.

Part I – Base Salary

	2006-2007	2007-2008	2008-2009
Level 1	29,823	30,571	31,258
Level 2	30,719	31,487	32,196
Level 3	31,641	32,431	33,162
Level 4	32,590	33,404	34,157
Level 5	33,567	34,407	35,181

Salary schedule effective with the first pay of August.

Payments will be made over twenty four pays. Pay dates will be the tenth and twenty-fifth of each month.

All payments will be made direct bank deposit (ACH).

Part II – Responsibility Factor

Superintendent Secretary (260 days)	1.10
Special Education Secretary (260 days)	1.05
Administrative Technology Assistant (260 days)	1.05
Treasurer’s Secretary (260 days)	1.00
Business/Reception Secretary (260 days)	1.00
Food Service Assistant (210 days)	0.95

Part III – Level Placement and Advancement

Executive Secretaries will be placed on the level deemed most appropriate by the Superintendent.

The Executive Secretaries will only advance at the Superintendent’s discretion. The Superintendent will consider experience, performance, and individual accomplishments when considering level placement. At no time will the Executive Secretaries be reduced in level placement.

Part IV – Benefits

Executive Secretaries will have the option of enrolling in any of the following fringe benefits. The listing below indicates the fringe benefits available and the employee’s participation cost if the benefit is taken.

	2006-2007	2007-2008	2008-2009
<u>Medical Benefits</u>			
Individual Coverage	\$7.00/month	7.75/month	8.50/month
Family Coverage	\$14.00/month	15.50/month	17.00/month
<u>Prescription Benefits</u>			
Individual Coverage	\$2.50/month	3.00/month	3.50/month
Family Coverage	\$5.00/month	6.00/month	7.00/month
<u>Dental Benefits</u>			
Individual Coverage	\$.75/month	1.00/month	1.25/month

Family Coverage	\$1.50/month	2.00/month	2.50/month
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The Executive Secretaries have the option to opt-out of the medical insurance benefits and receive 15% of annual medical premium. The Executive Secretary must request this opt-out option during the annual open enrollment period (November) for benefits of each year. Provided that the Executive Secretary has remained without the medical benefits, this opt-out payment will be made during October of the following year just prior to the next open enrollment period.

The Executive Secretaries will be eligible to enroll in a Board provided, \$25,000 life insurance policy.

Executive Secretaries will have the option to participate in the optical reimbursement program as provided to all other regular employees of the district.

#### Part V – Leaves

Vacation leave will be based upon total service to the district. Vacation will be deemed earned based upon completed service as of August 1<sup>st</sup> of each year and based upon the following chart:

1-8 years of service	2 weeks
9-17 years of service	3 weeks
18+ years of service	4 weeks

The vacation use period is September 1 through August 31 of each year. Vacation may not be carried over except with the written permission of the Superintendent.

(\*210 day employees are not eligible for vacation)

Executive Secretaries are entitled to the other leave benefits as provided all other classified employees.

#### Part VI – Holidays

Executive Secretaries shall be entitled to the following holidays:

Labor Day	New Year's Day
Thanksgiving Day	Martin Luther King Day
Day after Thanksgiving	President's Day
Christmas Eve	Good Friday
Christmas Day	Memorial Day
New Year's Eve	Independence Day (July 4 <sup>th</sup> )

(\*210 day employees are not eligible for the Independence Day Holiday)

#### Part VII – Longevity Credit

For years of service to the Celina City Schools, the Executive Secretary shall be paid longevity on the following schedule:

2-9 years of service	\$ 50.00
10-14 years of service	\$100.00
15-19 years of service	\$150.00
20-24 years of service	\$200.00
25-29 years of service	\$250.00
30+ years of service	\$300.00

#### Part VIII – Professional Growth

Executive Secretaries will be reimbursed up to \$400.00 per year for professional growth or workshops and courses that are approved by their direct supervisor and enhance one's skills to perform one's duties.

Executive Secretaries will have their dues paid for their local and state organizations up to \$300.00 per year.

#### Part IX – Calamity Day

Any 260 day Executive Secretary will receive one hour of additional vacation time for each hour worked on a calamity day. There is a limit of 40 hours (5 vacation days) and is limited to hours worked on the first five calamity days of each school year. Executive Secretaries not working their complete shift on any additional calamity days will be required to use leave time unless directed not to come to work by the Superintendent.

5. Approve the Cafeteria Managers' Compensation Plan.

Part I – Base Salary

	2006-2007	2007-2008	2008-2009
Level 1	16,622	17,037	17,420
Level 2	17,036	17,462	17,855
Level 3	17,462	17,899	18,301
Level 4	17,896	18,344	18,756
Level 5	18,344	18,803	19,227
Level 6	18,805	19,275	19,708
Level 7	19,275	19,757	20,201

Salary schedule effective with the first pay of September each school year.

Payments will be made over 24 pays. Pay dates to be on the tenth and twenty-fifth of each month.

All payments will be made by automatic bank deposit (ACH).

Part II – Responsibility Factor

High School (195 days)	1.25
Middle School (195days)	1.18
Intermediate School (195 days)	1.18
East School (195 days)	1.18
West School (195 days)	1.18

Part III – Level Placement and Advancement

Cafeteria Managers will be placed on the level deemed most appropriate by the Superintendent. Cafeteria Managers will only advance levels at the Superintendent's discretion. The Superintendent will consider experience, performance, and individual accomplishments when considering level movement. At no time will managers be reduced in level placement.

Part IV – Benefits

The Cafeteria Managers will have the option of enrolling in any of the following fringe benefits. The listing below indicates the fringe benefits available and the employee's participation cost if the benefit is taken.

<u>Medical Benefits</u>	<u>2006-2007</u>	<u>2007-2008</u>	<u>2008-2009</u>
Individual Coverage	\$5.50/month	6.50/month	7.50/month
Family Coverage	\$11.00/month	13.00/month	15.00/month
<u>Prescription Benefits</u>			
Individual Coverage	\$2.50/month	2.75/month	3.00/month
Family Coverage	\$5.00/month	5.50/month	6.00/month
<u>Dental Benefits</u>			
Individual Coverage	\$.75/month	1.00/month	1.25/month
Family Coverage	\$1.50/month	2.00/month	2.50/month

The Cafeteria Managers have the option to opt-out of the medical insurance benefits and receive 15% of annual PPO premium. The Cafeteria Managers must request this opt-out option during the annual open enrollment period (November) for benefits of each year. Provided that the Cafeteria Managers has remained without the medical benefits, this opt-out payment will be made during October of the following year just prior to the next open enrollment period.

The Cafeteria Managers will be eligible to enroll in a Board provided, \$25,000 life insurance policy.

The Cafeteria Managers will have the option to participate in the optical reimbursement program as provided to all other regular employees of the district.

Part V – Leave Benefits

Cafeteria Managers are entitled to sick leave, personal leave, and any other leave benefits that apply to all other classified employees.

Hours worked on a calamity day (first five calamity days only) may be counted towards the hours and days required by this contract.

Part VI – Certification/Professional Growth

The Board will pay the certification fee and costs associated with dues/workshops of the Ohio Food Service Association.

Part VII – Evaluation

Cafeteria Managers will be evaluated annually in accordance with their job description.

Part VIII – Longevity Credit

For years of service to the Celina City Schools, the Cafeteria Manager shall be paid longevity on the following schedule:

- 10 – 14 years of service \$100.00
- 15 – 19 years of service \$150.00
- 20 – 24 years of service \$200.00
- 25 – 29 years of service \$250.00
- 30+ years of service \$300.00

Part IX – Holiday Pay

Cafeteria Managers will be entitled to the following paid holidays:

- |                  |                        |
|------------------|------------------------|
| Labor Day        | Martin Luther King Day |
| Thanksgiving Day | Good Friday            |
| Christmas Day    | Memorial Day           |
| New Year's Day   |                        |

6. Approve the following supplemental contracts for the 2006-07 school year:

- |                                              |                               |        |
|----------------------------------------------|-------------------------------|--------|
| a. Bruce Bair, Ass't Marching Band           | Class IV                      | 9 yrs  |
| b. Dave Hucke, MS Ass't Varsity Track        | Class V                       | 14 yrs |
| c. Brian Dorsten, 8 <sup>th</sup> Basketball | Class IV                      | 1 yr   |
| d. Eric Wagner, Ass't Track                  | Class IV                      | 5 yrs  |
| e. Erika Draiss, Head MS Track               | Class IV                      | 2 yrs  |
| f. Matt May, MS Cross Country                | Class IV                      | 7 yrs  |
| g. Jan Morrison, Boys Tennis                 | Class IV                      | 9 yrs  |
| h. Wendy Mitchell-Payne, JV Girls Soccer     | Class IV                      | 4 yrs  |
| i. Carol Bader, Business Department Head     | Class VIII                    | 0 yrs  |
| j. Jerry Harris, Summer School               | .0775% of Administrative Base |        |

7. Approve the following pupil activity program contracts for the 2006-07 school year:

- |                                              |          |        |
|----------------------------------------------|----------|--------|
| a. Sharon Chaney, Assistant Spring Musical   | Class VI | 7 yrs  |
| b. Jeff Johnides, 9 <sup>th</sup> Basketball | Class IV | 11 yrs |
| c. Nicole Driggs, Head Softball              | Class II | 4 yrs  |
| d. Matt Driggs, Ass't Softball               | Class IV | 3 yrs  |
| e. Joel Zacharias, JV Softball               | Class IV | 1 yr   |
| f. Dan Otten, Head Track                     | Class II | 29 yrs |
| g. Walt Shreffler, Ass't Track               | Class IV | 31 yrs |
| h. Ralph Stelzer, Ass't Girls Tennis         | Class V  | 5 yrs  |
| i. Ralph Stelzer, Ass't Boys Tennis          | Class V  | 5 yrs  |
| j. Deb Stetler, Ass't Marching Band          | Class IV | 1 yr   |

8. Approve the following extended service days:

- |                                     |         |    |          |
|-------------------------------------|---------|----|----------|
| a. Bruce Bair, Ass't Marching Band  | 3 days  | 5Y | 21 years |
| b. Jason Luebke, Dean of Students   | 10 days | MA | 5 years  |
| c. Deb Stetler, Ass't Marching Band | 3 days  | BA | 0 years  |

9. Approve the following athletic workers, as needed:

- |                 |              |
|-----------------|--------------|
| Gary Hays       | Travis Boley |
| Carol Henderson |              |

10. Approve a \$200 stipend payment to the 2005-06 Entry Year Committee members:

- |              |                    |
|--------------|--------------------|
| Beth Heiby   | April Albers       |
| Kay Grimes   | Betsy Crites       |
| Judy Braden  | Missy Guggenbiller |
| Jason Luebke |                    |

Resolution:

1. Recommend approval of the Technology Coordinator job description.

Technology Coordinator

A. Qualifications:

1. Masters Degree or higher with appropriate administrative certification/licensure;
2. Minimum of five successful years as an educator required;

3. Such alternatives to the above qualifications that the superintendent and board may find appropriate and acceptable.
- B. Reports to the Superintendent
- C. Coordinates with Central Office Administration, Building Administration
- D. Performance Responsibilities:
1. Work with principals, department heads, teachers, and others who will help implement the district technology plan.
  2. Meet with school personnel from each school building in order to assist in the implementation of the district plan at a school level.
  3. Establish evaluation guidelines so that data from different schools can be compared and can be used as part of the evaluation of the district's progress.
  4. Understand the district budget, budgeting process, spending process, and work within this system to secure adequate resources for instructional computing.
  5. Help to ensure that school-level budgets and the district budget adequately support the district's instructional technology plan. Be especially aware of equity issues when doing budgeting and distributing resources. Work with administration and faculty to write grants for implementation of technology related educational programs.
  6. Assist faculty in simple technical or curricular concerns related to technology.
  7. Develop, implement, and periodically evaluate a district technology oriented in-service plan.
  8. Help all teachers and school administrators become functionally computer-literate and learn their roles in accomplishing the district technology plan.
  9. Help the district to develop and implement plans for the acquisition and maintenance of hardware and software. Acquisition will likely involve going out for bids for necessary equipment at least once per year. The acquisition plan should accommodate the needs of each of the schools in the district, and should take into consideration current use and availability of equipment at each of the schools to determine if relocation of equipment will provide a more efficient use of technologies.
  10. Maintenance will include routine preventive maintenance as well as more general repair and replacement.
  11. Maintain an accurate inventory of computer hardware and software that belongs to the district and to individual schools in the district. Help set policy on the possible creation of a district-owned pool of hardware and/or software that reside in a particular school building and can be moved from school to school as needed. Help establish procedures for schools to borrow software from each other. Work to establish an "effective life" for hardware and software, so that hardware and software that is no longer appropriate to use can be removed from service.
  12. Help develop and implement a district procedure for the evaluation of software, hardware, and courseware, and for the sharing of the results of such evaluation. Be involved in district research projects to evaluate instructional use of computers. Tie in with other school districts and with national or state organizations that are doing software evaluation. Acquire books and periodicals that evaluate software.
  13. Disseminate technology-related information throughout the district via news bulletins, electronic mail, presentations at district and building level staff meetings, etc.
  14. Remain technically competent. Be professionally active at regional or higher level meetings. Subscribe to technology-oriented educational publications and schedule regular time to read them. Keep apprised of changes in the technologies available and directions of future technology development.
  15. Assist faculty and staff in dealing with minor technical issues in order to maintain a positive attitude among educators about use of technologies and avoid frustrations and fear of technologies by those teachers unfamiliar with them.
  16. Perform simple maintenance and trouble-shooting procedures on equipment for efficient use of maintenance funds.
  17. Performs such duties as may be assigned by the superintendent.

Approval of Board Policies and Manuals:

1. Student/Building Activity Fund Guidelines Manual
2. IGDG – Student/Building Activities Funds Management

The Board approved the Consensus Agenda items on the following vote:

VOTE: Mr. Gilmore: Aye, Mrs. Hoyng: Aye, Mr. Rable: Aye, Mr. Fetters: Aye. Approved.

**06-32** On a motion by Mr. Gilmore, seconded by Mrs. Hoyng, the Board accepted a donation from Celina Aluminum Precision Technology, Inc. of \$3,000 for scoreboards.

VOTE: Mrs. Hoyng: Aye, Mr. Rable: Abstain, Mr. Fetters: Aye, Mr. Gilmore: Aye. Approved.

The Board selected Amy Hoyng as the Delegate and Matt Gilmore as the Alternate to the Ohio School Board Association Annual Business meeting on November 13, 2006.

**06-33** The Board on a motion by Mr. Gilmore, seconded by Mr. Fetters, moved to increase the base salary of Matt Miller, Superintendent and Mike Marbaugh, Treasurer by 2.75% effective August 1, 2006 and an additional 2.50% effective August 1, 2007.

VOTE: Mr. Rable: Aye. Mr. Fetters: Aye, Mr. Gilmore: Aye, Mrs. Hoyng: Aye. Approved.

The following policies were provided for first reading:

1. EBC – Emergency/Safety Plans
2. IKEB - Acceleration
3. JEBA – Early Entrance to Kindergarten
4. JN– Student Fees, Fines and Charges
5. JN-E – Waiver of Student Fees

The following district projects were discussed:

- A. Stadium
- B. Tennis Courts
- C. Score Board
- D. Summer clean-up
- E. June 30, 2006 – Food Service – Natural Gas – Diesel/Gas
- F. Local Report Card and AYP information
- G. Mercer County Homeland Security/Celina Schools Safety Exercise

Additionally, a parent brought a transportation issue to the Board. The situation was reviewed and Board Policies and past practices were reviewed.

With no other business, the meeting was adjourned at 6:50 p.m.

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Board President

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Treasurer